



August 17, 2018

Certified Mail Return Receipt #: 7014349000040593786

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

RE: Portsmouth Main Post Office (“MPO”) located at 80 Daniel Street

Dear City Manager Bohenko:

As you are aware, the United States Postal Service (“USPS”) will have to relocate the retail services currently provided at the MPO to a yet to be determined location as close as reasonably possible to the existing location.

The Postal Service is relocating due to the loss of our lease. It is our preference to remain in the current location if at all possible. If that is not feasible for whatever reason then we must look to relocate.

In undertaking this project, the Postal Service will complete a process set out in 39 CFR 241.4 for soliciting and considering input from the community and local officials. Although I have previously discussed this project with you I am more than willing to discuss it again should you have questions or concerns prior to the public meeting. Ms. Puff has my information if you wish to contact me.

Additionally, I respectfully request that you allow time for a public meeting in the Eileen Dondero Foley Council Chambers at City Hall on **September 19, 2018 at 7:00 PM** for a Postal Service representative to discuss the proposed plan to the community. At least 15 days prior to the meeting, the Postal Service will advertise the date, time and location of the public meeting in a local news medium and post in the Post Office’s public lobby a notice of the date, time and location of the public meeting.

At the public meeting, the Postal Service will identify the need, identify the tentative decision to relocate retail services, outline the proposal to meet the need for relocation, invite questions, solicit written input on the proposal, and provide an address to which the community and local officials may send written appeals of the tentative decision and comments on the proposal for a period of 30 days following the meeting.

Because the proposal concerns relocation, we will also will: (1) discuss the reasons for relocating; (2) identify the area to which the Postal Service anticipates relocating the retail services; and (3) describe the anticipated size of the retail service facility for the relocated retail services, and the anticipated services to be offered at the new location.

After the 30-day comment and appeal period, the Postal Service will consider the comments and appeals received that identify reasons why the Postal Service’s tentative decision and proposal is, or is not, the optimal solution for the identified need. Following the consideration, the Postal Service will make a final decision to proceed with, modify, or cancel the proposal. The Postal Service will then inform you in writing of its final decision, send an initial news release announcing the final

decision to local news media and post a copy of the information in the public lobby of the Post Office. The Postal Service will then implement the final decision.

If the Postal Service decides to use a site or area that it did not identify at the public meeting, then our regulation generally requires the Postal Service to return to the public meeting stage of the process to make a new presentation regarding the new site or area.

We look forward to working with you as this project further develops.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. P. Rouse', with a long horizontal line extending to the right.

David P. Rouse
Real Estate Specialist
475 L'Enfant Plaza SW, RM 6670
Washington, DC 20260-1862

cc: Nancy Colbert Puff, Deputy City Manager, City of Portsmouth
David Letourneau, USPS Customer Relations Manager
Stephen Doherty, USPS Communications Specialist
Lloyd Keast, USPS, Manager Post Office Operations
Jim Ruffing, USPS, Real Estate Specialist