

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: MONDAY, DECEMBER 16, 2013 TIME: 7:00PM

AGENDA

- I. CALL TO ORDER [7:00PM or thereafter]
- II. ROLL CALL
- III. INVOCATION
- IV. PLEDGE OF ALLEGIANCE

PRESENTATIONS

1. Portsmouth Middle School Musical Performance
(There will be a brief recess following the performance)
2. Mayor's Blue Ribbon Senior Committee Report
3. Presentation to Councilor Anthony Coviello, Councilor Nancy Novelline Clayburgh and Councilor Kenneth Smith

V. ACCEPTANCE OF MINUTES – NOVEMBER 7, 2013

VI. PUBLIC COMMENT SESSION

VII. APPROVAL OF GRANTS/DONATIONS

A. Acceptance of Police Department Grants and Donations:

- A donation in the amount of \$400.00 has been received from the Friends of the South End in support of the Police Explorer Cadets
- A grant in the amount of \$8,014.43 from the US Department of Justice Bulletproof Vest Partnership Program toward the purchase cost of \$21,600.00 in replacement and new bulletproof vests
- A grant in the amount of \$5,148.00 from the New Hampshire Highway Safety for "Portsmouth Operation Safe Commute Patrols"
- A grant in the amount of \$9,959.00 from the US Department of Justice; this amount is Portsmouth's allocation of a \$31,093.00 JAG grant to Rockingham County for law enforcement initiatives. The Portsmouth Police Department will use the allotment for Intensive First Line Supervisor Training
- A grant in the amount of \$2,000.00 from Police Standards and Training for Lt. Cummings and Lt. Sargent to attend the Roger Williams Mid-Management Course in Rhode Island in February of next year
- A grant in the amount of \$500.00 from APCO International for Emergency Communications Supervisor Gil Emery to complete courses through the APCO International Institute

(Sample motion – move to approve and accept the grants and donations to the Portsmouth Police Department, as listed)

VIII. CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- A. Third and Final Reading of Ordinance amending Chapter 7, Article IV, Section 7.402 – Areas Established, Designated and Described, Off-Street Parking Areas, Add Leary Field Parking Area, not to exceed 72 hours at one time
- B. Third and Final Reading on Proposed Amendments to the Zoning Ordinance, Article 6 – Overlay District, Section 10.630 – Historic District

IX. CONSENT AGENDA

A MOTION WOULD BE IN ORDER TO ADOPT THE CONSENT AGENDA

- A. Letter from Thomas Martin, Race Director, Portsmouth Criterium, requesting to hold the 3rd Annual Community Challenge on Sunday, September 7, 2014 ***(Sample motion – move to refer to the City Manager with power)***
- B. Letter from Christina O’Grady, Associate of Development, American Lung Association, requesting permission to hold the 5th Annual American Lung Association Cycle the Seacoast Ride on Sunday, May 4, 2014 ***(Sample motion – move to refer to the City Manager with power)***
- C. Letter from Kelly Sicard, Director of Special Events and Volunteers, Breathe New Hampshire, requesting permission to hold the 29th Annual Seacoast Bike Tour on Saturday, May 17 and Sunday, May 18, 2014 ***(Sample motion – move to refer to the City Manager with power)***
- D. Request for License from Julie Cutting, owner of Cure Restaurant for property located at 189 State Street for a projecting sign on an existing bracket ***(Anticipated action – move to accept the recommendation of the Planning Director with the aforementioned stipulations and approve the request of Julie Cutting, owner of Cure Restaurant for a projecting sign at property located at 189 State Street and, further, authorize the City Manager to execute License Agreements for this request)***

Planning Director’s Stipulations:

- ***The license shall be approved by the Legal Department as to content and form;***
- ***Any removal or relocation of the projecting sign, for any reason, shall be done at no cost to the City; and***
- ***Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason, shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works***

- E. Request for License from Alex Vandermark, owner of The Soupery for property located at 51 Hanover Street for a projecting sign on a new bracket (***Anticipated action – move to accept the recommendation of the Planning Director with the aforementioned stipulations and approve the request of Alex Vandermark, owner of The Soupery for a projecting sign at property located at 51 Hanover Street and, further, authorize the City Manager to execute License Agreements for this request***)

Planning Director's Stipulations:

- ***The license shall be approved by the Legal Department as to content and form;***
- ***Any removal or relocation of the projecting sign, for any reason, shall be done at no cost to the City; and***
- ***Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason, shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works***

X. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

- A. Letter from the Town of Stratham Board of Selectmen requesting the City of Portsmouth to explore Providing Sewer Services to Stratham (***Sample motion – move to refer to the City Manager for a report back***)
- B. Letter from Sarah Jarvis, Rye Fire Department, requesting permission for the use of the High Hanover Parking Garage in December, 2013 for fundraising to attend the Firefighter Stair Climb in Seattle Washington, March 9, 2014 (***Sample motion – move to refer to the City Manager with power***)
- C. Letter from Islington Creek Neighborhood Association regarding 21 Brewster Street permit renewal

XI. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

A. CITY MANAGER

Items Which Require Action Under Other Sections of the Agenda

1. Third and Final Reading of Proposed Resolution and Ordinance Amendments:
- 1.1 Third and Final Reading of Ordinance amending Chapter 7, Article IV, Section 7.402 – Areas Established, Designated and Described, Off-Street Parking Areas, Add Leary Field Parking Area, not to exceed 72 hours at one time (***Action on this matter should take place under Section VIII of the Agenda***)
- 1.2 Third and Final Reading on Proposed Amendments to the Zoning Ordinance, Article 6 – Overlay Districts, Section 10.630 – Historic District (***Action on this matter should take place under Section VIII of the Agenda***)

City Manager's Items Which Require Action

1. Acceptance of Drainage Easement Re: 127 Parrott Avenue, LLC
2. Adoption of 2014 Schedule of City Council Meetings and Work Sessions
3. Proposed Boarding House Permit Re: 21 Brewster Street

Informational Items

1. Events Listing
2. Free Holiday Parking

B. MAYOR SPEAR

1. Reappointment of City Manager John P. Bohenko as the City of Portsmouth representative to the Pease Development Authority for the term of January 1, 2014 through January 1, 2017

XII. MISCELLANEOUS/UNFINISHED BUSINESS

XIII. ADJOURNMENT [AT 10:00PM OR EARLIER]

**KELLI L. BARNABY, CMC/CNHMC
CITY CLERK**

INFORMATIONAL ITEMS

1. Notification that the Historic District Commission Minutes of the March 6, 2013 meeting are available on the City's website for your review
2. Notification that the Historic District Commission Minutes of the March 13, 2013 meeting are available on the City's website for your review
3. Notification that the Historic District Commission Minutes of the April 3, 2013 meeting are available on the City's website for your review

NOTICE TO THE PUBLIC WHO ARE HEARING IMPAIRED: Please contact Dianna Fogarty at 603-610-7270 one-week prior to the meeting for assistance.

CITY COUNCIL MEETING

MUNICIPAL COMPLEX
DATE: THURSDAY, NOVEMBER 7, 2013

PORTSMOUTH, NH
TIME: 6:00 PM

I. CALL TO ORDER

Mayor Spear called the meeting to order at 6:00 p.m.

II. ROLL CALL

Present: Mayor Spear, Assistant Mayor Lister, Councilors Novelline Clayburgh, Lown, Dwyer, Smith and Thorsen

Absent: Councilors Coviello and Kennedy

III. INVOCATION

Mayor Spear asked everyone to join in a moment of silent prayer.

IV. PLEDGE OF ALLEGIANCE

Councilor Novelline Clayburgh led in the Pledge of Allegiance to the flag.

V. CANVASS OF THE VOTE OF THE NOVEMBER 5, 2013 MUNICIPAL ELECTION

City Clerk Barnaby provided the City Council with copies of the November 5, 2013 Municipal Election results and requested the City Council accept the results as presented.

The following positions were elected:

City Council 2 year term

Mayor Robert "Bob" Lister
Assistant Mayor James Splaine
Councilor Stefany Shaheen
Councilor Esther Kennedy
Councilor Brad Lown
Councilor M. Christine Dwyer
Councilor Zelita Morgan
Councilor Eric Spear
Councilor Jack Thorsen

School Board 4 year term

Nancy Novelline Clayburgh, Leslie Stevens, Helene "Lennie" Mullaney, Thomas Martin and Jeffrey G. Landry

Fire Commission 4 year term

Richard Gamester and Jennifer J. Mosher-Matthes

Police Commission 4 year term

Brenna Cavanaugh and Gerald Howe

Ward Moderators 2 year term

Petra Pantelakos-Barstow - Ward 1

Susan Denenberg – Ward 2

Raymond Mullaly – Ward 3

Gerald Ward – Ward 4

Susan Hubbard – Ward 5

Ward Clerks 2 year term

Joseph Pantelakos – Ward 1

Rebecca McBeath – Ward 2

Catherine Cosgrove – Ward 3

Rahul Sivaprasad – Ward 4

Marsha Robinson – Ward 5

Ward Selectmen 2 year term

Joann Wyckoff, Nancy Brown and John Pennington – Ward 1

Leslie McCarthy, Diane Stradling and William McClure – Ward 2

Jennifer Fahey, William St. Laurent and Shirley Mullaly– Ward 3

Patricia Rowe, Sharon Nichols and Matthew Hancock – Ward 4

Nancy Grossman, Mary Lou McElwain and Brian Wazlaw – Ward 5

Registrar of Voters 2 year term

Penny Reynolds – Ward 1

Candace Thayer – Ward 2

Angelynne Hinson – Ward 3

Marcia Main – Ward 4

Sherwood Spelke – Ward 5

Registrar of Voters At Large 2 year term

Barbara Ward

Councilor Smith moved to approve and accept the November 5, 2013 Municipal Election Results as presented by City Clerk Barnaby. Seconded by Assistant Mayor Lister and voted.

VI. ADJOURNMENT

At 6:05 p.m., Assistant Mayor Lister moved to adjourn. Seconded by Councilor Novelline Clayburgh and voted.



Kelli L. Barnaby, CMC/CNHMC
City Clerk

PORTSMOUTH POLICE DEPARTMENT

MEMORANDUM

RECEIVED

DEC 2 2013

CITY MANAGER
PORTSMOUTH, NH


DATE: 20 NOVEMBER, 2013
TO: JOHN P. BOHENKO, CITY MANAGER
FROM: JOHN F. GOLUMB, CHAIRMAN, PORTSMOUTH POLICE COMMISSION
STEPHEN J. DUBOIS, CHIEF OF POLICE
RE: GRANTS & DONATIONS

At the November 20th, 2013 monthly Police Commission meeting, the Board of Police Commissioners approved and accepted the following grants and donation:

- A donation in the amount of \$400 has been received from the Friends of the South End in support of the Police Explorer Cadets.
- A grant in the amount of \$8,014.43 from the US Dept. of Justice Bulletproof Vest Partnership Program toward the purchase cost of \$21,600 in replacement and new bullet proof vests.
- A grant in the amount of \$5,148 from New Hampshire Highway Safety for "Portsmouth Operation Safe Commute Patrols".
- A grant in the amount of \$9,959 from the US Dept. of Justice; this amount is Portsmouth's allocation of a \$31,093 JAG grant to Rockingham County for law enforcement initiatives. The Portsmouth Police Department will use this allotment for Intensive First Line Supervisor Training.
- A grant in the amount of \$2,000 from Police Standards & Training for Lt. Cummings and Lt. Sargent to attend the Roger Williams Mid-Management Course in Rhode Island in February of next year.
- A grant in the amount of \$500 from APCO International for Emergency Communications Supervisor Gil Emery to complete courses through the APCO International Institute.

We submit the information to you pursuant to City Policy Memorandum #94-36, for the City Council's consideration and approval at their next meeting.

Respectfully submitted,


John F. Golumb, Chairman
Board of Police Commissioners

copies: Board of Police Commissioners
Finance Director Judie Belanger
Admin. Mgr. Karen Senecal
Business Assistant Tammie Perez


Stephen J. DuBois, Chief of Police



[NIJ Standards](#) [Glossary](#) [BVP Manuals](#)

1. Registration

- 1.1 [Agency Information](#)
- 1.2 [Agency Contacts](#)

2. Application

- 2.1 [Application Profile](#)
- 2.2 [Manage Application](#)
- 2.3 [Review Application](#)
- 2.4 [Submit Application](#)

3. Payment

- 3.1 [Bank Information](#)
- 3.2 [Print Bank Form](#)
- 3.3 [Manage Receipts](#)
- 3.4 [Payment Request](#)
- 3.5 [Payment History](#)

4. Status

- 4.1 [Current Status](#)
- 4.2 [LEA Status](#)
- 4.3 [Application History](#)

5. Personal Information

- 5.1 [User Profile](#)
- 5.2 [Change Password](#)



BVP HELP DESK
(Toll-Free 1-877-758-3787)

Application Profile

Participant	PORTSMOUTH CITY
Fiscal Year	2013
Number of Agencies Applied	0
Total Number of Officers for Application	91
Number of Officers on Approved Sub-Applications	91
Unspent BVP Funds Remaining	\$6,141.48
Unspent BVP Funds Obligated for Vest Purchases	\$5,062.00

Sub-Application Profile

Fiscal Year	2013
Vest Replacement Cycle	5
Number of Officers	91
Zylon Replacement	0
Emergency Replacement Needs	0
Stolen or Damaged Officer Turnover	0

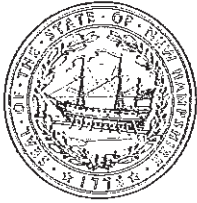
Application Details

NIJ#	Quantity	Unit Price	Extended Cost	Tax Shipping and Handling	Total Cost
AII-2	32	\$675.00	\$21,600.00	\$0.00	\$21,600.00
Grand Totals	32		\$21,600.00	\$0.00	\$21,600.00

Award Summary for FY2013 Regular Fund

Funds Type	Eligible Amount	Award	Date Approved	Status
Regular Fund	\$21,600.00	\$8,014.43	09/11/13	Approved by BVP
Grand Totals:	\$21,600.00	\$8,014.43		

[Return](#)



STATE OF NEW HAMPSHIRE
 OFFICE OF THE GOVERNOR
 HIGHWAY SAFETY AGENCY
 78 REGIONAL DRIVE, BUILDING 2
 CONCORD, N.H. 03301-8530

Margaret Wood Hassan
 GOVERNOR

TDD Access: Relay NH 1-800-735-2964
 603-271-2131
 FAX 603-271-3790

REC'D OCT 25 2013

Peter M. Thomson
 COORDINATOR

October 22, 2013

Chief Stephen J. Dubois
 Portsmouth Police Department
 3 Junkins Avenue
 Portsmouth, NH 03801

Dear Chief Dubois:

Please be advised that your application for federal funds for Highway Safety Project #315-14A-054 entitled "Portsmouth Operation Safe Commute Patrols" has been officially approved by this Office, and will be reimbursed to the extent described in the approved project application. Please be advised that these overtime patrols must be conducted on October 30, November 27, and December 31, 2013, and January 17, February 14, March 17, April 18, May 23, June 20, July 3, August 29, and September 19, 2014.

Reimbursement will be made after payment in full has been made and copies of invoices which have been paid are forwarded to this Office. Reimbursement procedures issued by the US Office of Management and Budget require that billing for reimbursement for this contract must be received by the NH Highway Safety Agency within 20 days of the end of the contract period. A copy of the "Procedure for Reimbursement of Federal Highway Safety Funds for Municipal Projects" is enclosed along with a questionnaire entitled "Project and Audit Information" which is to be completed and returned to this Agency.

Also find enclosed a quarterly report form for your use in reporting the progress made as the result of this contract. The information is required for our reports to the National Highway Traffic Safety Administration to demonstrate the overall effectiveness of the State's Highway Safety Program. Please return the report to us at the end of the month following each quarterly period.

We ask that you pay special attention to the audit report requirement appearing on the enclosed project addendum – HS-4(a).

Your cooperation will expedite the processing of reimbursements. If you have any questions concerning any aspects of this project, please let me know at once so that we may complete the project in an orderly fashion.

Sincerely,

Peter M. Thomson
 Coordinator

/djf

Enclosures

cc: John Bohenko, City Manager

To FRAIL
 10/29/13

To Commission

CONTRACTUAL AGREEMENT FOR HIGHWAY SAFETY PROJECT GRANT

For HSA Use Only

State of New Hampshire
Highway Safety Agency
8 Regional Drive, Building #2
Concord, NH 03301-8530

Date Received	Project Number
October 22, 2013	#315-14A-054
Date Approved	PSP and Task #
October 22, 2013	14-03, 4

Part I

<p>1. Project Title</p> <p>Portsmouth "Operation Safe Commute" Patrols</p>	<p>2. Type of Application (Check One)</p> <p><input checked="" type="checkbox"/> Initial</p> <p><input type="checkbox"/> Revision</p> <p><input type="checkbox"/> Continuation</p>
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3. Applicant	
<p>A. Name of Agency and Address</p> <p>Portsmouth Police Department 3 Junkins Avenue Portsmouth, NH 03801</p>	<p>B. Government Unit (Check One)</p> <p><input type="checkbox"/> State</p> <p><input checked="" type="checkbox"/> City/Town</p> <p><input type="checkbox"/> County</p> <p><input type="checkbox"/> Other (specify):</p>

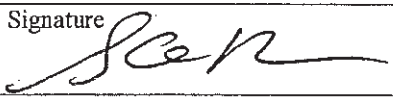
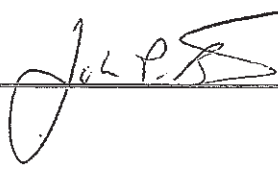
<p>4. Contract Duration</p> <p>Contract Period</p> <p style="margin-left: 40px;">Start Date: October 1, 2013</p> <p style="margin-left: 40px;">Termination Date: September 30, 2014</p>	<p>5. Functional Area SC - Speed Control</p> <p>CFDA# 20.600</p> <p>Program Title State & Community Highway Safety</p> <p>Funding Source National Highway Traffic Safety Administration</p>
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6. Description of Project (Describe in detail in Schedule A)

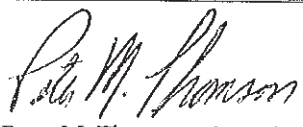
BUDGET AND PERSONNEL DATA		
a. Personnel Services Overtime "Operation Safe Commute" Patrols		
Salary: 3 hours/patrol x 1 officer x 2 patrols/day x 12 patrol days x \$55.00/hour	\$3,960.00	
roll-related Deductions: \$ 3,960.00 x 30 percent	1,188.00	\$5,148.00
*See Proposed Solution (page 2) for exact patrol dates & explanation of pay rates		
Total		\$5,148.00

Part II

7. Acceptance of Conditions. It is understood and agreed by the undersigned that a grant received as a result of this contract is subject to the regulations governing grants which have been furnished (or will be furnished upon request) to the applicant.

A. Project Director		
1) Name Stephen J. Dubois	2) Title Chief, Portsmouth Police Department	3) Address 3 Junkins Avenue Portsmouth, NH 03801
4) Signature X 		5) Telephone Number 427-1500
B. Authorized Official		
1) Name John Bohenko	2) Title Portsmouth City Manager	3) Address One Junkins Avenue Portsmouth, NH 03801
4) Signature X 		5) Telephone Number 610-7201

Part III (For HSA Use Only)

1. Approval Date October 22, 2013	2. Signature & Title  Peter M. Thomson, Coordinator NH Highway Safety Agency
3. Federal Funds Obligated by this Agreement: \$ 5,148.00	

Part IV

<p>SCHEDULE A GENERAL PROJECT INFORMATION</p> <p>Description of Project</p>

STATEMENT OF PROBLEM/NEED: Statistical analysis of motor vehicle crashes occurring on New Hampshire roadways reveals that 'driver inattention/distraction' was the primary contributing factor in approximately 10.83 percent of crashes resulting in incapacitating injuries and 21.8 percent of crashes resulting in non-incapacitating injuries during 2009 - 2012.

Contributing Factor to Motor Vehicle Crashes Resulting in Incapacitating & Non-Incapacitation Injuries	Incapacitating Injuries				Non-Incapacitating Injuries			
	2009	2010	2011	2012	2009	2010	2011	2012
	Driver Inattention/Distracted	81	74	22	68	1254	1179	453
% of Total Injury-Related Crashes	11.6%	11.2%	6.8%	13.7%	21.3%	19.5%	19.7%	26.5%
Total # Injury-Related Crashes	700	660	322	497	5879	6057	2294	2156

Furthermore, the NH Department of Motor Vehicles reports that 21.1 percent of non-fatal crashes are caused by some form of distracting driving.

Although crashes occur at all hours of the day and night, they are most prevalent during the morning and afternoon/evening commute hours when traffic is the heaviest as drivers travel to and from work locations. Instead of focusing their attention on the task of driving and operating their vehicles safely, drivers are frequently distracted by talking on the cell phone, texting, eating, reading, shaving, applying makeup . . . often in combination with speeding, following too close, and making improper lane changes. The combination of these tasks is a recipe for disaster that leads to crashes and the loss of life, injuries, and property damage. Distracted driving crashes occur on local and state roadways, as well as the interstate/turnpike highways. When a crash occurs, no matter how minor the crash or resulting injuries, it creates a great deal of congestion and can lead to road closures . . . all of which impact the impatience and attitude of other drivers.

An aggressive, statewide campaign (Operation Safe Commute) needs to be conducted during the morning and afternoon commute hours (6.00 – 9.00 AM and 4.00 – 7.00 PM) in order to reduce the number of crashes caused by distracted driving.

PROPOSED SOLUTION: "Operation Safe Commute" is an enforcement campaign designed to encourage all motor vehicle operators to focus their attention on the task of driving and operating their vehicles safely. The Portsmouth Police Department will hire, on an off-duty basis, two (2) officers per patrol date to work overtime distracted driving patrols in 3-hour shifts during the morning and/or afternoon commute hours (6.00 – 9.00 AM and 4.00 – 7.00 PM). "Operation Safe Commute" overtime patrols will be conducted on the following dates:

- October 30, 2013 November 27, 2013 December 31, 2013 January 17, 2014 February 14, 2014 March 17, 2014
 April 18, 2014 May 23, 2014 June 20, 2014 July 3, 2014 August 29, 2014 September 19, 2014

Adherence to all traffic laws, including the state's occupant protection law, will be monitored and enforced. It is understood that these patrols will be conducted on an overtime basis and officers will be paid at their overtime (1.5) rate for work exceeding their normal 40 hours per week. Part-time officers will be paid at their normal hourly rate.

ANTICIPATED RESULTS: "Operation Safe Commute" patrols will result in an increased number of motorist contacts leading to the issuance of citations and warnings that will contribute to increased public awareness that distracted driving will not be tolerated. In addition, the presence of law enforcement on the roads of the state will lead to a decrease in motor vehicle crashes during the morning and afternoon/evening commute hours which will make for a safer commute for all vehicle operators.

ADDITIONAL PROJECT CONDITIONS: It is agreed that all signed "Overtime Selective Traffic Enforcement Program Report" forms (HS-200) for each patrol, along with a summary "Overtime Reimbursement" form, will be submitted to the Coordinator of the NH Highway Safety Agency by the end of the month following each quarterly period (i.e. January 31st for the quarter ending December 31, April 30th for the quarter ending March 31st, etc.).

The recipient of these funds is encouraged to provide programs to encourage the use of safety belts by all drivers and passengers in motor vehicles (23 U.S.C. 1200.11 (a)(d)) and to adopt and enforce seat belt use policies for employees operating company-owned, rented, or personally-owned vehicles when performing official business.

See attached Addenda for additional project information that is hereby made a part of this contractual agreement.

ADDENDUM TO THE APPLICATION FOR HIGHWAY SAFETY PROJECT GRANT

PROJECT REPORTS: It is agreed that quarterly reports will be made to the NH Highway Safety Agency for one year summarizing the progress being made in implementing the project and identifying any problems being encountered. A final report will be made upon completion of the project. Monthly reports will be submitted within 20 days of the project termination date.

PROJECT TERMS: All purchases and expenditures under this project will be subject to audit procedures satisfactory to Federal regulations. It is understood that no monies provided under this project will be used for the replacement of any existing equipment which currently meets Federal Highway Safety Standards. If any existing equipment is sold or traded during the project period, in order to reduce the actual outlay of funds for equipment which is provided under this project, the proceeds will be applied in pro-rated amounts to the Federal and local shares of the costs of the project.

PROCUREMENT AND EQUIPMENT COST: State agencies receiving federal funds for the purchase of equipment are required to process orders through the Division of Plant and Property Management in accordance with state regulations. Items of equipment requiring testing and certification to verify their accuracy (i.e. breath testing devices and traffic control radar) must be selected from the State approved devices.

EQUIPMENT: Equipment acquired under this agreement for use in highway safety program areas shall be used and kept in operation for highway safety purposes by the State; or the State, by formal agreement with appropriate officials of a political subdivision or State agency, shall cause such equipment to be used and kept in operation for highway safety purposes (23 CRF 1200.21).

PROJECT INVENTORY: An inventory of each item of equipment having a useful life of more than two years and a cost of five thousand dollars (\$5,000.00) or more will be provided to the NH Highway Safety Agency during the period in which it is in use. Before such equipment is disposed of, either by trade-in or write-off, authorization will be obtained from the Highway Safety Agency, acting as agent for the National Highway Traffic Safety Administration.

PROJECT CREDIT: All publications, public information or publicity released in conjunction with this project shall state that "this project is being supported in part through a grant from the NH Highway Safety Agency with federal funds provided by the National Highway Traffic Safety Administration, US Department of Transportation", or words to that effect.

AUDIT REPORTS: The grantee agrees to provide the NH Highway Safety Agency with a copy of the audit report including this project which was conducted under provisions of Circular A-133 - Audit of State and Local Governments and Non-Profit Organizations.

Certifications and Assurances

Section 402 Requirements (as amended by Pub. L. 112-141)

(a) The Governor is responsible for the administration of the State highway safety program through the NH Highway Safety Agency (NH RSA 238) which has adequate powers and is suitably equipped and organized (as evidenced by appropriate oversight procedures governing such areas as procurement, financial administration, and the use, management, and disposition of equipment) to carry out the program (23 USC 402(b) (1) (A)); (b) The political subdivisions of this State are authorized, under NH RSA 238:6, to carry out within their jurisdictions local highway safety programs which have been approved by the Governor and are in accordance with the uniform guidelines promulgated by the Secretary of Transportation (23 USC 402(b) (1) (B)); (c) At least 40 percent of all Federal funds apportioned to this State under 23 USC 402 for this fiscal year will be expended by or for the benefit of the political subdivision of the State in carrying out local highway safety programs in accordance with 23 USC 402(b) (1) (C), 402(h)(2), unless this requirement is waived in writing; (d) This State's highway safety program provides adequate and reasonable access for the safe and convenient movement of physically handicapped persons, including those in wheelchairs, across curbs constructed or replaced on or after July 1, 1976, at all pedestrian crosswalks throughout the state in accordance with 23 USC 402(b) (1) (D); (e) The State will implement activities in support of national highway safety goals to reduce motor vehicle related fatalities that also reflect the primary data-related crash factors within the State as identified by the State highway safety planning process, including: 1) National law enforcement mobilizations; 2) Sustained enforcement of statutes addressing impaired driving, occupant protection, and driving in excess of posted speed limits; 3) An annual statewide safety belt use survey in accordance with 23 CFR Part 1340 for the measurement of State safety belt use rates; 4) Development of statewide data systems to provide timely and effective data analysis to support allocation of highway safety resources. 5) Coordination of its highway safety plan, data collection, and information systems with the state strategic highway safety plan as defined in section 148 (a). (23 USC 402 (b) (1) (E)); (f) The State shall actively encourage all relevant law enforcement agencies in the State to follow the guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police that are currently in effect. (23 USC 402 (j)). 6) The State will not expend Section 402 funds to carry out a program to purchase, operate, or maintain an automated traffic enforcement system. (23 U.S.C. 402(c)(4)).

Other Federal Requirements

(g) All NH Highway Safety Agency employee's time which is charged to federal funds utilize Section 402 funds. All Time and Attendance charges from federal sources come from that single cost objective which brings the State of New Hampshire into compliance with the applicable federal regulation as stated in 2 CFR 225, Appendix B, h(3). An additional certification will be provided by the NH Highway Safety Agency each year in April in order to meet the federal requirement for biennial certification. (h) Cash drawdowns will be initiated only when actually needed for disbursement (49 CFR 18.20); cash disbursements and balances will be reported in a timely manner as required by NHTSA (49 CFR 18.21); the same standards of timing and amount, including the reporting of cash disbursement and balances, will be imposed upon any secondary recipient organizations (49 CFR 18.41); failure to adhere to these provisions may result in the termination of drawdown privileges. (i) The State has submitted appropriate documentation for review to the single point of contact designated by the Governor to review Federal programs, as required by Executive Order 12372 (Intergovernmental Review of Federal Programs); (j) Equipment acquired under this agreement for use in highway safety program areas shall be used and kept in operation for highway safety purposes by the State; or the State, by formal agreement with appropriate officials of a political subdivision or State agency, shall cause such equipment to be used and kept in operation for highway safety purposes (23 CFR 1200.21). (k) The State will comply with all applicable State procurement procedures and will maintain a financial management system that complies with the minimum requirements of 49 CFR 18.20; (l) The State's highway safety program has been specifically exempted from the provisions of Circular A-95 by the Governor of the State of New Hampshire. (m) Federal Funding Accountability and Transparency Act (FFATA). The State will comply with FFATA guidance, OMB Guidance on FFATA Subaward and Executive Compensation Reporting, August 27, 2010, (https://www.frs.gov/documents/OMB_Guidance_on_FFATA_Subaward_and_Executive_Compensation_Reporting_08272010.pdf) by reporting to FSRS.gov for each sub-grant awarded. 1) Name of the entity receiving the award; 2) Amount of the award; 3) Information on the award including transaction type, funding agency, the North American Industry Classification System code or Catalog of Federal Domestic Assistance number (where applicable), program source; 4) Location of the entity receiving the award and the primary location of performance under the award, including the city, State, congressional district, and country, and an award title descriptive of the purpose of each funding action; 5) A unique identifier (DUNS); 6) The names and total compensation of the five most highly compensated officers of the entity if, of the entity receiving the award and of the parent entity of the recipient, should the entity be owned by another entity; (i) The entity in the preceding fiscal year received—(I) 80 percent or more of its annual gross revenues in Federal awards; and (II) \$25,000,000 or more in annual gross revenues from Federal awards; and ii) The public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78n(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986; 7) Other relevant information specified by the Office of Management and Budget in subsequent guidance or regulation. (n) The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin (and 49 CFR Part 21); (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794) and the Americans with Disabilities Act of 1990 (42 USC § 12101, *et seq.*; PL 101-336), which prohibits discrimination on the basis of disabilities (and 49 CFR Part 27); (d) the Age Discrimination Act of 1975, as amended (42U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970(P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse of alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 *et seq.*), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; The Civil Rights Restoration Act of 1987, which provides that any portion of a state or local entity receiving federal funds will obligate all programs or activities of that entity to comply with these civil rights laws; (k) the requirements of any other nondiscrimination statute(s) which may apply to the application; and (l) the Civil Right Restoration Act of 1987 (Pub.L. 100-259) which requires Federal-aid recipients and all sub recipients to prevent discrimination and ensure non-discrimination in all programs and activities.

The Drug-Free Workplace Act of 1988(41 U.S.C. 8103)

In accordance with the Drug-Free Workplace Act of 1988 (41 U.S.C. 702) and former Governor Judd Gregg's Executive Order No. 89-6, the State will provide a drug-free workplace by: a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition; b. Establishing a drug-free awareness program to inform employees about: 1) The dangers of drug abuse in the workplace; 2) The grantee's policy of maintaining a drug-free workplace; 3) Any available drug counseling, rehabilitation, and employee assistance programs; and 4) The penalties that may be imposed upon employees for drug violations occurring in the workplace. c. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a). d. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will: 1) Abide by the terms of the statement; and 2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction. e. Notifying the agency within ten days after receiving notice under subparagraph (d) (2) from an employee or otherwise receiving actual notice of such conviction. f. Taking one of the following actions, within 30 days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted: 1) Taking appropriate personnel action against such an employee, up to and including termination; or 2) Requiring such employee to participate

satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency. g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f) above.

Buy America Act

The subgrantee will comply with the provisions of the Buy America Act (49 U.S.C. 5323(j)) which contains the following requirements: Only steel, iron and manufactured products produced in the United States may be purchased with Federal funds unless the Secretary of Transportation determines that such domestic purchases would be inconsistent with the public interest; that such materials are not reasonably available and of a satisfactory quality; or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the Secretary of Transportation.

Political Activity (Hatch Act)

The subgrantee will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

Certification Regarding Federal Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that: 1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. 3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Restriction on State Lobbying

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

Certification Regarding Debarment and Suspension

In accordance with the provision of 49 CFR Part 29, the State agrees that it shall not knowingly enter into any agreement under its Highway Safety Plan with a person or entity that is barred, suspended, declared ineligible, or voluntarily excluded from participation in the Section 402 program, unless otherwise authorized by NHTSA. The State further agrees that it will include a clause in all lower tier covered transactions and in solicitations for lower tier covered transactions.

Instructions for Primary Certification

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below. 2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default. 4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances. 5. The terms *covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded*, as used in this clause, have the meaning set out in the Definitions and coverage sections of 49 CFR Part 29. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations. 6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction. 7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. 8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the list of Parties Excluded from Federal Procurement and Non-procurement Programs. 9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings. 10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Covered Transactions

1. The prospective primary participant certifies to the best of its knowledge and belief, that its principals: a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency; b) have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of record, making false statements, or receiving stolen property; c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and d) have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default. 2. Where the prospective primary participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below. 2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment. 3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances. 4. The terms *covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded*, as used in this clause, have the meanings set out in the Definition and Coverage sections of 49 CFR Part 29. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations. 5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated. 6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. (See below) 7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs. 8. Nothing contained in

the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings. 9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. 2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Policy to Ban Text Messaging While Driving

In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, States are encouraged to: 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted driving including policies to ban text messaging while driving: a) Company-owned or -rented vehicles, or Government-owned, leased or rented vehicles; or b) Privately-owned when on official Government business or when performing any work on behalf of the Government. 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as: a) Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and b) Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

Environmental Impact

The Governor's Representative for Highway Safety has reviewed the State's Fiscal Year highway safety planning document and hereby declares that no significant environmental impact will result from implementing this Highway Safety Plan. If, under a future revision, this Plan will be modified in such a manner that a project would be instituted that could affect environmental quality to the extent that a review and statement would be necessary, this office is prepared to take the action necessary to comply with the National Environmental Policy Act of 1969 (42 USC 4321 et seq.) and the implementing regulations of the Council on Environmental Quality (40 CFR Parts 1500-1517).

Policy on Seat Belt Use

In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the Grantee is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information on how to implement such a program, or statistics on the potential benefits and cost-savings to your company or organization, please visit the Buckle Up America section on NHTSA's website at www.nhtsa.dot.gov. Additional resources are available from the Network of Employers for Traffic Safety (NETS), a public-private partnership headquartered in the Washington, DC, metropolitan area, and dedicated to improving the traffic safety practices of employers and employees. NETS is prepared to provide technical assistance, a simple, user-friendly program kit, and an award for achieving the President's goal of 90 percent seat belt use. NETS can be contacted at 1 (888) 221-0045 or visit its website at www.trafficsafety.org.

HS-4(a) (3/28/13)

NH Highway Safety Agency
78 Regional Drive, Building #2
Concord, NH 03301-8530
Telephone 603-271-2131

**ADDENDUM TO THE APPLICATION
FOR HIGHWAY SAFETY PROJECT GRANT**

FEDERAL REGULATIONS

2 CFR Part 25 (formerly Circular A-87). This provides principles for determining the allowable costs of programs administered by State, local and federally-recognized Indian tribal governments under grants from and contracts with the Federal Government. They are designed to provide the basis for a uniform approach to the problem of determining costs and to promote efficiency and better relationships between grantees and the Federal Government. The principles are for determining costs only and are not intended to identify the circumstances nor to dictate the extent of Federal and State or local participation in the financing of a particular project. They are designed to provide that federally-assisted programs bear their fair share of costs recognized under these principles except where restricted and prohibited by law.

COMMON RULE (49 CFR Part 18) (Effective October 1988) This rule establishes the Uniform Administrative Requirements for Grants and Cooperative Agreements and Sub-awards to state and local governments and Indian tribal governments. Administrative rules set forth include:

- | | | | |
|-------|--|-------|---|
| 18.10 | Forms for Applying for Grants | 18.32 | Equipment |
| 18.11 | State Plans | 18.33 | Supplies |
| 18.20 | Standards for Financial Management Systems | 18.34 | Copyrights |
| 18.21 | Payment | 18.35 | Sub-awards to Debarred and Suspended Parties |
| 18.22 | Allowable Costs | 18.36 | Procurement |
| 18.23 | Period of Availability of Funds | 18.37 | Subgrants |
| 18.24 | Matching or Cost Sharing | 18.40 | Monitoring and Reporting Program Performance |
| 18.25 | Program Income | 18.41 | Financial Reporting |
| 18.26 | Non-Federal Audits | 18.42 | Retention and Access Requirements for Records |
| 18.30 | Changes | 18.50 | Closeout |
| 18.31 | Real Property | | |

CIRCULAR A-133 (June 1997). This Circular establishes audit requirements for State and local governments that receive Federal aid, and defines Federal responsibilities for implementing and monitoring those requirements.

Further information concerning these Circulars may be obtained by contacting the Financial Management Branch, Budget Review Division, Office of Management & Budget, Washington, DC 20503. Telephone 202-395-4773.

FEDERAL FUNDING ACCOUNTABILITY & TRANSPARENCY ACT. *Data Universal Numbering System (DUNS) Numbers Requirement.* As the recipient of federal highway safety funds, the applicant agency must have a DUNS number. This is a unique nine-character number that identifies the applicant agency and is used by the federal government to track how federal funds are distributed. If the applicant agency is authorized to make sub-awards under this contract, it must: 1) notify potential sub-recipients that no entity may receive a sub-award unless that entity has provided the applicant agency with its DUNS number; and 2) the applicant agency may not make a sub-award to an entity unless the entity has provided its DUNS number to the applicant agency. (<http://fedgov.dnb.com/webform>)



Department of Justice
Office of Justice Programs
Office for Civil Rights

Washington, D.C. 20531

August 2, 2013

Chairman Katharin Pratt
County of Rockingham
119 North Road
Brentwood, NH 03833

Dear Chairman Pratt:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of Federal funding to compliance with Federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice is responsible for ensuring that recipients of financial aid from OJP, its component offices and bureaus, the Office on Violence Against Women (OVW), and the Office of Community Oriented Policing Services (COPS) comply with applicable Federal civil rights statutes and regulations. We at OCR are available to help you and your organization meet the civil rights requirements that come with Justice Department funding.

Ensuring Access to Federally Assisted Programs

As you know, Federal laws prohibit recipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in respect to employment practices but also in the delivery of services or benefits. Federal law also prohibits funded programs or activities from discriminating on the basis of age in the delivery of services or benefits.

Providing Services to Limited English Proficiency (LEP) Individuals

In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of Federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website at <http://www.lep.gov>.

Ensuring Equal Treatment for Faith-Based Organizations

The Department of Justice has published a regulation specifically pertaining to the funding of faith-based organizations. In general, the regulation, Participation in Justice Department Programs by Religious Organizations; Providing for Equal Treatment of all Justice Department Program Participants, and known as the Equal Treatment Regulation 28 C.F.R. part 38, requires State Administering Agencies to treat these organizations the same as any other applicant or recipient. The regulation prohibits State Administering Agencies from making award or grant administration decisions on the basis of an organization's religious character or affiliation, religious name, or the religious composition of its board of directors.

The regulation also prohibits faith-based organizations from using financial assistance from the Department of Justice to fund inherently religious activities. While faith-based organizations can engage in non-funded inherently religious activities, they must be held separately from the Department of Justice funded program, and customers or beneficiaries cannot be compelled to participate in them. The Equal Treatment Regulation also makes clear that organizations participating in programs funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. For more information on the regulation, please see OCR's website at <http://www.ojp.usdoj.gov/ocr/etfbo.htm>.

State Administering Agencies and faith-based organizations should also note that the Safe Streets Act, as amended; the Victims of Crime Act, as amended; and the Juvenile Justice and Delinquency Prevention Act, as amended, contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the Justice Department has concluded that the Religious Freedom Restoration Act (RFRA) is reasonably construed, on a case-by-case basis, to require that its funding agencies permit faith-based organizations applying for funding under the applicable program statutes both to receive DOJ funds and to continue considering religion when hiring staff, even if the statute that authorizes the funding program generally forbids considering of religion in employment decisions by grantees.

Questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment may be directed to this Office.

Enforcing Civil Rights Laws

All recipients of Federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to the prohibitions against unlawful discrimination. Accordingly, OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal employment opportunity standards.

Complying with the Safe Streets Act or Program Requirements

In addition to these general prohibitions, an organization which is a recipient of financial assistance subject to the nondiscrimination provisions of the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, 42 U.S.C. § 3789d(c), or other Federal grant program requirements, must meet two additional requirements: (1) complying with Federal regulations pertaining to the development of an Equal Employment Opportunity Plan (EEO Plan), 28 C.F.R. § 42.301-.308, and (2) submitting to OCR Findings of Discrimination (see 28 C.F.R. §§ 42.205(5) or 31.202(5)).

1) Meeting the EEO Plan Requirement

In accordance with Federal regulations, Assurance No. 6 in the Standard Assurances, COPS Assurance No. 8.B, or certain Federal grant program requirements, your organization must comply with the following EEO Plan reporting requirements:

If your organization has received an award for \$500,000 or more and has 50 or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare an EEO Plan and submit it to OCR for review **within 60 days from the date of this letter**. For assistance in developing an EEO Plan, please consult OCR's website at <http://www.ojp.usdoj.gov/ocr/eeop.htm>. You may also request technical assistance from an EEO Plan specialist at OCR by dialing (202) 616-3208.

If your organization received an award between \$25,000 and \$500,000 and has 50 or more employees, your organization still has to prepare an EEO Plan, but it does not have to submit the EEO Plan to OCR for review. Instead, your organization has to maintain the EEO Plan on file and make it available for review on request. In addition, your organization has to complete Section B of the Certification Form and return it to OCR. The Certification Form can be found at <http://www.ojp.usdoj.gov/ocr/eeop.htm>.

If your organization received an award for less than \$25,000; or if your organization has less than 50 employees, regardless of the amount of the award; or if your organization is a medical institution, educational institution, nonprofit organization or Indian tribe, then your organization is exempt from the EEO Plan requirement. However, your organization must complete Section A of the Certification Form and return it to OCR. The Certification Form can be found at <http://www.ojp.usdoj.gov/ocr/eeop.htm>.

2) Submitting Findings of Discrimination


In the event a Federal or State court or Federal or State administrative agency makes an adverse finding of discrimination against your organization after a due process hearing, on the ground of race, color, religion, national origin, or sex, your organization must submit a copy of the finding to OCR for review.

Ensuring the Compliance of Subrecipients

If your organization makes subawards to other agencies, you are responsible for assuring that subrecipients also comply with all of the applicable Federal civil rights laws, including the requirements pertaining to developing and submitting an EEO Plan, reporting Findings of Discrimination, and providing language services to LEP persons. State agencies that make subawards must have in place standard grant assurances and review procedures to demonstrate that they are effectively monitoring the civil rights compliance of subrecipients.

If we can assist you in any way in fulfilling your civil rights responsibilities as a recipient of Federal funding, please call OCR at (202) 307-0690 or visit our website at <http://www.ojp.usdoj.gov/ocr/>.

Sincerely,



Michael L. Alston
Director

cc: Grant Manager
Financial Analyst



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Grant

PAGE 1 OF 7

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) County of Rockingham 119 North Road Brentwood, NH 03833		4. AWARD NUMBER: 2013-DJ-BX-0283	
		5. PROJECT PERIOD: FROM 10/01/2012 TO 09/30/2016 BUDGET PERIOD: FROM 10/01/2012 TO 09/30/2016	
		6. AWARD DATE 08/02/2013	7. ACTION Initial
1A. GRANTEE IRS/VENDOR NO. 026000753		8. SUPPLEMENT NUMBER 00	
		9. PREVIOUS AWARD AMOUNT \$ 0	
3. PROJECT TITLE 2013 Rockingham County Law Enforcement Initiatives		10. AMOUNT OF THIS AWARD \$ 31,093	
		11. TOTAL AWARD \$ 31,093	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY13(BJA - JAG) 42 USC 3750, et seq.			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Denise O'Donnell Director		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Katharin Pratt Commissioner	
17. SIGNATURE OF APPROVING OFFICIAL <i>Denise O'Donnell</i>		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL <i>Katharin Pratt</i>	19A. DATE 8/7/13
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL YEAR BUD. A OFC. DIV. RB SUB. POMS AMOUNT BAR ODE CT. G.		21. MDJUGT0197	
X B DJ 80 00 00 31093			

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**AWARD
CONTINUATION SHEET
Grant**

PAGE 2 OF 7

PROJECT NUMBER 2013-DJ-0X-0283

AWARD DATE 08/02/2013

SPECIAL CONDITIONS

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of OJP grant funds) are not satisfactorily and promptly addressed, as further described in the current edition of the OJP Financial Guide.
4. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of OJP.
5. The recipient must promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. This condition also applies to any subrecipients. Potential fraud, waste, abuse, or misconduct should be reported to the OIG by -

mail:

Office of the Inspector General
U.S. Department of Justice
Investigations Division
950 Pennsylvania Avenue, N.W.
Room 4706
Washington, DC 20530

e-mail: oig.hotline@usdoj.gov

hotline: (contact information in English and Spanish): (800) 869-4499

or hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG website at www.usdoj.gov/oig.

6. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OJP.
7. The recipient agrees to comply with any additional requirements that may be imposed during the grant performance period if the agency determines that the recipient is a high-risk grantee. Cf. 28 C.F.R. parts 66, 70.

8/7/13 DWA



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**AWARD
CONTINUATIONSHEET**
Grant

PAGE 3 OF 7

PROJECT NUMBER 2013-DJ-BX-0283

AWARD DATE 08/02/2013

SPECIAL CONDITIONS

8. The recipient agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (or with a successor government-wide system officially designated by OMB and OJP). The recipient also agrees to comply with applicable restrictions on subawards to first-tier subrecipients that do not require and provide a Data Universal Numbering System (DUNS) number. The details of recipient obligations are posted on the Office of Justice Programs web site at <http://www.ojp.gov/funding/sam.htm> (Award condition: Registration with the System for Award Management and Universal Identifier Requirements), and are incorporated by reference here. This special condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).
9. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Department encourages recipients and sub recipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
10. The recipient agrees to comply with all applicable laws, regulations, policies, and guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences, meetings, trainings, and other events, including the provision of food and/or beverages at such events, and costs of attendance at such events. Information on pertinent laws, regulations, policies, and guidance is available at www.ojp.gov/funding/confcost.htm.
11. The recipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <http://www.ojp.usdoj.gov/funding/ojptrainingguidingprinciples.htm>.
12. The recipient agrees that if it currently has an open award of federal funds or if it receives an award of federal funds other than this OJP award, and those award funds have been, are being, or are to be used, in whole or in part, for one or more of the identical cost items for which funds are being provided under this OJP award, the recipient will promptly notify, in writing, the grant manager for this OJP award, and, if so requested by OJP, seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.
13. The recipient understands and agrees that award funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from those funds, or of the parents or legal guardians of such students.
14. The recipient understands and agrees that - (a) No award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography, and (b) Nothing in subsection (a) limits the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.
15. The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

8/7/13 [Signature]



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**AWARD
CONTINUATIONSHEET**
Grant

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PROJECT NUMBER 2013-DJ-BX-0283

AWARD DATE 08/02/2013

SPECIAL CONDITIONS

16. The recipient agrees to comply with applicable requirements to report first-tier subawards of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients of award funds. Such data will be submitted to the FFATA Subaward Reporting System (FSRS). The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the Office of Justice Programs web site at <http://www.ojp.gov/funding/ffata.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here. This condition, and its reporting requirement, does not apply to grant awards made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).
17. The recipient agrees that all income generated as a direct result of this award shall be deemed program income. All program income earned must be accounted for and used for the purposes of funds provided under this award, including such use being consistent with the conditions of the award, the effective edition of the OJP Financial Guide and, as applicable, either (1) 28 C.F.R. Part 66 or (2) 28 C.F.R Part 70 and 2 C.F.R. Part 215 (OMB Circular A-110). Further, the use of program income must be reported on the quarterly Federal Financial Report, SF 425.
18. To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the grantee can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.
19. In order to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, OJP requires the grantee to comply with DOJ's Global Justice Information Sharing Initiative (DOJ's Global) guidelines and recommendations for this particular grant. Grantee shall conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: http://www.it.ojp.gov/gsp_grantcondition. Grantee shall document planned approaches to information sharing and describe compliance to the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

8/7/13 (D) J. P.



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

AWARD
CONTINUATIONSHEET
Grant

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PROJECT NUMBER 2013-DJ-BX-0283

AWARD DATE 08/02/2013

SPECIAL CONDITIONS

20. The grantee agrees to assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these grant funds, either directly by the grantee or by a subgrantee. Accordingly, the grantee agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the grant, the grantee agrees to contact BJA.

The grantee understands that this special condition applies to its following new activities whether or not they are being specifically funded with these grant funds. That is, as long as the activity is being conducted by the grantee, a subgrantee, or any third party and the activity needs to be undertaken in order to use these grant funds, this special condition must first be met. The activities covered by this special condition are:

- a. New construction;
- b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

The grantee understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The grantee further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at <http://www.ojp.usdoj.gov/BJA/resource/ncpa.html>, for programs relating to methamphetamine laboratory operations.

Application of This Special Condition to Grantee's Existing Programs or Activities: For any of the grantee's or its subgrantees' existing programs or activities that will be funded by these grant funds, the grantee, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

21. The recipient is required to establish a trust fund account. (The trust fund may or may not be an interest-bearing account.) The fund, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Edward Byrne Memorial Justice Assistance Grant Program (JAG). The recipient also agrees to obligate and expend the grant funds in the trust fund (including any interest earned) during the period of the grant. Grant funds (including any interest earned) not expended by the end of the grant period must be returned to the Bureau of Justice Assistance no later than 90 days after the end of the grant period, along with the final submission of the Federal Financial Report (SF-425).
22. JAG funds may be used to purchase bulletproof vests for an agency, but may not be used as the 50% match for purposes of the Bulletproof Vest Partnership (BVP) program.
23. The recipient agrees to submit a signed certification that all law enforcement agencies receiving vests purchased with JAG funds have a written "mandatory wear" policy in effect. Fiscal agents and state agencies must keep signed certifications on file for any subrecipients planning to utilize JAG funds for ballistic-resistant and stab-resistant body armor purchases. This policy must be in place for at least all uniformed officers before any FY 2013 funding can be used by the agency for vests. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty.

8/7/13 [Signature]



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

AWARD
CONTINUATIONSHEET
Grant

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PROJECT NUMBER 2013-DJ-BX-0283

AWARD DATE 08/02/2013

SPECIAL CONDITIONS

24. Ballistic-resistant and stab-resistant body armor purchased with JAG funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the vests have been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and are listed on the NIJ Compliant Body Armor Model List (<http://nij.gov>). In addition, ballistic-resistant and stab-resistant body armor purchased must be American-made. The latest NIJ standard information can be found here: <http://www.nij.gov/topics/technology/body-armor/safety-initiative.htm>.
25. The recipient agrees that any information technology system funded or supported by OJP funds will comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 42 U.S.C. 3789g(c)-(d). Recipient may not satisfy such a fine with federal funds.
26. The recipient agrees to ensure that the State Information Technology Point of Contact receives written notification regarding any information technology project funded by this grant during the obligation and expenditure period. This is to facilitate communication among local and state governmental entities regarding various information technology projects being conducted with these grant funds. In addition, the recipient agrees to maintain an administrative file documenting the meeting of this requirement. For a list of State Information Technology Points of Contact, go to <http://www.it.ojp.gov/default.aspx?area=policyAndPractice&page=1046>.
27. The grantee agrees to comply with the applicable requirements of 28 C.F.R. Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of direct grants may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the grantee or a sub-grantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. Notwithstanding any other special condition of this award, faith-based organizations may, in some circumstances, consider religion as a basis for employment. See http://www.ojp.gov/about/ocfequal_fbo.htm.
28. The recipient acknowledges that all programs funded through subawards, whether at the state or local levels, must conform to the grant program requirements as stated in BJA program guidance.
29. Grantee agrees to comply with the requirements of 28 C.F.R. Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.
30. Grantee agrees to comply with all confidentiality requirements of 42 U.S.C. section 3789g and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. Grantee further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, section 22.23.
31. The recipient agrees to monitor subawards under this JAG award in accordance with all applicable statutes, regulations, OMB circulars, and guidelines, including the OJP Financial Guide, and to include the applicable conditions of this award in any subaward. The recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of JAG funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

8/7/13 [Signature]



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**AWARD
CONTINUATIONSHEET
Grant**

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PROJECT NUMBER 2013-DJ-BX-0283

AWARD DATE 08/02/2013

SPECIAL CONDITIONS

32. The recipient agrees that funds received under this award will not be used to supplant State or local funds, but will be used to increase the amounts of such funds that would, in the absence of Federal funds, be made available for law enforcement activities.
33. Award recipients must submit quarterly a Federal Financial Report (SF-425) and annual performance reports through GMS (<https://grants.ojp.usdoj.gov>). Consistent with the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measure the results of their work. Therefore, quarterly performance metrics reports must be submitted through BJA's Performance Measurement Tool (PMT) website (www.bjaperformancetools.org). For more detailed information on reporting and other JAG requirements, refer to the JAG reporting requirements webpage. Failure to submit required JAG reports by established deadlines may result in the freezing of grant funds and future High Risk designation.
34. Award recipients must verify Point of Contact (POC), Financial Point of Contact (FPOC), and Authorized Representative contact information in GMS, including telephone number and e-mail address. If any information is incorrect or has changed, a Grant Adjustment Notice (GAN) must be submitted via the Grants Management System (GMS) to document changes.
35. The grantee agrees that within 120 days of award acceptance, each current member of a law enforcement task force funded with these funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, will complete required online (internet-based) task force training. Additionally, all future task force members are required to complete this training once during the life of this award, or once every four years if multiple awards include this requirement. The training is provided free of charge online through BJA's Center for Task Force Integrity and Leadership (www.ctfli.org). This training addresses task force effectiveness as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. When BJA funding supports a task force, a task force personnel roster should be compiled and maintained, along with course completion certificates, by the grant recipient. Additional information is available regarding this required training and access methods via BJA's web site and the Center for Task Force Integrity and Leadership (www.ctfli.org).
36. No JAG funds may be expended on unmanned aircraft, unmanned aircraft systems, or aerial vehicles (US, UAS, or UAV) unless the BJA Director certifies that extraordinary and exigent circumstances exist, making them essential to the maintenance of public safety and good order. Additionally, any JAG funding approved for this purpose would be subject to additional reporting, which would be stipulated by BJA post-award.
37. BJA strongly encourages the recipient submit annual (or more frequent) JAG success stories at JAG.Showcase@ojp.usdoj.gov or via the online form at <https://www.bja.gov/contactus.aspx>. JAG success stories should include the: name and location of program/project; point of contact with phone and e-mail; amount of JAG funding received and in which fiscal year; and a brief summary describing the program/project and its impact.

8/7/13 [Signature]



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Orbin Terry, NEPA Coordinator

Subject: Incorporates NEPA Compliance in Further Developmental Stages for County of Rockingham

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system, some of which could have environmental impacts. All recipients of JAG funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a subgrantee or third party. Accordingly, prior to obligating funds for any of the specified activities, the grantee must first determine if any of the specified activities will be funded by the grant.

The specified activities requiring environmental analysis are:

- a. New construction;
- b. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

Complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. Further, for programs relating to methamphetamine laboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information about Mitigation Plan requirements, please see <http://www.ojp.usdoj.gov/BJA/resource/nepa.html>. Please be sure to carefully review the grant conditions on your award document, as it may contain more specific information about environmental compliance.

Rockingham County Sheriff's Dept
Inter-Departmental Communicatio

Portsmouth PD is a Subgrantee: \$9,959

TO: Commissioner Tombarello
Commissioner Pratt
Commissioner Coyle

FROM: Sheriff Michael W. Downing

SUBJECT: Public Hearing: 2013 JAG Application: #2013-H5466-NH-DJ

DATE: July 3, 2013

PROGRAM NARRATIVE

The 2013 Edward Byrne Memorial Justice Assistance Grant (JAG) funds (CFDA #16.738) for Rockingham County are \$31,093. The County of Rockingham did not submit the level of violent crime data to qualify for a direct award from BJA, but is in the disparate category. The JAG legislation requires that Rockingham County remain a partner with local jurisdictions receiving funds. This joint application includes two local jurisdictions: Derry and Portsmouth, New Hampshire. Authorized representatives have agreed to a 5% grant administrative fee. Rockingham County is the administrator for the 2013 JAG grant. Each entity will be allocated the following:

<u>Programs:</u>	
Town of Derry:	\$ 19,580
<u>City of Portsmouth:</u>	\$ 9,959 ✓ <i>Sub-Grantee</i>
	\$ 29,539
<u>Administration Fee:</u>	
Rockingham County:	\$ 1,554
<u>Total:</u>	<u>\$ 31,093</u>

As previously stated, Rockingham County, through its Board of Commissioners, has agreed to act as the Fiscal Agent for the purposes of the 2013 JAG process and Major Darin Melanson of Rockingham County Sheriff's Office will complete the on-line grant application and perform all administrative duties throughout the grant period of 10/01/2013 through 09/30/2017. The grant application is due by 8:00 p.m. (Eastern Time) on July 9, 2013.

The Edward Byrne Memorial Justice Assistance Grant (JAG) funds will be utilized to support a broad range of activities to prevent and control crime and enhance officer safety. The two units of local government in the jurisdiction will utilize the funds for local initiatives that include training, and purchasing equipment/supplies within the purpose area of Law Enforcement Programs.

ROCKINGHAM COUNTY, NH- ADMINISTRATIVE FEE ALLOCATION

Rockingham County is the fiscal agent for the 2013 JAG grant. In that capacity, the county will process reimbursement payments to agencies, solicit updates from all agencies and prepare quarterly progress and financial reports, track, inventory, and monitor equipment purchases, and perform annual audits to ensure compliance with grant requirements.

Funding:

Total JAG Allocation: \$31,093

ORGANIZATIONAL CAPABILITIES

Rockingham County will drawdown the funds on a reimbursable basis only. Funds will not be drawn down in advance of expenditures.

Procedures have been established regarding how funds for the sub-grantees will be dispersed. Each agency will receive funds on a reimbursable basis only. The agencies will submit reimbursement requests to Rockingham County which will include copies of invoices paid and proof of payment (front and back check copies) for all expenditures. Rockingham County will then verify that the expenditures are in compliance with the agency program(s) and grant guidelines. After the reimbursement request has been approved, Rockingham County finance office will process the reimbursement payment to the agency.

The Town of Derry and City of Portsmouth will submit to Rockingham County on a quarterly basis, performance measure statistical information to be summarized for the required quarterly progress reports.

Rockingham County will also summarize all costs associated with administering the grant each quarter and will apply those expenditures to the grant account.

Memorandums of Understanding relative to this grant are attached for signatures.

Edward Byrne Memorial Justice Assistance Grant
Grant Application Number: 2013-H3566-NH-DS
Rockingham County, New Hampshire



BJA 2013 PROJECT APPLICATION: CFDA #16.738



Entity: Portsmouth Police Department

DUNS #: 073976706 CCR #: SAMS system Exp Date: 5/13/2014

Verified CCR: Yes

Federal Loan Amount Requested/Allocated: \$ 10,483

Project Narratives & Purpose Areas – see page 2 & 3 [Click Here](#)

Budget Narrative – [Click Here](#)

Budget Worksheet – [Click Here](#)

REVIEW NARRATIVE

The following chart details the dates the applicant – Portsmouth Police Department – made the application available to its governing board and for public comment.

Agency	Date Available To Board	Date Made Available for Public Comment (Public Hearing, Website, etc.)	Date 30-Day Review Requirement Complete
Portsmouth Police	7/17/2013	07/17/13	8/16/2013

MOU signed by appropriate governing officials

Project Abstract & up to 5 Project Identifiers – [Click Here](#)

Standard Assurances [Click Here](#)

Certifications regarding lobbying, debarment, suspension and other responsibility matters and drug free workplace requirements [Click Here](#)

Applicant Disclosure of Pending Applications - pg 14

Application completed by: Karen Senecal

Date application forwarded to Rockingham County: 7/1/13

Form is complete: **Save as PDF**

Email completed form to: kmann@rockso.org. Forms requiring signatures can be scanned and emailed or mailed via USPS for inclusion with your application.



Project Abstract:

Applicants must provide an abstract that includes the applicant's name, title of project(s), goals of the project(s) and a description of the strategies to be used. In addition, applicants must identify up to 5 project identifiers that would be associated with the proposed activities. (Should not exceed 1/2 page or 400-500 words) A listing of JAG Project Identifiers is located on the next page.

Applicant's Name: Portsmouth Police Department

Title of Project: Intensive First Line Supervisor Training

Goals of the project

To increase the knowledge and abilities of first line supervisors.

Description of Strategies used:

The Portsmouth Police Department will develop and design an agency specific leadership curriculum for Sergeants.

Training will be scheduled and subject matter experts in the areas developed will teach each section.

Project Identifiers:

#1 Conference and Training

#2 Education

#3 Law Enforcement Leadership

#4 Mentoring

#5 _____



Program Narrative:

Describe the program(s) to be funded over the 4 year grant period.

Project Title #1: First Line Supervisor Training

Purpose Area: Law Enforcement Prosecution & Court
 Prevention & Education Corrections & Community Corrections
 Drug Treatment & Enforcement
 Planning, Evaluation & Technology Improvement
 Crime Victim & Witness

Activity Types: State/Local Initiatives: Direct Service System Improvement
 Training
 Technical Assistance
 Personnel
 Equipment/Supplies
 Contractual Support
 Information Systems for Criminal Justice System
 Research, Evaluation & Development

Project Budget: \$ 10,483

✓ Project Narrative:

The Portsmouth Police Department has experienced the retirement of several of its senior ranking staff over the past few years, leaving younger officers to fill the void. While the younger incoming ranking officers have years of street experience, they have far less experience in developing, teaching, and supervising officers. The department has also experienced a record reduction in force size of 10 officers due to budget cuts, adding challenging time management components to the supervisor workload. In addition, the Portsmouth Police Department recently underwent a manpower study that recommended a "flattening" of the ranking structure which pushes more duties from the Captain and Lieutenant level down to the Sergeant level. Changes such as these require significant restructuring of the operational training framework.

As a result, an intensive in-house leadership training program will be designed, syllabus established, training materials developed, and subject matter expert trainers will be enlisted to teach the program designed. The training will target the first-line supervisor level.



Program Narrative:

Describe the program(s) to be funded over the 4 year grant period.

Project Title #2: _____

- Purpose Area:
- Law Enforcement
 - Prosecution & Court
 - Prevention & Education
 - Corrections & Community Corrections
 - Drug Treatment & Enforcement
 - Planning, Evaluation & Technology Improvement
 - Crime Victim & Witness

- Activity Types:
- State/Local Initiatives:
 - Direct Service
 - System Improvement
 - Training
 - Technical Assistance
 - Personnel
 - Equipment/Supplies
 - Contractual Support
 - Information Systems for Criminal Justice System
 - Research, Evaluation & Development

Project Budget: \$ _____

Project Narrative:

Edward Byrne Memorial Justice Assistance Grant
Grant Application Number: 2013-H3566-NH-DS
Rockingham County, New Hampshire



Budget Narrative:

Describe how the awarded funds will be used to support and implement the planned initiatives. Please provide additional budgetary details in Budget Worksheet Form on next page.

This project requires two phases.

Phase one will be the development of the training agenda for Sergeants by Lieutenants and Captains.

It is projected to take 15 hours of time. Due to the fact that Captains and Lieutenants will be involved in this process, the average OT rate on the wage scale was used for the calculation:

Personnel:

Ranking: $58.42 \times 15 \text{ hrs} = 876.00$ (Development)

Phase two will involve 16 hrs of training per Sergeant

Sergeant: $52.74 \times 16 \text{ hrs} \times 8 \text{ Sergeants} = 6,751.00$

Fringe is based on the current rate for Medicare and the NH Retirement mandated employer contribution rate of 25.30%

Ranking: Medicare: $876 \times .0145 = 13.00$

Sergeant: Medicare: $6750.72 \times .0145 = 98.00$

Ranking: Retirement: $876 \times .2530 = 222.00$

Sergeant: Retirement: $6750.72 \times .2530 = 1,708$

Supplies: The development, compilation, and printing of training manuals and supplemental materials. $61.37 \times 8 = 491$

Other: Grant fiscal agent administrative fee: 5% of Portsmouth Police Department allocation:
 $10,483 \times .05 = 524$

Budget Detail Worksheet

Purpose: The Budget Detail Worksheet may be used as a guide to assist you in the preparation of the budget and budget narrative. You may submit the budget and budget narrative using this form or in the format of your choice (plain sheets, your own form, or a variation of this form). However, all required information (including the budget narrative) must be provided. Any category of expense not applicable to your budget may be deleted.

A. Personnel - List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Name/Position	Computation	Cost
Ranking Officers (avg OT rate LT/Cpt-Development)	$58.42 \times 15\text{hrs} = 876.30$	\$876.00
Sergeants (mean OT rate-Training)	$52.74 \times 16\text{hrs training} \times 8 \text{ Sergeants} = 6750.72$	\$6,751.00
Postilion 3		
Postilion 4		
Postilion 5		
Postilion 6		
SUB-TOTAL		\$7,627.00

B. Fringe Benefits - Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project.

Name/Position	Computation	Cost
Ranking Officers (medicare-LVCpt-Dev): $876.30 \times .0145 =$		\$13.00
Sergeants (medicare-Sgt-Training) $6750.72 \times .145 =$		\$98.00
Ranking Officers (retirement-LVCpt-Dev) $876.30 \times .2530 =$		\$222.00
Sergeants (retirement-Sgt-Training) $6750.72 \times .2530 =$		\$1,708.00
Fringe benefit 5		
SUB-TOTAL		\$2,041.00
Total Personnel & Fringe Benefits		\$9,668.00

C. Travel - Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel, if known. Indicate source of Travel Policies applied, Applicant or Federal Travel Regulations.

Purpose of Travel	Location	Item	Computation	Cost
Travel entry 1, two lines per entry				
Travel entry 2				
Travel entry 3				
Travel entry 4				
Travel entry 5				
Travel entry 6				
Travel entry 7				
TOTAL				\$0.00

D. Equipment - List non-expendable items that are to be purchased. Non-expendable equipment is tangible property having a useful life of more than two years and an acquisition cost of \$5,000 or more per unit. (Note: Organization's own capitalization policy may be used for items costing less than \$5,000). Expendable items should be included either in the "supplies" category or in the "Other" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

Item	Computation	Cost
Equipment entry 1, one line per entry		
equipment entry 2		
equipment entry 3		
equipment entry 4		
equipment entry 5		
TOTAL		\$0.00

E. Supplies - List items by type (office supplies, postage, training materials, copying paper, and expendable equipment items costing less than \$5,000, such as books, hand held tape recorders) and show the basis for computation. (Note: Organization's own capitalization policy may be used for items costing less than \$5,000). Generally, supplies include any materials that are expendable or consumed during the course of the project.

Supply Items	Computation	Cost
Manuals and training materials	$36.37 \times 8 = 491$	\$291.00
supply item 2		
supply item 3		
supply item 4		
supply item 5		
supply item 6		
supply item 7		
supply item 8		
supply item 9		
TOTAL		\$291.00

F. Construction - As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Check with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
four lines per entry, use boxes below or an additional page for more space if required		
TOTAL		\$0.00

G. Consultants/Contracts - Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisition Regulations are followed.

Consultant Fees: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant fees in excess of \$450 per day require additional justification and prior approval from OJP.

Name of Consultant	Service Provided	Computation	Cost
Supply item 1, one line per entry	maximum of three lines		
Supply item 1, one line per entry			
Supply item 1, one line per entry			
Supply item 1, one line per entry			
<i>Subtotal</i>			\$0.00

Consultant Expenses: List all expenses to be paid from the grant to the individual consultants in addition to their fees (i.e., travel, meals, lodging, etc.)

Item	Location	Computation	Cost
Consultant expense entry 1, one line per	maximum of three lines		
	maximum of three lines		
Consultant expense entry 1, one line per	maximum of three lines		
<i>Subtotal</i>			\$0.00

Contracts: Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source contracts in excess of \$100,000.

Item	Cost	
maximum of four lines, additional information should be attached on a separate sheet(s)		
maximum of four lines		
<i>Subtotal</i>		\$0.00
TOTAL		\$0.00

H. Other Costs - List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, or provide a monthly rental cost and how many months to rent.

Description	Computation	Cost
5% Applicant/Fiscal Agent Administrative Fee	524 x 1	\$524.00
TOTAL		\$524.00

I. Indirect Costs - Indirect costs are allowed only if the applicant has a Federally approved indirect cost rate. A copy of the rate approval, (a fully executed, negotiated agreement), must be attached. If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant's accounting system permits, costs may be allocated in the direct costs categories.

Description	Computation	Cost
one line per entry		
one line per entry		
TOTAL		\$0.00

Budget Summary- When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal requested and the amount of non-Federal funds that will support the project.

Budget Category	Amount
A. Personnel	<u>\$7,627.00</u>
B. Fringe Benefits	<u>\$2,041.00</u>
C. Travel	<u>\$0.00</u>
D. Equipment	<u>\$0.00</u>
E. Supplies	<u>\$291.00</u>
F. Construction	<u>\$0.00</u>
G. Consultants/Contracts	<u>\$0.00</u>
H. Other	<u>\$524.00</u>
Total Direct Costs	<u>\$10,483.00</u>
I. Indirect Costs	<u>\$0.00</u>
TOTAL PROJECT COSTS	<u>\$10,483.00</u>

Federal Request	<u>\$10,483.00</u>
Non-Federal Amount	<u>\$0.00</u>

Applicant Disclosure of Pending Applications

The applicant - Portsmouth Police Department - does / does not (choose one) have pending applications from within the last twelve (12) months for federally funded assistance that include requests for funding or support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation.

If the applicant does have pending applications, please provide the following information below:

Federal or State Funding Agency	Solicitation Name / Project Name	Name/Phone/Email for point of contact at Funding Agency
DOJ-COP	Community Policing Development	The COP grant does NOT cover the same topic as this grant. However, it
		does deal with training and development of Community Oriented Policing initiatives
		for all staff. This Jag grant, although training, is for other topic areas.



STANDARD ASSURANCES

The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F.R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); *see* Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity—
 - a) it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b) it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

Signature

Date

7-1-13

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT,
SUSPENSION AND OTHER RESPONSIBILITY MATTERS
AND
DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to:

Department of Justice
Office of Justice Programs
ATTN: Control Desk
810 Seventh Street, N.W.,
Washington, D.C. 20531

- Notice shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check if the State has elected to complete OJP Form 4061/7.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to:

Department of Justice
Office of Justice Programs
ATTN: Control Desk
810 Seventh Street, N.W.,
Washington, D.C. 20531

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

_____ City of Portsmouth Police Department _____
3 Junkins Avenue
Portsmouth, NH 03801

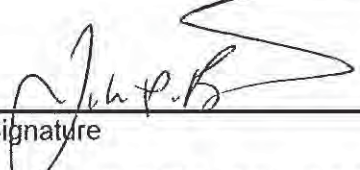
2. Application Number and/or Project Name:

Intensive First Line Supervisor Training

3. Grantee IRS/Vendor Number _____ 02-6000714 _____

4. Type/Print Name and Title of Authorized Representative

John P. Bohenko, City Manager

5. Signature  _____

6. Date 7-1-13 _____

OJP FORM 4061/6 (3-91) REPLACES OJP FORMS 4061/2, 4061/3 AND 4061/4 WHICH ARE OBSOLETE.
OFFICE OF JUSTICE PROGRAMS BJA NIJ OJJDP BJS OVC

ORDINANCE #
THE CITY OF PORTSMOUTH ORDAINS

That Chapter 7, Article IV, - 7.402 AREAS ESTABLISHED, DESIGNATED AND DESCRIBED be amended of the Ordinances of the City of Portsmouth which shall read as follows:

L. LEARY FIELD PARKING AREA Off-Street Parking Areas

The approximately 90' x 90' fenced paved lot that is at the address of 161 Rockland Street (Map 0129, Lot 0045) is hereby established as the Leary Field Off-Street Parking Area for off-street parking of motor vehicles not to exceed 72 hours at any one time.

The City Clerk shall properly alphabetize and/or re-number the ordinance as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are hereby deleted.

This ordinance shall take effect upon its passage.

APPROVED:

Eric Spear, Mayor

ADOPTED BY COUNCIL:

Kelli L. Barnaby, City Clerk

HDC ZONING AMENDMENTS

DECEMBER 16, 2013

City Council Third Reading – December 16, 2013

*(Incorporating Changes Recommended by the City Council
Based on its Public Hearing on December 2, 2013)*

ORDINANCE #
THE CITY OF PORTSMOUTH ORDAINS

That the Ordinances of the City of Portsmouth, Chapter 10 – Zoning Ordinance, Article 6 – Historic District, are hereby amended as follows (deletions from existing language ~~stricken~~; additions to existing language **bolded**; remaining language unchanged from existing):

1. Amend Section 10.633 – Scope of Review, by inserting the following new Section 10.633.30:

10.633.30 Administrative Approval

The Code Official may grant administrative approval for minor modifications on work for which a Certificate of Approval has previously been issued, provided that the Code Official determines that the modifications do not alter the overall quality or character of the work which had been certified as appropriate by the Commission, and indicates this determination as a written addendum to an existing Certificate of Approval. Such approval shall be subject to Historic District Commission approval at the next meeting of the Historic District Commission. A list of the administrative approvals shall be submitted to the Historic District Commission prior to the meeting and the administrative approvals be automatically ratified unless rejected specifically by the Historic District Commission at that meeting.

2. Amend Section 10.634 – Application Procedure, Section 10.634.10 – Application Submission, as follows:

10.634.10 Application Submission

The property owner or authorized representative shall submit to the Commission, through the Code Official, a written application for a Certificate of Approval (Certificate) as elaborated in Section 10.634.20, along with all required fees. The application shall be accompanied by a completed Building / Change of Use Permit Application, where required. **The applicant shall also be required to submit digital files in Portable Document Format (PDF) of all application materials including the application form, plans, photos, renderings, and other supporting documents used at both a Work Session(s) and Public Hearing. The applicant may request a waiver from this requirement if they are unable to comply due to undue financial burden or other hardship.**

3. Amend Section 10.634 – Application Procedure, Section 10.634.20 – Application Contents, by amending Section 10.634.20 as follows and inserting the following new Section 10.634.23:

10.634.20 Application Contents

An application for a Certificate of Approval shall state the location and nature of the matter or item for which the Certificate is sought and shall include ~~all~~ **scaled** site plans, building plans, elevations, samples, photographs, sketches or other information reasonably required by the Code Official to determine the aptness of the application under this Section. **Such plans shall clearly state the overall height, width and depth of the proposed building.**

10.634.23 An electronic and/or physical scale massing model shall be required for new construction of any proposed building or addition over 10,000 s.f. gross floor area. Said model shall include the proposed building and all existing and approved buildings within 250 feet of the proposed building on every street which the proposed building abuts. Said model shall accurately reflect the scale and relationships of the project and its surrounding buildings. Electronic or physical models of buildings may be required for smaller projects at the discretion of a majority of the Commission. The type, scale and details shall be stated, if said model is required.

4. Amend Section 10.635 – Review by the Commission, by inserting the following new Section 10.635.35:

10.635.35 Public hearings may include a Consent Agenda for consideration of applications for which Commission approval is anticipated to be routine or expeditious, subject to the following:

- (1) An application may be included on the Consent Agenda if (a) the Code Official and the Chairman of the Commission jointly recommend in favor of approval; and (b) the applicant concurs in writing with any stipulations or limitations included in the Code Official’s recommendation.**
- (2) Applications included on the Consent Agenda shall be considered, voted on and approved as a group rather than individually.**
- (3) Any person wishing to address the Commission on a matter contained on the Consent Agenda shall be**

permitted to do so during the public hearing on the Consent Agenda or, if the application is removed from the consent agenda as provided in paragraph (5) below, during the hearing on that matter.

- (4) Applicants are encouraged to attend the Commission meeting in the event that the Commission or a member of the public has questions or concerns.**
- (5) An application may be removed from the consent agenda and considered separately as a regular agenda item by majority vote of the Commissioners present.**

The City Clerk shall properly alphabetize and/or re-number the ordinance as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are hereby deleted.

This ordinance shall take effect upon its passage.

APPROVED:

Eric Spear, Mayor

ADOPTED BY COUNCIL:

Kelli L. Barnaby, City Clerk



PO Box 763 Portsmouth, NH 03802
www.PortsmouthCrit.com

December 5, 2013

City of Portsmouth
Att: Ann Sharpe
1 Junkins Avenue
Portsmouth, NH 03801



Distinguished Members of the Portsmouth City Council,

We are making plans for the 2014 event would like to thank you for your ongoing support. The Portsmouth Criterium has taken place in downtown Portsmouth over the past eight years. On September 9, 2012 our event attracted 7,000 spectators to downtown Portsmouth to watch the races, visit our Lifestyle Expo booths along Market Street and Pleasant Streets, and cheer on their friends in our 3rd annual *Community Challenge*. The Community Challenge raised \$2250 for Kremfels Center (www.kremfelscenter.org), which is a non-profit organization based in Portsmouth NH dedicated to improving the lives of people living with brain injury from trauma, tumor or stroke. Overall, we had over 500 participants including just under 200 children who came to participate in the different race categories.

On behalf of The Portsmouth Criterium I would like to request the following date for this year's event:
Sunday, September 7, 2014.

I ask that you please consider this formal request to be included on the agenda for the upcoming City Council meeting scheduled for **December 16, 2013.**

Thank you for your time and consideration.

Regards,

Thomas Martin
Race Director

Honorary Race Directors:
Susanne Delaney
Catherine Keenan

Kids Race:
Scott & Heidi Bagle

Volunteers:
Anne Lynch
Matt McNeil
Gillian Dalke

Lifestyle Expo:
JEM Events

Logistics:
Drew Szeliga
Jennifer Stebbing

Registration:
Joy Page
Joan Walsh

Graphic Designer:
Andrew Canniff

Special Events:
Diane Gibbis

AMERICAN LUNG ASSOCIATION® Fighting for Air

American Lung Association
of New England

lungne.org
1-800-LUNG USA

OFFICES:

Connecticut
45 Ash Street
E. Hartford, CT 06108
Fax: 860-289-5405

Maine
122 State Street
Augusta, ME 04330
Fax: 207-626-2919

Massachusetts
460 Tosten Pond Road
Suite 400
Waldham, MA 02451
Fax: 781-890-4200

393 Maple Street
Springfield, MA 01105
Fax: 413-737-3511

New Hampshire
1800 Elm St.
Manchester, NH 03104
Fax: 603-269-3978

Rhode Island
260 West Exchange Street
Suite 102B
Providence, RI 02903
Fax: 401-331-5266

Vermont
372 Hurricane Lane
Suite 101
Williston, VT 05495
Fax: 802-876-6505

November 27, 2013

John Bohenko
City of Portsmouth
1 Junkins Ave.
Portsmouth, NH 03801

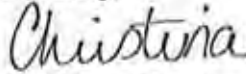
Dear John Bohenko,

The 5th annual American Lung Association Cycle the Seacoast ride is scheduled for Sunday, May 4th, 2014. With close to 400 cyclists expected we are looking forward to a very exciting day.

The first riders will be leaving Redhook Brewery at 7:00 a.m. and the last rider will be in around 3:00 p.m. The route is being worked on. As soon as the final maps are printed, I will be sure to forward a copy to you. We will be supplying our own safety and first aid volunteers with the assistance of the Port City Amateur Radio Club. Also enclosed is a copy of our \$250,000 insurance coverage from SCS Insurance where you are listed as an additional insured.

If you need anything else from me, please do not hesitate to let me know. Please let me know if you have any suggestions for police support along the route. We look forward to another safe and successful year. Thank you.

Sincerely,


Christina O'Grady
Associate of Development
American Lung Association





CERTIFICATE OF LIABILITY INSURANCE

OP ID: KI

DATE (MM/DD/YYYY)

11/25/13

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER SCS Agency, Inc. P.O. Box 220493 11 Grace Avenue - Suite 300 Great Neck, NY 11022-0493	Phone: 516-466-6007	CONTACT NAME:
	Fax: 516-829-5857	PHONE (A/C, No, Ext):
		FAX (A/C, No):
		E-MAIL ADDRESS:
		PRODUCER CUSTOMER ID #: ALAO-73

INSURED American Lung Association of the Northeast, Inc. 700 Veterans Hwy Hauppauge, NY 11788-2919	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A:	Philadelphia Insurance Co.	18058
	INSURER B:	The Hartford	22357
	INSURER C:		
	INSURER D:		
	INSURER E:		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENTL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC	X	PHPK-1040316	07/01/13	07/01/14	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		PHPK-1040316	07/01/13	07/01/14	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000		PHUB-426021	07/10/13	07/10/14	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Re: Cycle the Seacoast on May 4th, 2014
 The Certificate Holder is additional insured as respects to General Liability under the Blanket Additional Insured Endorsement as required by written contract.

CERTIFICATE HOLDER

CANCELLATION

COPORTS

CITY OF PORTSMOUTH
 1 JUNKINS AVENUE
 PORTSMOUTH, NH 03801

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**Cycle the Seacoast
Redhook Brewery Start
Sunday, May 4, 2014**

25 MILE ROUTE



Orange Signs

	Direction	CUM	NOTES
	START – Redhook Brewery		
0.1	Left onto Corporate Dr.	0.1	Sign with Left arrow
1.1	Left onto Ashland Rd.	1.2	Sign with Left arrow
0.5	Right to stay on Ashland Rd.	1.7	Sign with Right arrow
0.3	Right onto Rockingham Ave.	2.0	Sign with Right arrow
0.1	Right onto Woodbury Ave.	2.1	Sign with Right arrow
0.2	Left onto Dennett St.	2.3	Sign with Left Arrow RM needed – 7 - 10
0.7	Right on Maplewood Ave.	3.0	Sign with Right Arrow
0.4	Continue onto Middle St.	3.4	Caution RR Sign Needed
0.1	Left onto State St.	3.5	Sign with Left arrow
0.4	Right onto Marcy St.	3.9	Sign with Right arrow
0.4	Left to stay on Marcy St.	4.3	Sign with Left arrow
0.2	Continue onto New Castle Ave.	4.5	
0.1	Slight Right onto Marcy St.	4.6	Sign with Right arrow
0.4	Continue onto New Castle Ave.	5.0	
	CAUTION – METAL GRATE BRIDGE Wentworth Bridge		New Castle Police – 7-11 RM- Matt Vonburg 7-11am Sign – Caution Must Walk Bikes
4.2	Left @ T onto Sagamore, Route 1A	9.2	Police Portsmouth – 7-11 RM – Nick Handy 11am-3pm Sign with Left arrow
0.5	Circle – Take 3rd exit to continue on Route 1A/ Pioneer Rd.	9.7	Police Rye – 7-3

	Pass Odiorne State Park		
1.3	CAUTION – HAIRPIN TURN!	11.0	Sign – Caution Hairpin Turn
0.8	REST STOP – Pebble Cove Motel Ocean Blvd.	12.1	
3.8	Right onto Harbor Rd.	15.9	RM needed 7:30am – 10:30am direct 50/100 to go straight  Sign 25 Milers only with Right arrow 
0.3	Right onto Locke Rd.	16.2	Sign with Right arrow 
0.5	Right on Central Rd.	16.7	Sign with Right arrow
1.1	Right onto Washington Rd. at Stop Sign 50 and 100 milers rejoin	17.4	Sign with Right arrow RM Needed
0.1	Rest Stop -Tate & Foss Real Estate	17.5	Mandatory Stop
0.2	Bear Left onto Wallis Road	17.7	Sign – Bear Left
1.1	Slight Left onto Sagamore Rd.	18.8	Sign – Bear Left
1.5	Traffic Circle- Take 4th exit at traffic circle onto Elwyn Rd.	20.3	RM needed
1.5	Continue on Peverly Hill Rd.	21.8	Police Portsmouth – 10 - 2
0.3	Cross Banfield Road to continue on Peverly Hill R.	22.1	Police Portsmouth – 10 - 2
0.7	Left onto Middle Rd.	22.8	Sign with Left arrow
0.7	Right onto Greenland Rd.	23.5	Sign with Right arrow RM needed
0.1	Left to stay on Greenland Rd.	23.6	Sign with Left arrow
0.9	Right onto Grafton Rd.	24.5	Sign with Right arrow
0.5	Right onto Corporate Dr.	25.0	Sign with Right arrow
1.5	Right onto Redhook Way	26.5	Congratulations! – You finished

**Cycle the Seacoast
REDHOOK BREWERY START
Sunday, May 4, 2014**






50 MILE ROUTE



White Signs

	Direction	CUM	NOTES
	START - Redhook Brewery		
0.1	Left onto Corporate Dr.	0.1	Sign with Left arrow
0.1	Left onto Ashland Rd.	1.2	Sign with Left arrow
0.1	Right to stay on Ashland Rd.	1.7	Sign with Right arrow
0.0	Right onto Rockingham Ave.	2.0	Sign with Right arrow
0.4	Right onto Woodbury Ave.	2.1	Sign with Right arrow
0.1	Left onto Dennett St.	2.3	Sign with Left Arrow RM needed - 7 - 10
0.2	Right on Maplewood Ave.	3.0	Sign with Right Arrow
0.3	Continue onto Middle St.	3.4	Caution RR Sign Needed
1.3	Left onto State St.	3.5	Sign with Left arrow
2.0	Right onto Marcy St.	3.9	Sign with Right arrow
1.1	Left to stay on Marcy St.	4.3	Sign with Left arrow
0.5	Continue onto New Castle Ave.	4.5	
1.9	Slight Right onto Marcy St.	4.6	Sign with Right arrow
1.5	Continue onto New Castle Ave.	5.0	
2.2	CAUTION - METAL GRATE BRIDGE Wentworth Bridge		New Castle Police - 7-11 RM- Matt Vonburg 7-11am Sign - Caution Must Walk Bikes
1.7	Left @ T onto Sagamore, Route 1A	9.2	Police Portsmouth - 7-11 RM - Nick Handy 11am-3pm Sign with Left arrow
1.1	Circle - Take 3rd exit to continue on Route 1A/ Pioneer Rd.	9.7	Police Rye - 7-3
1.2	Pass Odiorne State Park		
2.0	CAUTION - HAIRPIN TURN!	11.0	Sign - Caution Hairpin Turn
	REST STOP - Pebble Cove Motel Ocean Blvd.	12.1	
1.3			
6.6	Right onto Rt. 111/Atlantic Ave.	18.7	Sign with Right arrow
3.7	Police located at Crooked Intersection of Hobbs and Atlantic	22.4	Police No. Hampton 8:00-noon
0.1	Before rest stop - place rest stop sign with right arrow so they can find	22.5	Rest Stop sign with Right arrow



0.1	REST STOP -N. Hampton Town Green/Gazebo - intersection of Rte 111 & 151	22.6	
0.1	Exit Left onto Rte. 111 West <i>out of rest stop (Exeter Rd.)</i> , go down the hill then bear right (See below)	22.7	Sign with Left arrow 
0.1	Bear Right onto 111 West	22.8	Sign with Right arrow 
	IMPORTANT SIGN	22.3	Sign - Go Straight with arrow 
	IMPORTANT SIGN - Place sign 50' up the ramp from 111 onto 101 West		Sign - STOP - Wrong Way (red sign with white lettering)
2.2	Sharp Left onto Hampton Rd.	25.5	Sign with Left arrow Hampton Police Needed? (100 route goes straight)
	50 mile and 100 mile route separate at this point.		
3.9	Right onto Lafayette Rd.	29.4	Sign with Right arrow
	Left onto High Street	29.4	Sign with Left arrow 
0.3	Right onto Academy Ave.	29.7	Sign with Right arrow
0.1	REST STOP - Hampton Academy	29.8	
0.1	Left onto Winnacunnet Rd.	29.9	Sign with Left arrow 
2.1	Left onto NH 1A/Ocean Blvd.	32.0	Sign with Left arrow 
2.7	Left onto NH-111/Atlantic Ave.	34.7	Sign with Left arrow 
		36.6	
1.9	Right onto Mill Rd.		Sign with Right arrow 
1.3	Continue onto W Rd.	37.9	
0.7	Right onto Washington Rd. 50 rejoins with 25	39.2	Sign with Right arrow 

0.1	Rest Stop -Tate & Foss Real Estate	40.7	Mandatory Stop
0.2	Bear Left onto Wallis Road	40.9	Sign - Bear Left
1.1	Slight Left onto Sagamore Rd.	42.0	Sign - Bear Left
1.5	Traffic Circle- Take 4th exit at traffic circle onto Elwyn Rd.	43.5	RM needed
1.5	Continue on Peverly Hill Rd.	45.0	Police Portsmouth - 10 - 2
0.3	Cross Banfield Road to continue on Peverly Hill R.	45.3	Police Portsmouth - 10 - 2
0.7	Left onto Middle Rd.	46.0	Sign with Left arrow
0.7	Right onto Greenland Rd.	46.7	Sign with Right arrow RM needed
0.1	Left to stay on Greenland Rd.	46.8	Sign with Left arrow
0.9	Right onto Grafton Rd.	47.7	Sign with Right arrow
0.5	Right onto Corporate Dr.	48.2	Sign with Right arrow
1.5	Right onto Redhook Way	49.7	Congratulations! - You finished

White = 50 mile route signs



Green = 100 mile route signs









**Cycle the Seacoast
REDHOOK BREWERY START
Sunday, May 4, 2013**



















100 MILE ROUTE




















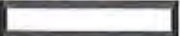









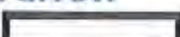
GREEN SIGNS


	Direction	CUM	NOTES
	START – Redhook Brewery		
0.1	Left onto Corporate Dr.	0.1	Sign with Left arrow
0.1	Left onto Ashland Rd.	1.2	Sign with Left arrow
0.1	Right to stay on Ashland Rd.	1.7	Sign with Right arrow
0.0	Right onto Rockingham Ave.	2.0	Sign with Right arrow
0.4	Right onto Woodbury Ave.	2.1	Sign with Right arrow
0.1	Left onto Dennett St.	2.3	Sign with Left Arrow RM needed – 7 - 10
0.2	Right on Maplewood Ave.	3.0	Sign with Right Arrow
0.3	Continue onto Middle St.	3.4	Caution RR Sign Needed
1.3	Left onto State St.	3.5	Sign with Left arrow
2.0	Right onto Marcy St.	3.9	Sign with Right arrow
1.1	Left to stay on Marcy St.	4.3	Sign with Left arrow
0.5	Continue onto New Castle Ave.	4.5	
1.9	Slight Right onto Marcy St.	4.6	Sign with Right arrow
1.5	Continue onto New Castle Ave.	5.0	
2.2	CAUTION – METAL GRATE BRIDGE Wentworth Bridge		New Castle Police – 7-11 RM- Matt Vonburg 7-11am Sign - Caution Must Walk Bikes

1.7	Left @ T onto Sagamore, Route 1A	9.2	Police Portsmouth – 7-11 RM – Nick Handy 11am-3pm Sign with Left arrow
1.1	Circle – Take 3rd exit to continue on Route 1A/ Pioneer Rd.	9.7	Police Rye – 7-3
1.2	Pass Odiorne State Park		
2.0	CAUTION – HAIRPIN TURN!	11.0	Sign – Caution Hairpin Turn
1.3	REST STOP – Pebble Cove Motel Ocean Blvd.	12.1	
6.6	Right onto Rt. 111/Atlantic Ave.	18.7	Sign with Right arrow
3.7	Police located at Crooked Intersection of Hobbs and Atlantic	22.4	Police No. Hampton 8:00-noon
0.1	Before rest stop – place rest stop sign with right arrow so they can find	22.5	Rest Stop sign with Right 
0.1	REST STOP -N. Hampton Town Green/Gazebo - intersection of Rte 111 & 151	22.6	
0.1	Slight Right onto NH-111/Exeter Road 100 spits from 50	22.7	Sign with Right arrow
	CROSS RTE. 101 – CAUTION		Police detail needed?
5.2	Continue onto Water Street	27.9	
0.4	Continue onto Main St.	28.3	
0.4	Left to stay on Main St.	28.7	Sign with Left arrow 
1.1	Left onto Winter St.	28.8	Sign with Right arrow 
0.3	Continue onto Front St.	29.1	Sign – Go Straight with arrow 
0.7	REST STOP – Brickyard Park	29.8	
0.7	Right onto Pickpocket Rd.	30.5	Sign with Right arrow 
2.5	Left onto Rte. 111A/Middle St.	33.0	Sign with Left arrow 

0.4	Right onto Deer Hill Rd.	33.4	Sign with Right arrow 
1.7	Left onto North Road	35.1	Sign with Left arrow 
4.2	Left onto Beede Hill Rd.	39.3	Sign with Left arrow 
2.0	Left onto Rte. 107/Main St.	41.3	Sign with Left arrow 
0.1	Turn Right	41.4	Sign with Right arrow RM? 
	REST STOP - FREMONT SAFETY COMPLEX ** RED Sign with arrow  Entrance is across street to left.		2 Signs – bottom of Beede 1. Rest Stop with Left Arrow  2. Route with Right arrow  Mandatory Stop
0.1	Exit Left out of rest stop onto Rte. 107 West - place sign where trekkers exit	41.5	Sign - Route with Left arrow 
0.7	Left onto Sandown Rd- becomes Fremont Rd. Continue on Fremont Rd.	42.2	SIGN with Left arrow 
	Between these 2 points place (at North Rd.)		Sign with Straight arrow 
2.2	Keep Straight on Freemont @ Sargent	44.4	Sign with Straight arrow 
3.3	Bear Left onto Rte. 121A	47.7	Sign with Left arrow 
0.1	Right onto Hampstead Rd.	47.8	SIGN with Right arrow 
	Continue on Hampstead Rd. where West Village Rd. joins		Sign with Straight arrow 
	At intersection Hampstead and Depot Rd. <i>(Hampstead becomes Kent Farm Rd.)</i>		Sign with Straight arrow 
3.2	Left onto Wash Pond Rd.	51.0	Sign with Left arrow 
1.6	Left at STOP/T onto Emerson Ave.	52.6	Sign with Left arrow 

	Cross Route 111 at Light- Caution Major Intersection		Caution: Intersection Ahead with straight arrow PD 
0.8	Continue onto Central Ave.	53.4	Sign with Left arrow 
1.4	Continue onto Rte. 121A/E. Main St.	54.8	
1.1	Left onto Old County Rd.	55.9	Sign with Left arrow Police detail and RM 
1.8	Left onto Kingston Rd.	57.6	Sign with Left arrow 
0.3	Right onto Crane Crossing Rd.	57.9	Sign with Right arrow 
0.8	Continue onto Willow Rd.	58.7	
0.1	Continue onto Crane Crossing Rd.	58.8	
0.8	REST STOP – Memorial Elementary School	59.6	Sign with Right arrow
0.1	Continue on Whittier St.	59.7	
0.8	Right onto Highland St.	60.5	Sign with Right arrow
1.0	Left onto Rte. 108/N. Main St.	61.5	Sign with Left arrow 
0.6	Continue onto Maple Ave.	62.1	
0.9	Continue onto Chase Rd.	63.0	
1.5	Continue onto S Rd.	64.5	
2.5	Left onto Stumpfield Rd.	67.0	Sign with Left arrow 
2.2	Left onto Trundlebed Ln.	69.2	Sign with Left arrow 

0.5	Right onto Rt. 150/Amesbury Rd.	69.7	Sign with Right arrow 
0.9	Left onto Rt. 84/Lamprey Rd.	70.6	Sign with Left arrow 
3.5	Right onto Dodge Rd.	74.1	Sign with Right arrow 
0.2	Continue onto Foggs Ln.	74.3	Sign with Straight arrow 
0.6	Left onto New Zealand Rd.	74.9	Sign with Left arrow
0.7	Right onto Lafayette (Route 1 South)	75.2	Police Seabrook 10:00-2:00 Sign with Right arrow  
	Before approaching this intersection		Sign – Caution Prepare for Left Turn  
0.4	Left onto Railroad Ave./Depot Rd. (First light on Rt. 1)	75.6	Police Seabrook 10:00-2:00 SIGN with Left arrow  
0.6	Right onto Centennial Rd. (4 Corners/Church on left)	76.2	SIGN with Right arrow  
	REST STOP - Seabrook Public Library - Liberty Lane		Mandatory Stop
0.7	Left onto Walton Rd.	76.9	Sign with Left arrow
0.1	Right onto Washington Street No Sign - Turn is next right. Sign on Left says "Turtle Creek"	77.0	
0.4	Left onto Route 286 EAST @ traffic light Route 286 sign is after turn	77.4	SIGN with Left arrow  
2.0	Left @ T & traffic light onto Route 1A NORTH - continue onto Ocean Blvd.	79.4	SIGN with Left arrow  
6.8	Left onto Atlantic Ave./ Rte. 111	86.2	Sign – 100 Milers to Finish Line with Left arrow  
1.9	Right @ YELLOW flasher onto Mill Road	88.1	Sign – 100 Milers to Finish Line with Right arrow  

1.3	Straight across South Rd. @ STOP Mill Rd. Becomes West Rd. (25 mile route rejoins here)	89.4	Sign -100 Milers to Finish Line with Straight arrow 
1.3	Right @ STOP onto Washington Rd.	90.7	Sign with Right arrow
0.1	Rest Stop -Tate & Foss Real Estate	90.8	Mandatory Stop
1.6	Bear Left onto Wallis Road	92.4	
1.1	Slight Left onto Sagamore Rd.	93.5	Sign with Left arrow
1.5	Traffic Circle- Take 4th exit at traffic circle onto Elwyn Rd.	95.0	RM needed
1.5	Continue on Peverly Hill Rd.	96.5	Police Portsmouth - 10 - 2
0.3	Cross Banfield Road to continue on Peverly Hill R.	96.8	Police Portsmouth - 10 - 2
0.7	Left onto Middle Rd.	97.5	Sign with Left arrow
0.7	Right onto Greenland Rd.	98.2	Sign with Right arrow RM needed
0.1	Left to stay on Greenland Rd.	98.3	Sign with Left arrow
0.9	Right onto Grafton Rd.	99.2	Sign with Right arrow
0.4	Right onto Corporate Dr.	99.6	Sign with Right arrow
1.5	Right onto Redhook Way	101.1	Congratulations! - You finished

December 5, 2013



Mr. John Bohenko
City Manager
Portsmouth City Hall
3 Junkins Ave
Portsmouth, NH 03801

Dear Mr. Bohenko,

Breathe New Hampshire is preparing once again for our 29th annual Seacoast Bike Tour on May 17 & 18, 2014. An anticipated 130 to 150 cyclists and close to 70 volunteers will participate in this two-day charity cycling event to benefit Breathe New Hampshire.

The event will again begin and end at the Pease International Tradeport, with an overnight in Ogunquit, ME. We are excited to return to our "usual" routes now that Memorial Bridge is back in use. I have enclosed copies of our "usual" routes – three routes on Saturday and two on Sunday. We do need to drive through these as it has been a couple of years since we've been on some of these roads. I also need to adjust the Saturday finish line location listed on the routes which is now at the Meadowmere Resort in Ogunquit.

The start and finish line location at 14 Manchester Square in Pease will again be at the International Marketplace. This location is also been our location for our Sunday finish line barbeque as in the past. The finish line barbeque usually takes place from approximately 11AM to 2:30PM on Sunday, May 18, with food, music, raffles and festivities. Last year and in previous years, the building contact at 14 Manchester Square had given us permission to grill out on their patio area, and they have also given permission for a band to play, as long as both are permitted by the town of Portsmouth.

Please mail or email any forms that need to be completed and I will be sure to complete and return them as soon as possible. In the past we've also scheduled a group conference call to review route maps and logistics. I look forward to talking more at your convenience. If you have any questions or concerns, I can be reached by phone at 603-669-2411 X 120 or by email ksicard@breathenh.org.

Thank you in advance for your time and consideration.

Sincerely,

Kelly Sicard
Director of Special Events & Volunteers

DAY ONE		R = RIGHT TURN, L = LEFT TURN, SA = STRAIGHT AHEAD
25 MILE ROUTE		SS = STOP SIGN, BL = BEAR LEFT, BR = BEAR RIGHT (FOLLOW WHITE WITH ORANGE TIP AND THEN WHITE)
LEG MILES	CUMM MILES	DESCRIPTION
0.00	0.0	L OUT OF MANCHESTER SQUARE
0.00	0.0	SA AT STOP SIGN
1.30	1.3	L ONTO ASHLAND ROAD (unmarked road leads to bike bridge)
0.35	1.7	BR ONTO ROCKINGHAM AVE (at end of path over bike bridge)
0.36	2.1	SA AT SS ACROSS ROCKINGHAM AVE
0.21	2.3	L ONTO SAPPHIRE STREET
0.05	2.4	R ONTO EDMOND AVE
0.47	2.9	R ONTO MAPLEWOOD AVE
0.94	3.8	L ONTO HANOVER STREET
0.09	3.9	R ONTO FLEET STREET
0.16	4.1	L ONTO STATE STREET (US ROUTE 1)
0.42	4.5	SA ONTO US 1 MEMORIAL BRIDGE - WALK BIKES ACROSS BRIDGE
FOLLOW <u>WHITE</u> ROUTE MARK ARROWS FROM HERE TO END (NO ROUTE MARKINGS IN KITTEERY, ME!)		
0.60	5.1	SA TO SS - R AT SS ONTO GOVERNMENT ST
0.40	5.5	SA AT TRAFFIC LIGHT-TURNS TO WENTWORTH RD (ROUTE 103)
0.20	5.7	R AFTER CROSSING RAILROAD TRACK (103 EAST, WHIPPLE RD)
0.30	6.0	R AT SS (STILL ROUTE 103 NORTH)
CONTINUE ON RTE 103 - USE CARE AS IT WINDS WITH ROLLING HILLS & NARROW SHOULDER		
1.20	7.2	REST STOP #3 - FORT McCLARY - ON RIGHT - <u>MANDATORY CHECK-POINT</u>
		R OUT OF REST STOP
5.60	12.8	R AT SS ONTO ROUTE 1A NORTH (YORK, ME)(ROUTE MARKINGS BEGIN AGAIN)
FOLLOW ROUTE 1A NORTH PASSING LONG SANDS BEACH - WATCH FOR CAR DOORS OPENING !!		
3.40	16.2	R ONTO NUBBLE RD (Cutty Motel on corner)
0.90	17.1	R ONTO SOHIER PARK RD TO NUBBLE LIGHT HOUSE
		REST STOP #4 - NUBBLE LIGHT HOUSE
0.10	17.2	R OUT OF NUBBLE (CONTINUING ON NUBBLE RD) UP HILL PASSING
	17.2	BROWNS ICE CREAM ON YOUR LEFT
0.60	17.8	R ONTO KENDALL RD
	17.8	CAUTION!! NARROW ROAD - CLIFF DROP OFF ON RIGHT
0.50	18.3	R ONTO OCEAN AVE
0.20	18.5	R ONTO MAIN ST - ROUTE 1A NORTH (Golden Rod on right)
0.60	19.1	BR ONTO SHORE RD - CAUTION! NARROW RD with NO SHOULDERS
4.50	23.6	BL ONTO COVE ROAD (NO STREET SIGN: Perkins Cove sign is in island)
0.30	23.9	L ONTO BOURNE LANE (TO "ROUTE 1" SIGN)
0.20	24.1	L ONTO ROUTE 1- SEAFARER ON RIGHT (Caution crossing Rte 1)
0.10	24.2	R INTO SEAFARER MOTEL PARKING LOT
CONGRATULATIONS - YOU DID IT!!		

DAY ONE		R=RIGHT TURN, L=LEFT TURN, SA=STRAIGHT AHEAD
SHORT ROUTE		SS=STOP SIGN, BL / R=BEAR LEFT / RIGHT, RR=RAIL ROAD
		(FOLLOW WHITE)
LEG MILES	CUMM. MILES	DESCRIPTION
	0.0	
0	0.0	START AT 14 MANCHESTER SQUARE
0	0.0	L OUT OF 14 MANCHESTER SQUARE
0.2	0.2	SA AT SS ONTO CORPORATE DR
1.1	1.3	L ONTO GRAFTON DR - FOLLOW SIGNS FOR RTE 33 & I-95 (Bike route sign also)
1.2	2.5	R ONTO RTE 33 AT TRAFFIC LIGHT - BUSY ROAD, WIDE SHOULDER, STAY RIGHT
0.5	3.0	R AT SECOND TRAFFIC LIGHT (OPPOSITE SUNOCO STATION) (Ports. Ave - no road sign)
0.6	3.6	JOINS LONG ROUTE AT NEWINGTON RD - STAY STRAIGHT ON PORTS. AVE
0.4	4.0	CAUTION!! RR CROSSING
0.3	4.3	SA AT TRAFFIC LIGHT (CROSS RTE 33 - DUNKIN DONUTS ON LEFT CORNER)
0.4	4.7	BL AT BANDSTAND - FOLLOW SIGN FOR RTE 151 SOUTH
0.3	5.0	REST STOP #1 AT GREENLAND CENTRAL SCHOOL - ON RIGHT
	5.0	R OUT OF REST STOP
0.8	5.8	L ONTO BREAKFAST HILL RD
1.1	6.9	CAUTION!! RR CROSSING
0.7	7.6	SA AT TRAFFIC LIGHT ONTO WASHINGTON RD (CROSS RTE. 1)
2.4	10.0	L AT SS (RYE CONGREGATIONAL CHURCH ON RIGHT)
0.2	10.2	BR AT FORK STAYING ON WASHINGTON RD (JUST PAST RYE JR HIGH ON LEFT)
1.6	11.8	L AT SS ONTO OCEAN BLVD - USE CAUTION CROSSING OCEAN BLVD.
1.4	13.2	REST STOP #2 AT WALLIS SANDS STATE BEACH - ON RIGHT
0.1	13.3	R OUT OF PARKING LOT - NOTE- ALL RIDERS NOW FOLLOW SAME ROUTE
0.1	13.4	L ONTO MARSH ROAD
0.4	13.8	L ONTO SHORT CUT-THROUGH (NO ROAD SIGN) WILL CONNECT TO BRACKET ROAD
0.0	13.8	L ONTO BRACKET RD (ROAD SIGN ON LEFT)
0.2	14.0	BR ONTO CLARK ROAD (NO ROAD SIGN)
0.5	14.5	BR AT SS ONTO SAGAMORE ROAD
1	15.5	SA AT DANGEROUS Round-about
0.4	15.9	R ONTO WENTWORTH ROAD (RTE 1B TO NEW CASTLE-AT WENTWORTH BY THE SEA SIGN)
1	16.9	CAUTION!! WALK ACROSS GRID DECK BRIDGE USE SIDEWALK ON LEFT
	16.9	CONTINUE ON RTE 1B THROUGH NEW CASTLE- STAY IN SINGLE FILE (NO RTE MARKINGS)
3.3	20.2	NOW OUT OF NEW CASTLE / ROUTE MARKINGS CONTINUE
0.2	20.4	BL ONTO PLEASANT ST (NEAR SOUTH STREET & VINE BUILDING & FISH MARKET-NO STREET SIGN)
0.3	20.7	R AT TRAFFIC LIGHT ONTO STATE ST (RUSTY HAMMER RESTAURANT ON CORNER)
0.2	20.9	CONTINUE ON STATE ST TO MEMORIAL BRIDGE - WALK BIKES CROSS BRIDGE
0.6	21.5	SA TO SS - R AT SS ONTO GOVERNMENT ST (NO RTE MARKINGS IN KITTERY, ME)
0.4	21.9	SA AT TRAFFIC LIGHT-TURNS TO WENTWORTH RD (RTE 103)
0.2	22.1	R AFTER CROSSING RAILROAD TRACK (103 EAST, WHIPPLE RD)
0.3	22.4	R AT SS (STILL RTE 103 NORTH)
CONTINUE ON ROUTE 103 - USE CARE AS IT WINDS WITH ROLLING HILLS & NARROW SHOULDERS		
1.2	23.6	REST STOP #3 - FORT McCLARY - ON RIGHT - MANDATORY CHECK POINT
0	23.6	R OUT OF REST STOP, STAY ON 103 (RTE MARKINGS BEGIN AGAIN IN YORK, ME)
5.6	29.2	R AT SS ONTO RTE 1A NORTH (YORK, ME)
FOLLOW RTE 1A NORTH - PASSING LONG SANDS BEACH - WATCH FOR OPENING CAR DOORS !!		
3.4	32.6	R ONTO NUBBLE RD (Cutty Motel on corner)
0.9	33.5	R ONTO SOHIER PARK RD TO NUBBLE LIGHT HOUSE
		REST STOP #4 - NUBBLE LIGHT HOUSE
0.1	33.6	R OUT OF NUBBLE (CONTINUING ON NUBBLE RD) UP HILL PASSING
	33.6	BROWNS ICE CREAM ON YOUR LEFT
0.6	34.2	R ONTO KENDALL RD
	34.2	CAUTION!! NARROW ROAD - CLIFF DROP OFF ON RIGHT (GO TO STOP SIGN)
0.5	34.7	R ONTO OCEAN AVE
0.2	34.9	R ONTO MAIN ST - RTE 1A NORTH (Golden Rod on right)
0.6	35.5	BR ONTO SHORE RD - CAUTION!! NARROW SCENIC RD WITH NO SHOULDERS
4.5	40.0	BL ONTO COVE ROAD (NO STREET SIGN: Perkins Cove sign is in island)
0.3	40.3	L ONTO BOURNE LANE (TO "ROUTE 1" SIGN)
0.2	40.5	L ONTO ROUTE 1- SEAFARER ON RIGHT (CAUTION!! CROSSING ROUTE 1)
0.1		R INTO SEAFARER PARKING LOT ON RIGHT
	40.6	CONGRATULATIONS - YOU DID IT!!

DAY ONE		R=RIGHT TURN, L=LEFT TURN, SA=STRAIGHT AHEAD
LONG ROUTE		SS=STOP SIGN, BL/R=BEAR LEFT/RIGHT, RR=RAIL ROAD
(Follow Yellow to RS #2. Then Follow white to end.)		
LEG MILES	CUMM. MILES	DESCRIPTION
	0.0	START AT 14 MANCHESTER SQUARE
0.1	0.1	L OUT OF 14 MANCHESTER SQUARE
0.1	0.2	L AT SS ONTO INTERNATIONAL DR
0.3	0.5	L AT LIGHT ONTO PEASE BLVD
0.3	0.8	R ONTO ARBORITUM DRIVE
1.0	1.8	R ONTO BIKE PATH
0.6	2.4	SA AT SS ONTO FOX POINT RD (FIRE STATION ON CORNER) CROSS THE ROAD
0.9	3.3	L AT SS ONTO LITTLE BAY RD
1.2	4.5	R ONTO MCINTIRE RD
NOTE: MCINTIRE RD BECOMES NEWINGTON RD IN GREENLAND		
3.6	8.1	R ONTO PORTSMOUTH AVE- JOINS SHORT ROUTE
0.4	8.5	CAUTION!! RR CROSSING
0.3	8.8	SA AT TRAFFIC LIGHT (CROSS RTE 33 - DUNKIN DONUTS ON LEFT CORNER)
0.4	9.2	BL AT BANDSTAND - FOLLOW SIGN FOR RTE 151 SOUTH
0.3	9.5	REST STOP #1 AT GREENLAND ELEMENTARY SCHOOL - ON RIGHT
R OUT OF REST STOP - FOLLOW POST RD (RTE 151 SOUTH INTO NORTH HAMPTON)		
4.2	13.7	L AT CENTENNIAL HALL BUILDING (This is at Town Green / Bandstand - follow sign for ROUTE 111E)
0.1	13.8	AT SS GO SA THEN BR FOLLOW SIGN "ROUTE 111E, TO ROUTE 1"
0.5	14.3	SA AT TRAFFIC LIGHT (CROSS ROUTE 1) ONTO ATLANTIC AVE
0.8	15.1	R ONTO PINE RD
0.5	15.6	R AT SS ONTO MILL RD
0.0	0.0	SA AT SS
1.3	16.9	L AT TRAFFIC LIGHT ONTO HIGH ST
2.5	19.4	L AT TRAFFIC LIGHT ONTO OCEAN BLVD (BATHROOMS ACROSS ST AT PARKING LOT)
7.8	27.2	REST STOP #2 - WALLIS SANDS STATE BEACH - ON RIGHT
0.1	27.3	R OUT OF REST STOP - NOTE- ALL RIDERS NOW FOLLOW SAME ROUTE
0.1	27.4	L ONTO MARSH ROAD
0.4	27.8	L ONTO SHORT CUT-THROUGH (NO ROAD SIGN)
0.0	27.8	L ONTO BRACKET ROAD (ROAD SIGN ON LEFT)
0.2	28.0	BR ONTO CLARK ROAD (NO ROAD SIGN)
0.5	28.5	BR AT SS ONTO SAGAMORE ROAD
1	29.5	SA AT DANGEROUS ROUNDABOUT (USED TO BE 3 WAY STOP)
0.4	29.9	R ONTO WENTWORTH RD (RTE 1B TO NEW CASTLE)
1	30.9	CAUTION!! WALK ACROSS GRID DECK BRIDGE - USE SIDEWALK ON LEFT
CONTINUE ON ROUTE 1B THROUGH NEW CASTLE (NO RTE MARKINGS)- STAY IN SINGLE FILE		
3.3	34.2	NOW OUT OF NEWCASTLE/ROUTE MARKINGS CONTINUE
0.2	34.4	BL ONTO PLEASANT ST AT SOUTH STREET & VINE BUILDING (NO STREET SIGN)
0.3	34.7	R AT TRAFFIC LIGHT ONTO STATE ST (RUSTY HAMMER RESTAURANT ON CORNER)
0.2	34.9	CONTINUE ON STATE ST TO MEMORIAL BRIDGE - WALK BIKES CROSS BRIDGE
0.6	35.5	SA TO SS - R AT SS ONTO GOVERNMENT ST (NO RTE MARKINGS IN KITTERY, ME)
0.4	35.9	SA AT TRAFFIC LIGHT-TURNS TO WENTWORTH RD (ROUTE 103)
0.2	36.1	R AFTER CROSSING RAILROAD TRACK (103 EAST, WHIPPLE RD)
0.3	36.4	R AT SS (STILL ROUTE 103 NORTH)
CONTINUE ON RTE 103 - USE CARE AS IT WINDS WITH ROLLING HILLS & NARROW SHOULDER		
1.2	37.6	REST STOP #3 - FORT McCLARY - ON RIGHT - MANDATORY CHECK POINT
	37.6	R OUT OF REST STOP (ROUTE MARKINGS BEGIN AGAIN IN YORK, ME)
5.6	43.2	R AT SS ONTO ROUTE 1A NORTH (YORK, ME)
FOLLOW ROUTE 1A NORTH PASSING LONG SANDS BEACH - WATCH FOR OPENING CAR DOORS !!		
3.4	46.6	R ONTO NUBBLE RD (Cutty Motel on corner)
0.9	47.5	R ONTO SOHIER PARK RD TO NUBBLE LIGHT HOUSE
REST STOP #4 - NUBBLE LIGHT HOUSE		
0.1	47.6	R OUT OF NUBBLE (CONTINUING ON NUBBLE RD) UP HILL PASSING
	47.6	BROWNS ICE CREAM ON YOUR LEFT
0.6	48.2	R ONTO KENDALL RD
	48.2	CAUTION!! NARROW ROAD - CLIFF DROP OFF ON RIGHT
0.5	48.7	R ONTO OCEAN AVE
0.2	48.9	R ONTO MAIN ST - ROUTE 1A NORTH (Golden Rod on right)
0.6	49.5	BR ONTO SHORE RD - CAUTION!! NARROW SCENIC RD WITH NO SHOULDERS
4.5	54.0	BL ONTO COVE ROAD (NO STREET SIGN: Perkins Cove sign is in island)
0.3	54.3	L ONTO BOURNE LANE (TO "ROUTE 1" SIGN)
0.2	54.5	L ONTO ROUTE 1- SEAFARER ON RIGHT (CAUTION CROSSING ROUTE 1)
0.1		R INTO SEAFARER PARKING LOT
CONGRATULATIONS - YOU DID IT!!		
54.6		

DAY TWO		R=RIGHT TURN, L=LEFT TURN, SA=STRAIGHT AHEAD
SHORT ROUTE		SS=STOP SIGN, BL/R=BEAR LEFT/RIGHT, RR=RAIL ROAD
		(Follow Yellow to end.)
LEG	CUMM.	DESCRIPTION
MILES	MILES	
	0.0	START AT SEAFARER - L OUT OF PARKING LOT ONTO RTE 1 NORTH
0.7	0.7	L ONTO BERWICK RD AT KEY BANK
2.0	2.7	BR BERWICK RD BECOMES OGUNQUIT RD
3.6	6.3	L ONTO EMERY'S BRIDGE RD
5.8	12.1	L AT SS ONTO KNIGHTS POND RD - BECOMES AGAMENTICUS RD IN 3/4 MILE
1.7	13.8	L AT SS ONTO RTE 4 - PORTLAND ST (no sign - major highway)
0.3	14.1	L AT SS IN CENTER OF SOUTH BERWICK ONTO RTE 236 / RTE 4
0.1	14.2	REST STOP #1 - SOUTH BERWICK CENTRAL SCHOOL - ON RIGHT
	14.2	R OUT OF SCHOOL
0.1	14.3	SA FOLLOW RTE 4 TOWARD DOVER / ROLLINSFORD
0.7	15.0	R AT BLINKING LIGHT ONTO SHORT ST
1.2	16.2	L AT SS ONTO ROBERTS RD (Rollinsford Fire Dept on corner)
1.1	17.3	SA AT SS / BLINKING LIGHT ONTO BAER RD - USE CAUTION CROSSING RTE. 4
1.5	18.8	L AT SS ONTO GULF RD - RTE. 101
1.7	20.5	R AT TRAFFIC LIGHT ONTO RTE. 236
0.4	20.9	R ONTO STATE RD - RTE 103
1.6	22.5	R ONTO RIVER RD
3.0	25.5	R ONTO OLD RD
0.7	26.2	OLD RD JOINS STATE RD AT SS - CONTINUE SA
0.3	26.5	REST STOP #2 - ELIOT FIRE STATION-ON RIGHT-<u>MANDATORY CHECK POINT</u>
	26.5	R OUT OF REST STOP
0.2	26.7	R ONTO MOSES GARISH FARMER RD - RTE 103 (BECOMES SO. ELIOT RD)
3.2	29.9	R AT SS ONTO DENNET RD -TURNS TO COOK RD AT POND
0.2	30.1	BR AT POND - UP HILL - BECOMES COOK RD
0.2	30.3	L AT SS ONTO BRIDGE ST
0.1	30.4	BR ONTO GOVERNMENT ST - UP HILL
0.1	30.5	R ONTO RTE 1 SOUTH - NEWMARCH ST
0.6	31.1	WALK BIKES OVER MEMORIAL BRIDGE
	31.1	MEMORIAL BRIDGE SA ONTO DANIEL ST - THRU MARKET SQUARE
0.5	31.6	R ONTO FLEET ST AT TRAFFIC LIGHT
0.1	31.7	L AT SS ONTO HANOVER ST
0.1	31.8	R ONTO MAPLEWOOD AVE AT TRAFFIC LIGHT
0.1	31.9	CAUTION!! CROSSING RR TRACKS
0.7	32.6	L ONTO EDMOND AVE - JUST AFTER GOING UNDER I-95
0.3	32.9	L ONTO SAPPIRE AVE
	32.9	QUICK R ONTO ROCKINGHAM AVE
0.1	33.0	SA AT SS CROSSING WOODBURY AVE - USE CAUTION CROSSING WOODBURY
0.0	33.0	L ONTO BIKE PATH AND OVER BIKE BRIDGE
0.5	33.5	AFTER BIKE BRIDGE / PATH, L ONTO "UNNAMED" RD - HEAD TOWARD PEASE
		CAUTION!! STAY LEFT AT FENCE AS ONLY BIKE WIDTH IS OPEN - STAY LEFT
0.5	34.0	R ONTO CORPORATE DR
1.3	35.3	SA AT SS
0	0.0	RIGHT INTO 14 MANCHESTER SQUARE
35.3		CONGRATULATIONS - YOU DID IT - AGAIN !!

DAY TWO		R=RIGHT TURN, L=LEFT TURN, SA=STRAIGHT AHEAD
LONG ROUTE:		SS=STOP SIGN, BL/R=BEAR LEFT/RIGHT, RR=RAIL ROAD
(Follow yellow to mile 31.3. Then follow White to end.)		
LEG MILES	CUMM. MILES	DESCRIPTION
	0.0	START AT SEAFARER - L OUT OF PARKING LOT ONTO RTE 1 SOUTH
0.7	0.7	L ONTO BERWICK RD AT KEY BANK
2.0	2.7	BR BERWICK RD BECOMES OGUNQUIT RD
3.6	6.3	L ONTO EMERY'S BRIDGE RD
5.8	12.1	L AT SS ONTO KNIGHTS POND RD - BECOMES AGAMENTICUS RD IN 3/4 MILE
1.7	13.8	L AT SS ONTO RTE 4 - PORTLAND ST (no sign - major highway)
0.3	14.1	L AT SS IN CENTER OF SOUTH BERWICK ONTO RTE 236 / RTE 4
0.1	14.2	REST STOP #1 - SOUTH BERWICK CENTRAL SCHOOL - ON RIGHT
0.0	14.2	R OUT OF SCHOOL
0.1	14.3	SA FOLLOW RTE 4 TOWARD DOVER / ROLLINSFORD
0.7	15.0	R AT BLINKING LIGHT ONTO SHORT ST
1.2	16.2	L AT SS ONTO ROBERTS RD (Rollinsford Fire Dept on corner)
1.1	17.3	SA AT SS / BLINKING LIGHT ONTO BAER RD - CAUTION!! CROSSING ROUTE. 4
1.5	18.8	L AT SS ONTO GULF RD - RTE. 101
1.7	20.5	R AT TRAFFIC LIGHT ONTO RTE. 236
0.4	20.9	R ONTO STATE RD - RTE 103
1.6	22.5	R ONTO RIVER RD
3.0	25.5	R ONTO OLD RD
0.7	26.2	OLD RD JOINS STATE RD AT SS - BR
0.3	26.5	REST STOP #2 - ELIOT FIRE STATION - ON RIGHT - <u>MANDATORY CHECK POINT</u>
	26.5	R OUT OF REST STOP
0.2	26.7	R ONTO MOSES GARISH FARMER RD - RTE 103 (BECOMES SO. ELIOT RD)
3.2	29.9	R AT SS ONTO DENNET RD
0.2	30.1	BR AT POND - UP HILL - BECOMES COOK RD
0.2	30.3	L AT SS ONTO BRIDGE ST
0.1	30.4	BR ONTO GOVERNMENT ST - UP HILL
0.1	30.5	R ONTO RTE 1 SOUTH - NEWMARCH ST
0.6	31.1	WALK BIKES OVER MEMORIAL BRIDGE
0.2	31.3	HARD R TURN (180 degree) - DOWN HILL TOWARD RIVER
0.0	31.3	CROSS UNDER MEMORIAL BRIDGE ROADWAY
0.1	31.4	BL AT SS ONTO MARCY ST
0.3	31.7	L AT SS CONTINUING ON MARCY - FOLLOW SIGN FOR RTE 1B SOUTH (NEW CASTLE)
0.2	31.9	BL AT SS (4-WAY) ONTO NEW CASTLE AVE (no street sign)
CONTINUE ON RTE 1B INTO NEW CASTLE - STAY IN SINGLE FILE / NO ROUTE MARKINGS IN NEW CASTLE		
2.2	34.1	L AT "GREAT ISLAND COMMON" - WAVE TO GATE ATTENDANT!
0.1	34.2	R AT SS - GO AROUND SCENIC LOOP ROAD - GREAT VIEW OF PORTSMOUTH HARBOR
0.3	34.5	SA AT SS AT PLAYGROUND, TO COMMON EXIT
0.1	34.6	L AT SS ONTO WENTWORTH RD - CONTINUING THROUGH NEW CASTLE
0.8	35.4	CAUTION!! WALK ACROSS GRID DECK BRIDGE - USE SIDEWALK ON RIGHT
1.1	36.5	L ONTO SAGAMORE RD - ROUTE 1A SOUTH
0.4	36.9	SA AT DANGEROUS Round-about
0.0	36.9	YOU ARE FOLLOWING SAGAMORE RD PASSING WHITE BUILDING ON LEFT
1.5	38.4	R AT SS ONTO WALLIS RD (MOBILE GAS ON RIGHT)
1.0	39.4	Pass Rye Junior High School, SAGAMORE RD TURNS INTO WASHINGTON RD
0.2	39.6	REST STOP #3 RYE FIRE DEPARTMENT
0.2	39.8	BR AT ISLAND - FOLLOWING WASHINGTON RD (RYE CONGREGATIONAL CHURCH ON LEFT)
2.4	42.2	SA AT TRAFFIC LIGHT ONTO BREAKFAST HILL RD (CROSS RTE. 1) BREAKFAST HILL PLAZA ON RIGHT
0.7	42.9	CAUTION!! RR CROSSING
1.1	44.0	R AT SS ONTO POST RD RTE 151 NORTH
1.1	45.1	BR AT BANDSTAND - FOLLOW SIGN FOR RTE 151 NORTH
0.4	45.5	SA AT TRAFFIC LIGHT (CROSS RTE 33 - DUNKIN DONUTS ON RIGHT CORNER)
	45.5	THIS IS PORTSMOUTH AVE
0.3	45.8	CAUTION!! RR CROSSING
0.4	46.2	L ONTO NEWINGTON RD (TURNS INTO MCINTIRE RD IN NEWINGTON)
3.6	49.8	R AT SS ONTO LITTLE BAY RD
0.6	50.4	L AT YIELD ONTO NIMBLE HILL RD
0.5	50.9	R ONTO FOX POINT RD (FIRE STATION & TOWN HALL ON CORNER)
0.5	51.4	SA ONTO BIKE PATH
0.1	51.5	L ONTO ARBORITUM DR
1.1	52.6	L ONTO PEASE BLVD
0.3	51.8	R AT LIGHT ONTO INTERNATIONAL DRIVE
0.1	51.9	R AT SS ONTO MANCHESTER SQUARE
0.0	51.9	R INTO 14 MANCHESTER SQUARE PARKING LOT
CONGRATULATIONS - YOU DID IT - AGAIN !!		

MEMORANDUM

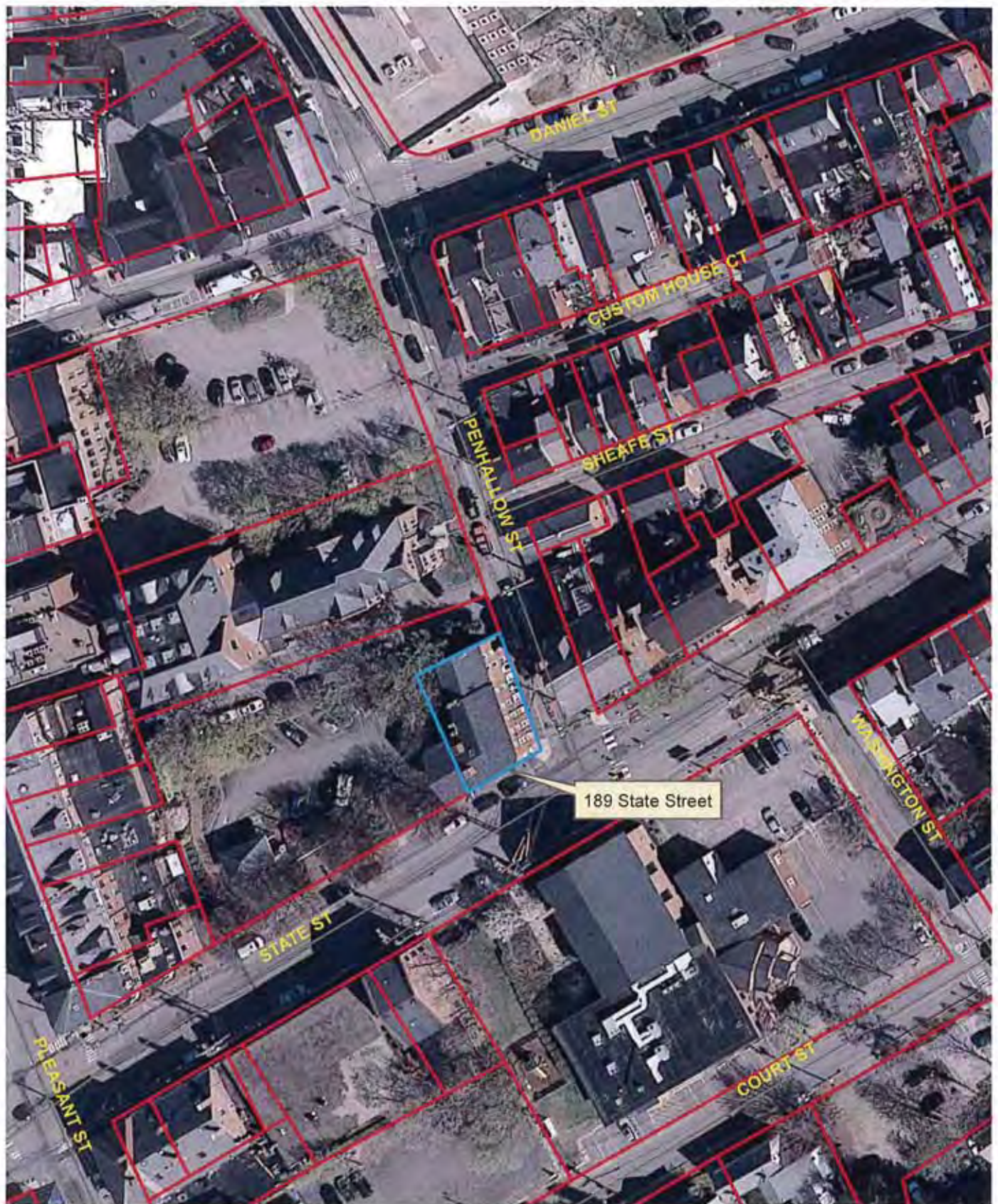
TO: John P. Bohenko, City Manager
FROM: Rick Taintor, Planning Director *RT*
DATE: December 9, 2013
RE: City Council Referral – Projecting Sign
Address: 189 State Street
Business Name: Cure Restaurant
Business Owner: Julie Cutting

Permission is being sought to install a projecting sign on an existing bracket, as follows:

Sign dimensions: 48" x 36"
Sign area: 12 sq. ft.
Height from sidewalk to bottom of sign: 9'0"
Maximum protrusion from building: 54 in.

The proposed sign complies with zoning requirements. If a license is granted by the City Council, no other municipal approvals are needed. Therefore, I recommend approval of a revocable municipal license, subject to the following conditions:

1. The license shall be approved by the Legal Department as to content and form;
2. Any removal or relocation of the projecting sign, for any reason, shall be done at no cost to the City; and
3. Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason, shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works.

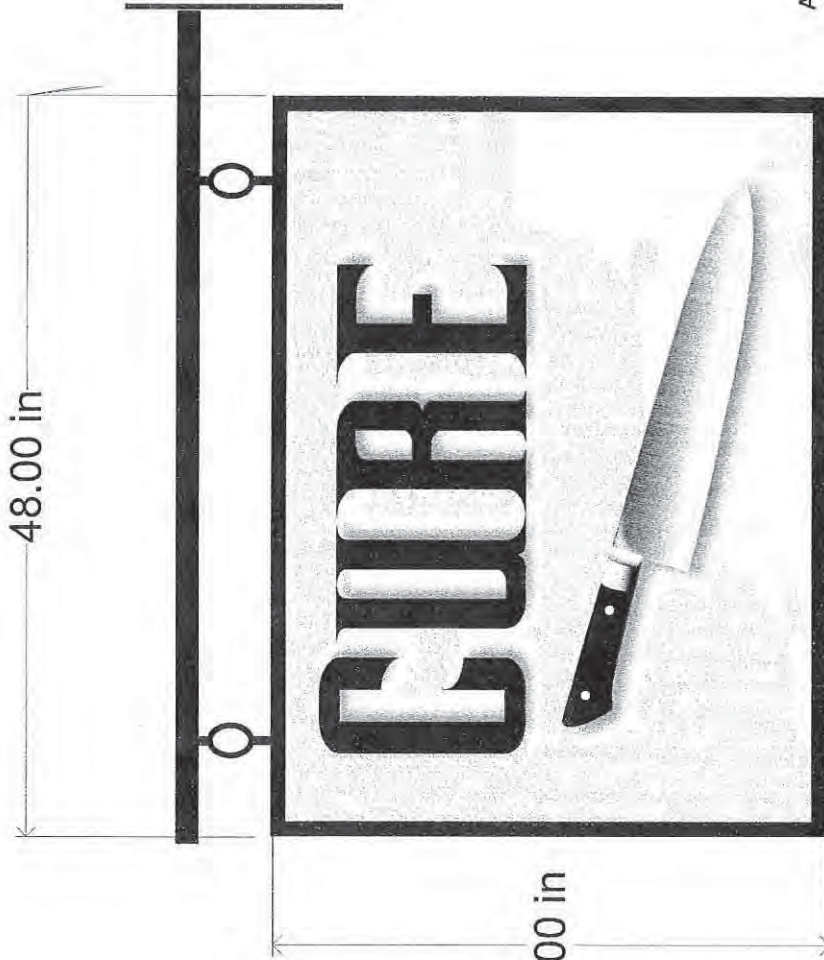


Request for Projecting Sign License 189 State Street

Cure
189 State Street
1 Projecting Sign



48.00 in



36.00 in

Aluminum and HDU sign with 3D 1/4" thick raised letters and custom made 3D knife.
 Total cabinet depth to be 3" (not including raised graphics)
 Installed with heavy duty steel bracket using 3/8" lag shields

SEE COPYRIGHT INFO BELOW

DRAWING #

SCALE

DATE

DRAWN BY

NOTE: THIS IS AN ORIGINAL COPYRIGHT RENDERING CREATED BY AND OWNED BY THE LARSON SIGN COMPANY AND IS SUBMITTED FOR YOUR PERSONAL USE IN CONNECTION WITH A PROJECT BEING PLANNED FOR YOU BY LARSON SIGN COMPANY. IT IS NOT TO BE SHOWN TO ANYONE OUTSIDE YOUR ORGANIZATION NOR IS IT TO BE USED, REPRODUCED, COPIED OR EXHIBITED IN ANY FASHION.

CUSTOMER APPROVAL

JOB DESCRIPTION

LOCATION



SIGNS • DESIGN • AWNINGS • TRUCK LETTERING & MORE
 55 Berwick Road South Berwick, Maine 03908
 Office: (781) 756-0803 Mobile (781) 858-2863

RECEIVED
 DEC 13 2013

TIME:

M E M O R A N D U M

TO: John P. Bohenko, City Manager
FROM: Rick Taintor, Planning Director *RT.*
DATE: December 9, 2013
RE: City Council Referral – Projecting Sign
Address: 51 Hanover Street
Business Name: The Soupery
Business Owner: Alex Vandermark

Permission is being sought to install a projecting sign on a new bracket, as follows:

Sign dimensions: 25" x 25"
Sign area: 4.5 sq. ft.
Height from sidewalk to bottom of sign: 10'0"
Maximum protrusion from building: 46 in.

The proposed sign complies with zoning requirements. If a license is granted by the City Council, no other municipal approvals are needed. Therefore, I recommend approval of a revocable municipal license, subject to the following conditions:

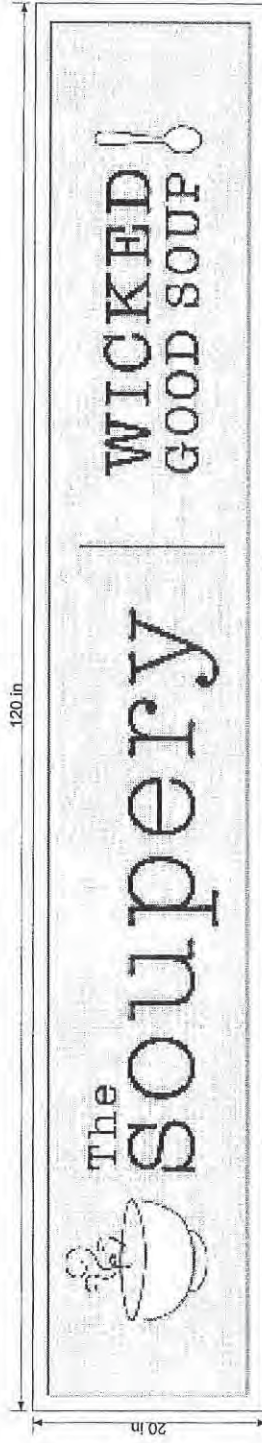
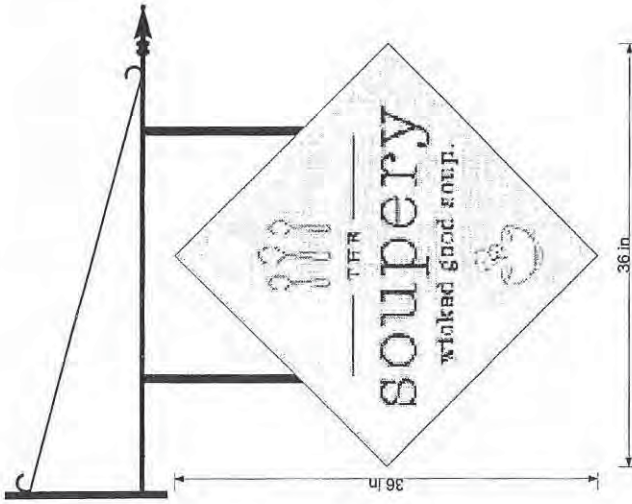
1. The license shall be approved by the Legal Department as to content and form;
2. Any removal or relocation of the projecting sign, for any reason, shall be done at no cost to the City; and
3. Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason, shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works.



Request for Projecting Sign License 51 Hanover Street

The Soupery
51 Hanover Street
1 Projecting Sign





Qty: _____ SS/DS: _____ Materials: _____ Background Color: _____ Vinyl Color: HP Int Other: _____



Phone: 603-436-0047
 email: service@portsmouthsign.com

All designs and custom artwork remain the property of Portsmouth Sign Company until the order is complete and paid in full.

NOTE: Designs are NOT actual size

REVISION:

All orders under \$250 include 1 revision only. All orders over \$250 include 3 revisions only. Additional revisions will be charged at \$25 per revision.

11/26/13

I understand this Order Form is the final production order and replaces all previous drawings, notes and verbal instructions to this job. I have carefully reviewed this form and verify that it contains all necessary specifications and represents my order exactly. I authorize fabrication according to this approval.

SIGNATURE: _____ Date: _____

RETURN SIGNED TO: service@portsmouthsign.com



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM, NH 03885

TOWN CLERK/TAX COLLECTOR 603-772-4741

SELECTMAN'S OFFICE/ADMINISTRATION/ASSESSING 603-772-7391

CODE ENFORCEMENT/BUILDING INSPECTION/PLANNING 603-772-7391

FAX (ALL OFFICES) 603-775-0517

December 2, 2013

John Bohenko
City Manager
City of Portsmouth
1 Junkins Avenue
Portsmouth, NH 03801

RE: Request to Explore Providing Sewer Services to Stratham

Dear Mr. Bohenko,

The Town of Stratham has been actively pursuing public utility services in order support future growth in our commercially zoned properties. This primarily encompasses properties along Portsmouth Avenue from the Route 101 interchange to the intersection of Winnicutt Road. This effort recognizes the need for public water and sewer services to provide the infrastructure to allow private investment in these properties and to handle responsibly the environmental impacts of such development.

We understand that the City of Portsmouth recently entered into an intermunicipal agreement with the Town of Greenland for similar services. This presents an opportunity for a regional partnership in dealing with wastewater both in Greenland and in Stratham. Although we continue our discussions with the Town of Exeter on possibly offering public water and sewer services in Stratham, the timing of your intermunicipal agreement is such that we would like to explore, at least for sewer, the possibility of obtaining those services from Portsmouth. Please advise us on what the next course of action would be to explore the potential of such an arrangement.

Sincerely,

Board of Selectmen

PRD

cc: David Allen, Deputy City Manager
Brian Goetz, Deputy Director, Public Works



December 3, 2013

To Whom It May Concern:

I am a firefighter/ EMT with the Rye Fire Department. I am competing in the 2014 Scott Firefighter Stairclimb in Seattle, WA. The stairclimb takes place at the Columbia Center in downtown Seattle and is a competitive race up 69 flights of stairs with a cumulative 1,311 steps and 788 feet of vertical elevation. The stairclimb is a fundraiser for The Leukemia & Lymphoma Society. The climb is the largest of it's kind in the world. 1,800 firefighters from 4 countries and 26 states are attending this year. To my knowledge, I am the only firefighter this year representing New Hampshire. My goal is to raise \$1,500.00 for the cause.

I am looking to fundraise one day in December, using the High Hanover parking garage. My plan is to be in full gear training on the stairs and have two to three assistants in department t-shirts on the bottom floor near the exit. We will be handing out information on the climb, how to donate online, accepting cash donations, and giving tax deduction information to those that donate. This event would not intrude in any way on the public's use of the garage or the stairwell.

I would like to have the proper permits or permission from the city to fundraise in the parking garage. Please contact me regarding anything further I can provide, and with any information as to how I might proceed. For more information on the event itself please see the official website which can be found at www.firefighterstairclimb.org

Thank you,

Sarah Jarvis
Rye Fire Department
(206) 914-5049
stamm3@gmail.com

23rd Annual **SCOTT**

FIREFIGHTER STAIRCLIMB

Sunday, March 9, 2014
Columbia Center

Sponsored by Scott Safety



The Leukemia & Lymphoma Society's mission is: Cure leukemia, lymphoma, Hodgkin's disease and myeloma, and improve the quality of life of patients and their families.

CLIMB.CONQUER.CURE.
www.firefighterstairclimb.org

December 11, 2013

Portsmouth City Council
1 Junkins Avenue
Portsmouth, NH 03801
Re: 21 Brewster Street license renewal

DEC 11 2013

Dear Mayor Spear and Members of the Portsmouth City Council:

The Boarding House Permit renewal for 21 Brewster Street dated March 4, 2013 requires "**full time professional** management of the facility; such management **firm** having the ability to respond to municipal inquiries and requests 24/7." The current management is not a professional firm, nor is it full time.

At the City Council meeting on November 18, 2013 you agreed with us that this requirement has not been met by Brian Hogan, the owner of 21 Brewster Street. Since then, at your direction, we have put a great deal of time and hard work into meetings and communication with City Attorney Bob Sullivan and with Mr. Hogan's attorney, Dan Hoeffle. Representatives of our neighborhood association met with attorney Sullivan, attorney Hoeffle, and our own attorney Sean O'Connell on December 2, 2013. (Attorney Sean O'Connell lived in our neighborhood and is very familiar with this situation.) At Attorney Hoeffle's request we then wrote and submitted a specific "Job Description" for the professional management firm required at 21 Brewster Street. We also submitted a "Code of Conduct" for the boarding house tenants which will enable the professional management firm to be effective. **We feel that our submittal, which requires 40 weekly hours of management, is a reasonable, clear, and necessary definition of management for the facility at 21 Brewster Street.** Although we worked toward a commonly accepted definition with Attorney Hoeffle, we were unable to achieve it by today's deadline for this city council agenda submittal.

We recommend that you approve the Job Description and The Code of Conduct we have submitted as written (attached). We also recommend that 3 month permit renewals continue for 21 Brewster Street to ensure that the City Council can review the progress made by the new management firm and to assure the long term solution we all agree is necessary.

We also respectfully request to suspend the rules and allow our attorney, Sean O'Connell, to make a presentation at the upcoming meeting explaining to you, the City Council, what we came up with at your direction.

Attached please find the Job Description and The Code of Conduct that we recommend.

Thank you very much for your attention to this ongoing problem in our city. Yours Sincerely,

The Islington Creek Neighborhood Association

JOB DESCRIPTION

FOR MANAGEMENT AT 21 BREWSTER STREET

The role of the manager is to maintain acceptable living conditions in terms of compliance with building codes, ensuring the cleanliness of rooms and common areas, and enforcing the Code of Conduct. In addition, the manager will proactively manage any issues as they occur, and maintain a positive influence. This position requires full time professional management (definition and responsibilities defined below) of the facility; such management firm must respond to municipal inquiries and requests 24/7.

A. Work Hours.

Manager to be on-site at least 4 hours per day, 7 days a week. Manager must also be onsite 12 additional unscheduled hours each week, with at least two visits after 10pm, with one being on a Friday or a Saturday night.

B. General.

- Perform daily checks on the health and well-being of all tenants.
- Provide timely response to tenant concerns.
- Correspond with City officials, including code inspection, health department, etc. as required.
- Enforce the Code of Conduct and ensure compliance with all city ordinances including but not limited to noise, disturbance of the peace, fire, safety, and public health.

C. New Tenant Processing

- Interview tenants.
- Check references and conduct criminal background check.
- Present and review lease with tenant.
- Present and review Codes of Conduct with tenant to initial each.

D. Evictions.

- Act as agent for Lessor pursuant to NH RSA 353-C
- Execute evictions that may be for non-payment of rent, violation of the Code of Conduct, or for any other reason or purpose allowed under law and in accordance with the lease agreement

E. Property Maintenance.

- Maintain the property in accordance with City and State requirements.
- Solicit vendors for snow removal, lawn care and trash removal.
- Schedule quarterly pest control services.
- Any other acts deemed necessary.

F. Log Book.

- Maintain daily, type-written log book, documenting the condition of the building including bathrooms and washing area and any actions taken
- Log and identify any issues with tenants.
- Log book must be available to the City upon request.


Code of Conduct: 21 Brewster St, Portsmouth, NH

1. No Illegal drugs allowed on the property, or in the building.
2. No Illicit behavior.
3. NON-excessive use of Alcohol is permitted within your individual room.
4. No Alcohol consumption in the common area, parking lot or front steps.
5. Maintain a neat, clean, habitable living environment. No excessive trash, dirty dishes, laundry etc.
6. Excessive noise is prohibited. Be respectful of other tenants and outside neighbors.
7. Be respectful to other tenants and property management. No verbal or physical abuse will be tolerated.
8. Report any unsafe, illegal or unsanitary behavior to property management personnel @ 603-XXX-XXXX or via email at youremail@propertymnmgt.com

Violation of any the above code of conduct shall result in eviction.

**CITY OF PORTSMOUTH
PORTSMOUTH, NH 03801**

Office of the City Manager

Date: December 12, 2013
To: Honorable Mayor Eric Spear and City Council Members
From: John P. Bohenko, City Manager 
Re: City Manager's Comments on December 16, 2013 City Council Agenda

Presentations:

1. **Portsmouth Middle School Musical Performance.** The Portsmouth Middle School band and vocalists will perform at Monday evening's meeting.

A short recess will take place after the performance to allow for the setup of the Blue Ribbon Senior Committee presentation.

2. **Mayor's Blue Ribbon Senior Committee Report.** On Monday evening, the Mayor's Blue Ribbon Senior Committee will make a presentation to the City Council regarding their Final Report. City staff Adam Cannon, Special Projects Manager and Brinn Chute, Senior Services Coordinator, will make this presentation.

The Committee was established by Mayor Eric Spear in July of 2013 with the charge to advise the City Council on developing a Senior Center. The Committee was set to sunset 150 days after its establishment and met eight times from August until December. The members of the Committee included: Assistant Mayor Robert Lister (Chair), Councilor Nancy Novelline Clayburgh, State Senator Martha Fuller-Clark, Nancy Andrews, Judith Bunnell, Jack Jamison, and Maureen O'Leary.

3. **Presentation to City Councilors Coviello, Clayburgh and Smith.** On Monday evening, Councilor Anthony Coviello, Councilor Nancy Novelline Clayburgh, and Councilor Kenneth Smith will be presented with City of Portsmouth chairs for their years of service to the City and its residents as members of the City Council.

Acceptance of Grants and Donations:

1. **Acceptance of Police Department Grants and Donations.** Attached under Section VII of the Agenda is a memorandum, dated November 30, 2013, from John F. Golumb, Chairman of the Portsmouth Police Commissioners, and Police Chief Stephen J. DuBois, requesting that the City Council approve the following grants and donations:

- a) A donation in the amount of \$400 has been received from the Friends of the South End in support of the Police Explorer Cadets.
- b) A grant in the amount of \$8,014.43 from the US Dept. of Justice Bulletproof Vest Partnership Program toward the purchase cost of \$21,600 in replacement and new bulletproof vests.
- c) A grant in the amount of \$5,148 from New Hampshire Highway Safety for "Portsmouth Operation Safe Commute Patrols".
- d) A grant in the amount of \$9,959 from the US Dept. of Justice; this amount is Portsmouth's allocation of a \$31,093 JAG grant to Rockingham County for law enforcement initiatives. The Portsmouth Police Department will use the allotment for Intensive First Line Supervisor Training.
- e) A grant in the amount of \$2,000 from Police Standards & Training for Lt. Cummings and Lt. Sargent to attend the Roger Williams Mid-Management Course in Rhode Island in February of next year.
- f) A grant in the amount of \$500 from APCO International for Emergency Communications Supervisor Gil Emery to complete courses through the APCO International Institute.

The Police Commission is submitting this information pursuant to City Policy Memorandum #94-36 for City Council approval and acceptance.

I would recommend that the City Council move to approve and accept the grants and donations to the Portsmouth Police Department, as listed. Action on this matter should take place under Section VII of the Agenda.

Items Which Require Action Under Other Sections of the Agenda:

1. Third and Final Reading of Proposed Resolution and Ordinance Amendments:

- 1.1 **Third and Final Reading of Ordinance amending Chapter 7, Article IV, Section 7.402 – Areas Established, Designated and Described, Off-Street Parking Areas, Add Leary Field Parking Area, not to exceed 72 hours at one time.** As a result of the December 2nd City Council meeting, under Section VIII of the Agenda, I am bringing back for third and final reading the attached proposed Ordinance amending Chapter 7, Article IV, - 7.402 Areas Established, Designated and Described, Off-Street Parking Areas, add Leary Field Parking Area, not to exceed 72 hours at one time.

I would recommend the City Council move to pass third and final reading of the proposed Ordinance, as presented. Action on this item should take place under Section VIII of the Agenda.

1.2 **Third and Final Reading of Proposed Amendments to the Zoning Ordinance, Article 6 – Overlay Districts, Section 10.630 - Historic District.** As you recall on December 2nd, the City Council passed Second Reading of the amendments to Article 6 – Overlay Districts, Section 10.630-Historic District and voted to schedule a third and final reading at the December 16th City Council meeting. The City Council vote included two amendments to the original proposed zoning amendment. The first amendment included minor changes that were approved by the Planning Board at the November 21st Planning Board Public Hearing. Those amendments were included in the text presented at the December 2nd City Council meeting. The second amendment was brought forward by Councilor Thorsen and is the second sentence of Section 10.633.30 Administrative Approval. The proposed amendment as passed at second reading includes the following changes:

1. Include a provision to allow for limited administrative approvals by City staff for very small projects such as field changes or minor changes to a previously approved Certificate of Approval. The purpose of this amendment is to reduce the HDC's caseload and thereby to free up meeting time and resources for reviewing larger, more complex projects. As amended at second reading, these administrative approvals will be brought back to the HDC for ratification by the Commission.
2. Require applicants to submit electronic copies of plans, rendering and other application material for all projects requesting approval from the HDC. The purpose of this amendment is to enable the Planning Department to post such plans and associated materials on the City's web site for public viewing in advance of the meeting, and to facilitate presentations at work sessions and public hearings.
3. Require large projects (over 10,000 sq. ft. of new floor area) to submit an electronic or physical model of the proposed building. The purpose of this amendment is to assist the HDC and the public to evaluate the height and scale of the proposed building within the context of the surrounding neighborhood.
4. Include a provision to allow the HDC to approve small projects through a Consent Agenda process. The purpose of this amendment is to help expedite the review of small projects and free up meeting time and resources for the review of larger, more complex applications.

Attached under Section VIII of the Agenda is a copy of the proposed Ordinance.

I would recommend the City Council move to pass third and final reading of the proposed Ordinance, as amended. Action on this item should take place under Section VIII of the Agenda.

Consent Agenda:

1. **Request for License to Install Projecting Signs** Attached under Section IX of the Agenda are the following requests for a projecting sign licenses (see attached memorandums from Rick Taintor, Planning Director):
 - Julie Cutting, Owner of Cure Restaurant for property located at 189 State Street.
 - Alex Vandermark, owner of The Soupery for property located at 51 Hanover Street.

I would recommend the City Council move to approve the aforementioned Projecting Sign Licenses as recommended by the Planning Director and, further, authorize the City Manager to execute the License Agreements for these requests. Action on this matter should take place under Section IX of the Agenda.

City Manager's Items Which Require Action:

1. **Acceptance of Drainage Easement Re: 127 Parrott Avenue, LLC.** 127 Parrott Avenue, LLC obtained approval from the Planning Board to make certain site improvements to 127 and 129 Parrott Avenue. The site improvements include the removal of fire escapes and ramps, expansion of onsite parking and improved lighting, utilities, landscaping and drainage. As part of the approval, 127 Parrott Avenue, LLC is required to convey to the City a Drainage Easement. This Drainage Easement allows the City to manage storm water in the area by installing a catch basin and drainage line. The Planning Board recommended that the City Council approve such an easement. The easement area is outlined on the attached easement plan. The Legal Department has approved the form of the easement.

I would recommend the City Council move to authorize the City Manager to accept a required drainage easement from 127 Parrott Avenue, LLC.

2. **Adoption of 2014 Schedule of City Council Meetings and Work Sessions.** Attached for your review and adoption is a proposed schedule for City Council Meetings and Work Sessions for calendar year 2014. Please note that the all day Budget Work Session is scheduled for Saturday, May 10, 2014.

May I have your approval on this schedule.

3. **Boarding House Permit Extension Re: 21 Brewster Street.** As you will recall, on November 18th, the City Council voted to grant an extension on this permit until December 17th. The purpose of the extension was to have the City staff meet with Mr. Hogan and his attorney Dan Hoefle along with representatives of the Islington Creek Neighborhood Association. The City staff, which included the City Attorney and Deputy City Manager met with Attorney Sean O'Connell representing the neighborhood association. The primary discussion was the professional management and their onsite time commitment to this property.

It appears that both sides tried to come to an accommodation but were not able to agree; therefore,

The City Council has the following options:

- 1) Not renew the Boarding House Permit; or
- 2) Renew the Permit to a future date to allow more time for negotiations (see attached memorandum from City Attorney Robert Sullivan and Sample Permit).

Also, attached under Written Communications, is a letter from the Islington Creek Neighborhood Association regarding this matter. The Islington Creek Neighborhood Association is requesting that the City Council move to suspend the rules to allow Attorney Sean O'Connell to make a presentation on their behalf.

The City Council may move the following options:

- 1) Not renew the Boarding House Permit, or*
- 2) Renew the Permit to a future date to allow more time for negotiations.*

Informational Items:

1. **Events Listing.** For your information, attached is a copy of the Events Listing updated after the last City Council meeting on December 2, 2013. In addition, this now can be found on the City's website.
2. **Free Holiday Parking.** As a reminder, the City Council acting in regular session on Monday, August 5, 2013 voted to establish free holiday parking beginning Monday, December 16, 2013 through Wednesday, January 1, 2014. Two and three hour parking enforcement will continue to ensure individuals are not utilizing a space the entire day and allows for the turnover of parking spaces.

2014 DRAFT SCHEDULE OF CITY COUNCIL MEETINGS AND WORK SESSIONS

Regular Meetings - 7:00 p.m.

January 6*, 13** and 21 (Tuesday)

*Inauguration

**Special Organizational Meeting of Council

February 3* and 18** (Tuesday)

*Public Hearing on CIP

**Adoption of CIP

March 3 and 17

April 7 and April 21

May 5, 12* and 19

*Public Hearing on FY15 Budget

June 2* and 16

*Adoption of FY15 Budget

July 14 (One meeting in July)

August 4 and 18

September 22 (One meeting in September)

October 6 and 20

November 17 (One meeting in November)

December 8 and 22

Work Sessions - 6:30 p.m.

January 27 (CIP)

March 19 (Wednesday)

(Public Input Session Re: Water/Sewer
Budget & Rate Study)

May 10 (Saturday – All Day) –

Levenson Room at Library 8am-2:30pm

(Gen. Gov., Police, Fire & School
Presentations)

May 14 (Wednesday)

(Water & Sewer Budget)

May 27 (Tuesday)

(Final Budget Review, if necessary)

****Footnote: Additional Work Sessions
can be scheduled at the call of the
Mayor***

All Work Sessions will be in the Chambers unless otherwise indicated
Adopted by City Council

CITY OF PORTSMOUTH

LEGAL DEPARTMENT

MEMORANDUM

DATE: December 11, 2013

TO: ROBERT P. SULLIVAN, CITY ATTORNEY *SNW for RPS*

FROM: JOHN P. BOHENKO, CITY MANAGER

RE: 21 BREWSTER STREET BOARDING HOUSE PERMIT

This will advise that after involved negotiations between the City, Mr. Hogan (represented by Attorney Hoefle) and the neighbors to the 21 Brewster Street Board Housing (represented by Attorney Sean O'Connell), that there has been a failure to reach an agreement on the terms and conditions under which the neighbors might support the extension of the Boarding House permit for the property at 21 Brewster Street. Discussions are ongoing, but did not come to fruition as of the closing of the City Council Agenda on this date.

The Council will recall that the existing permit was extended at the meeting of November 18, 2013 to allow for action to be taken at the City Council meeting of December 16, 2013 on this matter.

Accordingly, the Council is now faced with the question of whether or not to extend the permit under the foregoing circumstances. Options would seem to be that the Council might extend the permit for its full term of one year, deny the permit or extend the permit for some period less than a full year in order to allow for further discussions and negotiations between the parties in interest.

If the permit is denied, then litigation will be a certainty due to the fact that the Boarding House will be operating in violation of City Ordinance. I would recommend under that circumstance, the City Council schedule a non-meeting with counsel in order to discuss the litigation goals and options.

BOARDING HOUSE PERMIT

CITY OF PORTSMOUTH, NEW HAMPSHIRE

Permit Number: 2013-05

Date: December 17, 2013

BE KNOWN, that Brian D. Hogan, 21 Brewster Street Portsmouth, NH 03801 is licensed to operate a boarding house located at 21 Brewster Street within the City of Portsmouth, NH for the following number of rooms:

Number of Rooms: 34

The boarding house complies with City Ordinance Chapter 9, Article VIII, Sections 9.801 – 9.805 at the date of issuance of permit.

The following conditions shall be met:

1. Extend the current permit through _____ with an inspection and report back prior to further extension.
2. Maintain full time professional management of the facility; such management firm having the ability to respond to municipal inquiries and requests 24/7 in accordance with agreement dated _____
3. Integrated pest management (IPM) to be maintained on monthly basis with follow-up inspection and applicable treatment in accordance with applicable treatment protocol in the event of pest detection. Monthly reports and follow-ups shall be delivered to the Health Department.
4. Require all common floors to remain non-porous and non-absorbent with cleanable surfaces.
5. Soiled or infested bedding shall be disposed of and not re-used.
6. Correction of all deficiencies from the annual inspection prior to permit issuance.
7. Permittee agrees to allow unannounced inspections of all common areas of the property and to allow similar inspections of tenant rooms with the permission of the tenants.
8. Permittee agrees that any failure to comply with these conditions, after a reasonable cure period, is adequate grounds for termination of the permit.

This permit will expire: _____

Attest:



Kelli L. Barnaby, City Clerk
OFFICE OF THE CITY CLERK

Event Listing by Date

Starting Date: 12/ 2/2013

Ending Date: 12/31/2014

Start End	Type Description	Location	Requestor	Vote Date
12/ 7/2013 12/ 7/2013	PARADE	Begins at 800 Islington Street - ends at Pleasant	Holiday Parade	/ /
12/ 7/2013 12/ 7/2013	PARADE	Market Square The tree lighting is at 5:30 p.m. in Market Square Brinn Chute is the contact for this event.	Tree Lighting	/ /
12/19/2013 12/19/2013	VIGIL	Market Square - in front of North Church Jessica Brazeau is the contact for this event. She can be reached at 603-436-2218 ext. 105 This event starts at 5:30 p.m. for approximately an hours and half.	Cross Roads House	10/21/2013
12/31/2013 12/31/2013	FIRST NIGH	Market Square Barbara Massar is the contact for this event. This evening begins at 4:00 p.m. to Midnight. It is held throughout various venues of downtown Portsmouth.	Pro Portsmouth	9/ 3/2013
1/ 1/2014 1/ 1/2014	ROAD RACE	Little Harbour School Community Road Race Series Doug Bates is the contact.	Great Bay Services	12/17/2012
3/15/2014 3/15/2014	ROAD RACE	125 Austin Street Jill McFarland is the contact for this event. Telephone contact number: 501-9029.	St. Patrick School	8/ 5/2013
3/31/2014 3/31/2014	ROAD RACE	Starts at Portsmouth High School Donald Allison is the contact for this event. This event begins at the Portsmouth High School. His number: 617-835-2378	Eastern States 20 Mile	10/21/2013
4/12/2014 4/12/2014	WALK	Little Harbour School Kim Blanchard is the contact for this event. She can be reached at 836-4758. This event begins at 10:00 a.m.	National Multiple Sclerosis So	11/18/2013
5/ 4/2014 5/ 4/2014	FESTIVAL	Downtown Barbara Massar is the contact for this event. This event begins at Noon to 4:00 p.m. Street closure - Pleasant Street - State Street to Market Square No Parking on Market Street-Bow Street to Isle of Shoals Steamship Company entrance.	Pro Portsmouth - Children's Da	9/ 3/2013
5/10/2014 5/10/2014	ROAD RACE	Marcy Street Allison Brownell, Race Co-Chair is one of the contacts for this race. Her cell number is 845-430-9351 The race begins at 8:30 a.m.	Susan G. Komen New Hampshire R	8/19/2013
5/17/2014 5/17/2014	RACE	Pack & Boots 5K Community Road Race Series Contact: Doug Bates, Portsmouth Chamber - President@portsmouthchamber.org	Easter Seals Veteran's Count	11/18/2013

Event Listing by Date

Starting Date: 12/ 2/2013

Ending Date: 12/31/2014

Start End	Type Description	Location	Requestor	Vote Date
6/ 8/2014 6/ 8/2014	RACE 5K to Keep Kids Safe Community Road Race Series Contact: Christiana Amesquita (603) 437-4107 or Cristiana@sassnh.org		Sexual Assault Support Service	11/18/2013
6/14/2014 6/14/2014	FAIR This is the 37th Annual Market Square Day from 4:00 a.m. to 6:00 p.m. Barbara Massar is the contact for this event.	Market Square	Pro Portsmouth	9/ 3/2013
6/14/2014 6/14/2014	ROAD RACE This is the 37th Annual 10K Road Race that beings at 9:00 a.m. in Market Squire.	Market Square	Pro Portsmouth	9/ 3/2013
6/21/2014 6/21/2014	RACE Alyssa Salmon is the contact on this event. She can be reached at 430-1140 ex. 14 The event is from 3:00 p.m. to 6:00 p.m. Rain date of June 22, 2014.	Pleasant Street	Big Brother Big Sister	9/ 3/2013
6/28/2014 6/28/2014	MUSIC This is Summer in the Street event. It begins at 5:00 p.m. to 9:30 p.m. Street closurers - Pleasant Street - Porter Street to Market Square.	Market Square	Pro Portsmouth	9/ 3/2013
7/ 5/2014 7/ 5/2014	MUSIC This is Summer in the Street event. This event is from 5:00 p.m. to 9:30 p.m. Street Closurers - Pleasant Street - Porter Street to Market Square.	Market Square	Pro Portsmouth	9/ 3/2013
7/12/2014 7/12/2014	MUSIC This is a Summer in the Street event. The event is from 5:00 p.m. to 9:30 p.m. Street Closures - Pleasant Street - Porter Street to Market Square	Market Square	Pro Portsmouth	9/ 3/2013
7/19/2014 7/19/2014	MUSIC This is the Summer in the Street event. This event is from 5:00 p.m. to 9:30 p.m. Street Closures - Pleasant Street - Porter Street to Market Square	Market Square	Pro Portsmouth	9/ 3/2013
7/26/2014 7/26/2014	MUSIC This is the Summer in the Street event. This event is from 5:00 to 9:30 p.m. Street Closures - Pleasant Street - Porter Street to Market Square	Market Square	Pro Portsmouth	9/ 3/2013
8/ 2/2014 8/ 2/2014	MUSIC This is a Summer in the Street event. The event is from 5:00 p.m. to 9:30 p.m. Street closures - Pleasant Street - Porter Street to Market Square	Market Square	Pro Portsmouth	9/ 3/2013
8/23/2014 8/23/2014	ROAD RACE Thunder Chicken Community Road Race Series Contact: Justin Finn		Portsmouth Rotary Club	11/18/2013

Run: 12/11/13
7:50AM

Event Listing by Date

Page: 3

Starting Date: 12/ 2/2013

Ending Date: 12/31/2014

Start End	Type Description	Location	Requestor	Vote Date
9/13/2014 9/13/2014	ROAD RACE Celebrate Pink Community Road Race Series		My Breast Cancer Support	11/18/2013
Contact: Wendy McCoole				
9/27/2014 9/27/2014	ROAD RACE Karen Butz Webb is the contact for this event. She can be reached at projectsafetyassociation@gmail.com. This race begins and ends at Portsmouth High School at 8:30 a.m.	Portsmouth High School	Project Safety Association	11/18/2013
10/11/2014 10/11/2014	RACE Contacts: Catherine Edison, Community Child Care Center (603) 422-8223 Ben Anderson and Hannah Comeau, Prescott Park Arts Festival (603) 436-2848 or hannah@prescottpark.org Community Road Race Series		Prescott Park Arts Festival/Co	11/18/2013
11/27/2014 11/27/2014	ROAD RACE Contact: Matt Junkin		Seacoast Rotary Club	11/18/2013

Memo

To: Assistant Mayor Lister and City Council members

From: Mayor Eric Spear

Date: December 11, 2013

Re: City Manager's Reappointment to the PDA

City Manager Bohenko's term as our Representative to the Pease Development Authority is expiring in January. Mr. Bohenko has served in the City's best interest over the last nine years and his knowledge of the inner workings of the Board continues to be a valuable asset to the City of Portsmouth. Therefore, it is my recommendation to appoint Mr. Bohenko as the City's Representative for another three-year term, January 1, 2014 through January 1, 2017.

Please be advised that this appointment requires one meeting for approval.

If you have any questions, please do not hesitate to contact me. Thank you for your consideration of my request.

cc: John P. Bohenko, City Manager
Kelli L. Barnaby, City Clerk
Robert P. Sullivan, City Attorney

MEMORANDUM

TO: John P. Bohenko, *City Manager*
FROM: Liz Good, *Planning Department*
SUBJECT: *Historic District Commission Minutes*
DATE: December 5, 2013

Please be advised that the approved minutes from the March 6, 2013 Historic District Commission meeting are now available on the City's website for your review.

MEMORANDUM

TO: John P. Bohenko, *City Manager*
FROM: Liz Good, *Planning Department*
SUBJECT: *Historic District Commission Minutes*
DATE: December 5, 2013

Please be advised that the approved minutes from the March 13, 2013 Historic District Commission meeting are now available on the City's website for your review.

MEMORANDUM

TO: John P. Bohenko, *City Manager*
FROM: Liz Good, *Planning Department*
SUBJECT: *Historic District Commission Minutes*
DATE: December 5, 2013

Please be advised that the approved minutes from the April 3, 2013 Historic District Commission meeting are now available on the City's website for your review.