

# CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH  
DATE: MONDAY, JUNE 9, 2025 TIME: 5:30PM

*Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser*

[https://us06web.zoom.us/webinar/register/WN\\_ip4iZ75sSAO2rQchqhZCog](https://us06web.zoom.us/webinar/register/WN_ip4iZ75sSAO2rQchqhZCog)

## AGENDA

- I. 5:30PM - WORK SESSION – FY26 BUDGET WORK SESSION WITH SCHOOL & POLICE DEPARTMENTS *(See Attached Agenda)*
- II. PUBLIC DIALOGUE SESSION [when applicable – every other regularly scheduled meeting]
- III. CALL TO ORDER [7:00 p.m. or thereafter]
- IV. ROLL CALL
- V. INVOCATION

### VI. PLEDGE OF ALLEGIANCE

#### PROCLAMATIONS:

1. \*50th Anniversary of the Old Ferry Landing - June 10th
2. \*Krempels Brain Injury Center Day – June 11th
3. \*Portsmouth Weekend of Love – June 21st and June 22nd

### VII. ACCEPTANCE OF MINUTES *(There are no minutes on for approval this evening)*

### VIII. RECOGNITIONS AND VOLUNTEER COMMITTEE REPORTS

1. Public Art Review Committee (PARC) – Gift of Original Artwork by Judy Schubert  
*(Sample motion – move to accept the artwork of an original oil painting)*

### IX. PUBLIC COMMENT SESSION *(This session shall not exceed 45 minutes) – (participation may be in person or via Zoom)*

### X. PUBLIC HEARINGS AND VOTE ON ORDINANCES AND/OR RESOLUTIONS

#### First Reading of Ordinances:

- A. First Reading of Ordinance Amendments to Chapter 7, VEHICLES, TRAFFIC AND PARKING, Article III, TRAFFIC ORDINANCE, Section 7.324: LIMITED PARKING – FREE THIRTY MINUTE RESIDENT PARKING, be amended to create free thirty minute resident parking *(Sample motion – move to pass first reading and hold a public hearing and second reading at the June 23, 2025, City Council meeting)*
- B. First Reading of Ordinance Amendments to Chapter 7, VEHICLES, TRAFFIC AND PARKING, Article III, TRAFFIC ORDINANCE, Section 7.326: LIMITED PARKING – FIFTEEN MINUTES, be amended to remove certain parking spaces *(Sample motion – move to pass first reading and hold a public hearing and second reading at the June 23, 2025, City Council meeting)*

### **Continuation of Public Hearing on FY26 Budget:**

- C. CONTINUATION OF PUBLIC HEARING on the Proposed FY26 (July 1, 2025 through June 30, 2026) Budget

- **PRESENTATION** (*Held at the May 19<sup>th</sup> City Council meeting*)
- **CITY COUNCIL QUESTIONS**
- **PUBLIC HEARING SPEAKERS**
- **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**

*(Attached Draft Budget Resolutions Anticipated to be voted upon at the June 23, 2025, City Council meeting)*

### **Public Hearing & Second Reading of Ordinance:**

- D. PUBLIC HEARING and Second Reading of a proposed ordinance that Chapter 10, ZONING ORDINANCE, CITY OF PORTSMOUTH ZONING MAP be amended as follows: rezone parcels described on the City Tax Map 125 Lot 16; Tax Map 138 Lot 61; Tax Map 138 Lot 62; and a portion of Tax Map 138 Lot 63 from Character District 5 (CD5) to Character District 4-W (CD4-W); to rezone a portion of Tax Map 138 Lot 63 from Character District 5 (CD5) to Character District L1 (CD4-L1); to change the boundary of the North End Incentive Overlay District (NEIOD) to remove City Tax Map 138 Lot 61, Tax Map 138 Lot 60-3, and Tax Map 164 Lot 4 from the NEIOD and to amend the boundary of the Downtown Overlay District (DOD) to align with the amended NEIOD by removing City Tax Map 164 Lot 4, Tax Map 138 Lot 61, Tax Map 138 Lot 60-3 and a portion of Tax Map 138 Lot 63 from the DOD; to amend the building height map from 2-4 stories (50 feet) to 2-3 stories (40 feet) for parcels along Bridge Street to Foundry Place and along Hill Street for City Tax Map 125 Lot 16, Tax Map 138 Lot 62 and Tax Map 125 Lot 14 and to add a building height standard of 2-3 stories (40 feet) along Rock Street to the cul-de-sac at Foundry Place for City Tax Map 138 Lot 63, Tax Map 138 Lot 60-2, and Tax Map 138 Lot 60-3. The Zoning Maps to be amended are referenced in the City's Zoning Ordinance at Chapter 10, Article 4, Zoning and District Use Regulations, Section 10.421, District Location and Boundaries, Section 10.421.10 and Chapter 10, Article 5A, Character Based zoning, Section 10.5A21.10, Content of Regulation Plan, Map 10.5A21A (Character Districts and Civic Districts) and Map 10.5A21B (Building Height Standards), collectively the "Zoning Maps"

- **PRESENTATION**
- **CITY COUNCIL QUESTIONS**
- **PUBLIC HEARING SPEAKERS**
- **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**

*(Sample motion – move to pass second reading and hold third and final reading at the June 23, 2025, City Council meeting)*

## **Public Hearing and Adoption of Resolution:**

- E. PUBLIC HEARING and Adoption on a proposed Resolution Authorizing the Transfer of Bond Proceeds that are no longer needed to pay costs of the Project for which it was initially borrowed. To pay costs of another Capital Project in accordance with RSA 33:3-a (II)

That in accordance with RSA 33:3-a (II), the unexpended balances of funds borrowed to pay costs of the project set forth below, which amounts are no longer needed to complete the project for which they were initially borrowed, are hereby appropriated by this Council to pay costs of School Facilities Security Upgrades

<u>Original Project Description</u>	<u>Original Borrowing Amount</u>	<u>Approval Date</u>	<u>Unexpended Balance</u>	<u>Allocate to Project</u>
Renovation of RJLA space at Community Campus	\$3,300,000.00	7/10/2023	\$551,638.00	School Facilities Security Upgrades
Total			\$551,638.00	

- **PRESENTATION**
- **CITY COUNCIL QUESTIONS**
- **PUBLIC HEARING SPEAKERS**
- **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**

*(Sample motion – move to adopt the Resolution as presented) (Two-thirds vote required for passage)*

## **XI. CITY MANAGER'S ITEMS WHICH REQUIRE ACTION**

### **A. CITY MANAGER CONARD**

#### **City Manager's Items Which Require Action:**

1. Request for Public Hearing Regarding Various Bonding Resolutions for Projects to Begin in FY26
2. Planning Board Recommendation on Islington Street Drainage Easements
3. 635 Sagamore Avenue Access Easement for Water Services
4. Acceptance of Several Easements for Property Located at 0 Raynes Avenue
5. Acceptance of Several Easements for Property Located at 100 Durgin Lane
6. Acceptance of Several Easements for Property Located at 2 Russell Street
7. Petition to Layout a New Public Highway – Coakley Road Extension

## XII. CONSENT AGENDA

- A. Request from Robert Nelson of Just Mystic, LLC to install a Projecting Sign at 16 Congress Street, Unit 103 (***Anticipated action – move to approve the aforementioned Projecting Sign License as recommended by the Planning & Sustainability Director, and further, authorize the City Manager to execute the License Agreement 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 projecting sign(s), 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(s), 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***
- B. Letter from Sandi Clark Kaddy, Seacoast African American Cultural Center, requesting permission to hold the 4<sup>th</sup> Juneteenth Freedom Walk on Thursday, June 19, 2025, at 10:00 a.m. (***Anticipated action – move to refer to the City Manager with Authority to Act***)
- C. Letter from Timothy Cole, Portsmouth Professional Firefighters Local 1313, requesting permission to hold a boot drive on Saturday, August 9, 2025, from 8:00 a.m. to 4:00 p.m. in Market Square (***Anticipated action – move to refer to the City Manager with Authority to Act***)

## XIII. PRESENTATIONS AND WRITTEN COMMUNICATIONS

- A. Letter from Chris Rose & Nicole Stonerook, Portsmouth Middle School 8<sup>th</sup> Grade Science Teachers, addressing Solar Energy Solutions Projects completed by 8<sup>th</sup> grade students (***Sample motion – move to refer the projects to the Sustainability Committee***)
- B. Letter from David Smith, New Hampshire DOT, answering questions raised by the City Council during the May 5, 2025, US 1 Roadway Improvement Project Presentation (***Sample motion – move to accept and place on file***)
- C. Letter from Michael Capalare, requesting the City of Portsmouth, commemorating 225 years of George Washington entering our city at the Plains, and place a historical marker at the location where Washington stopped (***Sample motion – move to refer to the Department of Public Works for report back***)



- D. Letter from Kevin Baum of Hoefle, Phoenix, Gormley & Roberts, PLLC, request for Release of Unbuilt Paper Street Portion of Jenkins Avenue Pursuant to NH RSA 231:51 and 231:52 (***Sample motion – move to refer to the Legal Department and the Public Works Department for report back***)
- E. Letter from Christopher Schroeder, Irreverent Warriors Portsmouth, requesting permission to host a Silkies Hike through Portsmouth on Saturday, August 23, 2025 (***Sample motion – move to refer to the City Manager with Authority to Act***)
- F. E-mail Correspondence (***Sample motion – move to accept and place on file***)

#### **XIV. MAYOR McEACHERN**

- 1. Appointments to be Considered:
  - Appointment of Susan B. Strauss to the Historic District Commission
  - Appointment of Joy Curth to the Historic District Commission
- 2. \*Appointment to be Voted:
  - Reappointment of Celeste Brooks to the Cemetery Committee
- 3. Resignations:
  - Jody Record from the Zoning Board of Adjustment (***Sample motion – move to accept with regret the resignation of Jody Record with a letter expressing our thanks and appreciation for her service***)
  - David Allen from the Parking & Traffic Safety Committee (***Sample motion – move to accept with regret the resignation of David Allen with a letter expressing our thanks and appreciation for his service***)

#### **XV. CITY COUNCIL MEMBERS**

##### **A. ASSISTANT MAYOR KELLEY & COUNCILOR LOMBARDI**

- 1. Report Back from Economic Development Commission regarding Free Resident Parking

##### **B. COUNCILOR TABOR**

- 1. \*Energy Advisory Committee Update
- 2. \*Funding for further due diligence, Jones Avenue solar array and CIP item BI-20-PW-47, EV Charging Station

##### **C. COUNCILOR DENTON & COUNCILOR LOMBARDI**

- 1. Gold Star Family Parking (***Sample motion – move to amend Chapter 7, Article III, Traffic Ordinance, by adding a paragraph C to Section 7.102: PARKING METER RATES, that reads: Any vehicle bearing the following special New Hampshire license plates and in use by the person qualifying for said special plates shall be entitled to free parking in metered spaces for no more than three hours each day: Veteran, Military, or Gold Star Family Decal.***)

***Any vehicle with license plates from another State, District or United States territory bearing substantially equivalent governmental license plates shall, provided the vehicle is in use by the person qualifying for said special license plates, likewise be entitled to no more than three hours each day of free parking in metered spaces. This exemption does not apply to parking spaces designated for electric vehicle charging)***

**D. COUNCILOR BAGLEY**

1. \*Report Back from Parking & Traffic Safety Committee regarding Free Resident Parking

**XVI. APPROVAL OF GRANTS/DONATIONS**

- A. Acceptance of Donation of Memorial Bench in honor of John & Frances Castellano located on Peirce Island ***(Sample motion – move to approve and accept the donation of a Memorial Bench as presented)***
- B. Acceptance of Donation of Granite Memorial Bench located at the Skate Park in memory of Chris Rice from Aileen Dugan of State Farm ***(Sample motion – move to approve and accept the donation of a Memorial Bench as presented)***
- C. Acceptance of Donation to the Fire Department for support of Ambulance Program - \$20,000.00 ***(Sample motion – move to approve and accept the donation to the Fire Department as presented)***

**XVII. CITY MANAGER'S INFORMATIONAL ITEMS**

1. Federal Funding Emergency Management Concerns Update
2. \*EV Charging Stations Report Back
3. \*Pease Development Authority Board Meeting Update
4. \*City Properties and Rights-of-Way Maintenance Practices
5. \*Report Back on Steps it Takes to Open a New Business

**XVIII. MISCELLANEOUS BUSINESS INCLUDING BUSINESS REMAINING UNFINISHED AT PREVIOUS MEETING**

**XIX. ADJOURNMENT [at 10:30 p.m. or earlier]**

*\*Indicates verbal report with no attachments*

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



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[https://us06web.zoom.us/webinar/register/WN\\_viafWDbPQZOc0IJCMI5Jmw](https://us06web.zoom.us/webinar/register/WN_viafWDbPQZOc0IJCMI5Jmw)

## **FY 2026 BUDGET** **CITY COUNCIL WORK SESSION**

**MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS  
PORTSMOUTH, NH**

**DATE: MONDAY, JUNE 9, 2025**

**TIME: 5:30 PM**

### **AGENDA**

- I. Welcoming Remarks & Call to Order - Deaglan McEachern, Mayor
- II. Police Department Presentation - Mark Newport, Police Chief
- III. City Council Questions & Answers
- IV. School Department Presentation - Zach McLaughlin, Superintendent of Schools
- V. City Council Questions & Answers
- VI. Public Comment will be held at the Public Hearing during the Regular City Council meeting
- VII. Adjournment

KELLI L. BARNABY, MMC/CNHMC  
CITY CLERK

**CITY OF PORTSMOUTH, NH**  
**Public Art Review Committee**

May 23, 2025

**Memorandum**

To: Honorable Mayor and City Council  
From: Public Art Review Committee (PARC)  
Subject: Recommendation of Donation to Recreation Department

PARC reviewed a proposed gift of an original artwork to the Recreation Department from Portsmouth artist Judy Schubert in honor of Liz Forkel. At its meeting on May 21, 2025, PARC applied its review criteria to the proposed public artwork.

**PARC unanimously recommends that the City accept the proposed artwork** (see attached description and visuals). We understand that the Recreation Department is interested in hosting the painting at the Spinnaker Recreation Center.

**Description.** The artwork is an original oil painting, 36" x 24" unframed depicting Liz Forkel.



**Review.** PARC noted these particular items in its review:

- **The artist is donating the artwork in honor of Liz Forkel.** Over several years, Forkel has raised almost \$1 million for charity through Spinning Generosity, an initiative of her company LizFit. Forkel has worked closely with the Portsmouth Recreation Department. She received a Mayor's Award last year for her efforts. PARC appreciates the use of artwork to recognize the efforts of individuals, following a long tradition of portraiture in public buildings.

- **The artist, Judy Schubert, is a Portsmouth resident.** Schubert is an accomplished oil painter who specializes in portraits, figures, landscapes, seascapes, and still lifes. She studied at the School of Visual Arts in New York and with several local artists. She has been commissioned for portraits, including by Strawberry Banke.
- From an aesthetic point of view, PARC members commented positively on the **energy and vitality of the depiction**—especially appropriate for a recreation setting.
- PARC endorses location at the Spinnaker Recreation Center with the considerations noted below.

### **Considerations**

- Given the proposed placement at Spinnaker, PARC advises that the Recreation Department frame the work to provide some protection. Additionally, we recommend that it be carefully placed, at an appropriate height and a protected distance, to avoid accidental damage. PARC would be pleased to provide advice as needed.
- The painting will benefit by careful consideration of lighting (likely above the piece and away from the plane of the wall).
- PARC suggests that the Interpretative signage include information about the contributions of Liz Forkel to the City as well as information about the artist.

## ORDINANCE #

### THE CITY OF PORTSMOUTH ORDAINS

That Chapter 7, VEHICLES, TRAFFIC AND PARKING, Article III, TRAFFIC ORDINANCE, Section 7.324: LIMITED PARKING - **FREE THIRTY MINUTE RESIDENT PARKING**, be amended to create free thirty minute resident parking as follows (deletions from existing language **stricken**; additions to existing language **bolded**; remaining language unchanged from existing):

#### **Section 7.324: LIMITED PARKING – FREE THIRTY MINUTE RESIDENT PARKING**

**A. For City residents using a City approved mobile phone parking application will have 30 minutes free parking at any time between 9:00 a.m. and 8:00 p.m., Monday through Saturday, and between 12:00 p.m. and 8:00 p.m. Sunday, Holidays not included, on the following streets and locations:**

- 1. Bow Street: northerly side, first metered space east from Ceres Street.**
- 2. Congress Street:**
  - a. southerly side, first two metered spaces west from Fleet Street.**
  - b. northerly side, first two metered spaces west from High Street.**
- 3. Daniel Street:**
  - a. northerly side, third and fourth metered spaces east of Market Street.**
  - b. south side, first metered space west of Memorial Bridge Parking Lot.**
- 4. Hanover Street:**
  - a. northerly side, first five metered spaces east from High Street.**
  - b. southerly side, first metered space east from Maplewood Avenue.**
  - c. southerly side, first metered space east from Vaughan Mall.**
- 5. High Street: easterly side, first three metered spaces north from Congress Street.**
- 6. Market Street: easterly side, third metered space north from Market Square.**
- 7. Portwalk Place: westerly side, one metered space beginning 117 feet north of the northerly curb line of Hanover Street.**
- 8. State Street:**
  - a. southerly side, first two metered spaces east from Washington Street.**
  - b. southerly side, first metered space east from Pleasant Street.**

**9. Worth Lot: westerly side of Vaughan Mall, the third and fourth space from City Tax Map 126, Lot 6, 10 Vaughan Mall.**

The City Clerk shall properly alphabetize and/or re-number the ordinances 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:

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Deaglan McEachern, Mayor

ADOPTED BY COUNCIL:

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Kelli L. Barnaby, City Clerk



## ORDINANCE #

### THE CITY OF PORTSMOUTH ORDAINS

That Chapter 7, VEHICLES, TRAFFIC AND PARKING, Article III, TRAFFIC ORDINANCE, Section 7.326: LIMITED PARKING -FIFTEEN MINUTES, be amended to remove certain parking spaces as follows (deletions from existing language **stricken**; additions to existing language **bolded**; remaining language unchanged from existing):

#### **Section 7.326: LIMITED PARKING - FIFTEEN MINUTES**

A. No person having control or custody of any vehicle shall cause the same to stop or park for longer than 15 minutes at any time between 9:00 a.m. and 8:00 p.m., Monday through Saturday, and between 12:00 p.m. and 8:00 p.m. Sunday, Holidays not included, on the following streets and locations:

~~1. Bow Street:-~~

~~a. northerly side, first metered space east from Ceres Street~~

**12. Cabot Street: northeasterly side, from a point which is sixty-five (65) feet northwest from the intersection of Austin Street to a point which is one hundred (100) feet northwest from the intersection of Austin Street.**

~~3. Congress Street:-~~

~~a. southerly side, first two metered spaces west from Fleet Street~~

~~b. northerly side, first two metered spaces west from High Street~~

~~4. Daniel Street:-~~

~~a. northerly side, first four metered spaces west from the parking lot entrance at 80 Daniel Street~~

~~b. southerly side, first three metered spaces running between 102 and 160 feet west of Penhallow Street~~

~~c. south side, first space west of Memorial Bridge Parking Lot~~

~~6. Hanover Street:-~~

~~a. northerly side, first five spaces east from High Street~~

~~b. southerly side, first two spaces east from Maplewood Avenue~~

~~7. High Street: easterly side, first three spaces north from Congress Street~~

28. Islington Street:

~~a. southerly side the space in front of 404 Islington Street, no person having control or custody of any vehicle shall cause the same to stop or park for longer than 15 minutes at any time, including Sundays and holidays.~~

b. northerly side, the space in front of 371 Islington Street.

39. Marcy Street: ~~easterly side, first three spaces south of beginning at the southerly curb line of~~ South Mill Street and running 95 feet southerly (from 8:00 am to 6:00 pm) Monday through Sunday.

~~10. Market Street: easterly side, third space north from Market Square.~~

~~11. Portwalk Place: westerly side, one space beginning 117 feet north of the northerly curb line of Hanover Street.~~

~~12. State Street:~~

~~a. southerly side, first two metered spaces east from Atkinson Street.~~

~~b. southerly side, first metered space east from Pleasant Street~~

413. South Street: northerly side, from Mount Vernon Street easterly for a distance of 40 feet.

The City Clerk shall properly alphabetize and/or re-number the ordinances 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:

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Deaglan McEachern, Mayor

ADOPTED BY COUNCIL:

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Kelli L. Barnaby, City Clerk

**CITY OF PORTSMOUTH, NEW HAMPSHIRE  
ANNUAL APPROVAL OF FEE SCHEDULE  
FOR THE FISCAL YEAR ENDING JUNE 30, 2026**

**RESOLUTION # XX-2025 A RESOLUTION TO ADOPT FEES BY BUDGET  
RESOLUTION**

**BE IT RESOLVED:** **THAT**, the attached fee schedule (Exhibit A) is found to be reasonable and appropriate and is recommended for adoption. (The fees denoted with an asterisk have been changed.)

**THAT**, the fee schedule attached (Exhibit A) shall be effective July 1, 2025.

**APPROVED BY:**

\_\_\_\_\_  
DEAGLAN MCEACHERN, MAYOR

**ADOPTED BY THE CITY COUNCIL:**

\_\_\_\_\_  
KELLI L. BARNABY, MMC/CNHMC  
CITY CLERK

# CITY OF PORTSMOUTH PROPOSED SCHEDULE OF FEES FISCAL YEAR 2026



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The City of Portsmouth Fee Schedule is governed by City Ordinance Chapter 1 Article XVI: Adoption of Fees by Budget Resolution. This ordinance was adopted for the purpose of creating a more efficient system for the City to adopt and adjust municipal fees.

To the extent permitted by law and notwithstanding any ordinance previously adopted to the contrary, all municipal fees, whether established by ordinance or otherwise shall be adopted and may be amended by resolution during the annual budget adoption process.

Any municipal fee which is not in the final resolution adopted during the annual budget process, or any municipal fee which is determined to require a process other than adoption by annual budget resolution, shall remain at the level at which it was last validly adopted by the City.

Fee revenue in the General Fund raises approximately 2% of total General Fund Revenue.

The following are the FY 2026 Departments with recommended fee changes:

Department	Page
Planning & Sustainability	13, 15
Public Works	31, 32, 33
Recreation	35, 36, 38
Health	41
Parking/Transportation	43, 44, 45
Water/Sewer	47, 48, 49, 51
Prescott Park	60

Statistics On Local Fees Governed  
by the Fee Committee and Local Ordinance:  
Chapter 1, Article XVI.

**GENERAL FUND**

FY 2025 Budget	\$144,861,347
Fees as a percentage of total General Fund Revenues:	<b>2%</b>

**Local Fees, Licenses, Permits portion of Budgeted Revenues:**

FY 25 General Fund	
Department	Budgeted Revenues From Fees
City Clerk	\$33,000
Planning	\$180,000
Inspection	\$1,500,000
Police	\$30,000
Fire	\$105,000
Public Works	\$171,600
Recreation	\$345,000
Health	\$100,000
<hr/>	
Total Local Fees, Licenses and Permits	
<b>Portion of GF</b>	<b>\$2,464,600</b>



**City of Portsmouth  
Fee Schedule  
Finance Department**

Finance Department

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>	
				* (Indicates change from current fee)	
Non Sufficient Funds check processing fee	Pre FY 02	\$30.00	\$30.00	Per check	\$30.00
(1) Any copy made for non-City use	Pre FY 02	\$2.00	\$2.00	1st copy	\$2.00
(1) all subsequent pages	Pre FY 02	\$0.50	\$0.50	All subsequent pages	\$0.50
If electronic record - Per City Council Policy					
City Council Policy #2024-02	FY 25	N/A	\$1.00	Per record	\$1.00
(1) USB Drive for transfer of electronic files	FY 18	\$8.00	\$8.00		\$8.00
(1) Note: City records subject to Right to Know requests can be viewed at City Hall or downloaded free onto personal USB drives.					
All copies made on 11 x 17 pages.	Pre FY 02	\$0.50	\$0.50	Per copy	\$0.50
Tax bills prepared for parties other than owners.	Pre FY 02	\$2.00	\$2.00	1st copy	\$2.00
Tax Card/Tax Map from laser printer (Free to property owner)	FY 04	\$1.00	\$1.00	Each print	\$1.00
Standard Assessing mailing list file	Pre FY 02	\$75.00	\$75.00		\$75.00
Assessor created export file	FY 17	\$150.00	\$150.00		\$150.00
Tax Delinquency file	Pre FY 02	\$300.00	\$300.00		\$300.00
DVD copies of City related events	Pre FY 02	\$10.00	\$10.00		\$10.00

**City of Portsmouth  
Fee Schedule  
City Clerk**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
* (Indicates change from current fee)					
<b><u>Chapter 6: Article I Section 109C</u></b>					
Licenses-Gen. Provisions-					
Duties of licensee					
Change Location of Licensed Business	Pre FY 02	\$1.00	\$1.00	Per occurrence	\$1.00
<b><u>Chapter 6: Article I Section 110B</u></b>					
Licenses-Gen. Provisions-Transfer					
of license					
Transfer of License	Pre FY 02	\$10.00	\$10.00	Per occurrence	\$10.00
<b><u>Chapter 6: Article II Section 201</u></b>					
Billiards and Bowling					
License	FY 14	\$25.00	\$25.00	Per year, per table or lane	\$25.00
<b><u>Chapter 6: Article III Section 302</u></b>					
Model Slot Car Racing					
License	Pre FY 02	\$25.00	\$25.00	Per year	\$25.00
<b><u>Chapter 6: Article IV Section 403C</u></b>					
Coin Operated Amusement Devices					
License	FY 03	\$75.00	\$75.00	For each of the first 30 machines, per year	\$75.00
	FY 03	\$10.00	\$10.00	For each machine over 30, per year	\$10.00

**City of Portsmouth  
Fee Schedule  
City Clerk**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
* (Indicates change from current fee)					
<u>Chapter 6: Article V Section 502</u>					
Boxing and Wrestling					
License	Pre FY 02	\$10.00	\$10.00	Each day	\$10.00
<u>Chapter 6: Article VI Section 602</u>					
Dancing					
License	Pre FY 02	\$10.00	\$10.00	Per dance	\$10.00
<u>Chapter 6: Article IX Section 901C12</u>					
Circus License					
Amusement Devices	Pre FY 02	\$30.00	\$30.00	Per day	\$30.00
Carnivals (For Operation)	Pre FY 02	\$125.00	\$125.00	Per day	\$125.00
Including Each Amusement Device	Pre FY 02	\$30.00	\$30.00	Per day	\$30.00
Circus (For Operation)	Pre FY 02	\$125.00	\$125.00	Per day	\$125.00
Including Each Amusement Device	Pre FY 02	\$30.00	\$30.00	Per day	\$30.00
Fairs (For Operation)	Pre FY 02	\$10.00	\$10.00	Per day	\$10.00
Including Each Amusement Device	Pre FY 02	\$5.00	\$5.00	Per day	\$5.00
Temporary Structures	Pre FY 02	\$10.00	\$10.00	Per day	\$10.00

**City of Portsmouth  
Fee Schedule  
City Clerk**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
* (Indicates change from current fee)					
<u>Chapter 6: Article IX Section 902</u>					
Circus License					
Total fee for Circus license shall not be less than	Pre FY 02	\$75.00	\$75.00	Per day	\$75.00
<u>Chapter 6: Article X Section 1003</u>					
Theatricals, Parades, Open Air Meetings					
License	Pre FY 02	\$300.00	\$300.00	Not to exceed per day	\$300.00
License to exhibit in any hall	Pre FY 02	\$50.00	\$50.00	Not to exceed per day	\$50.00
<u>Chapter 6: Article XIII Section 1315</u>					
Hawkers and Peddlers					
License	Pre FY 02	\$250.00	\$250.00	Per year	\$250.00
<u>Chapter 6: Article XIV Section 1402</u>					
Pawn Brokers					
License	FY 14	\$50.00	\$50.00	Per year	\$50.00

**City of Portsmouth  
Fee Schedule  
City Clerk**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
* (Indicates change from current fee)					
<u>Chapter 6: Article XV Section 1502</u>					
Roller Skating Rinks					
License	Pre FY 02	\$50.00	\$50.00	Per year	\$50.00
<u>Chapter 6: Article XVI Section 1608</u>					
Magazine Subscription Solicitors					
License	FY 06	\$50.00	\$50.00	Per year	\$50.00
<u>Chapter 9: Article V Section 504 C</u>					
Sidewalk Obstructions					
If open to the public no fee will be charged per City Council vote 03/03/25					
Restaurant tables and benches	FY 18	\$75.00	\$75.00	Each obstruction	\$75.00
<u>Chapter 9: Article V Section 504 C</u>					
Sidewalk Obstructions					
If open to the public no fee will be charged per City Council vote 03/03/25					
Restaurant Chairs	FY 18	\$10.00	\$10.00	Each restaurant chair	\$10.00
<u>Chapter 9: Article V Section 504 C</u>					
Sidewalk Obstructions					
A-frame signs, mannequins, racks, etc.	FY18	\$75.00	\$75.00	Each obstruction	\$75.00

**City of Portsmouth  
Fee Schedule  
City Clerk**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
* (Indicates change from current fee)					
<b><u>Chapter 6: Article XVII Section 6.1703</u></b>					
(Ordinance adopted at the February 20, 2024 City Council Meeting)					
Outdoor Dining Encumbrance Permit	FY 24	\$5.00	\$5.00	Per sq. ft. - 6 month season - no proration	\$5.00
	FY 24	\$750.00	\$750.00	Minimum fee	\$750.00
Ward checklist	FY 18	\$75.00	\$75.00	Per set	\$75.00
Ward checklist for individual wards	FY 18	\$25.00	\$25.00		\$25.00
Event permit (fairs, parades etc. not governed by ordinance)	FY 18	\$50.00	\$50.00		\$50.00
Voter certification	FY 05	\$5.00	\$5.00		\$5.00
Articles of agreement filing	Pre FY 02	\$5.00	\$5.00		\$5.00
Restricted Property Listing	FY 12	\$15.00	\$15.00	Per form	\$15.00

**City Clerk  
Revenues from fees**

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
<b>Other Fees</b>	<b>\$15,968</b>	<b>\$16,760</b>	<b>\$14,045</b>	<b>\$13,382</b>	<b>\$13,000</b>
<b>Other Licenses</b>	<b>\$5,305</b>	<b>\$13,755</b>	<b>\$15,840</b>	<b>\$17,550</b>	<b>\$20,000</b>
<b>Total City Clerk Revenue from Fees</b>	<b>\$21,273</b>	<b>\$30,515</b>	<b>\$29,885</b>	<b>\$30,932</b>	<b>\$33,000</b>

License	FY 22 Issued	FY 23 Issued	FY 24 Issued	FY 22 Revenue	FY 23 Revenue	FY 24 Revenue
Change Location of Licensed Business	0	0	0	\$0	\$0	\$0
Licenses-Gen. Provisions-Transfer	0	0	0	\$0	\$0	\$0
Billiards and Bowling	5	18	56	\$1,175	\$1,450	\$1,400
Model Slot Car Racing	0	0	0	\$0	\$0	\$0
Coin Operated Amusement Devices	7	45	92	\$3,650	\$5,740	\$5,665
Boxing and Wrestling	0	0	0	\$0	\$0	\$0
Dancing	0	0	0	\$0	\$0	\$0
Circus						
Amusement Devices	0	0	N/A	\$0	\$0	N/A
Carnivals (For Operation)	0	0	0	\$0	\$0	\$0
Including Each Amusement Device	0	0	N/A	\$0	\$0	N/A
Fairs (For Operation)	0	0	0	\$0	\$0	\$0
Including Each Amusement Device	0	0	N/A	\$0	\$0	N/A
Temporary Structures	0	0	0	\$0	\$0	\$0
Theatricals, Parades, open Air Meetings	0	0	0	\$0	\$0	\$0
Hawkers and Peddlers	4	2	3	\$1,000	\$500	\$750
Pawn Brokers	2	3	2	\$100	\$0	\$100
Roller Skating Rinks	0	0	0	\$0	\$0	\$0
Magazine Subscription Solicitors	0	0	0	\$0	\$0	\$0
Sidewalk Obstructions				\$0	\$7,985	\$5,030
Obstruction (including Restaurant Table)	26	40	49	\$1,950	\$0	\$3,675
<b>Other</b>						
Notarization	244	223	209	\$1,220	\$1,115	\$1,045
Tag day, permits	4	6		\$80	\$120	\$160
Ward checklist	0	0		\$0	\$1,819	\$2,249
Ward checklist for individual wards	0	0		\$0	\$0	\$0
Event permit	29	23	36	\$1,450	\$1,150	\$1,800
Voter certification	7	7	13	\$35	\$35	\$65
Articles of agreement filing	1	2	2	\$5	\$10	\$10
Restricted Property Listing	0	0	0	\$0	\$0	\$0



**City of Portsmouth  
Fee Schedule  
Planning & Sustainability Department**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
<b>PLANNING BOARD</b>				
<u>Recording</u>				
Mylar Recording	FY 24	\$150.00	\$150.00	\$150.00
Deed Recording	FY 24	\$100.00	\$100.00	\$100.00
Preapplication review (site plan or subdivision)				
Preliminary conceptual consultation	FY 18	\$200.00	\$200.00	\$200.00
Design Review	FY 18	\$500.00	\$500.00	\$500.00
<u>SUBDIVISIONS</u>				
Subdivision application (residential)	FY 24	\$600.00	\$600.00	\$600.00
Plus Per Lot	FY 25	\$200.00	\$250.00	\$250.00
Subdivision application (non-residential)	FY 24	\$800.00	\$800.00	\$800.00
Plus Per Lot	FY 25	\$300.00	\$350.00	\$350.00
Subdivision Amendment				
Administrative Approval	FY 21	\$200.00	\$200.00	\$200.00
TAC or Planning Board Approval	FY 21	\$500.00	\$500.00	\$500.00
Lot Line Revision/Verification	FY 14	\$250.00	\$250.00	\$250.00
Lot Line Revision Amendment				
Administrative Approval	FY 24	\$200.00	\$200.00	\$200.00
TAC or Planning Board Approval	FY 24	\$250.00	\$250.00	\$250.00

**City of Portsmouth  
Fee Schedule  
Planning & Sustainability Department**

**\* (Indicates change from current fee)**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
<b><u>MISCELLANEOUS</u></b>				
Voluntary Lot Consolidation (Merger) - no subdivision	FY 10	\$175.00	\$175.00	\$175.00
Conditional Use Permit (wetland) Area of disturbance in wetland or wetland buffer:				
-up to 250 sq ft	FY 25	\$100.00	\$150.00	\$150.00
-up to 1,000 sq ft	FY 15	\$500.00	\$500.00	\$500.00
-greater than 1,000 sq ft	FY 23	\$1,300.00	\$1,300.00	\$1,300.00
Conditional Use Permit (non-wetland) (e.g. Accessory Dwelling Units, Flexible Development, Drive-Through Facilities)	FY 24	\$500.00	\$500.00	\$500.00
Administrative approval of accessory dwelling unit (non-wetland)	FY 26	N/A	N/A	* \$150.00
<b>PLANNING-BOARD OF ADJUSTMENT</b>				
Residential application 1-2 dwelling units	FY 24	\$200.00	\$200.00	\$200.00
3-4 dwelling units	FY 24	\$300.00	\$300.00	\$300.00
5-and over	FY 24	\$350.00	\$350.00	\$350.00
For each unit over 4	FY 25	\$50.00	\$150.00	\$150.00
Total application fee shall not exceed (cap)	FY 15	\$3,000.00	\$3,000.00	\$3,000.00
Residential application-accessory structure under 500 sq ft.	FY 25	\$50.00	\$100.00	\$100.00
Residential application-accessory structure over 500 sq ft.	FY 26	N/A	N/A	* \$150.00

**City of Portsmouth  
Fee Schedule  
Planning & Sustainability Department**

**\* (Indicates change from current fee)**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
<b>Non-residential applications</b>	<b>FY 24</b>	<b>\$400.00</b>	<b>\$400.00</b>	<b>\$400.00</b>
In Addition:				
Per \$1,000 of valuation of new construction	Pre FY 02	\$5.00	\$5.00	\$5.00
<b>Total application fee shall not exceed (cap)</b>	<b>FY 25</b>	<b>\$3,000.00</b>	<b>\$4,000.00</b>	<b>\$4,000.00</b>
 <b>Sign variance</b>	 <b>FY 25</b>	 <b>\$200.00</b>	 <b>\$300.00</b>	 <b>\$300.00</b>
<b>Appeal of administrative decision</b>	<b>FY 25</b>	<b>\$50.00</b>	<b>\$100.00</b>	<b>\$100.00</b>
<b>Re-Hearing</b>	<b>FY 25</b>	<b>N/A</b>	<b>\$200.00</b>	<b>\$200.00</b>
 <b>PLANNING-SITE PLAN REVIEW</b>				
<b>All developments</b>	<b>FY 24</b>	<b>\$600.00</b>	<b>\$600.00</b>	<b>\$600.00</b>
In Addition:				
Per \$1,000 of site costs	Pre FY 02	\$5.00	\$5.00	Per \$1,000 of site costs \$5.00
And per 1,000 square feet of site development area	FY 15	\$10.00	\$10.00	And per 1,000 sq. ft. of site development area \$10.00
<b>Total application fee shall not exceed (cap)</b>	<b>FY 24</b>	<b>\$20,000.00</b>	<b>\$20,000.00</b>	<b>\$20,000.00</b>
 <b>Site plan amendment</b>				
Administrative approval	FY 24	\$400.00	\$400.00	\$400.00
Administrative approval after work has been done	FY 25	\$500.00	\$600.00	\$600.00
TAC or Planning Board approval	FY 17	\$800.00	\$800.00	\$800.00

**City of Portsmouth  
Fee Schedule  
Planning & Sustainability Department**

**\* (Indicates change from current fee)**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
<b>PLANNING-HISTORIC DISTRICT</b>					
<b>Residential applications</b>					
Work Session (prior to application for approval)	FY 25	\$200.00	\$250.00	Per work session	\$250.00
Residential applications 1 dwelling unit	FY 25	\$100.00	\$150.00		\$150.00
2 dwelling units	FY 25	\$100.00	\$150.00		\$150.00
3 dwelling units	FY 15	\$250.00	\$250.00		\$250.00
4 and over dwelling units	FY 15	\$400.00	\$400.00		\$400.00
For each unit over 4	FY 15	\$100.00	\$100.00		\$100.00
Total application fee shall not exceed (cap)	FY 25	\$5,000.00	\$5,000.00		\$5,000.00
<b>Accessory structure, mechanical equipment or replacement of doors/windows only</b>	FY 25	\$100.00	\$150.00		\$150.00
<b>Non-residential applications</b>	FY 15	\$500.00	\$500.00		\$500.00
In Addition:					
Per \$1,000 of valuation of new construction	Pre FY 02	\$5.00	\$5.00		\$5.00
Total application fee shall not exceed (cap)	FY 25	\$5,000.00	\$5,500.00		\$5,500.00
<b>Non-residential applications-accessory structure, mechanical equipment or replacement of doors/windows only</b>	FY 25	\$100.00	\$150.00		\$150.00
<b>Amendment to Certificate of Approval</b>					
Administrative approval	FY 25	\$100.00	\$150.00		\$150.00
Administrative approval after work has been done	FY 17	\$500.00	\$500.00		\$500.00
Commission approval	FY 17	\$800.00	\$800.00		\$800.00
Abutter notification (flat fee per notification)	FY 26	N/A	N/A	*	\$10.00
HDC (historic district commission) sign review	FY 15	\$100.00	\$100.00		\$100.00

During FY25 the Council approved a recommendation by the Housing committee to establish a Payment in Lieu schedule as required in the Gateway Neighborhood Overlay District ordinance. The schedule will be reviewed every two years by the Fee Schedule Study Committee or City Council. Proceeds paid will go to the City's Housing Trust Fund for the purpose of creating and preserving below market rate housing in Portsmouth.

**PLANNING & SUSTAINABILITY DEPARTMENT**  
**Revenues from fees**

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
<b>Planning Board</b>	<b>\$162,856</b>	<b>\$159,288</b>	<b>\$153,176</b>	<b>\$107,395</b>	<b>\$100,000</b>
<b>Board of Adjustments</b>	<b>\$24,705</b>	<b>\$47,412</b>	<b>\$35,500</b>	<b>\$41,101</b>	<b>\$45,000</b>
<b>Site Review</b>	<b>\$9,290</b>	<b>\$5,741</b>	<b>\$16,052</b>	<b>\$27,142</b>	<b>\$35,000</b>
<b>Total Planning Department</b>	<b>\$196,851</b>	<b>\$212,441</b>	<b>\$204,727</b>	<b>\$175,637</b>	<b>\$180,000</b>

The Planning AND Sustainability Department reported the following application numbers:

	FY 21	FY 22	FY 23	FY 24
Site Plan Review	18	13	14	22
Subdivision/Lot Line revisions	12	13	10	12
Wetland Conditional Use	28	17	18	21
Non-Wetland Conditional Use	18	13	16	15
HDC	227	159	172	186
Preliminary Conceptual Consultation	11	9	2	5
Design Review	2	4	0	5
Board of Adjustment	123	88	95	91

**City of Portsmouth  
Fee Schedule  
Inspection Department**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
<u>Chapter 8: Article I Section 106 A</u>					
Street Obstructions (thirty working days or less)					
Please see Public Works for more than 30 working days fee					
Initial	FY 11	\$50.00	\$50.00		\$50.00
<b>BUILDING PERMIT FEES (Pursuant to RSA 155-A, state building code):</b>					
Note: All Construction Permit Fees rounded up to the nearest \$5.00					
Minimum Fee-Residential	FY 24	\$75.00	\$75.00		\$75.00
Special Inspection Fee (Residential and Commercial)	FY 07	\$60.00	\$60.00	Per hour	\$60.00
Emergency Inspection Fee (Residential and Commercial)	FY 07	\$60.00	\$60.00	Per hour	\$60.00
Minimum Fee-Commercial	FY 24	\$150.00	\$150.00		\$150.00
Demolition Permits (Residential and Commercial)	FY 24	\$75.00	\$75.00	For structures up to 2,000 sq. ft. floor area	\$75.00
	FY 04	\$10.00	\$10.00	Per \$1,000 of demolition cost for structures over 2,000 sq. ft.	\$10.00
New Construction, Renovation/Remodel and Additions					
Residential Rates	FY 24	\$8.00	\$8.00	Per \$1,000 of renovation cost	\$8.00
Commercial Rates	FY 24	\$11.00	\$11.00	Per \$1,000 of renovation cost	\$11.00
Sign Permits-Minimum Fee	FY 04	\$50.00	\$50.00		\$50.00
Special Event Sign	FY 07	\$35.00	\$35.00	Per single event	\$35.00
Fee per sq. ft. of sign area (Permanent or Temporary)	FY 04	\$1.00	\$1.00		\$1.00
Reinspection Fee (Residential and Commercial)	FY 07	\$100.00	\$100.00	Per reinspection	\$100.00

**City of Portsmouth  
Fee Schedule  
Inspection Department**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
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**Fee for Nonpermitted Work (Residential and Commercial)**

Any person who is found to have demolished, constructed, altered, removed, or changed the use of a building or structure without the benefit of a building, electrical, plumbing, mechanical, or change in use permit shall, upon issuance of said permit(s), be assessed a charge of (1) **200%** of regular permit fee or (2) **\$300.00** whichever is greater. If the regular permit fee is over (3) **\$300.00**, the permit fee shall be the regular fee plus (4) **\$300.00**.

FY 04	(1) 200%	(1) 200%	(1) 200%
FY 07	(2) \$300	(2) \$300	(2) \$300
FY 07	(3) \$300	(3) \$300	(3) \$300
FY 07	(4) \$300	(4) \$300	(4) \$300

Fee for Certificate of Use and Occupancy	FY 07	\$100.00	\$100.00	\$100.00
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**Outside Plan Review Services (adjustment to permit)**

(for all applicable building permits meaning  
building, electric, plumbing, mechanical  
or fire protection permits)

FY 14	-20%	-20%	-20%
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**ELECTRICAL FEES:**

Plan Review Fee (Residential and Commercial)	FY 24	\$75.00	\$75.00	\$75.00
Special Inspection Fee (Residential and Commercial)	FY 07	\$60.00	\$60.00	Per hour \$60.00
Emergency Inspection Fee (Residential and Commercial)	FY 07	\$60.00	\$60.00	Per hour \$60.00
Reinspection fees (Residential and Commercial)	FY 07	\$100.00	\$100.00	Each additional inspection after the second rejection for the same item(s) \$100.00
Minimum Residential Electric Permit Fee	FY 24	\$75.00	\$75.00	\$75.00

**Residential-Service Equipment**

Single Phase	FY 18	\$50.00	\$50.00	Up to & including 100 Amps. \$50.00
Single Phase	FY 18	\$75.00	\$75.00	101 to 200 Amps. \$75.00
Single Phase	FY 18	\$150.00	\$150.00	201 to 400 Amps. \$150.00



**City of Portsmouth  
Fee Schedule  
Inspection Department**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
<b>Residential Lighting Fixtures, Power Utilization</b>				
Equipment & Outlets	FY 04	\$1.00	\$1.00	Each device \$1.00
<b>Residential Pad Mounted Generators:</b>				
12 KW or less	FY 12	\$75.00	\$75.00	\$75.00
13 KW to 20 KW	FY 12	\$125.00	\$125.00	\$125.00
21 KW and above	FY 12	\$175.00	\$175.00	\$175.00
Manual Gen. set transfer	FY 12	\$10.00	\$10.00	\$10.00
Automatic Gen. set transfer	FY 12	\$25.00	\$25.00	\$25.00
<b>Commercial Electrical</b>				
All fees shall be rounded up to the nearest				
\$5.00 with a minimum fee of \$100 (Commercial)	FY 24	\$100.00	\$100.00	\$100.00
<b>Commercial-Contract Cost Fee Method</b>				
First \$5000.00 of electrical construction cost from				
\$0.01 to \$5,000.00	FY 04	\$25.00	\$25.00	Rate per thousand dollars of contract cost \$25.00
Next \$5000.00 of electrical construction cost from				
\$5,000.01 to \$10,000.00	FY 04	\$20.00	\$20.00	Rate per thousand dollars of contract cost \$20.00
Next \$5000.00 of electrical construction cost from				
\$10,000.01 to \$15,000.00	FY 04	\$15.00	\$15.00	Rate per thousand dollars of contract cost \$15.00
Each \$1000.00 of electrical construction cost from				
\$15,000.01 & over	FY 07	\$10.00	\$10.00	Rate per thousand dollars of contract cost \$10.00
<b>Reinspection fees (residential and commercial)</b>				
If, upon being called for any inspection, the work is not in compliance with this Code, verbal notice will be given as to the deficiencies and such deficiencies shall be noted on the code official's report. The permit holder shall be responsible for correcting the item(s) and for notifying the code official to reinspect said deficiencies. If when called to reinspect these deficiencies, all is correct, no further action will be taken. However, if during the first reinspection, the work in question has not been corrected, there will be a <b>\$100.00</b> reinspection fee assessed, which must be paid at the Inspection Office before a third inspection will be made. For each subsequent reinspection of the same deficiency or deficiencies, a like procedure and fee shall be assessed.				
	FY 07	\$100.00	\$100.00	\$100.00

**City of Portsmouth  
Fee Schedule  
Inspection Department**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
<u>Chapter 14: Section 102A E</u>				
<u>Housing Code</u>				
Certificate of Occupancy	FY24	\$35.00	\$35.00	Per dwelling unit (good for 3 years)
	FY 24	\$100.00	\$100.00	Minimum fee

**PLUMBING/MECHANICAL PERMIT FEES:**

Residential rate:					
Fee per fixture (plumbing or gas)	Pre FY 02	\$5.00	\$5.00	Each	\$5.00
Water distribution piping (per dwelling)	FY 07	\$30.00	\$30.00	Each	\$30.00
Waste and vent piping (per dwelling)	FY 07	\$30.00	\$30.00	Each	\$30.00
Septic System (per dwelling)	FY 07	\$30.00	\$30.00	Each	\$30.00
Gas distribution piping (per gas meter)	FY 07	\$30.00	\$30.00	Each	\$30.00
Heating & Cooling Equipment: (Boiler, Furnace, Airhandlers, Unit Heaters, Condenser, Gas Logs, Fireplace Inserts, Solid Fuel Stoves, etc...)	FY 10	\$20.00	\$20.00	Per mechanical equipment	\$20.00
Gas Appliance: (Cloths Dryers, Range/Oven Water Heater, etc....)	FY 10	\$5.00	\$5.00	Per gas appliance	\$5.00
Air Distribution System:	FY 10	\$5.00	\$5.00	Per register	\$5.00
Minimum Permit Fee	FY 24	\$75.00	\$75.00		\$75.00

**City of Portsmouth  
Fee Schedule  
Inspection Department**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
<b>Commercial rate:</b>				
Required Plan Review Fee	FY 04	\$50.00	\$50.00	Plumbing
(Per contractor and for each revision of plans)	FY 04	\$50.00	\$50.00	Mechanical
Minimum Permit Fee:	FY 24	\$100.00	\$100.00	
<b>Commercial-Contract Cost Fee Method</b>				
First \$5000.00 of plumbing/Mechanical construction cost from				
\$0.01 to \$5,000.00	FY 07	\$25.00	\$25.00	Rate per thousand dollars of contract cost
Next \$5000.00 of plumbing/electrical construction cost from				
\$5,000.01 to \$10,000.00	FY 07	\$20.00	\$20.00	Rate per thousand dollars of contract cost
Next \$5000.00 of plumbing/electrical construction cost from				
\$10,000.01 to \$15,000.00	FY 07	\$15.00	\$15.00	Rate per thousand dollars of contract cost
Each \$1000.00 of plumbing/electrical construction cost from				
\$15,000.01 & over	FY 07	\$10.00	\$10.00	Rate per thousand dollars of contract cost
<b>Commercial Range &amp; Duct Extinguishing System:</b>				
Base Permit Fee (Per System):	FY 06	\$150.00	\$150.00	
At time of first inspection, if system(s) are not ready for testing within 1/2 hour from time of Inspectors arrival, or if system fails the inspection, a reinspection shall be scheduled after paying a \$150 fee. This procedure and fee shall be repeated for each failed inspection or incomplete system visit.				
	FY 13	\$300.00	\$300.00	
Special Inspection Fee	FY 07	\$60.00	\$60.00	Per hour
Emergency Inspection Fee	FY 07	\$60.00	\$60.00	Per hour
Reinspection Fee	FY 07	\$100.00	\$100.00	

**City of Portsmouth  
Fee Schedule  
Inspection Department**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
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**Work Commencing Before Permit Issuance**

Any person who is found to have done plumbing work without the proper permits shall, upon issuance of said permit(s), be assessed a charge of (1) **200%** of the regular permit fee or (2) **\$300.00** whichever is greater. If the regular permit fee is over (3) **\$300.00**, the permit fee shall be the regular fee plus (4) **\$300.00**

<u>FY 04</u>	<u>(1) 200%</u>	<u>(1) 200%</u>	<u>(1) 200%</u>
<u>FY 07</u>	<u>(2) \$300</u>	<u>(2) \$300</u>	<u>(2) \$300</u>
<u>FY 07</u>	<u>(3) \$300</u>	<u>(3) \$300</u>	<u>(3) \$300</u>
<u>FY 07</u>	<u>(4) \$300</u>	<u>(4) \$300</u>	<u>(4) \$300</u>

**Commencing work before permit issuance**

Any person who is found to have done mechanical work without the proper permits shall, upon issuance of said permit(s), be assessed a charge of (1) **200%** of the regular permit fee or (2) **\$300.00** whichever is greater. If the regular permit fee is over (3) **\$300.00**, the permit fee shall be the regular fee plus (4) **\$300.00**.

<u>FY 04</u>	<u>(1) 200%</u>	<u>(1) 200%</u>	<u>(1) 200%</u>
<u>FY 07</u>	<u>(2) \$300</u>	<u>(2) \$300</u>	<u>(2) \$300</u>
<u>FY 07</u>	<u>(3) \$300</u>	<u>(3) \$300</u>	<u>(3) \$300</u>
<u>FY 07</u>	<u>(4) \$300</u>	<u>(4) \$300</u>	<u>(4) \$300</u>

**INSPECTION DEPARTMENT**  
**Revenues from fees**

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
<b>Total Inspection Department</b>	<b>\$1,773,397</b>	<b>\$1,270,718</b>	<b>\$1,428,857</b>	<b>\$2,557,207</b>	<b>\$1,500,000</b>

	FY 21	FY 22	FY 23	FY 24
<b>Permits</b>				
Residential	2027	2041	2045	2373
Commercial	1028	1055	1056	959
<b>Value</b>	<b>\$212,826,565</b>	<b>\$144,822,449</b>	<b>\$171,553,531</b>	<b>\$256,979,823</b>
<b>Inspections</b>	<b>6719</b>	<b>7087</b>	<b>11051</b>	<b>12654</b>

**City of Portsmouth  
Fee Schedule  
Police Department**

\* (Indicates change from current fee)

Police Department					Suggested
<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>FY 2026 Schedule</u>
<u>Chapter 5: Article VIII Section 802</u>					
Alarm Systems Service Charge					
Police-Unfounded Emergency calls	Pre FY 02	No Charge	No Charge	0-3 occurrences per calendar year	No Charge
Police-Unfounded Emergency calls	FY 08	\$75.00	\$75.00	4th occurrence per calendar year	\$75.00
Police-Unfounded Emergency calls	FY 08	\$75.00	\$75.00	5th occurrence per calendar year	\$75.00
Police-Unfounded Emergency calls	FY 08	\$75.00	\$75.00	6th occurrence per calendar year	\$75.00
Police-Unfounded Emergency calls	FY 08	\$100.00	\$100.00	7th occurrence per calendar year	\$100.00
Police-Unfounded Emergency calls	FY 10	\$150.00	\$150.00	8th occurrence per calendar year	\$150.00
Police-Unfounded Emergency calls	FY 10	\$200.00	\$200.00	9th occurrence per calendar year	\$200.00
Police-Unfounded Emergency calls	FY 08	\$300.00	\$300.00	10th-15th occurrences per calendar year	\$300.00
Police-Unfounded Emergency calls	FY 09	\$400.00	\$400.00	16th-20th occurrences per calendar year	\$400.00
Police-Unfounded Emergency calls	FY 10	\$500.00	\$500.00	21th-25th occurrences per calendar year	\$500.00
Police-Unfounded Emergency calls	FY 10	\$1,000.00	\$1,000.00	Each occurrences 26 or over per calendar year	\$1,000.00

**Chapter 7: Article V Section 504**

**Bicycles**

License	Pre FY 02	No Charge	No Charge	No Charge
U-Visa research	FY 13	\$150.00	\$150.00	\$150.00

**POLICE DEPARTMENT**  
**Revenues from fees**

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
<b>Police Alarms</b>	<b>\$33,555</b>	<b>\$37,025</b>	<b>\$40,375</b>	<b>\$25,725</b>	<b>\$30,000</b>

**Alarm Systems Service Charge**  
**Police-Unfounded Emergency calls**

	FY 21	FY 22	FY 23	FY 24
0-3 Occurrences per calendar year	553	601	542	483
4th Occurrence per calendar year	61	79	61	60
5th Occurrence per calendar year	42	58	45	44
6th Occurrence per calendar year	30	39	33	29
7th Occurrence per calendar year	29	21	19	21
8th Occurrence per calendar year	18	15	18	14
9th Occurrence per calendar year	13	10	16	11
10th-15th Occurrences per calendar year	46	35	45	47
16th-20th Occurrences per calendar year	5	14	10	11
21th-25th Occurrences per calendar year	0	5	1	4
Each Occurrences 26 or over per calendar year	0	3	0	0
Total Calls	797	880	790	724

**City of Portsmouth  
Fee Schedule  
Fire Department**

**\* (Indicates change from current fee)**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
<b><u>Chapter 5: Article IX Section F403.2</u></b>				
<b>Copy of incident report</b>	<b>Pre FY 02</b>	<b>\$10.00</b>	<b>\$10.00</b>	<b>\$10.00</b>
<b>Environmental Reports and Research</b>	<b>FY 06</b>	<b>\$25.00</b>	<b>\$25.00</b>	<b>\$25.00</b>

**INSPECTION FEES**

**PLACE OF ASSEMBLY**

An occupancy used for a gathering of 50 or more persons for deliberation, worship, entertainment, eating, drinking, amusement, awaiting transportation, or similar uses; or used as a special amusement building, regardless of occupant load.

Establishments with an occupancy of less than 50 persons with an on-premise liquor license are required by the State Liquor Commission to have a valid Permit to Operate a Place of Assembly.

Full Place of Assembly inspections are performed annually in conjunction with the issuance of the Permit to Operate a Place of Assembly.

<b>Occupancy Less than 50</b>	<b>FY 20</b>	<b>\$50.00</b>	<b>\$50.00</b>	<b>Annually</b>	<b>\$50.00</b>
<b>Occupancy 51 to 100</b>	<b>FY 20</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Annually</b>	<b>\$100.00</b>
<b>Occupancy 101 to 300</b>	<b>FY 20</b>	<b>\$200.00</b>	<b>\$200.00</b>	<b>Annually</b>	<b>\$200.00</b>
<b>Occupancy 301 to 1000</b>	<b>FY 20</b>	<b>\$300.00</b>	<b>\$300.00</b>	<b>Annually</b>	<b>\$300.00</b>
<b>Occupancy 1001 and above</b>	<b>FY 20</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>Annually</b>	<b>\$500.00</b>



**City of Portsmouth  
Fee Schedule  
Fire Department**

**\* (Indicates change from current fee)**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
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**DAYCARE**

An occupancy in which four or more clients receive care, maintenance, and supervision, by other than their relatives or legal guardians, for less than 24 hours per day. Excludes Family Daycares.

**Daycare Center:**

<b>(12 plus or 5 plus under 2 years old)</b>	<b>FY 20</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Every 3 years in conjunction with State licensing</b>	<b>\$100.00</b>
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**APARTMENTS**

A building or portion thereof containing three or more dwelling units with independent cooking and bathroom facilities.

<b>APARTMENT BUILDING</b>	<b>FY 20</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Every three years</b>	<b>\$100.00</b>
<b>Per dwelling unit</b>	<b>FY 20</b>	<b>\$10.00</b>	<b>\$10.00</b>	<b>Every three years</b>	<b>\$10.00</b>

**HOTEL**

A building or groups of buildings under the same management in which there are sleeping accommodations for more than 16 persons and primarily used by transients for lodging with or without meals

<b>HOTEL</b>	<b>FY 20</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Annually</b>	<b>\$100.00</b>
<b>Per room</b>	<b>FY 20</b>	<b>\$2.50</b>	<b>\$2.50</b>	<b>Annually</b>	<b>\$2.50</b>

**ROOMING HOUSE**

Buildings that provide sleeping accommodations for 16 or fewer persons on either a transient or permanent basis, with or without meals, but without separate cooking facilities for individual

<b>Rooming house</b>	<b>FY 20</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Annually</b>	<b>\$100.00</b>
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**City of Portsmouth  
Fee Schedule  
Fire Department**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
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**EDUCATIONAL**

Buildings used for educational purposes through the twelfth grade by six or more persons for 4 or more hours per day or more than 12 hours per week

<b>Educational</b>	<b>FY 20</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Annually</b>	<b>\$100.00</b>
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**STATE REQUIRED DWELLING UNIT**

Residential Placements, Foster Care, Adoptions, Family Daycares

<b>State Required Dwelling Unit</b>	<b>FY 20</b>	<b>\$30.00</b>	<b>\$30.00</b>	<b>Every 3 years in conjunction with State licensing</b>	<b>\$30.00</b>
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**HEALTH FACILITIES**

Inspections required for the licensing of healthcare facilities by NH DHHS

<b>Health Facilities</b>	<b>FY 20</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Inspections related to State licensing</b>	<b>\$100.00</b>
<b>Per bed</b>	<b>FY 20</b>	<b>\$2.50</b>	<b>\$2.50</b>		<b>\$2.50</b>

**RE-INSPECTION**

Fire Alarm and Sprinkler Suppression System, Place of Assembly, Daycare, Apartment Building, Hotel, Rooming House, Educational, State Required Dwelling Unit, and Health Facilities.

<b>First Occurrence</b>	<b>FY 20</b>	<b>\$300.00</b>	<b>\$300.00</b>		<b>\$300.00</b>
<b>Second Occurrence</b>	<b>FY 20</b>	<b>\$400.00</b>	<b>\$400.00</b>		<b>\$400.00</b>
<b>Third and Additional Occurrences</b>	<b>FY 20</b>	<b>\$500.00</b>	<b>\$500.00</b>		<b>\$500.00</b>

**City of Portsmouth  
Fee Schedule  
Fire Department**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
Fire Sprinkler Systems	FY 20	\$50.00	\$50.00	Per application	\$50.00
	FY 20	\$0.05	\$0.05	Per sq. ft. of protected area	\$0.05
Fire Alarm Systems:	FY 20	\$50.00	\$50.00	Per application	\$50.00
	FY 20	\$0.05	\$0.05	Per sq. ft. of protected area	\$0.05
Hot Work Permit-1 day	FY 22	\$50.00	\$50.00		\$50.00
Hot Work Permit-per month	FY 23	\$100.00	\$100.00		\$100.00
Hot Work Permit-per year	FY 23	\$500.00	\$500.00		\$500.00

**Chapter 5: Article VIII Section 802**

**Alarm Systems Service Charge**

Fire-Unfounded Emergency calls	FY 20	\$300.00	\$300.00	Malicious	\$300.00
Fire-Unfounded Emergency calls	FY 20	No Charge	No Charge	0-3 occurrences per calendar year	No Charge
Fire-Unfounded Emergency calls	FY 20	\$200.00	\$200.00	4th occurrence per calendar year	\$200.00
Fire-Unfounded Emergency calls	FY 20	\$200.00	\$200.00	5th occurrence per calendar year	\$200.00
Fire-Unfounded Emergency calls	FY 20	\$200.00	\$200.00	6th occurrence per calendar year	\$200.00
Fire-Unfounded Emergency calls	FY 20	\$300.00	\$300.00	Each occurrences 7 or over per calendar year	\$300.00

**FIRE DEPARTMENT**  
**Revenues from fees**

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
<b>Fire Inspections</b>	<b>\$126,316</b>	<b>\$103,848</b>	<b>\$94,831</b>	<b>\$120,786</b>	<b>\$105,000</b>
<b>Total Fire Department</b>	<b>\$126,316</b>	<b>\$103,848</b>	<b>\$94,831</b>	<b>\$120,786</b>	<b>\$105,000</b>

**City of Portsmouth  
Fee Schedule  
Public Works**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
Memorial Bridge Lighting Request	FY 23	\$75.00	\$75.00	Application/permit fee	\$75.00
(Available to Non-Profits only)					
City Council Policy 2018-02					
Encumbrance of City Property (31 working days or more)					
Any City land that includes unmetered parking					
spaces, travel ways, loading zones and sidewalks	FY 19	\$0.05	\$0.05	Per sq. ft. per day	\$0.05
(Above Fee will be doubled if the encumbrance period extends beyond its term)					
(Metered parking spaces having their own fee-					
please see Parking Fees-Temporary Meter Parking Space Permit)					
Any other City land/right of way not included above	FY 19	\$400.00	\$400.00	Per each 400 sq. ft. for 1st 30 days	* \$500.00
	FY 19	\$200.00	\$200.00	Each additional 30 day period	* \$250.00
Blasting Permit	FY 25	\$100.00	\$370.00		* \$400.00
New Driveway Permit	FY 25	\$50.00	\$75.00		\$75.00

**City of Portsmouth  
Fee Schedule  
Public Works**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
<b>Excavation Permit</b>	<b>FY 25</b>	<b>\$250.00</b>	<b>\$275.00</b>	<b>1st 100 sq. ft. * \$300.00</b>
	<b>FY 25</b>	<b>\$500.00</b>	<b>\$550.00</b>	<b>Expedited permit * \$600.00</b>
				<b>(within 3 business days)</b>
	<b>FY23</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>Refundable deposit \$500.00</b>
	<b>FY21</b>	<b>\$150.00</b>	<b>\$150.00</b>	<b>Each additional 100 sq. ft. \$150.00</b>
<b>Flagging Permit</b>	<b>FY 23</b>	<b>\$50.00</b>	<b>\$50.00</b>	<b>\$50.00</b>
	<b>FY 23</b>	<b>\$75.00</b>	<b>\$75.00</b>	<b>Expedited permit (within 3 business days) \$75.00</b>
<b>Cracksealing Fee</b>	<b>FY 25</b>	<b>\$300.00</b>	<b>\$390.00</b>	<b>Deposit amount * \$500.00</b>
<b>Roadway &amp; Utility Excavation Contractor Permit</b>				
Electric/Lighting/Signal				
Gas/Telephone/Cable				
Road/Sidewalk				
	<b>FY22</b>	<b>\$50.00</b>	<b>\$50.00</b>	<b>Initial certification \$50.00</b>
	<b>FY22</b>	<b>\$25.00</b>	<b>\$25.00</b>	<b>Annual fee: certification renewal \$25.00</b>
	<b>FY22</b>	<b>\$25.00</b>	<b>\$25.00</b>	<b>Annual fee; additional certifications \$25.00</b>
	<b>FY22</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>Recertification following suspension \$500.00</b>
<b>Wood Barricade</b>	<b>FY 25</b>	<b>\$2.00</b>	<b>\$5.00</b>	<b>Each per event \$5.00</b>
<b>Metal Barricade</b>	<b>FY 25</b>	<b>\$100.00</b>	<b>\$10.00</b>	<b>Each per event \$10.00</b>
<b>Event Delivery/Pickup</b>	<b>FY 25</b>	<b>N/A</b>	<b>\$50.00</b>	<b>Per event \$50.00</b>

**City of Portsmouth  
Fee Schedule  
Public Works**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
Recycle Bin	FY 23	\$10.00	\$10.00	*	\$15.00
Disposal of Tires	FY 04	\$5.00	\$5.00	Per tire	\$5.00
Disposal of Electronics	FY 15	\$10.00	\$10.00	Per unit	\$10.00
CFC Removal	FY 17	\$20.00	\$20.00	Per unit	\$20.00
Propane Tanks (20# & larger)	FY 18	\$5.00	\$5.00	Per tank	\$5.00
Yard Waste Disposal (contractors)	FY21	\$50.00	\$50.00	Per 4 cubic yards	\$50.00
Yard Waste Disposal (contractors)	FY25	N/A	\$25.00	Per 2 cubic yards	\$25.00
Clean Wood	FY 25	N/A	\$25.00	Per 4 cubic yards	\$25.00
Clean Wood	FY 25	N/A	\$15.00	Per 2 cubic yards	\$15.00
Bulky Waste Pick-Up	FY 25	\$5.00	\$10.00	Each event	\$10.00
Disposal of following whether pick-up or drop-off:					
Upholstered Furniture (Chairs, Couches, Sleep Sofa, Loveseats)	FY 21	\$5.00	\$5.00	Each	\$5.00
Wood Furniture	FY 25	N/A	\$5.00	Each	\$5.00
Clothes Washer	FY 21	\$5.00	\$5.00	Each	\$5.00
Clothes Dryer	FY 21	\$5.00	\$5.00	Each	\$5.00
Mattresses	FY 21	\$5.00	\$5.00	Each	\$5.00
Box Springs	FY 21	\$5.00	\$5.00	Each	\$5.00
Dishwasher	FY 21	\$5.00	\$5.00	Each	\$5.00
Cooking Range	FY 21	\$10.00	\$10.00	Each	\$10.00
Gas Grill	FY 25	N/A	\$5.00	Each	\$5.00
Refrigerators	FY 21	\$20.00	\$20.00	Each	\$20.00

<b>PUBLIC WORKS DEPARTMENT</b>	Actual	Actual	Actual	Actual	Budget
<b>Revenues from fees</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 24</b>
<b>Excavation Permit</b>	<b>\$57,200</b>	<b>\$97,500</b>	<b>\$179,915</b>	<b>\$57,980</b>	<b>\$75,000</b>
<b>Flagging Permit</b>	<b>\$11,800</b>	<b>\$10,600</b>	<b>\$14,875</b>	<b>\$22,475</b>	<b>\$20,000</b>
<b>Solid Waste</b>	<b>\$85,162</b>	<b>\$89,188</b>	<b>\$76,322</b>	<b>\$82,664</b>	<b>\$76,000</b>
<b>Blasting Permit</b>	<b>\$400</b>	<b>\$100</b>	<b>\$300</b>	<b>\$200</b>	<b>\$100</b>
<b>New Driveway Permit</b>	<b>\$800</b>	<b>\$450</b>	<b>\$500</b>	<b>\$450</b>	<b>\$500</b>
<b>Total Public Works Department</b>	<b>\$154,162</b>	<b>\$197,288</b>	<b>\$271,911</b>	<b>\$163,769</b>	<b>\$171,600</b>

	FY 21	FY 22	FY 23	FY 24
Blasting Permits	2	2	4	1
New Driveway Permits	13	9	12	18
Excavation Permits	117	158	113	156
Excavation Permits (expedited)	48	24	47	63
Flagging Permits	177	208	142	115
Flagging Permits (expedited)	77	20	18	121



**City of Portsmouth  
Fee Schedule  
Recreation**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
<b>RECREATION-SPINNAKER PT.</b>					
Adult Resident	FY 23	\$220.00	\$220.00	Per year	\$220.00
Adult Resident	N/A	N/A	N/A	Per month	* \$20.00
Senior Citizen Resident	FY 23	\$110.00	\$110.00	Per year	\$110.00
Senior Citizen Resident	N/A	N/A	N/A	Per month	* \$11.00
Adult Non-Resident	FY 23	\$440.00	\$440.00	Per year	\$440.00
Adult Non-Resident	N/A	N/A	N/A	Per month	* \$38.00
Senior Citizen Non-Resident	FY 23	\$220.00	\$220.00	Per year	\$220.00
Senior Citizen Non-Resident	N/A	N/A	N/A	Per month	* \$20.00
Daily Guest Fee Resident	PRE FY 02	\$5.00	\$5.00	Per day	\$5.00
Daily Guest Fee Non-Resident	FY 12	\$10.00	\$10.00	Per day	\$10.00
New Member Processing Fee	N/A	N/A	N/A	Initial fee	* \$25.00

**RECREATION-INDOOR POOL**

17 & Under, Resident	FY 11	\$3.00	\$3.00	Per session	\$3.00
17 & Under, Non-Resident	FY 11	\$5.00	\$5.00	Per session	\$5.00
17 & Under, Resident/Membership	FY 23	\$190.00	\$190.00	Per year	\$190.00
17 & Under, Resident	N/A	N/A	N/A	Per month	* \$17.00
17 & Under, Non-Resident/Membership	FY 23	\$254.00	\$254.00	Per year	\$254.00
17 & Under, Non-Resident	N/A	N/A	N/A	Per month	* \$23.00
18-59, Resident	FY 11	\$5.00	\$5.00	Per session	\$5.00
18-59, Non-Resident	FY 11	\$10.00	\$10.00	Per session	\$10.00
18-59, Resident/Membership	FY 23	\$318.00	\$318.00	Per year	\$318.00
18-59, Resident	N/A	N/A	N/A	Per month	* \$28.00
18-59, Non-Resident/Membership	FY 23	\$572.00	\$572.00	Per year	\$572.00

**City of Portsmouth  
Fee Schedule  
Recreation**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
18-59, Non-Resident	N/A	N/A	N/A	Per month	* \$49.00
Senior Citizen, Resident	FY 11	\$3.00	\$3.00	Per session	\$3.00
Senior Citizen, Non-Resident	FY 11	\$5.00	\$5.00	Per session	\$5.00
Senior Citizen, Resident/Membership	FY 23	\$254.00	\$254.00	Per year	\$254.00
Senior Citizen, Resident	N/A	N/A	N/A	Per month	* \$23.00
Senior Citizen, Non-Resident/Membership	FY 23	\$318.00	\$318.00	Per year	\$318.00
Senior Citizen, Non-Resident	N/A	N/A	N/A	Per month	* \$28.00
First Adult, Resident/Family Rate	FY 23	\$318.00	\$318.00	Per year	\$318.00
First Adult, Non-Resident/Family Rate	FY 23	\$572.00	\$572.00	Per year	\$572.00
Second Adult, Resident/Family Rate	FY 23	\$190.00	\$190.00	Per year	\$190.00
Second Adult, Non-Resident/Family Rate	FY 23	\$318.00	\$318.00	Per year	\$318.00
Maximum Per Family, Resident/Family Rate	FY 23	\$763.00	\$763.00	Per year	\$763.00
Maximum Per Family, Non-Resident/Family Rate	FY 23	\$1,018.00	\$1,018.00	Per year	\$1,018.00
Pool Rental	FY 23	\$192.00	\$192.00	Per hour	\$192.00
per staff	FY 09	\$40.00	\$40.00	Per hour	\$40.00
New Member Processing Fee	FY 19	\$25.00	\$25.00	Initial fee	\$25.00

**RECREATION-OUTDOOR POOL**

18 & Under, Resident	PRE FY 02	\$0.00	\$0.00	Per day	\$0.00
18 & Under, Non-Resident	FY 23	\$3.00	\$3.00	Per day	\$3.00
19 & Over, Resident	FY 23	\$3.00	\$3.00	Per day	\$3.00
19 & Over, Non-Resident	FY 23	\$5.00	\$5.00	Per day	\$5.00
Military Discount: (City Council adopted 05/02/22)					
18 & Under	FY 22	\$0.00	\$0.00	Per day	\$0.00

**City of Portsmouth  
Fee Schedule  
Recreation**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
19 & over	FY 22	\$2.00	\$2.00	Per day	\$2.00
<b>RECREATION-MISCELLANEOUS</b>					
*Grass Field - (Game or Practice)	FY 22	\$20.00	\$20.00	Per hour	\$20.00
*Gym - (Game or Practice)	FY 22	\$50.00	\$50.00	Per hour	\$50.00
*Does not include local non-profits & youth sports leagues					
Co-sponsored (non-swim team) programs					
maintenance fee (placed in maintenance fund)	FY 06	\$200.00	\$200.00	Per team	\$200.00
Non-Resident participants in co-sponsored					
(non-swim team) programs					
(placed in maintenance fund)	FY 06	\$20.00	\$20.00	Per lane	\$20.00
Turf Field - (Game or Practice)	FY 22	\$75.00	\$75.00	Per hour	\$75.00
*Does not include local non-profits & youth sports leagues					
Electrical Light Usage at Ballfields (does not apply to youth athletics)	FY 25	\$60.00	\$65.00	Per usage	\$65.00
<b>Room Rentals:</b>					
Senior Activity Center Room #1	FY 22	\$50.00	\$50.00	Per hour	\$50.00
Senior Activity Center General (Rooms #4, #5, kitchen)	FY 22	\$25.00	\$25.00	Per hour	\$25.00
Senior Activity Center Assembly Hall	FY 22	\$50.00	\$50.00	Per hour	\$50.00

**City of Portsmouth  
Fee Schedule  
Recreation**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
<b>PIERCE ISLAND BOAT LAUNCH</b>					
Boat Launch (Non-Resident)	FY 23	\$175.00	\$175.00	Per season	\$175.00
Boat Launch (Non-Resident)	FY 14	\$20.00	\$20.00	Per launch	\$20.00
Kayak, non-motorized, (Non-Resident)	FY 14	\$10.00	\$10.00	Per launch	\$10.00
Kayak, non-motorized, (Non-Resident)	FY 23	\$100.00	\$100.00	Per season	\$100.00
Kayak rack rental, (Resident)	N/A	N/A	N/A	Per season	* \$200.00
Kayak rack rental, (Non-Resident)	N/A	N/A	N/A	Per season	* \$240.00
Commercial (Non-Resident)	FY 14	\$50.00	\$50.00	Per launch	\$50.00
Commercial (Non-Resident)	FY 22	\$300.00	\$300.00	Per season	\$300.00
<b>Military Discount: (City Council adopted 05/02/22)</b>					
Motorized craft	FY 22	\$10.00	\$10.00	Per launch	\$10.00
Motorized craft	FY 22	\$75.00	\$75.00	Per season	\$75.00
Non-Motorized craft	FY 22	\$5.00	\$5.00	Per launch	\$5.00
Commercial boats	FY 22	\$15.00	\$15.00	Per launch	\$15.00

**RECREATION DEPARTMENT**  
**General Fund Revenues from fees**

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
<b>Outdoor Pool</b>	\$1,276	\$14,300	\$41,779	\$44,067	\$40,000
<b>Spinnaker Point</b>	\$2,868	\$179,307	\$309,748	\$367,606	\$275,000
<b>Boat Ramp Fees</b>	\$17,338	\$19,397	\$26,267	\$25,434	\$20,000
<b>Rentals</b>	N/A	\$5,345	\$10,770	\$22,495	\$10,000
<b>Total General Fund Recreation Fee Revenue</b>	<b>\$21,482</b>	<b>\$213,004</b>	<b>\$388,564</b>	<b>\$459,602</b>	<b>\$345,000</b>
<b>Special Revenue Fund Fee Revenue</b>					
	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
<b>Indoor Pool</b>	(\$6,046)	\$251,031	\$362,895	\$359,522	\$367,000
<b>Total Recreation Revenue from Fees</b>	<b>\$15,436</b>	<b>\$464,035</b>	<b>\$751,459</b>	<b>\$819,123</b>	<b>\$712,000</b>

**City of Portsmouth  
Fee Schedule  
Health Department**

\* (Indicates change from current fee)

<u>Description</u>		<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
<b>HEALTH</b>					
(*All initial annual food permits will be prorated on the date of issuance from Oct 1st)					
<b>Class</b>					
A4	Restaurants (400 + seating capacity)	FY 21	\$650.00	\$650.00	Annually*
A3	Restaurants (300-399 seating capacity)	FY 21	\$600.00	\$600.00	Annually*
A2	Restaurants (200-299 seating capacity)	FY 21	\$550.00	\$550.00	Annually*
A1	Restaurants (100-199 seating capacity)	FY 21	\$450.00	\$450.00	Annually*
B	Restaurants (76-99 seating capacity)	FY 21	\$350.00	\$350.00	Annually*
C	Restaurants (51-75 seating capacity)	FY 21	\$300.00	\$300.00	Annually*
D	Restaurants (26-50 seating capacity)	FY 21	\$275.00	\$275.00	Annually*
E	Restaurants (0-25 seating capacity)	FY 21	\$200.00	\$200.00	Annually*
E	Bakeries	FY 21	\$200.00	\$200.00	Annually*
E	Markets or stores with less than 2 food preparation areas selling prepared foods and including fish markets, seafood stores and fish processing facilities	FY21	\$200.00	\$200.00	Annually*
E	Catering only	FY 25	\$150.00	\$200.00	Annually*
F	Supermarkets, hospitals, hotels	FY21	\$650.00	\$650.00	Annually*
G	Bed and Breakfast Operations	FY21	\$125.00	\$125.00	Annually*
N	Nursing Home (Food Service)	FY21	\$100.00	\$100.00	Annually*
H	Prepackaged Foods (movie theaters, gas stations, video, candy, department, drug stores)	FY21	\$100.00	\$100.00	Annually*
M	Mobile Food Operations	FY 12	\$200.00	\$200.00	Annually*

**City of Portsmouth  
Fee Schedule  
Health Department**

\* (Indicates change from current fee)

	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
T	Temporary Food Permit - on site prep (Portsmouth business with food service permit exempt)	FY 14	\$125.00	\$125.00 (Up to two (2) weeks before the day of the event)	\$125.00
		PRE FY 02	\$100.00	\$100.00 (Additional thereafter)	\$100.00
TT	Temporary Food Permit - sell/sample only (Portsmouth business with food service permit exempt) (Temporary food permit exemptions will also apply to human services and non profit businesses)	FY 25	\$15.00	\$50.00 (Up to four (4) weeks before the day of the event)	\$50.00
		FY 10	\$40.00	\$40.00 (Additional thereafter)	\$40.00
V	Limited Events (permit covers up to 4 events per year)	FY 25	\$150.00	\$200.00 Limit 1 permit per year	\$200.00
W	Farmer's Market Permit (period 5/01/xx-11/01/xx)	FY 07	\$140.00	\$140.00 Annually	\$140.00
	Winter Farmer's Market Permit (11/1/xx-4/30/xx)	N/A	N/A	N/A Annually	* \$140.00
X	No Fundraiser Fee for Health Department Permits: Religious Organizations Youth Groups Veteran Groups Disabled School Related organizations	FY 10	No Fee	No Fee	No Fee
	(These organizations will need to obtain the appropriate Health Permit however there will be no fee associated with the permit.)				
Y	Fundraiser Permit	FY 14	\$200.00	\$200.00 Per event	\$200.00
	Plan Review - Food Service Plans	N/A	N/A	N/A Per plan	* \$50.00
	INSPECTION FEES:				
	Family Day Care & Foster Care	FY 16	\$10.00	\$10.00 Every 3 years	\$10.00
Z	Daycare with more than 100 children	FY 16	\$100.00	\$100.00 Every 3 years	\$100.00
	Customer Appreciation Events	FY 18	\$75.00	\$75.00	\$75.00
AB	Temporary Event Coordinator Application	FY 21	\$100.00	\$100.00 Per event	\$100.00

## HEALTH DEPARTMENT

### Revenues from fees

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
<b>Health Permits</b>	<b>\$58,030</b>	<b>\$94,960</b>	<b>\$120,615</b>	<b>\$109,605</b>	<b>\$100,000</b>

FY 24 Health Permits were as follows:

# of Permits	Fees Collected	
3	\$1,950.00	Restaurants (400 + seating capacity)
9	\$5,400.00	Restaurants (300-399 seating capacity)
20	\$11,000.00	Restaurants (200-299 seating capacity)
45	\$20,250.00	Restaurants (100-199 seating capacity)
17	\$5,950.00	Restaurants (76-99 seating capacity)
36	\$10,800.00	Restaurants (51-75 seating capacity)
24	\$6,600.00	Restaurants (26-50 seating capacity)
101	\$20,200.00	Restaurants (0-25 seating capacity)
1	\$150.00	Catering
7	\$4,550.00	Supermarkets
0	\$0.00	Bed and Breakfast Operations
4	\$400.00	Nursing Homes
1	\$10.00	Foster Homes
8	\$800.00	Late Fees
1	\$200.00	Mobile Push Cart
11	\$1,100.00	Prepackaged Foods (movie theaters, gas stations, video, candy, department, drug stores)
14	\$2,800.00	Mobile Food Operations
6	\$1,200.00	Temporary Food Permit
15	\$1,500.00	Temporary Event Coordinator Fee
23	\$2,875.00	Temporary Event Food Truck
9	\$135.00	Temporary Event Food Sampling
22	\$2,750.00	Temporary Event Vendor Fee
3	\$75.00	Limited Events (1 to 4 events per year)
17	\$2,380.00	Farmer's Market Permit (period 5/01/xx-11/01/xx)
	\$0.00	No Fundraiser Fee for Health Department Permits:
		Religious Organizations
		Youth Groups
		Veteran Groups
		Disabled
		School Related organizations
		These organizations will need to obtain the appropriate Health Permit however there will be no fee associated with the permit.



**City of Portsmouth**  
**Fee Schedule**  
**Parking / Transportation**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
<p><b>Note: When using an EZ Park transponder or the smart phone ParkMobile App at a meter parking space, residence receive a \$0.50 hourly discount.</b></p>				
<b>Sign Permit-Private Parking Lot</b>	<b>FY 21</b>	<b>\$50.00</b>	<b>\$50.00</b>	<b>Annually</b>
<b>Chapter 6: Article XIII Section 1307</b>				
<b>Vendor From Motor Vehicle</b>	<b>FY 24</b>	<b>\$1,500.00</b>	<b>\$1,500.00</b>	<b>Minimum bid</b>
<b>Permit April 15- November 15</b>				
<b>Valet Parking</b>				
<b>Valet Station- from High Occupancy Metered Parking Spaces</b>	<b>FY 25</b>	<b>\$30.00</b>	<b>\$50.00</b>	<b>Space per day</b>
Valet Station parking spaces are only used when restaurant is open. Parking space may be used by public when not used by the valet service.				
<b>Valet - from Commercial Loading Zone</b>	<b>FY 23</b>	<b>\$1,500.00</b>	<b>\$1,500.00</b>	<b>Annually</b>
Valet Station parking spaces are only used when restaurant is open. Parking space may be used by public when not used by the valet service.				
<b>Chapter 7: Article I Section 114A</b>				
<b>Construction Permit</b>				
<b>Temporary Metered Parking Space Permit</b>	<b>FY 18</b>	<b>\$50.00</b>	<b>\$50.00</b>	<b>Downtown</b>
<b>Temporary Metered Parking Space Permit</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>Citywide</b>
<b>Chapter 7: Article III Section 321G</b>				
<b>Snow Emergency-Parking Ban</b>				
<b>Resident Snow Ban Rate for Parking in High Hanover</b>	<b>FY 25</b>	<b>\$5.00</b>	<b>\$10.00</b>	<b>Per snow ban event</b>
<b>Resident Snow Ban Rate for Parking in Foundry Place</b>	<b>FY 24</b>	<b>\$5.00</b>	<b>\$5.00</b>	<b>Per snow ban event</b>

**City of Portsmouth  
Fee Schedule  
Parking / Transportation**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
<b><u>Chapter 7: Article IV Section 402 C</u></b>				
<b>High Hanover Parking Garage</b>				
<b>Rates</b>	<b>FY 21</b>	<b>\$2.00</b>	<b>\$2.00</b>	<b>Hourly rate</b>
	<b>FY 21</b>	<b>\$5.00</b>	<b>\$5.00</b>	<b>Resident-Sunday-maximum</b>
	<b>FY 20</b>	<b>\$200.00</b>	<b>\$200.00</b>	<b>Monthly 24 hr-resident pass</b>
	<b>FY 21</b>	<b>\$275.00</b>	<b>\$275.00</b>	<b>Monthly-24 hr-non-resident pass</b> *
	<b>FY 17</b>	<b>20 Hrs@ Hr rate</b>	<b>20 Hrs@ Hr rate</b>	<b>Lost ticket fee/max daily rate</b>
	<b>FY 16</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Garage pass deposit</b>
	<b>FY 08</b>	<b>\$15.00</b>	<b>\$15.00</b>	<b>Pass late fee</b> *
<b><u>Chapter 7: Article IV Section 402 L</u></b>				
<b>Foundry Place Parking Garage</b>				
<b>Rates</b>	<b>FY 19</b>	<b>\$1.00</b>	<b>\$1.00</b>	<b>Hourly rate</b>
	<b>FY 19</b>	<b>Free</b>	<b>Free</b>	<b>Resident-Sunday</b>
	<b>FY 19</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Monthly 24 hr-resident pass</b>
	<b>FY 19</b>	<b>\$125.00</b>	<b>\$125.00</b>	<b>Monthly-24 hr-non-resident pass</b> *
	<b>FY 19</b>	<b>20 Hrs@ Hr rate</b>	<b>20 Hrs@ Hr rate</b>	<b>Lost ticket fee/max daily rate</b>
	<b>FY 19</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Garage pass deposit</b>
	<b>FY 19</b>	<b>\$15.00</b>	<b>\$15.00</b>	<b>Pass late fee</b> *

**City of Portsmouth  
Fee Schedule  
Parking / Transportation**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
<b>Downtown Employee HOURLY Parking Program:</b>					
This program serves active individual employees of Downtown Portsmouth businesses. Each employee holds his/her own account with the parking garage, and renews pre-purchased hours as needed.					
	FY 21	\$3.00	\$3.00	Per use: maximum allowable days: 20 (10 hr pass)	\$3.00
<b>Electric Vehicle Charging</b>	FY 20	\$1.25	\$1.25	Hourly first 4 hours	* \$2.00
	FY 20	\$3.00	\$3.00	Hourly thereafter	* \$4.00
Current Locations-City Hall, High Hanover Parking Garage and Foundry Place Parking Garage Note: If Parking in a Parking Facility regular Parking Fees will be charged in addition to charging station fees.					
<b><u>Chapter 7: Article IV Section 408</u></b>					
<b>Boat launch</b>					
<b>Peirce Island Overnight Boat Launch Parking</b>	FY 19	\$15.00	\$15.00	Nightly	\$15.00
<b><u>Chapter 7: Article VI Section 604</u></b>					
<b>Truck Loading/Unloading Zones</b>					
<b>Commercial Loading Zone Permit</b>	FY 22	\$250.00	\$250.00	Annually	\$250.00
<b><u>Chapter 7: Article IX Section 903</u></b>					
<b>Summons Administration Fee</b>					
<b>Summons Administration Fee</b>	FY 16	\$150.00	\$150.00		* \$300.00
<b><u>Chapter 7: Article X Section 1004F</u></b>					
<b>Towing</b>					
<b>Immobilization Penalty</b>	FY 15	\$150.00	\$150.00		* \$300.00
<b>Residential Neighborhood Parking</b>	N/A	N/A	N/A		TBD

**PARKING / TRANSPORTATION DIVISION**  
**Revenues from fees**

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
<b>Parking-Area Service Agreements</b>	\$371,002	\$48,900	\$32,209	\$42,520	\$52,000
<b>Foundry Place Parking Garage Hourly</b>	\$170,210	\$327,813	\$422,563	\$478,709	\$430,000
<b>Foundry Place Parking Garage Passes</b>	\$305,634	\$393,844	\$482,150	\$530,557	\$523,500
<b>Hanover Parking Garage Hourly</b>	\$1,805,836	\$2,549,787	\$2,357,141	\$1,993,811	\$2,350,000
<b>Hanover Parking Garage Passes</b>	\$1,308,949	\$1,304,841	\$1,239,062	\$1,088,839	\$1,168,800
<b>Hanover Parking Garage Passes Reinstatement</b>	\$990	\$1,241	\$660	\$285	\$750
<b>Foundry Place Parking Garage Passes Reinstatement</b>	\$1,395	\$1,775	\$1,150	\$1,470	\$750
<b>Immobilization Admin Fee</b>	\$5,250	\$5,614	\$5,700	\$11,475	\$6,000
<b>Total Parking/Transportation Fee Revenue</b>	<b>\$3,961,632</b>	<b>\$4,625,186</b>	<b>\$4,540,636</b>	<b>\$4,147,667</b>	<b>\$4,531,800</b>

Note: 1) Parking revenues are recorded in both the General Fund and the Special Revenue Parking/Trans Fund.

2) Parking Meters and Parking Violations are administered through ordinance not the fee schedule.

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24
<b>Vendor From Motor Vehicle</b>				
Permits	0	0	0	0
Revenue	\$0	\$0	\$0	\$0
<b>Hanover Parking Garage Monthly Passes Issued</b>				
Resident	161	118	114	108
Non-Resident	286	282	275	259
Total	447	400	389	367
<b>Foundry Place Parking Garage Monthly Passes Issued (Opened 10-31-18)</b>				
Resident	96	122	127	136
Non-Resident	176	221	242	225
Total	272	343	369	361
<b>Peirce Island Overnight Parking</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>
Permits	0	1	1	0
Revenue	\$0	\$15	\$15	\$0
<b>Commercial Loading Zone permit</b>				
Permits	20	5	13	12
Revenue	\$2,000	\$1,250	\$3,250	\$3,000

**City of Portsmouth  
Fee Schedule  
Water / Sewer Divisions**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
<b><u>Chapter 11: Article II Section 204</u></b>				
<b>Private Sewage Disposal</b>				
<b>Inspection Fee</b>	<b>PRE FY 02</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b><u>Chapter 11: Article II Section 205</u></b>				
<b>Building Sewers and Connections</b>				
<b>Storm Water Connection Permit Fee (Dependent upon revision of ordinance)</b>				
<b>Stormwater Connection Fee</b>	<b>FY 25</b>	<b>N/A</b>	<b>\$400.00</b>	<b>New customer</b>
<b>Industrial Discharge Permit Fee, Including Permit Renewals</b>				
<b>Regulatory Compliance Sampling</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>* \$500.00</b>
<b>Class 1, Permit</b>	<b>FY 08</b>	<b>Consultant Based Fee</b>	<b>Consultant Based Fee</b>	<b>Consultant Based Fee</b>
<b>Class 2, Permit</b>	<b>FY 08</b>	<b>Consultant Based Fee</b>	<b>Consultant Based Fee</b>	<b>Consultant Based Fee</b>
<b>Class 3, Permit</b>	<b>FY 08</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>Per permit</b>
<b>Class 4, Permit</b>	<b>FY 08</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>Per permit</b>
<b>Class 5, Permit</b>	<b>FY 08</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>Per permit</b>
<b>Class 6, Permit</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>Per permit</b>
<b>Oil and Grease Trap Permit Fee</b>	<b>FY 15</b>	<b>\$150.00</b>	<b>\$150.00</b>	<b>New customer (inspection included)</b>
<b>Oil and Grease Trap Permit Renewal Fee</b>	<b>FY 15</b>	<b>\$75.00</b>	<b>\$75.00</b>	<b>Annual</b>
<b>Re-Inspection Fee</b>	<b>FY19</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Per visit</b>
<b>Renewal Fee w/out Compliance or Documentation</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>* \$175.00</b>

**City of Portsmouth  
Fee Schedule  
Water / Sewer Divisions**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
<b>WATER and SEWER FEES</b>				
Finance Charge, Unpaid balances after due date	PRE FY 02	18% annual	18% annual	18% annual
Turn On	FY 16	\$40.00	\$40.00	Per occurrence \$40.00
Delinquent Tag	FY 19	\$25.00	\$25.00	After threshold of \$150 \$25.00
Turn Off	FY 16	\$40.00	\$40.00	Per occurrence \$40.00
Final Billing Request	FY 14	\$40.00	\$40.00	Per occurrence \$40.00
Final Billings (if customer reads)	FY 05	N/A	N/A	Per occurrence N/A
Hydrant Meter Rental Deposit	FY 20	\$1,500.00	\$1,500.00	Per occurrence \$1,500.00
Yearly Account History	PRE FY 02	\$10.00	\$10.00	Per occurrence \$10.00
Frozen Meter Repairs =< 1 1/2"	FY 15	\$50.00	\$50.00	Per occurrence \$50.00
Frozen Meter Repairs >1 1/2"	FY 15	\$100.00	\$100.00	Per occurrence \$100.00
If parts exceed the minimum charge, customer is charged for parts.				
Emergency Callout	FY 19	\$300.00	\$300.00	Per occurrence \$300.00
Based on current wages + benefits Minimum callout=4 hours overtime per union contracts				
Meter Testing <1 1/2"	FY 14	\$50.00	\$50.00	Per occurrence \$50.00
Meter Testing >=1 1/2"	FY 17	\$75.00	\$75.00	Per occurrence \$75.00
When requested by customer, (if meter test fails no charge to customer)				
Water Services Application Fee	FY 15	\$150.00	\$150.00	Per occurrence * \$300.00

**City of Portsmouth  
Fee Schedule  
Water / Sewer Divisions**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
Meter Reading System Repairs	FY 17	\$60.00	\$60.00	Per occurrence	\$60.00
Plus cost of parts					
Meter Rental (any size)	FY 20	\$10.00	\$10.00	Daily	\$10.00
Water Services Application Fee					
5/8" & 3/4"	PRE FY 02	\$4.95	\$4.95	Monthly	\$4.95
1"	PRE FY 02	\$8.27	\$8.27	Monthly	\$8.27
1 1/2"	PRE FY 02	\$14.25	\$14.25	Monthly	\$14.25
2"	PRE FY 02	\$22.91	\$22.91	Monthly	\$22.91
3"	PRE FY 02	\$36.26	\$36.26	Monthly	\$36.26
4"	PRE FY 02	\$68.74	\$68.74	Monthly	\$68.74
6"	PRE FY 02	\$120.27	\$120.27	Monthly	\$120.27
8"	PRE FY 02	\$168.01	\$168.01	Monthly	\$168.01
10"	PRE FY 02	\$252.02	\$252.02	Monthly	\$252.02
Fire Flow Testing	FY 13	\$200.00	\$200.00	Per test	* \$300.00
	FY 17	\$100.00	\$100.00	Per visit	\$100.00
Fire Services, Fee per Month					
1"	FY 08	\$2.55	\$2.55	Monthly	\$2.55
1 1/2"	FY 08	\$3.82	\$3.82	Monthly	\$3.82
2"	FY 08	\$5.09	\$5.09	Monthly	\$5.09
2 1/2"	FY 08	\$7.64	\$7.64	Monthly	\$7.64
3"	FY 08	\$12.22	\$12.22	Monthly	\$12.22
4"	FY 25	\$23.93	\$25.06	Monthly	\$25.06
5"	FY 25	\$43.73	\$46.04	Monthly	\$46.04
6"	FY 25	\$70.99	\$74.86	Monthly	\$74.86
8"	FY 25	\$152.65	\$161.45	Monthly	\$161.45
10"	FY 25	\$275.42	\$291.62	Monthly	\$291.62

**City of Portsmouth  
Fee Schedule  
Water / Sewer Divisions**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
12"	FY 25	\$445.77	\$472.31	Monthly	\$472.31
Hydrant Service Fee to Municipalities	FY 25	\$375.00	\$400.00	Annually (per hydrant)	* \$425.00
Roadway & Utility Excavation Contractor Permit	FY22	\$50.00	\$50.00	Initial certification	\$50.00
(Electric/Lighting/Signal/Gas/Telephone/Cable	FY22	\$25.00	\$25.00	Annual fee: certification renewal	\$25.00
Road/Sidewalk)	FY22	\$25.00	\$25.00	Annual fee; additional certifications	\$25.00
	FY22	\$500.00	\$500.00	Recertification following suspension	\$500.00
Backflow Test	FY 23	\$60.00	\$60.00	Per device each occurrence	\$60.00
Backflow Test (Repeat-within 15 days)	FY 20	n/c	n/c	No charge	n/c
Backflow Test (Repeat-beyond 15 days)	FY 20	\$75.00	\$75.00	Per occurrence	\$75.00
Backflow Permits and Inspection	FY 19	\$100.00	\$100.00	Per occurrence	\$100.00
Bacteria Test and Sampling	FY 17	\$75.00	\$75.00	Per occurrence	\$75.00
Sewer Surcharges-BOD Portsmouth	FY 15	\$0.20	\$0.20	Per LB	\$0.20
Pease	FY 15	\$0.20	\$0.20	Per LB	\$0.20
TSS Portsmouth	FY 15	\$0.17	\$0.17	Per LB	\$0.17
Pease	FY 15	\$0.17	\$0.17	Per LB	\$0.17
Dumping Fees per 1,000 gals	FY 25	\$75.00	\$100.00	Per 1,000 gallons	\$100.00
Recreation Vehicles *Non-Resident*	FY 17	\$30.00	\$30.00	Per visit	\$30.00
Sewer Connection Permits, as req'd ENV-WQ 703.07	FY 15	\$150.00	\$150.00	New customer	\$150.00
Sewer Connection Fees	FY 15	\$350.00	\$350.00	New customer	\$350.00



**City of Portsmouth  
Fee Schedule  
Water / Sewer Divisions**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
Equipment Rate (Water & Sewer) - Pick Up	FY 12	\$15.00	\$15.00	Per hour * \$25.00
Pump Truck	FY 20	\$150.00	\$150.00	Per hour * \$165.00
Backhoe	FY 23	\$60.00	\$60.00	Per hour \$60.00
Excavator	FY 16	\$75.00	\$75.00	Per hour * \$140.00
1-Ton Dump	FY 23	\$65.00	\$65.00	Per hour * \$35.00
6-Wheeler Dump	N/A	N/A	N/A	Per hour * \$75.00
10-Wheeler Dump	N/A	N/A	N/A	Per hour * \$95.00
Compressor	FY 17	\$20.00	\$20.00	Per hour * \$35.00
Tapping	FY 17	\$25.00	\$25.00	Per hour * \$35.00
Pump	FY 14	\$15.00	\$15.00	Per hour * \$25.00
Loader	FY 16	\$60.00	\$60.00	Per hour * \$80.00
Steamer	FY 14	\$15.00	\$15.00	Per hour * \$25.00
Vactor	FY 23	\$175.00	\$175.00	Per hour * \$225.00
TV Camera Vehicle	FY 17	\$150.00	\$150.00	Per hour * \$175.00
Mini Excavator	N/A	N/A	N/A	Per hour * \$75.00

**Water - Capacity Surcharge Fee  
EDU = equivalent dwelling unit**

1"	FY 23	\$1,434.00	\$1,434.00	Per EDU new service	\$1,434.00
1 1/2"	FY 23	\$2,868.00	\$2,868.00	Per EDU new service	\$2,868.00
2"	FY 23	\$4,588.80	\$4,588.80	Per EDU new service	\$4,588.80
3"	FY 23	\$9,177.60	\$9,177.60	Per EDU new service	\$9,177.60
4"	FY 23	\$14,340.00	\$14,340.00	Per EDU new service	\$14,340.00
6"	FY 23	\$28,680.00	\$28,680.00	Per EDU new service	\$28,680.00
8"	FY 23	\$45,888.00	\$45,888.00	Per EDU new service	\$45,888.00
10"	FY 23	\$68,832.00	\$68,832.00	Per EDU new service	\$68,832.00

**City of Portsmouth  
Fee Schedule  
Water / Sewer Divisions**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
<b>Sewer - Capacity Surcharge Fee</b>					
EDU = equivalent dwelling unit					
1"	FY 23	\$3,985.00	\$3,985.00	Per EDU new service	\$3,985.00
1 1/2"	FY 23	\$7,970.00	\$7,970.00	Per EDU new service	\$7,970.00
2"	FY 23	\$12,752.00	\$12,752.00	Per EDU new service	\$12,752.00
3"	FY 23	\$25,504.00	\$25,504.00	Per EDU new service	\$25,504.00
4"	FY 23	\$39,850.00	\$39,850.00	Per EDU new service	\$39,850.00
6"	FY 23	\$79,700.00	\$79,700.00	Per EDU new service	\$79,700.00
8"	FY 23	\$127,520.00	\$127,520.00	Per EDU new service	\$127,520.00
10"	FY 23	\$191,280.00	\$191,280.00	Per EDU new service	\$191,280.00

## WATER AND SEWER DIVISION

### Revenues from fees

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25	
<b>Hydrant Rentals to Municipalities</b>						
Permits	1040	1040	1038			
Revenue	\$312,000	\$338,000	\$363,300	\$399,750	\$426,400	Water Only
<b>Backflow Test</b>						
Permits	2057	1778	1846	2087	2088	
Revenue	\$102,850	\$97,790	\$110,770	\$125,221	\$125,000	Water Only
<b>Dumping Fees per 1,000 gals</b>						
M gallons	1.075	1636	2160	2497	3000	
Revenue	\$80,634	\$102,805	\$161,990	\$187,283	\$225,000	Sewer Only
<b>Water - Capacity Improvement Multiplier (CIM)</b>	\$65,950	\$153,870	\$149,237	\$97,512	\$140,000	
<b>Sewer - Capacity Improvement Multiplier (CIM)</b>	\$136,080	\$181,020	\$255,837	\$194,468	\$275,000	

Note: Revenue recorded in Enterprise Funds

**City of Portsmouth  
Fee Schedule  
Library**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>Suggested FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>
<b>LIBRARY</b>				
<u>Interlibrary loan fee for out of state materials</u>	<u>FY 24</u>	<u>\$15.00</u>	<u>\$15.00</u>	<u>\$15.00</u>
<u>Non-Resident Library Card</u>	<u>FY 20</u>	<u>\$100.00</u>	<u>\$100.00</u>	<u>\$100.00</u>
<u>Non-Resident Library Card-3 months</u>	<u>FY 24</u>	<u>\$35.00</u>	<u>\$35.00</u>	<u>\$35.00</u>
<u>Non-Resident Library Card-6 months</u>	<u>FY 20</u>	<u>\$55.00</u>	<u>\$55.00</u>	<u>\$55.00</u>
<u>Non-Resident Library Card-Senior Rate</u>	<u>FY 20</u>	<u>\$90.00</u>	<u>\$90.00</u>	<u>\$90.00</u>
<u>Non-Resident Library Card-Senior Rate-3 months</u>	<u>FY 24</u>	<u>\$30.00</u>	<u>\$30.00</u>	<u>\$30.00</u>
<u>Non-Resident Library Card-Senior Rate-6 months</u>	<u>FY 20</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>\$50.00</u>

Businesses located within the city are eligible for a free Portsmouth Public Library Business card, whether the business owns or rents space.

Non-profit organizations and state agencies are included in these provisions.

**Library  
Revenues from fees**

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24
<b>Library Cards</b>	<b>\$25,170</b>	<b>\$31,950</b>	<b>\$34,755</b>	<b>\$36,994</b>

Note: Revenue recorded in a Special Revenue Fund

**City of Portsmouth  
Fee Schedule  
Prescott Park**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
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**Chapter 8: Article II Section 202 E 7 b**

**Park Property-**

**Park Property-Per Hour Docking Fees**

\*Note: A cancellation request within 24 hrs of reservation will not be refunded

**HOURLY RATE WOODEN DOCKS**

**RESIDENT (May 1-Sep 30)**

Craft up to twenty (20) ft in length overall	FY 24	\$5.00	\$5.00	Per hour	\$5.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$6.00	\$6.00	Per hour	\$6.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$7.00	\$7.00	Per hour	\$7.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$10.00	\$10.00	Per hour	\$10.00
For craft over fifty (50) ft overall	FY 24	\$11.00	\$11.00	Per hour	\$11.00

**HOURLY RATE - WOODEN DOCKS**

**NON-RESIDENT (May 1-Sep 30)**

Craft up to twenty (20) ft in length overall	FY 24	\$9.00	\$9.00	Per hour	\$9.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$12.00	\$12.00	Per hour	\$12.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$16.00	\$16.00	Per hour	\$16.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$20.00	\$20.00	Per hour	\$20.00
For craft over fifty (50) ft overall	FY 24	\$24.00	\$24.00	Per hour	\$24.00

**City of Portsmouth  
Fee Schedule  
Prescott Park**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
<b>RESIDENT (Oct 1-Apr 30)</b>					
<b><u>HOURLY RATE - WOODEN DOCKS</u></b>					
Craft up to twenty (20) ft in length overall	FY 24	\$4.00	\$4.00	Per hour	\$4.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$5.00	\$5.00	Per hour	\$5.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$6.00	\$6.00	Per hour	\$6.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$9.00	\$9.00	Per hour	\$9.00
For craft over fifty (50) ft overall	FY 24	\$10.00	\$10.00	Per hour	\$10.00
<b>NON-RESIDENT (Oct 1-Apr 30)</b>					
<b><u>HOURLY RATE - WOODEN DOCKS</u></b>					
Craft up to twenty (20) ft in length overall	FY 24	\$6.00	\$6.00	Per hour	\$6.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$9.00	\$9.00	Per hour	\$9.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$10.00	\$10.00	Per hour	\$10.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$11.00	\$11.00	Per hour	\$11.00
For craft over fifty (50) ft overall	FY 24	\$14.00	\$14.00	Per hour	\$14.00
<b><u>4 HOUR MINIMUM RATE - CEMENT DOCK</u></b>					
<b>RESIDENT (May 1-Sep 30)</b>					
<b><u>4 HOUR MINIMUM RATE - CEMENT DOCK</u></b>					
Craft up to twenty (20) ft in length overall	FY 24	\$13.00	\$13.00	Per 4 hours-over 4 hrs pay daily rate	\$13.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$17.00	\$17.00	Per 4 hours-over 4 hrs pay daily rate	\$17.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$21.00	\$21.00	Per 4 hours-over 4 hrs pay daily rate	\$21.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$33.00	\$33.00	Per 4 hours-over 4 hrs pay daily rate	\$33.00
For craft over fifty (50) ft overall	FY 24	\$37.00	\$37.00	Per 4 hours-over 4 hrs pay daily rate	\$37.00

**City of Portsmouth  
Fee Schedule  
Prescott Park**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
<b>NON-RESIDENT (May 1-Sep 30)</b>					<b><u>4 HOUR MINIMUM RATE - CEMENT DOCK</u></b>
Craft up to twenty (20) ft in length overall	FY 24	\$25.00	\$25.00	Per 4 hours-over 4 hrs pay daily rate	\$25.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$33.00	\$33.00	Per 4 hours-over 4 hrs pay daily rate	\$33.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$41.00	\$41.00	Per 4 hours-over 4 hrs pay daily rate	\$41.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$65.00	\$65.00	Per 4 hours-over 4 hrs pay daily rate	\$65.00
For craft over fifty (50) ft overall	FY 24	\$73.00	\$73.00	Per 4 hours-over 4 hrs pay daily rate	\$73.00
<b>RESIDENT (Oct 1-Apr 30)</b>					<b><u>4 HOUR MINIMUM RATE - CEMENT DOCK</u></b>
Craft up to twenty (20) ft in length overall	FY 24	\$9.00	\$9.00	Per 4 hours-over 4 hrs pay daily rate	\$9.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$13.00	\$13.00	Per 4 hours-over 4 hrs pay daily rate	\$13.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$17.00	\$17.00	Per 4 hours-over 4 hrs pay daily rate	\$17.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$29.00	\$29.00	Per 4 hours-over 4 hrs pay daily rate	\$29.00
For craft over fifty (50) ft overall	FY 24	\$33.00	\$33.00	Per 4 hours-over 4 hrs pay daily rate	\$33.00
<b>NON-RESIDENT (Oct 1-Apr 30)</b>					<b><u>4 HOUR MINIMUM RATE - CEMENT DOCK</u></b>
Craft up to twenty (20) ft in length overall	FY 24	\$13.00	\$13.00	Per 4 hours-over 4 hrs pay daily rate	\$13.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$25.00	\$25.00	Per 4 hours-over 4 hrs pay daily rate	\$25.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$29.00	\$29.00	Per 4 hours-over 4 hrs pay daily rate	\$29.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$33.00	\$33.00	Per 4 hours-over 4 hrs pay daily rate	\$33.00
For craft over fifty (50) ft overall	FY 24	\$45.00	\$45.00	Per 4 hours-over 4 hrs pay daily rate	\$45.00



**City of Portsmouth  
Fee Schedule  
Prescott Park**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
<b>Park Property-Per Day Docking Fees</b>					
(to be paid in advance)					
<b>RESIDENT (May 1-Sep 30)</b>					
Craft up to twenty (20) ft in length overall	FY 24	\$38.00	\$38.00	Per day	\$38.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$44.00	\$44.00	Per day	\$44.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$50.00	\$50.00	Per day	\$50.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$62.00	\$62.00	Per day	\$62.00
For craft over fifty (50) ft overall	FY 24	\$74.00	\$74.00	Per day	\$74.00
<b>NON-RESIDENT (May 1-Sep 30)</b>					
Craft up to twenty (20) ft in length overall	FY 24	\$50.00	\$50.00	Per day	\$50.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$74.00	\$74.00	Per day	\$74.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$98.00	\$98.00	Per day	\$98.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$122.00	\$122.00	Per day	\$122.00
For craft over fifty (50) ft overall	FY 24	\$146.00	\$146.00	Per day	\$146.00
<b>RESIDENT (Oct 1-Apr 30)</b>					
Craft up to twenty (20) ft in length overall	FY 24	\$20.00	\$20.00	Per day	\$20.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$24.00	\$24.00	Per day	\$24.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$26.00	\$26.00	Per day	\$26.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$32.00	\$32.00	Per day	\$32.00
For craft over fifty (50) ft overall	FY 24	\$38.00	\$38.00	Per day	\$38.00

**City of Portsmouth  
Fee Schedule  
Prescott Park**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>		<u>Suggested FY 2026 Schedule</u>
<b>NON-RESIDENT (Oct 1-Apr 30)</b>					
Craft up to twenty (20) ft in length overall	FY 24	\$26.00	\$26.00	Per day	\$26.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$38.00	\$38.00	Per day	\$38.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$50.00	\$50.00	Per day	\$50.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$62.00	\$62.00	Per day	\$62.00
For craft over fifty (50) ft overall	FY 24	\$74.00	\$74.00	Per day	\$74.00
<b>Park Property-Seasonal Rental Docking Fees</b>					
<b>RESIDENT (April 2 - November 1)</b>	FY24	\$140.00	\$140.00	Per season per boat foot	* \$150.00
	FY 24	\$2,100.00	\$2,100.00	Per season minimum	\$2,100.00
<b>NON-RESIDENT (April 2 - November 1)</b>	FY24	\$173.00	\$173.00	Per season per boat foot	* \$185.00
	FY 24	\$2,595.00	\$2,595.00	Per season minimum	\$2,595.00
<b>Park Property-Docking Utility Access Fees</b>					
<b>Dock Utility Access:</b>					
<b>Resident</b>	FY 24	\$15.00	\$15.00	Per day	\$15.00
	FY 24	\$300.00	\$300.00	Per season	\$300.00
<b>Non Resident</b>	FY 24	\$15.00	\$15.00	Per day	\$15.00
	FY 24	\$300.00	\$300.00	Per season	\$300.00

**City of Portsmouth  
Fee Schedule  
Prescott Park**

\* (Indicates change from current fee)

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2024 Schedule</u>	<u>FY 2025 Schedule</u>	<u>Suggested FY 2026 Schedule</u>
<b>Park Property-Wedding Reservation Fee</b>				
The wedding reservation fee shall be waived when either one of the persons being married is a Portsmouth resident. The fee shall be refunded in the event that the wedding cannot be held in Prescott Park due to inclement weather.				
<b>Weddings which include 1-10 participants in total</b>	<b>FY 21</b>	<b>\$175.00</b>	<b>\$175.00</b>	<b>\$175.00</b>
<b>Weddings which include 11-74 participants in total</b>	<b>FY 21</b>	<b>\$400.00</b>	<b>\$400.00</b>	<b>\$400.00</b>
<b>Weddings which include more than 74 participants in total</b>	<b>FY 21</b>	<b>\$775.00</b>	<b>\$775.00</b>	<b>\$775.00</b>

**Prescott Park  
Revenues from fees**

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24
<b>Dock Fees (Marine Maintenance Trust)</b>	<b>\$58,812</b>	<b>\$71,975</b>	<b>\$73,451</b>	<b>\$74,367</b>
<b>Weddings</b>	<b>\$3,225</b>	<b>\$3,525</b>	<b>\$3,450</b>	<b>\$2,325</b>

Note: Revenue recorded in a Special Revenue Fund

**CITY OF PORTSMOUTH, NEW HAMPSHIRE  
ANNUAL GENERAL FUND APPROPRIATION  
FOR FISCAL YEAR ENDING JUNE 30, 2026**

**RESOLUTION # XX-2025**

**A RESOLUTION MAKING APPROPRIATION OF SUMS FOR ALL THE NECESSARY GENERAL FUND EXPENDITURES FOR THE OPERATION OF GENERAL OPERATING DEPARTMENTS AND SERVICES OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE FOR THE FISCAL YEAR ENDING JUNE 30, 2026.**

**BE IT RESOLVED:**

By the City Council of the City of Portsmouth, New Hampshire assembled, to defray the current General Fund Expenditures of the City for the Fiscal Year ending June 30, 2026, for the specific purposes stated in the General Fund Budget adopted herewith. Said sums to be appropriated from the General Fund Revenues as follows:

<b>Department</b>	<b>Appropriation</b>
General Government	\$26,664,357
Police	\$14,910,638
Fire	\$12,868,512
School	\$65,915,610
Collective Bargaining Contingency	\$1,990,000
Transfer to Indoor Pool	\$200,000
Transfer to Prescott Park	\$271,370
Transfer to Community Campus	\$470,911
Non-Operating	\$26,603,542
<b>Total</b>	<b>\$149,894,940</b>

**THAT**, there is therefore appropriated the total sum of **One Hundred Forty-Nine Million, Eight Hundred Ninety-Four Thousand, Nine Hundred Forty Dollars**.

**APPROVED BY:**

\_\_\_\_\_  
DEAGLAN MCEACHERN, MAYOR

**ADOPTED BY THE CITY COUNCIL:**

\_\_\_\_\_  
KELLI L. BARNABY, MMC/CNHMC  
CITY CLERK

**CITY OF PORTSMOUTH, NEW HAMPSHIRE  
ANNUAL WATER FUND APPROPRIATION  
AND CASH REQUIREMENTS  
FOR THE FISCAL YEAR ENDING JUNE 30, 2026**

**RESOLUTION # XX-2025 A RESOLUTION MAKING APPROPRIATION OF SUMS OF MONEY FOR ALL NECESSARY WATER FUND EXPENSES FOR THE OPERATION OF THE WATER SYSTEM OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE FOR THE FISCAL YEAR ENDING JUNE 30, 2026.**

**BE IT RESOLVED: BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE, ASSEMBLED AS FOLLOWS:**

**THAT**, there is hereby appropriated the sum of **Thirteen Million, Nine Hundred Sixty-Six Thousand, Three Hundred Twenty-Three (\$13,966,323) Dollars** based on the full accrual basis of accounting to defray expenses for the operations of the water system for the City of Portsmouth.

**THAT**, there is hereby cash requirements of **Fifteen Million, Five Thousand, Three Hundred Fifty-Six (\$15,005,356) Dollars** for the purpose of principal debt repayment, the purchase of assets, and to defray expenses for the operations of the water system.

**THAT**, the water user rate effective July 1, 2025, is **\$5.47** per unit (1 unit equals 100 cubic feet or 748 gallons) for the first 10 units of water consumed per month, and **\$6.58** per unit for all units consumed thereafter to yield a portion of revenue to meet the cash requirements for the operation of the City of Portsmouth's water system.

**THAT**, the water irrigation user rate effective July 1, 2025, is **\$6.58** per unit (1 unit equals 100 cubic feet or 748 gallons) for the first 10 units of water consumed per month, **\$12.43** for consumption over 10 and up to 20 units consumed, and **\$15.34** per unit for all units consumed thereafter to yield a portion of revenue to meet the cash requirements for the operation of the City of Portsmouth's water system.

**APPROVED BY:**

\_\_\_\_\_  
DEAGLAN MCEACHERN, MAYOR

**ADOPTED BY THE CITY COUNCIL:**

\_\_\_\_\_  
KELLI L. BARNABY, MMC/CNHMC  
CITY CLERK

**CITY OF PORTSMOUTH, NEW HAMPSHIRE  
ANNUAL SEWER FUND APPROPRIATION  
AND CASH REQUIREMENTS  
FOR THE FISCAL YEAR ENDING JUNE 30, 2026**

**RESOLUTION # XX-2025 A RESOLUTION MAKING APPROPRIATION OF SUMS OF MONEY FOR ALL NECESSARY SEWER FUND EXPENSES FOR THE OPERATION OF THE SEWER SYSTEM OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE FOR THE FISCAL YEAR ENDING JUNE 30, 2026.**

**BE IT RESOLVED: BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE, ASSEMBLED AS FOLLOWS:**

**THAT**, there is hereby an appropriated sum of **Twenty-Four Million, Three Hundred Twenty-Six Thousand, Three Hundred Fifty-Six (\$24,326,356) Dollars** based on the full accrual basis of accounting to defray expenses for the operation of the sewer system for the City of Portsmouth.

**THAT**, there is hereby cash requirements of **Twenty-Seven Million, Two Hundred Seventy-One Thousand, Nine (\$27,271,009) Dollars** for the purpose of principal debt repayment, purchase of assets, and to defray expenses for the operations of the sewer system.

**THAT**, the sewer user rate effective July 1, 2025 is **\$18.01** per unit (1 unit equals 100 cubic feet or 748 gallons of water consumed) for the first 10 units of consumption per month, and **\$19.81** per unit for all units used thereafter to yield a portion of revenue to meet the cash requirements for the operation of the City of Portsmouth's sewer system.

**APPROVED BY:**

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DEAGLAN MCEACHERN, MAYOR

**ADOPTED BY THE CITY COUNCIL:**

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KELLI L. BARNABY, MMC/CNHMC  
CITY CLERK

**CITY OF PORTSMOUTH, NEW HAMPSHIRE  
ANNUAL APPROPRIATION FOR THE EXPENDITURE OF  
SPECIAL REVENUES, DEBT SERVICE FUND, PORTSMOUTH HOUSING  
ENDOWMENT TRUST, AND COMMITTED FUND BALANCE FOR THE  
FISCAL YEAR ENDING JUNE 30, 2026**

**RESOLUTION # XX-2025**

**A RESOLUTION MAKING APPROPRIATION OF SUMS OF MONEY FROM SPECIAL REVENUES, DEBT SERVICE FUND, PORTSMOUTH HOUSING ENDOWMENT TRUST, AND COMMITTED FUND BALANCE FOR NECESSARY EXPENDITURES FOR THE FISCAL YEAR ENDING JUNE 30, 2026.**

**BE IT RESOLVED:**

**BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE ASSEMBLED AS FOLLOWS:**

**THAT**, there is hereby appropriated supplemental funding from the General Fund Committed Health Insurance Fund Balance to defray the expenses of Health Insurance costs in excess of General Fund Appropriations for Health Insurance Premiums for Fiscal Year ending June 30, 2026.

**THAT**, there is hereby appropriated supplemental funding from the General Fund Committed Leave at Termination Fund Balance to defray the expenses of Leave at Termination in excess of General Fund Appropriations for Leave at Termination for Fiscal Year ending June 30, 2026.

**THAT**, there is hereby appropriated supplemental funding from any other General Fund Committed Fund Balance to defray expenses for Fiscal Year ending June 30, 2026.

**THAT**, there is hereby appropriated any sums necessary to pay debt service associated with Betterment Assessments, to include principal and interest, from a Debt Service Fund for Fiscal Year ending June 30, 2026.

**THAT**, there is hereby appropriated in Governmental or Enterprise Funds any Special Revenues received. Special Revenues include, but not limited to, Parking & Transportation, Community Campus, Indoor Pool, Stormwater, Prescott Park, Federal, State, and Local Grants and Donations for Fiscal Year ending June 30, 2026.

**THAT**, there is hereby appropriated any sums received from Special Revenue Sources to a maximum of **Thirty Million, Five Hundred Thousand (\$30,500,000) Dollars** for the purposes for which such sums may be lawfully expended to include.



**THAT**, there is hereby an appropriation from the Portsmouth Housing Endowment Trust to fund 5% for the Community Development staff salaries and benefits (up to **Ten Thousand (\$10,000) Dollars**) associated with administering the City's first-time homebuyer loan program.

**APPROVED BY:**

---

DEAGLAN MCEACHERN, MAYOR

**ADOPTED BY THE CITY COUNCIL:**

---

KELLI L. BARNABY, MMC/CNHMC  
CITY CLERK

**CITY OF PORTSMOUTH, NEW HAMPSHIRE  
ANNUAL APPROVAL OF INVESTMENT POLICY  
FOR THE FISCAL YEAR ENDING JUNE 30, 2026**

**RESOLUTION # XX-2025 A RESOLUTION APPROVING AN INVESTMENT POLICY  
FOR THE FISCAL YEAR ENDING JUNE 30, 2026**

**RESOLVED: BY THE CITY COUNCIL OF THE CITY OF  
PORTSMOUTH, NEW HAMPSHIRE, ASSEMBLED AS  
FOLLOWS:**

**THAT,** the following investment policy is hereby approved for  
Fiscal Year ending June 30, 2026 in conformance with State Law.

The City of Portsmouth recognizes an investment program as one aspect of sound public financial management. The investment program aims at matching the structure of the money market and operations of the City to achieve the best possible results for the City, considering such matters as safety, liquidity, and overall yield. New Hampshire State Statute (RSA 48:16) authorizes the City Treasurer as custodian of City funds to invest funds not immediately needed for the purpose of expenditure and requires the annual approval by the City Council of an investment policy. The Deputy City Manager – Finance & Administration will serve as the City Treasurer in all aspects of this policy.

**SCOPE**

This Policy applies to all financial assets of the City of Portsmouth. Interest earned on public funds will be considered public money, as is the principal invested. Both are resources to achieve a public purpose.

This policy does not include the Trust Funds. The Trust Funds adhere to the Investment Guidelines for the Trust Assets of the City which are adopted by the Trustees of the Trust Funds.

**OBJECTIVES**

1. Where circumstances may arise and/or in maintaining compliance with this policy, the security and maintenance of principal will take precedent over the security and maintenance of interest.
2. Investments selected shall provide reasonable liquidity as directed by cash flow.
3. The desired return on investments shall be maximized, subject to #1 and #2 above.
4. This investment program encourages participation by financial institutions with the assumption that retention of funds in the local community will, in addition to the direct benefit of investment earnings, benefit the local economy, promote orderly growth, and, in turn, enhance the tax base.

5. The City Treasurer will endeavor to have 100% of available funds invested on a day-to-day basis.

### **DELEGATION OF RESPONSIBILITY**

1. Administration of cash management is by the Deputy City Manager – Finance & Administration / City Treasurer. The Deputy City Manager – Finance & Administration / City Treasurer is responsible for setting major investment strategy and oversees the day to day execution of policy.
2. Whenever the Deputy City Manager – Finance & Administration / City Treasurer has in custody an excess of funds which are not immediately needed for the purpose of expenditure, the Deputy City Manager – Finance & Administration / City Treasurer shall invest these funds in eligible investments defined by RSA 48:16.
3. All participants in the investment process shall act prudently to safeguard the public funds and confidence. Cash Management procedures shall fit the legal requirements and organizational structure and adhere to the commonly accepted "Prudent Person Rule".
4. The Cash Management Program operates daily and requires routine procedures to implement it. The Deputy City Manager – Finance & Administration / City Treasurer shall review cash management and banking services on a continual and ongoing basis to assure that the policy objectives are met.

### **ELIGIBLE INVESTMENT TRANSACTIONS**

Eligible investments are defined by RSA 48:16; accordingly, investments will be in the following types of instruments:

1. The Public Investment Pool established pursuant to RSA 6:45; or
2. Deposits, including money market accounts, or certificates of deposits, or repurchase agreements, and all other types of interest bearing accounts, of federally insured banks authorized to accept deposits under RSA 6:8, I and I-a, or in obligations fully guaranteed as to principal and interest by the United States government.
3. Certificates of deposit which meet all of the following conditions:
  - a) The funds are initially invested through a federally insured bank authorized to accept deposits under RSA 6:8, I and I-a, selected by the Treasurer.
  - b) The selected bank arranges for the redeposit of funds which exceed the federal deposit insurance limitation of the selected bank in deposits in one or more federally insured financial institutions located in the United States, for the account of the Treasurer.
  - c) The full amount of principal and any accrued interest of each such certificate of deposit is covered by federal deposit insurance.
  - d) The selected bank acts as custodian with respect to such certificates of deposit issued for the account of the Treasurer.
  - e) On the same date that the funds are redeposited by the selected bank, the selected bank receives an amount of deposits from customers of other federally insured financial institutions equal to or greater than the amount of the funds initially invested through the selected bank by the Treasurer.

## **SAFEKEEPING AND COLLATERALIZATION**

The Deputy City Manager – Finance & Administration / City Treasurer shall have custody of all moneys belonging to the City. The Deputy City Manager – Finance & Administration / City Treasurer shall deposit the same in participation units in the public deposit investment pool established pursuant to RSA 6:45, or in federally insured banks chartered under the laws of New Hampshire or the federal government with a branch within the state, except that funds may be deposited in federally insured banks outside the state if such banks pledge and deliver to a third party custodial bank or the regional federal reserve bank collateral security for such deposits of the following types:

- (a) United States government obligations;
- (b) United States government agency obligations; or
- (c) Obligations of the State of New Hampshire in value at least equal to the amount of the deposit in each case.

## **ETHICS AND CONFLICTS OF INTEREST**

The “Prudent Person Rule” shall be applied in the context of managing an overall portfolio. The authorized individuals acting in accordance with policy, exercising due diligence, and acting in good faith shall be relieved of personal responsibility for an individual investment’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments. Authorized individuals shall refrain from personal business activity that could conflict with the proper execution of the City’s investment program, or which could impair their ability to make impartial decisions.

**APPROVED BY:**

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DEAGLAN MCEACHERN, MAYOR

**ADOPTED BY THE CITY COUNCIL:**

---

KELLI L. BARNABY, MMC/CNHMC  
CITY CLERK

## LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Monday, June 9, 2025, at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH on a proposed ordinance that Chapter 10, ZONING ORDINANCE, CITY OF PORTSMOUTH ZONING MAP be amended as follows: rezone parcels described on the City Tax Map 125 Lot 16; Tax Map 138 Lot 61; Tax Map 138 Lot 62; and a portion of Tax Map 138 Lot 63 from Character District 5 (CD5) to Character District 4-W (CD4-W); to rezone a portion of Tax Map 138 Lot 63 from Character District 5 (CD5) to Character District L1 (CD4-L1); to change the boundary of the North End Incentive Overlay District (NEIOD) to remove City Tax Map 138 Lot 61, Tax Map 138 Lot 60-3, and Tax Map 164 Lot 4 from the NEIOD and to amend the boundary of the Downtown Overlay District (DOD) to align with the amended NEIOD by removing City Tax Map 164 Lot 4, Tax Map 138 Lot 61, Tax Map 138 Lot 60-3 and a portion of Tax Map 138 Lot 63 from the DOD; to amend the building height map from 2-4 stories (50 feet) to 2-3 stories (40 feet) for parcels along Bridge Street to Foundry Place and along Hill Street for City Tax Map 125 Lot 16, Tax Map 138 Lot 62 and Tax Map 125 Lot 14 and to add a building height standard of 2-3 stories (40 feet) along Rock Street to the cul-de-sac at Foundry Place for City Tax Map 138 Lot 63, Tax Map 138 Lot 60-2, and Tax Map 138 Lot 60-3. The Zoning Maps to be amended are referenced in the City's Zoning Ordinance at Chapter 10, Article 4, Zoning and District Use Regulations, Section 10.421, District Location and Boundaries, Section 10.421.10 and Chapter 10, Article 5A, Character Based zoning, Section 10.5A21.10, Content of Regulation Plan, Map 10.5A21A (Character Districts and Civic Districts) and Map 10.5A21B (Building Height Standards), collectively the "Zoning Maps".

The complete Ordinance is available for review in the Office of the City Clerk and Portsmouth Public Library, during regular business hours.

KELLI L. BARNABY, MMC/CNHMC  
PORTSMOUTH, NH CITY CLERK

## LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Monday, June 9, 2025, at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH on a proposed ordinance that Chapter 10, ZONING ORDINANCE, CITY OF PORTSMOUTH ZONING MAP be amended as follows: rezone parcels described on the City Tax Map 125 Lot 16; Tax Map 138 Lot 61; Tax Map 138 Lot 62; and a portion of Tax Map 138 Lot 63 from Character District 5 (CD5) to Character District 4-W (CD4-W); to rezone a portion of Tax Map 138 Lot 63 from Character District 5 (CD5) to Character District L1 (CD4-L1); to change the boundary of the North End

Incentive Overlay District (NEIOD) to remove City Tax Map 138 Lot 61, Tax Map 138 Lot 60-3, and Tax Map 164 Lot 4 from the NEIOD and to amend the boundary of the Downtown Overlay District (DOD) to align with the amended NEIOD by removing City Tax Map 164 Lot 4, Tax Map 138 Lot 61, Tax Map 138 Lot 60-3 and a portion of Tax Map 138 Lot 63 from the DOD; to amend the building height map from 2-4 stories (50 feet) to 2-3 stories (40 feet) for parcels along Bridge Street to Foundry Place and along Hill Street for City Tax Map 125 Lot 16, Tax Map 138 Lot 62 and Tax Map 125 Lot 14 and to add a building height standard of 2-3 stories (40 feet) along Rock Street to the cul-de-sac at Foundry Place for City Tax Map 138 Lot 63, Tax Map 138 Lot 60-2, and Tax Map 138 Lot 60-3. The Zoning Maps to be amended are referenced in the City's Zoning Ordinance at Chapter 10, Article 4, Zoning and District Use Regulations, Section 10.421, District Location and Boundaries, Section 10.421.10 and Chapter 10, Article 5A, Character Based zoning, Section 10.5A21.10, Content of Regulation Plan, Map 10.5A21A (Character Districts and Civic Districts) and Map

10.5A21B (Building Height Standards), collectively the "Zoning Maps".

The complete Ordinance is available for review in the Office of the City Clerk and Portsmouth Public Library, during regular business hours.

KELLI L. BARNABY,  
MMC/CNHMC  
PORTSMOUTH, NH CITY  
CLERK

ORDINANCE #  
THE CITY OF PORTSMOUTH ORDAINS

That Chapter 10, ZONING ORDINANCE, CITY OF PORTSMOUTH ZONING MAP be amended as follows: rezone parcels described on the City Tax Map 125 Lot 16; Tax Map 138 Lot 61; Tax Map 138 Lot 62; and a portion of Tax Map 138 Lot 63 from Character District 5 (CD5) to Character District 4-W (CD4-W); to rezone a portion of Tax Map 138 Lot 63 from Character District 5 (CD5) to Character District L1 (CD4-L1); to change the boundary of the North End Incentive Overlay District (NEIOD) to remove City Tax Map 138 Lot 61, Tax Map 138 Lot 60-3, and Tax Map 164 Lot 4 from the NEIOD and to amend the boundary of the Downtown Overlay District (DOD) to align with the amended NEIOD by removing City Tax Map 164 Lot 4, Tax Map 138 Lot 61, Tax Map 138 Lot 60-3 and a portion of Tax Map 138 Lot 63 from the DOD; to amend the building height map from 2-4 stories (50 feet) to 2-3 stories (40 feet) for parcels along Bridge Street to Foundry Place and along Hill Street for City Tax Map 125 Lot 16, Tax Map 138 Lot 62 and Tax Map 125 Lot 14 and to add a building height standard of 2-3 stories (40 feet) along Rock Street to the cul-de-sac at Foundry Place for City Tax Map 138 Lot 63, Tax Map 138 Lot 60-2, and Tax Map 138 Lot 60-3. The Zoning Maps to be amended are referenced in the City's Zoning Ordinance at Chapter 10, Article 4, Zoning and District Use Regulations, Section 10.421, District Location and Boundaries, Section 10.421.10 and Chapter 10, Article 5A, Character Based zoning, Section 10.5A21.10, Content of Regulation Plan, Map 10.5A21A (Character Districts and Civic Districts) and Map 10.5A21B (Building Height Standards), collectively the "Zoning Maps".

Deletions from existing language ~~stricken~~; additions to existing language **bolded**; remaining language unchanged from existing with appropriate bold and colors.

That the Zoning Maps be amended so that the following described parcels are rezoned from Character District 5 (CD5) to **Character District 4-W (CD4-W)**:

**City Tax Map 125, Lot 16**

**City Tax Map 138, Lot 61**

**City Tax Map 138, Lot 62**

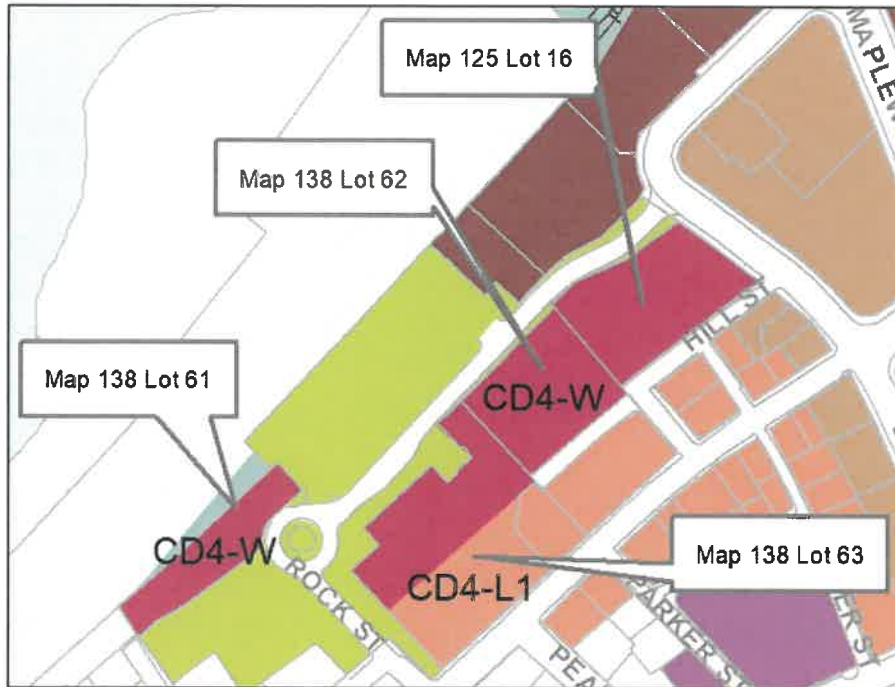
**City Tax Map 138, Lot 63 (portion of)**

That the Zoning Maps be amended so that the following described parcel is rezoned from Character District 5 (CD5) to **Character District L1 (CD4-L1)**:

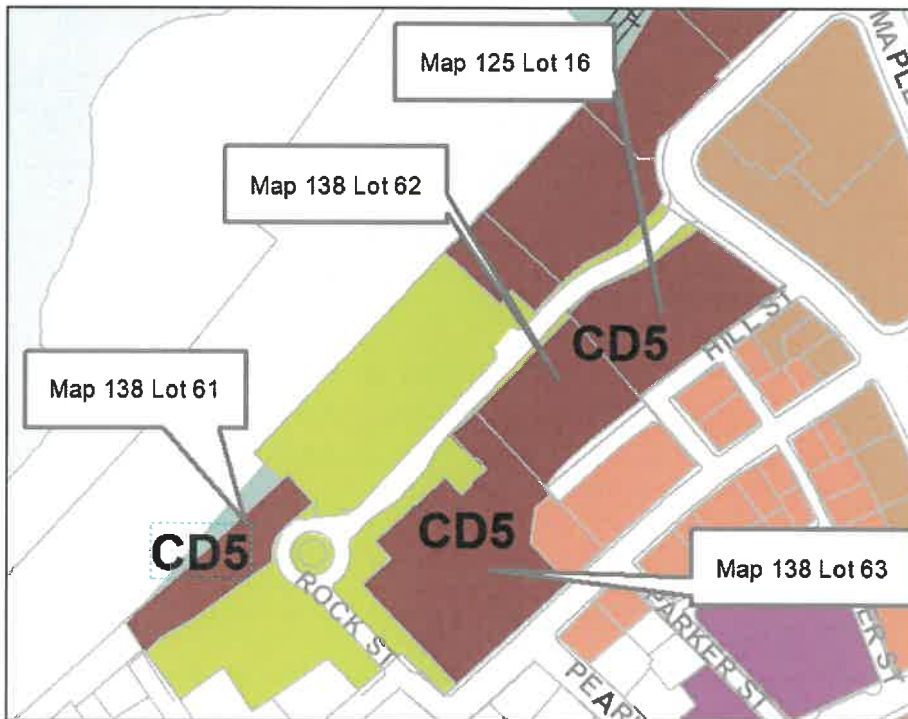
**City Tax Map 138, Lot 63 (portion of)**



**Map 10.5A21A Character Districts and Civic Districts**  
**Proposed**



**Map 10.5A21A Character Districts and Civic Districts**  
**Existing**





That the Zoning Maps be amended to change the boundary of the North End Incentive Overlay District (NEIOD) to remove the following parcels from the NEIOD as depicted in the map below:

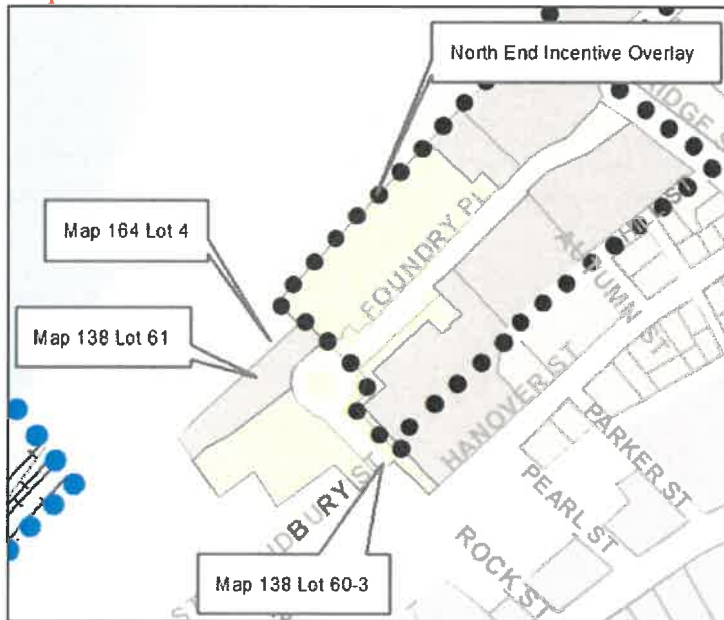
**City Tax Map 138 Lot 61**

**City Tax Map 138 Lot 60-3**

**City Tax Map 164 Lot 4**

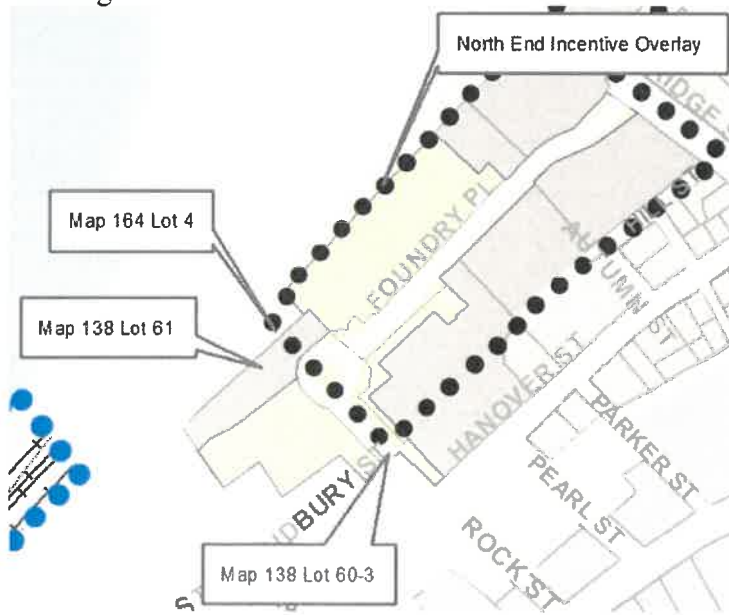
**Map 10.5A21B Building Height Standards**

**Proposed**



**Map 10.5A21B Building Height Standards**

**Existing**



That the Zoning Maps be amended to move the boundary of the Downtown Overlay District (DOD) to align with the boundary of the North End Incentive Overlay District (NEIOD) for the parcels below as described above and as depicted in the map below.

**Remove from the DOD:**

**City Tax Map 138 Lot 61**

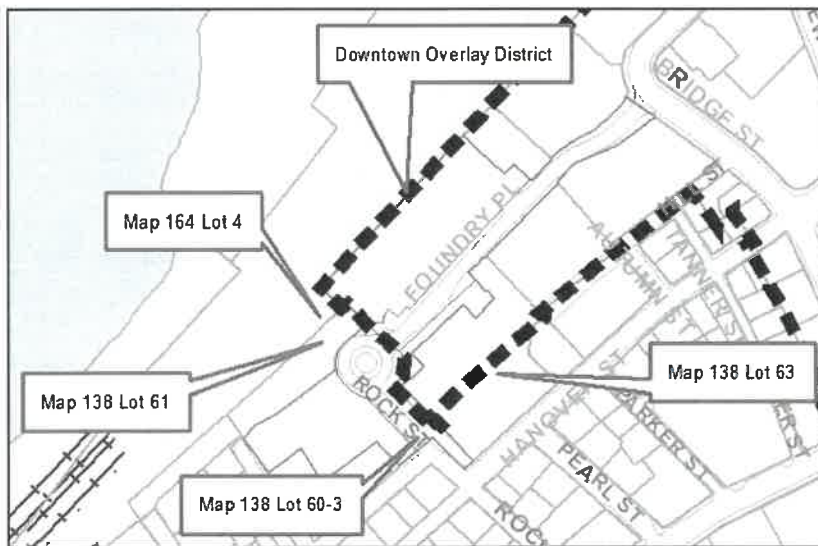
**City Tax Map 138 Lot 63 (portion of)**

**City Tax Map 138 Lot 60-3**

**City Tax Map 164 Lot 4**

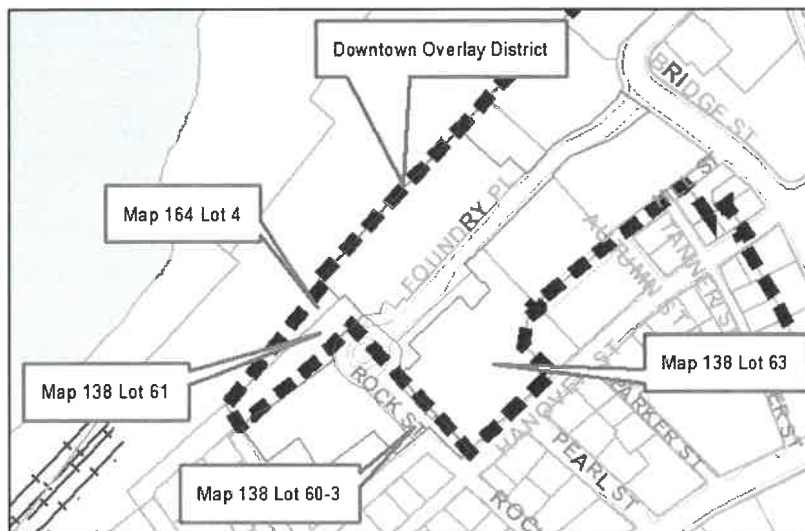
**Map 10.5A21A Character Districts and Civic Districts**

**Proposed**



**Map 10.5A21A Character Districts and Civic Districts**

**Existing**



That the Zoning Maps be amended to change the building heights from 2-4 stories (50 feet) to 2-3 stories (40) feet for the following described parcels and as depicted in the map below.

**City Tax Map 125 Lot 14**

**City Tax Map 125, Lot 16**

**City Tax Map 138, Lot 62**

That the Zoning Maps be amended to add a building height requirement of 2-3 stories (40) feet for the following described parcels along Rock Street to the cul-de-sac at Foundry Place as depicted in the map below.

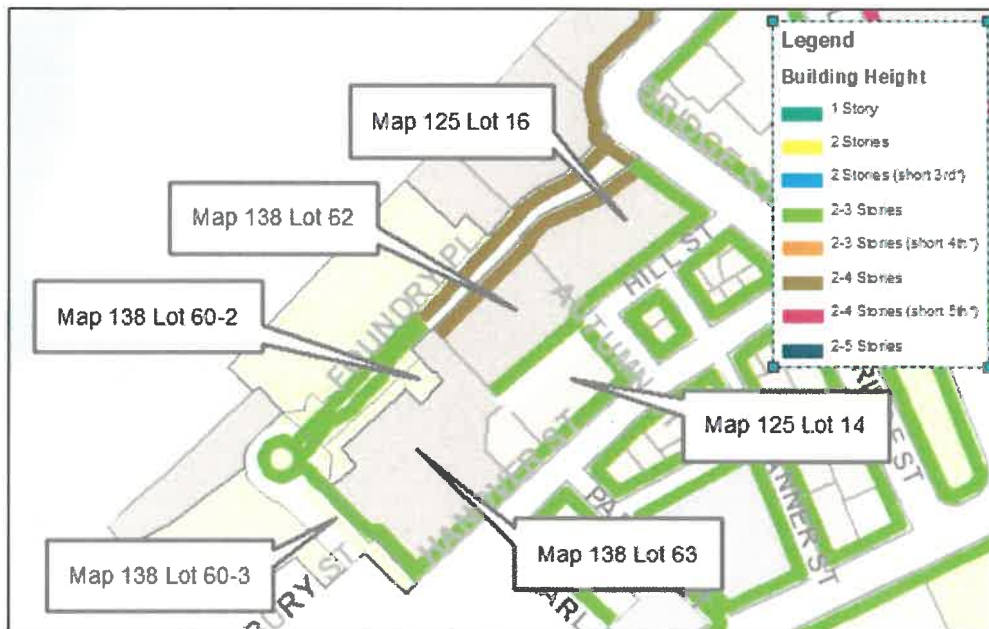
**City Tax Map 138 Lot 63**

**City Tax Map 138 Lot 60-2**

**City Tax Map 138 Lot 60-3**

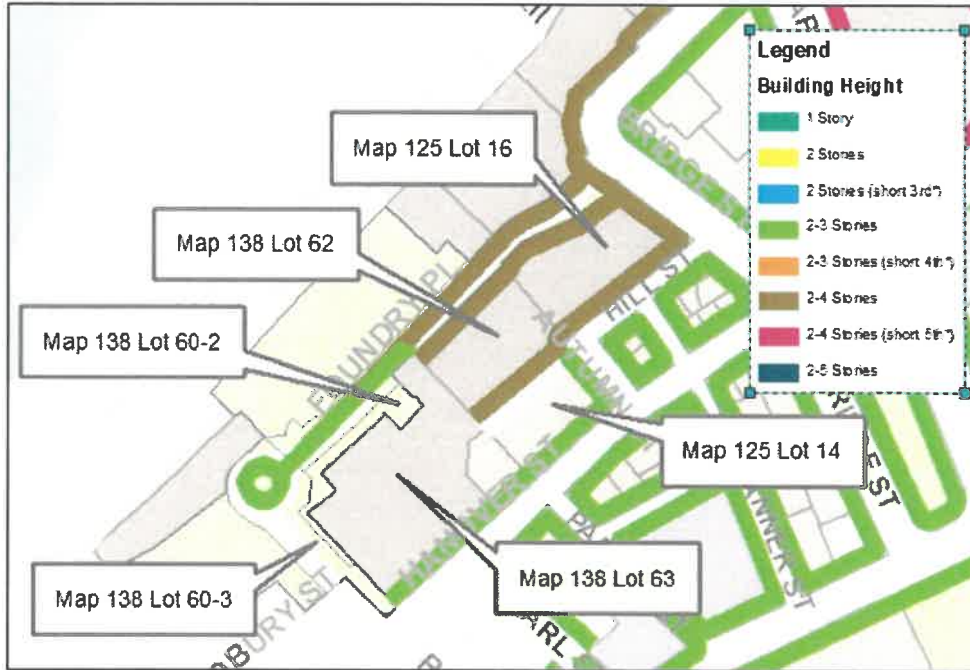
### **Map 10.5A21B Building Height Standards**

**Proposed**



## Map 10.5A21B Building Height Standards

Existing



The City Clerk shall properly alphabetize and/or re-number the ordinances 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:

Deaglan McEachern, Mayor

ADOPTED BY COUNCIL:

Kelli L. Barnaby, City Clerk

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# MEMORANDUM

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**TO:** Karen Conard, City Manager  
**FROM:** Peter Stith, Planning Manager  
**DATE:** April 30, 2025  
**RE:** Planning Board Report Back Hanover/Hill Street Zoning

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## Background

The City Council voted on August 5, 2024 to refer the letter from the Islington Creek neighborhood to the Planning Board for a report back on possible zoning changes that were originally presented to the Planning Board in 2020. Below is the action from the City Council:

18. Letter from residents of Islington Creek regarding zoning of 361 Hanover Street – **Voted** to refer to the Planning Board for review and recommendation for the consideration of a zoning change.

Since the referral, the Planning Board has held 4 work sessions where this was discussed, September 26, 2024, October 24, 2024, February 27, 2025 and March 27, 2025. At the March 27<sup>th</sup> meeting, the Board reviewed options for rezoning several parcels along Hill, Hanover and Rock Street and changing the building height requirement along Bridge and Hill Street. In addition, the Board looked at modifying the boundary of the North End Incentive Overlay (NEIOD) and Downtown Overlay Districts (DOD). The Board placed the changes on their April 17, 2025 agenda for more discussion and a recommendation back to Council.

Staff provided the recommendation from January 2020 depicted in the map below where the front of 361 Hanover would change from CD5 to CD4-L1 and the back half and two other lots on Hill Street would change from CD5 to CD4. In addition, 66 Rock Street would change from CD5 to CD4. The main differences between CD4 and CD5 are the dimensional standards of the lot occupation by structures as provided in the table below. CD5 allows more coverage and a larger building footprint and less open space requirement where CD4 requires more open space, a slightly smaller footprint and less building coverage. There is no density (lot area per dwelling) requirement in CD4 or CD5 and the permitted uses in both districts are the same. CD4-L1 is less intense, with a max building footprint of 2,500 square feet, a density requirement of 3,000 square feet per dwelling and fewer permitted nonresidential uses. The Board considered and had general consensus on changing the zoning to CD4-W, which provides a step above CD4-L1, but not as intense as CD4 or CD5, as provided in the tables below. CD-W zoned parcels are only located in the west end and nowhere else in the City.

## Dimensional Requirements

	CD5	CD4	CD4-L1	CD4-W
Yards (max.)	5'	5'-15'	5'-15'	10'-15'
Front Lot Line Buildout (min.)	80%	50%	60%-80%	50%
Building Coverage	95%	90%	60%	60%
Building Footprint	20,000 s.f.	15,000 s.f.	2,500 s.f.	15,000 s.f.
Building Block Length	225'	200'	80'	200'
Open Space (min.)	5%	10%	25%	15%
Lot area per dwelling unit	NR	NR	3,000 s.f.	2,500 s.f.

## Use Categories

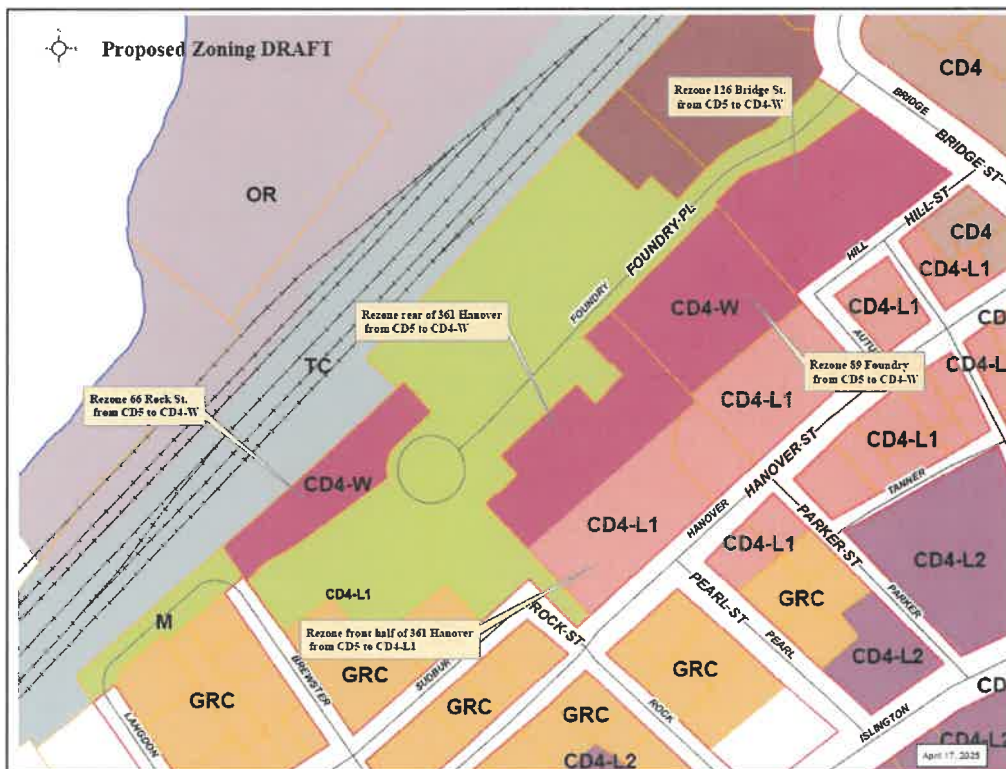
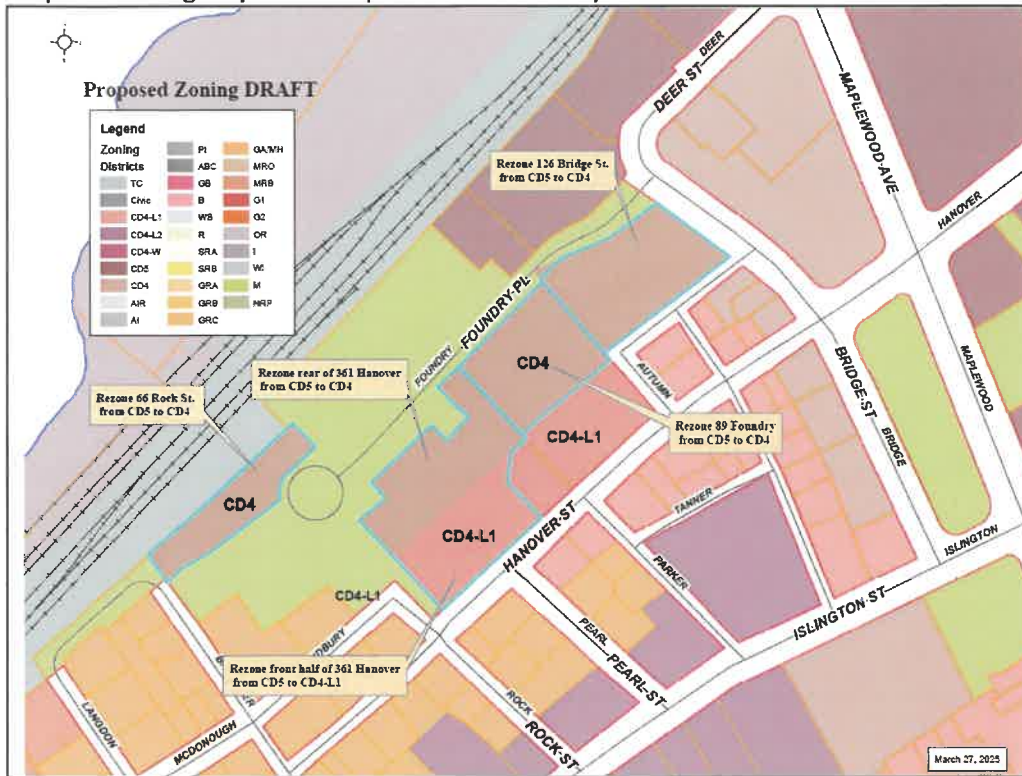
	CD5/CD4	CD4-L1	CD4-W
Residential (up to 8 units)	P	P	P
Residential (8+ units)	P	N	P
Assisted Living Center	P	N	P
Performance Facility	P/S	N	S/N
Cinema or other indoor amusement use	P	N	P
Health club/related use	P/S	S/N	P/S
Office	P	P	P
Retail bank	P	N	P
Outpatient clinic	P	S	P
Personal/consumer services	P	N	P
Laundry / dry cleaning	P/S	N	P
Retail	P	N	P/S
Eating/drinking places	P(500)/S(500+)	N	P(50)/S(250)

P = Permitted, S = Special Exception, N = Not Permitted. Numbers represent occupancy maximums.



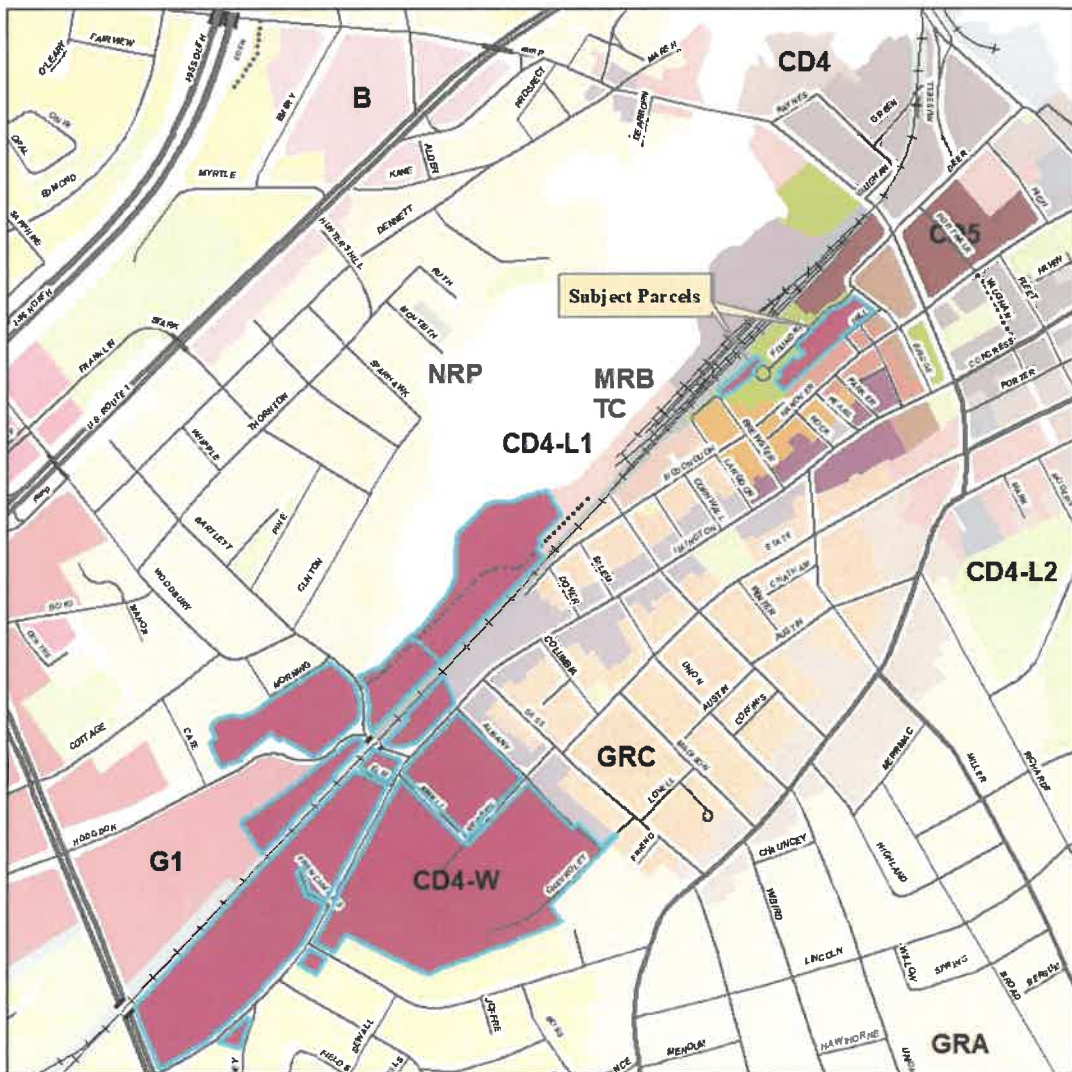
[illegible]

Proposed zoning map that was presented in January 2020 with the addition of 66 Rock Street.



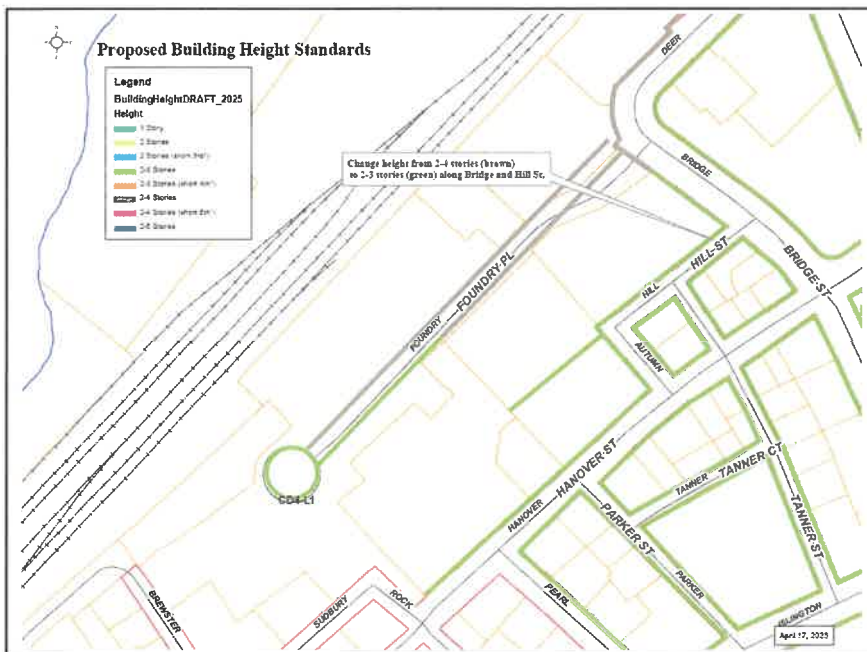
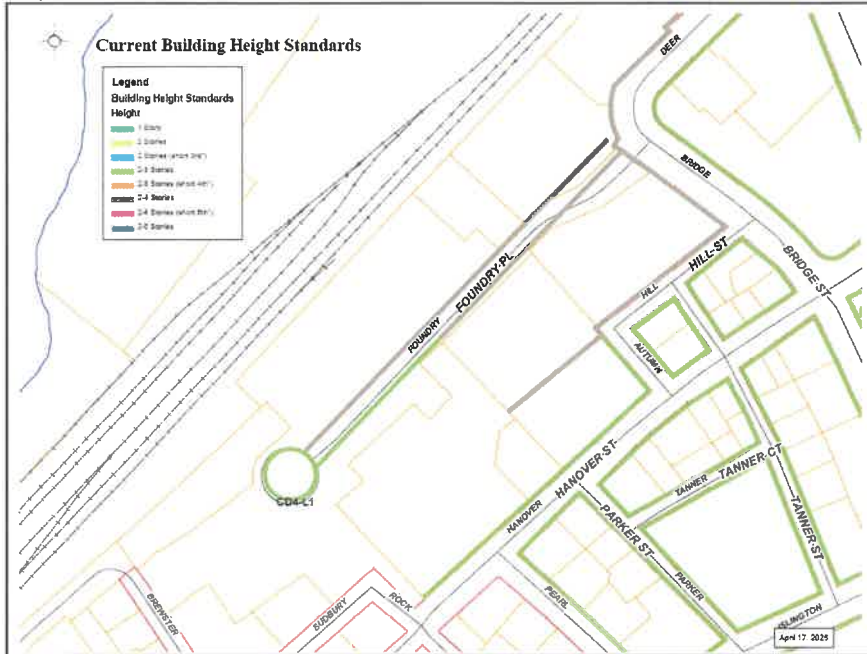


The map above represents the consensus the Board had at the March 27, 2025 work session and was presented at their April 17, 2025 meeting which changes the subject parcels to CD4-W with the exception of the front of 361 Hanover, which would change to CD4-L1. The only area zoned CD4-W is the West End. The map below shows the current CD4-W zone and includes the subject parcels on Hanover and Hill Street if they were changed to CD4-W. While staff can agree with some of the logic for choosing this district, downzoning some of these parcels will make them nonconforming. For example, 89 Foundry contains a building with a footprint of over 16,000 square foot and 55 apartments on a 22,538 square foot lot. The current zoning allows for this footprint and density. Changing to CD4-W, the building footprint, coverage, open space and lot area per dwelling would all be nonconforming. The project at 361 Hanover will also be nonconforming for lot area per dwelling and building footprint if downzoned to CD4-W. **Staff would recommend the original proposal that was presented in 2020 with the additional change to 66 Rock Street.**



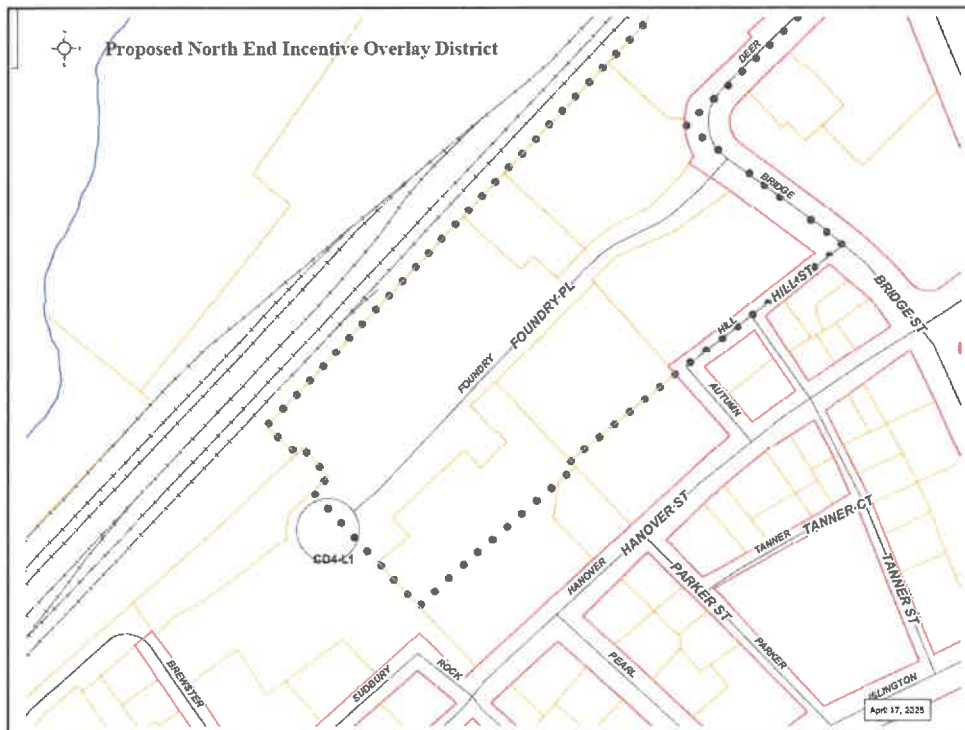
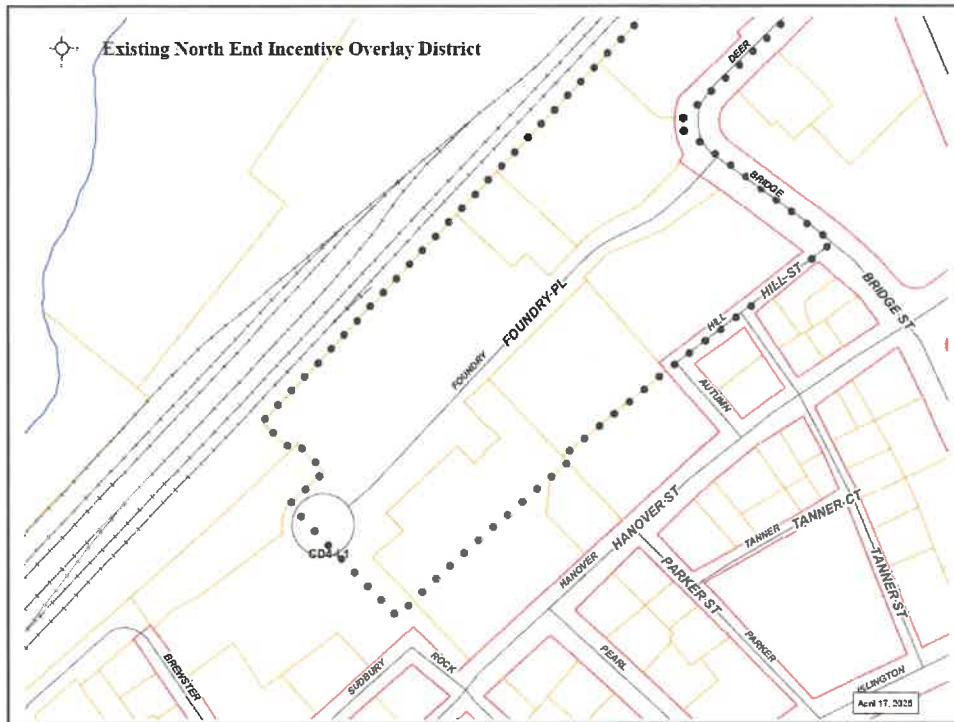
## Building Height

The map below shows the current building height standards which allow 2-4 stories (50') along the south side of Bridge Street and down Hill Street. The Planning Board agreed at their March 27, 2025 work session to change the designation to 2-3 stories (40'), which is indicated by the green line. The properties that are located in the North End Incentive Overlay District would still be able to increase the building height by 10' or 1-story about the maximum, subject to the requirements of the overlay district.



### North End Incentive Overlay District (NEIOD)

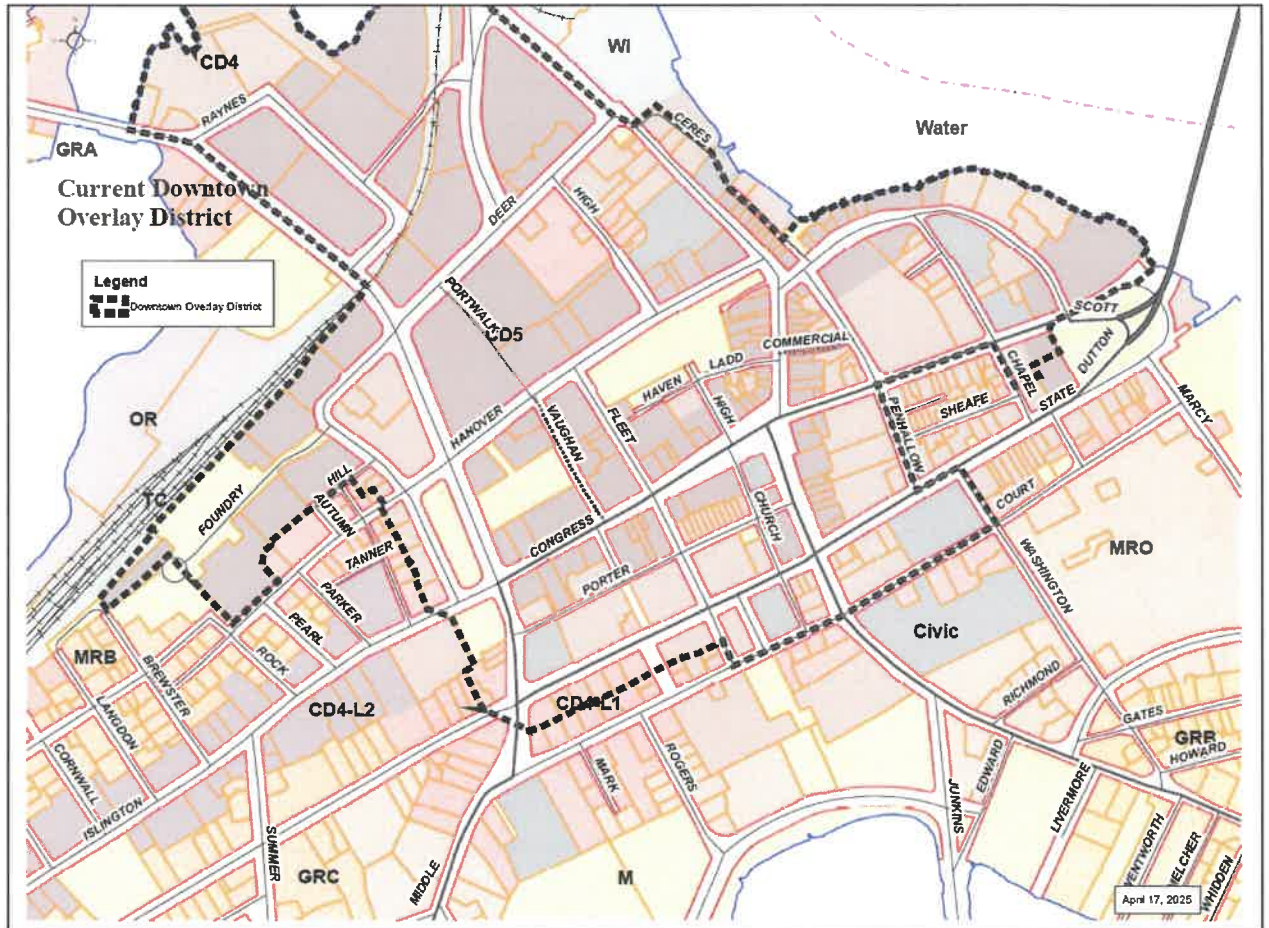
Minor changes are proposed to the boundary of the NEIOD to better align with lot lines along 361 Hanover Street and 66 Rock Street.





### Downtown Overlay District

While the Board has been discussing zoning changes along Hill and Hanover Street, this included revising the boundary of the Downtown Overlay District (DOD) to follow the North End Incentive Overlay District. Below shows the current DOD boundary for reference when reviewing the two options that were discussed at the work session. The Board considered modifying the DOD boundary in other areas and below are 2 options the Board requested to see following the work session.



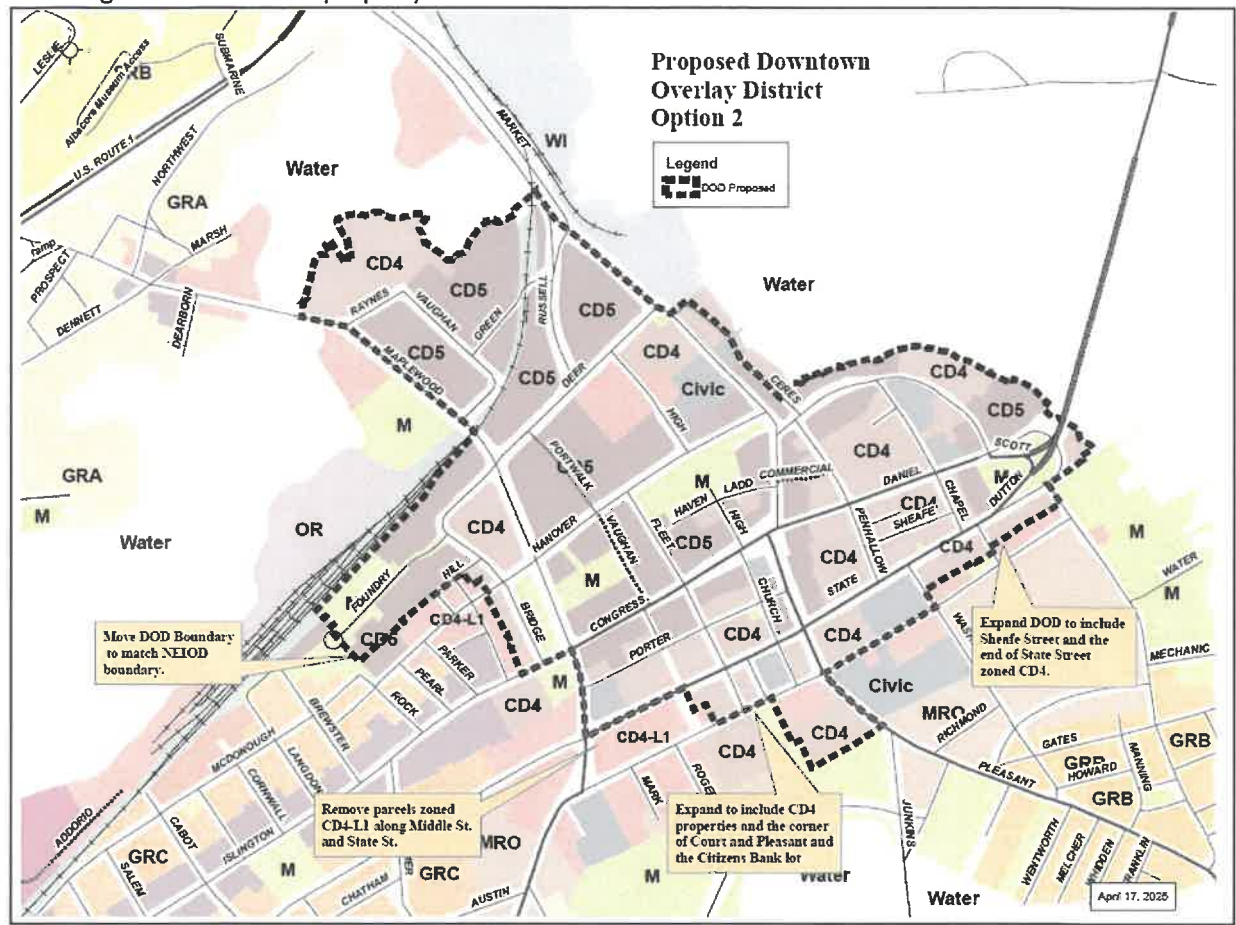
Option 1 is outlined in the map below and moves the DOD boundary on 361 Hanover to match the North End Incentive boundary that bisects that parcel. Option 1 includes removing parcels zoned CD4-L1 along Middle Street and State Street and incorporating 2 parcels and a portion of a parcel on Court Street that are zoned CD4. The largest adjustment to the DOD includes moving the boundary to include Sheafe Street and the parcels fronting on State Street that are zoned CD4.





Option 2 is outlined in the map below and incorporates all of the changes outlined in The Option 1 map above with the addition of capturing the corner of Court Street and Pleasant Street including the Citizens Bank property.

Option 2 is outlined in the map below and incorporates all of the changes outlined in The Option 1 map above with the addition of capturing the corner of Court Street and Pleasant Street including the Citizens Bank property.



At the April 17<sup>th</sup> meeting, the Board voted to hold off on recommending any changes and to incorporate this into the Master Plan. The motion passed 8-1 with Councilor Moreau voting in opposition.

**Recommendation:**

*I would recommend the City Council put the letter on file and addressed during the Master Plan process.*

## LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Monday, June 9, 2025, at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers; Portsmouth, NH on a proposed Resolution Authorizing the Transfer of Bond Proceeds that are no longer needed to pay costs of the Project for which it was initially borrowed. To pay costs of another Capital Project in accordance with RSA 33:3-a (II).

That in accordance with RSA 33:3-a (II), the unexpended balances of funds borrowed to pay costs of the project set forth below, which amounts are no longer needed to complete the project for which they were initially borrowed, are hereby appropriated by this Council to pay costs of School Facilities Security Upgrades.

<u>Original Project Description</u>	<u>Original Borrowing Amount</u>	<u>Approval Date</u>	<u>Unexpended Balance</u>	<u>Allocate to Project</u>
Renovation of RJLA space at Community Campus	\$3,300,000.00	7/10/2023	\$551,638.00	School Facilities Security Upgrades
Total			\$551,638.00	

The complete Resolution is available for review in the Office of the City Clerk and Portsmouth Public Library, during regular business hours.

KELLI L. BARNABY, MMC/CNHMC  
PORTSMOUTH, NH CITY CLERK

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KELLI L. BARNABY, MMC/CNHMC  
PORTSMOUTH, NH CITY CLERK

**CITY OF PORTSMOUTH  
TWO THOUSAND TWENTY-FIVE  
PORTSMOUTH, NEW HAMPSHIRE**

**RESOLUTION # ~~XX~~ – 2025**

A RESOLUTION AUTHORIZING THE TRANSFER OF BOND PROCEEDS THAT ARE NO LONGER NEEDED TO PAY COSTS OF THE PROJECT FOR WHICH IT WAS INITIALLY BORROWED TO PAY COSTS OF ANOTHER CAPITAL PROJECT IN ACCORDANCE WITH RSA 33:3-a (II)

RESOLVED: That in accordance with RSA 33:3-a (II), the unexpended balances of funds borrowed to pay costs of the project set forth below, which amounts are no longer needed to complete the project for which they were initially borrowed, are hereby appropriated by this Council to pay costs of School Facilities Security Upgrades.

<u>Original Project Description</u>	<u>Original Borrowing Amount</u>	<u>Approval Date</u>	<u>Unexpended Balance</u>	<u>Allocate to Project</u>
Renovation of RJLA space at Community Campus	3,300,000.00	7/10/2023	551,638.00	School Facilities Security Upgrades
Total			551,638.00	

**APPROVED BY:**

DEAGLAN MCEACHERN, MAYOR

**ADOPTED BY THE CITY COUNCIL:**

KELLI BARNABY, CMC/CNHMC  
CITY CLERK





# SCHOOL FACILITIES SECURITY UPGRADES

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- Security film window treatment
- Continuation of upgrading cameras
- DVR storage
- Strategic installation of additional cameras in key areas
- Door hardware upgrade
- Exterior lighting
- Interior numbering





Karen S. Conard  
City Manager

## CITY OF PORTSMOUTH

Municipal Complex  
1 Junkins Avenue  
Portsmouth, New Hampshire 03801  
[kconard@portsmouthnh.gov](mailto:kconard@portsmouthnh.gov)  
(603) 610-7201

**Date:** June 5, 2025

**To:** Honorable Mayor McEachern and City Council Members

**From:** Karen S. Conard, City Manager *KSC*

**Re:** City Manager's Comments on City Council Agenda of June 9, 2025

### ***X. Public Hearings and Vote on Ordinances and/or Resolutions:***

#### **First Reading of Ordinance Amendments to Chapter 7, Vehicles, Traffic and Parking:**

At the City Council meeting on May 19, 2025, the Mayor and Assistant Mayor brought forward a request for first reading for an ordinance to convert existing 15 minute metered parking spaces to free 30 minute resident parking. The two ordinances brought forward for first reading (Items A. and B. below) achieve that purpose by creating a new ordinance section that creates free 30 minute resident parking spaces ([Chapter 1, Article III, Section 7.324](#)) and an amendment to [Chapter 7, Article III, Section 7.326](#) to remove those 15 minutes parking space metered spaces that have been converted to free 30 minute resident parking.

- A. **First Reading of Ordinance Amendments to Chapter 7, Vehicles, Traffic and Parking, Article III, Traffic Ordinance, Section 7.324: Limited Parking – Free Thirty Minute Resident Parking, be amended to create free thirty minute resident parking:**

Please find attached [the proposed ordinance amendment](#).

- B. **First Reading of Ordinance Amendments to Chapter 7, Vehicles, Traffic, and Parking, Article III, Traffic Ordinance, Section 7.326: Limited Parking – Fifteen Minutes, be amended to remove certain parking spaces:**

Please find attached [the proposed ordinance amendment](#).

- C. **Continuation of Public Hearing on the Proposed FY26 (July 1, 2025 through June 30, 2026) Budget:**

This evening, the City Council will reopen its Public Hearing on the [FY26 Proposed Municipal Budget](#). The Proposed FY26 Budget has been presented and discussed in three nights of City Council work sessions, May 12<sup>th</sup>, 14<sup>th</sup>, and 28<sup>th</sup> with Public Comment welcomed each night. The Public Hearing on the Budget was opened initially during the regular meeting on May 19<sup>th</sup> and the public is again invited to share their feedback.

The Public Hearing on the Budget will remain open through the City Council meeting of Monday, June 23<sup>rd</sup>, during which time the Council will consider adoption of the final budget.

[Please find attached the draft Budget Resolutions](#) in preparation for the June 23<sup>rd</sup> City Council meeting.

*I recommend that the City Council move to continue the Budget Public Hearing until Monday, June 23, 2025.*

- D. **Public Hearing and Second Reading on a Proposed Ordinance that Chapter 10, Zoning Ordinance, City of Portsmouth Zoning Map be amended as follows: rezone parcels described on the City Tax Map 125 Lot 16; Tax Map 138 Lot 61; Tax Map 138 Lot 62; and a portion of Tax Map 138 Lot 63 from Character District 5 (CD5) to Character District 4-W (CD4-W); to rezone a portion of Tax Map 138 Lot 63 from Character District 5 (CD5) to Character District L1 (CD4-L1); to change the boundary of the North End Incentive Overlay District (NEIOD) to remove City Tax Map 138 Lot 61, Tax Map 138 Lot 60-3, and Tax Map 164 Lot 4 from the NEIOD and to amend the boundary of the Downtown Overlay District (DOD) to align with the amended NEIOD by removing City Tax Map 164 Lot 4, Tax Map 138 Lot 61, Tax Map 138 Lot 60-3 and a portion of Tax Map 138 Lot 63 from the DOD; to amend the building height map from 2-4 stories (50 feet) to 2-3 stories (40 feet) for parcels along Bridge Street to Foundry Place and along Hill Street for City Tax Map 125 Lot 16, Tax Map 138 Lot 62 and Tax Map 125 Lot 14 and to add a building height standard of 2-3 stories (40 feet) along Rock Street to the cul-de-sac at Foundry Place for City Tax Map 138 Lot 63, Tax Map 138 Lot 60-2, and Tax Map 138 Lot 60-3. The Zoning Maps to be amended are referenced in the City's Zoning Ordinance at Chapter 10, Article 4, Zoning and District Use Regulations, Section 10.421, District Location and Boundaries, Section 10.421.10 and Chapter 10, Article 5A, Character Based zoning, Section 10.5A21.10, Content of Regulation Plan, Map 10.5A21A (Character Districts and Civic Districts) and Map 10.5A21B (Building Height Standards), collectively the "Zoning Maps":**

The City Council held first reading on [proposed changes to the Zoning Map, Building Height Map, and align the North End Incentive Overlay District and Downtown Overlay District boundaries](#) at the May 19<sup>th</sup> City Council meeting. The Planning Board provided a recommendation to the Council from their April 17<sup>th</sup> meeting, which recommended these changes be taken under consideration through the Master Plan process. For additional background on the Planning Board's review and staff input, [please see the attached memo that was provided to the Council at the May 5<sup>th</sup> meeting](#).

*I recommend that the City Council move to pass second reading and hold a third and final reading at the June 23, 2025 City Council meeting.*

- E. **Repurposing of Bond Proceeds - Public Hearing and Adoption on a Proposed Resolution Authorizing the Transfer of Bond Proceeds that are no longer needed to pay costs of the Project for which it was initially borrowed. To pay costs of another Capital Project in accordance with RSA 33:3-a (II). That in accordance with RSA 33:3-a (II), the unexpended balances of funds borrowed to pay costs of the project set forth below, which amounts are no longer needed to complete the project for which they were initially borrowed, are hereby appropriated by this Council to pay costs of School Facilities Security Upgrades:**

The [attached Bonding Resolution](#) seeks approval to repurpose proceeds no longer needed to pay costs of the project for which they were initially borrowed to pay for costs of an additional project. This Resolution would authorize the transfer of the unexpended portion of bond proceeds for the Fit-Out Renovation of the Robert J. Lister Academy (RJLA) space at the Community Campus to a new project providing districtwide School Facilities Security Upgrades. The RJLA project was bonded through two (2) authorizations of \$1,500,000 and \$1,800,000, for a total of \$3,300,000. That project is now complete, with \$551,638 remaining that would be repurposed with the authority to pay for the costs of the school security upgrades project.

*I recommend that the City Council move to adopt the Resolution as presented.*

## ***XI. City Manager's Items Which Require Action:***

1. **Request for Public Hearing Regarding Various Bonding Resolutions for Projects to Begin in FY26:**

I am requesting that the City Council establish a public hearing on each of the proposed Bonding Resolutions for the July 14, 2025 City Council meeting for projects identified to begin in FY26. [Respective Resolutions and CIP element sheets are attached.](#)

### **GENERAL FUND**

#### **[FY26 School Projects - \\$4,150,000](#)**

- a. [School Facilities Capital Improvements - \\$650,000](#)

The Portsmouth School Department has maintenance responsibilities for seven (7) buildings and the grounds that accompany them. These appropriations are used for buildings and grounds improvement projects including paving, roofing, energy efficiency upgrades, infrastructure replacement, and security enhancements.

- b. [Elementary Schools Upgrade - \\$3,000,000](#)

This appropriation continues upgrading of the infrastructure of our Elementary Schools. Comprehensive renovation of the New Franklin interior is projected for Fiscal Years 2026 and 2029 and will address accessibility issues, upgrades to school entrance security, and building storage needs.

c. [Elementary Schools Playground Upgrade - \\$500,000](#)

This appropriation is for the upgrading of the playgrounds at our Elementary Schools. Current school play spaces are aging, with Little Harbour and New Franklin's playgrounds now being 25 years old. The City is looking to address accessibility and equity concerns. Current regulations require the City to provide a resilient solid surface material to ensure accessibility for all students.

**FY26 Various City Projects - \$14,555,000**

a. [City Hall HVAC Improvements - \\$500,000](#)

This project addresses the City Hall complex's antiquated heating and air conditioning system. The remaining original system is deteriorating and does not provide reliable heating, cooling, and dehumidification. In recent years, half of the piping has been replaced. Problematic issues continue to be of concern that require additional investment. Concerns include pipe corrosion, heavy condensation, and leaks, which may contribute to mold growth and results in additional maintenance.

b. [Citywide Facilities Capital Improvements - \\$1,100,000](#)

The Public Works Department is responsible for maintaining all General Fund municipal facilities. These City facilities serve multiple uses. Many facilities need to be updated due to age and usage.

c. [Financial Software Upgrade - \\$1,000,000](#)

Several different software tools that provide for the necessary financial functions of the City need to be upgraded and/or expanded to deliver contemporary business solutions and achieve Citywide efficiencies. The project is underway to find and implement the optimum solution of cloud-based applications to better address finance and accounting, human resources and payroll, purchasing and payables, billing and cash receipting, along with an important list of related functions. The core elements of this new solution are expected to be launched beginning in late 2025 with more specialized components following as best coordinated.

d. [Elwyn Park Traffic Calming and Pedestrian Flow Plan - \\$1,500,000](#)

This project will provide safe pedestrian connections and traffic calming throughout the Elwyn Park Neighborhood. A feasibility study has been completed using prior year Capital funding which identified priority streets within the neighborhood for the addition of sidewalks and recommended traffic calming measures.

e. [Market Square Upgrade - \\$500,000](#)

Market Square was constructed in 1977 with minor improvements completed over the years. Streets and buildings around the square have been updated but utility, sidewalk, and lighting upgrades are now required. The Market Square study will be completed in FY25 and will inform Phase 1 capital investments in FY26. The intent

of this study is to engage the community in a Citywide process that will allow us to better understand the vision, values, and funding priorities for Market Square through public outreach. This project will be implemented in multiple phases which are reflected in the funding requests for out-years FY28 and FY30. These phases will include streetscape improvements, pedestrian enhancements, and upgrades to water, sewer, and drainage and will address citizen requests.

f. [Citywide Sidewalk Reconstruction Program - \\$800,000](#)

The Public Works Department completed a conditional sidewalk assessment of City maintained sidewalks. The assessment contains detailed information on seventy-four (74) miles of sidewalk. These sidewalks are not included in parks, fields and other City maintained facilities. The results give staff a clear depiction of the overall conditions. This project addresses sidewalks identified as poor to fair condition. Reconstruction work is based on need and execution is coordinated with other street and utility improvement projects.

g. [Cate Street Bridge Replacement - \\$415,000](#)

This bridge is beyond its 50-year design life. It cannot handle heavy truck volumes and needs to be replaced. Residents have asked for the bridge to remain open if the median on Route 1 Bypass is extended past Cottage Street. This ensures emergency vehicle access to Portsmouth Hospital from the neighborhood. The City will continue to make temporary repairs until State funding is available for the bridge replacement.

h. [Coakley-Borthwick Connector Roadway - \\$1,240,000](#)

To improve traffic flow on the Route 1 Bypass, a plan for intersection improvements has been designed. The signal at the intersection of Coakley Road, Cottage Street, and the Route 1 Bypass may be removed and the median on the Bypass extended through the intersection prohibiting left turns. To provide left turn access to and from the Bypass for the users of Coakley Road, this project would construct a connector roadway between Coakley Road and Borthwick Avenue. This project is subject to NHDOT approval and would be contingent upon acquiring the necessary right-of-way.

i. [Street Paving, Management, and Rehabilitation - \\$4,000,000](#)

The Pavement Condition Management Program started in 1993. An annual report updating the City's pavement management system is completed as part of this program. The City's network of roads is evaluated, and comprehensive budget requirements are analyzed to develop road-paving programs and timelines. The report provides recommended funding to maintain street conditions at current levels. These are capital costs that are implemented over a two-year period with an expected lifespan of 20 years. The Public Works operational budget includes maintenance costs with an expected lifespan of 10 years.



j. [Pease International Tradeport Roadway Rehabilitation - \\$500,000](#)

According to the Municipal Service Agreement between the City of Portsmouth and the Pease Development Authority, the City will deliver public works services in the non-airfield regions of the Pease International Tradeport. These services encompass the maintenance and repair of roads, streets, bridges, and sidewalks.

k. [Fleet Street Utilities Upgrade and Streetscape - \\$2,000,000](#)

The City is moving forward with a sewer separation project on Fleet Street. It is required through the City's [Long Term Control Plan](#) and [Supplemental Compliance Plan](#). The project includes water, sewer, drainage upgrades along with full streetscape rework and other pedestrian enhancements. Funding for this work will come from the Water and Sewer Enterprise Funds and the General Fund.

Given the scope of this project, it will need to be completed in phases. Phase 1, a new drain line from the [North Mill Pond](#), was addressed with FY24 Funding. Phase 2 will be the [Vaughan Mall](#) and upper [Congress Street](#) area. Phase 3 will be [Fleet Street](#) from [Hanover Street](#) to [Court Street](#) as well as a potential expansion of the project limits as determined during the design.

The Market Square Upgrade project (TSM-15-PW-61) will be coordinated with this project.

l. [Citywide Storm Drainage Improvements - \\$1,000,000](#)

The City owns and maintains storm drains, catch basins, and outfalls. Many of these structures are failing and need upgrades. The drainage system is repaired and upgraded as part of specific capital projects, roadway reconstruction, and prior to annual paving. In addition to pipe work, the existing stormwater ponds and swales need to be maintained. Funding for this work will come from the Sewer Enterprise Fund and the General Fund.

## WATER FUND

### FY26 Water Projects - \$11,450,000

a. [Annual Water Line Replacement - \\$1,500,000](#)

The water distribution system consists of more than 150 miles of pipe. Many of the older pipes are 50 to 100 years old, undersized, and at the end of their design life. Pipes are replaced programmatically as part of water specific capital projects, roadway reconstruction, and prior to annual paving. This item will fund the purchase and installation of pipe, valves, and associated materials used to replace those pipes. This project provides funding for large full road reconstruction projects and individual pipe replacement projects.

b. [Well Station Improvements - \\$200,000](#)

This project involves upgrades to existing wells and pumping facilities. Improvements include upgrades to infrastructure, and pumping, treatment, and communications equipment, as well as management of site and protective areas, and upgrades associated with regulatory requirements.

c. [Water Storage Tanks Improvement - \\$5,000,000](#)

This CIP item accounts for the on-going need to repair and improve the conditions of our water storage tanks. Currently the Newington Booster Station Tank, Lafayette Road, and Spinney Road Water Storage Tanks are in need of painting, repairs, or replacement. An engineering assessment is ongoing to evaluate options for improving tank performance and minimizing water quality issues. Funds for tank improvement design are also included for planning purposes. After the engineering assessment, construction costs and improvement schedules will be adjusted accordingly.

d. [Greenland Well Treatment - \\$2,000,000](#)

This project involves the design and construction of a PFAS treatment facility at the Greenland Well. The US EPA regulations finalized in 2024 set drinking water limits at levels slightly below the current PFAS levels tested at the Greenland Well. New drinking water limits must be met by 2029. This facility will be designed to provide compliance with these new regulations.

e. [Fleet Street Utilities Upgrade and Streetscape - \\$2,000,000](#)

The City is moving forward with a sewer separation project on Fleet Street. It is required through the City's [Long Term Control Plan](#) and [Supplemental Compliance Plan](#). The project includes water, sewer, drainage upgrades along with full streetscape rework and other pedestrian enhancements. Funding for this work will come from the Water and Sewer Enterprise Funds and the General Fund.

Given the scope of this project, it will need to be completed in phases. Phase 1, a new drain line from the [North Mill Pond](#), was addressed with FY24 Funding. Phase 2 will be the [Vaughan Mall](#) and upper [Congress Street](#) area. Phase 3 will be [Fleet Street](#) from [Hanover Street](#) to [Court Street](#) as well as a potential expansion of the project limits as determined during the design.

The Market Square Upgrade project (TSM-15-PW-61) will be coordinated with this project.

f. [Chapel Street - \\$750,000](#)

This project includes the reconstruction of Chapel Street from Daniel Street to Bow Street. Work will include replacement of the water main, sewer main, and drainage improvements along the roadway.



## SEWER FUND

### FY26 Sewer Projects - \$8,915,000

a. [Annual Sewer Line Replacement - \\$1,500,000](#)

The wastewater collection system consists of more than 120 miles of pipe. Many of the older pipes are 50 to 100 years old, undersized, and at the end of their design life. Pipes are replaced programmatically as part of sewer-specific capital projects, roadway reconstruction, and prior to annual paving. This project will fund the purchase of pipes and associated materials used to replace those pipes.

b. [Sewer Service Funding for Sagamore Avenue Area Sewer Extension - \\$365,000](#)

The City has completed a new low pressure sewer collection system in the Sagamore Avenue collection area to address failing and low performing septic systems. Private connections to the system are on-going and per prior City Council direction, the City continues to allocate funding through FY28 to assist resident connections to the system.

c. [Peirce Island Wastewater Treatment Facility - \\$1,500,000](#)

The Peirce Island Wastewater Treatment Facility was officially put online in the spring of 2020. Portions of the facility have been operational since an upgrade in 2015. The City is planning for the long-term improvements needed at this facility to address capital equipment replacement, permit modifications, and operational needs over time. FY26 and FY27 monies are for repairs to aging clarifier equipment and chemical storage and pumping equipment.

d. [Fleet Street Utilities Upgrade and Streetscape - \\$2,000,000](#)

The City is moving forward with a sewer separation project on Fleet Street. It is required through the City's [Long Term Control Plan](#) and [Supplemental Compliance Plan](#). The project includes water, sewer, drainage upgrades along with full streetscape rework and other pedestrian enhancements. Funding for this work will come from the Water and Sewer Enterprise Funds and the General Fund.

Given the scope of this project, it will need to be completed in phases. Phase 1, a new drain line from the [North Mill Pond](#), was addressed with FY24 Funding. Phase 2 will be the [Vaughan Mall](#) and upper [Congress Street](#) area. Phase 3 will be [Fleet Street](#) from [Hanover Street](#) to [Court Street](#) as well as a potential expansion of the project limits as determined during the design.

The Market Square Upgrade project (TSM-15-PW-61) will be coordinated with this project.

e. Citywide Storm Drainage Improvements - \$1,000,000

The City owns and maintains storm drains, catch basins, and outfalls. Many of these structures are failing and need upgrades. The drainage system is repaired and upgraded as part of specific capital projects, roadway reconstruction, and prior to annual paving. In addition to pipe work, the existing stormwater ponds and swales need to be maintained.

Funding for this work will come from the Sewer Enterprise Fund and the General Fund.

f. Chapel Street - \$750,000

This project includes the reconstruction of Chapel Street from Daniel Street to Bow Street. Work will include replacement of the water main, sewer main, and drainage improvements along the roadway.

g. Lafayette Park and Monroe Street Drainage Improvements - \$1,500,000

Phase one will be improvements to the water, sewer, and storm drainage on Monroe Street at Lafayette Park in order to separate stormwater from sanitary sewer and prevent ponding in playground. Phase two of this project, in FY28 and FY29, will fund design and construction of playground and field improvements at the park.

h. Sewer System Modeling - \$300,000

This project was not part of the adopted CIP FY26-31, and as such there is no element sheet related to this project. The City was notified, after the adoption of the CIP FY26-31, that \$300,000 was available using the State Revolving Funds (SRF) with 33% principal forgiveness for Sewer System Modeling. These funds will be used to update the sewer system hydraulic model to support compliance with the EPA CSO Supplemental Compliance Plan.

*I recommend the City Council move to authorize the City Manager to bring back for public hearing and adoption, the various proposed CIP projects to be bonded as presented for the July 14, 2025 City Council meeting.*

Please note that Bonding Resolutions require a public hearing and adoption by two-thirds roll-call vote.

2. **Planning Board Recommendation on Islington Street Drainage Easements:**

As a part of the City's Islington Street Corridor Improvements – Phase 2 Project, the Department of Public Works has installed drain line infrastructure crossing multiple parcels between State Street and Islington Street. [See the attached plan](#). This work needed to be completed on an urgent basis to redirect and ameliorate drainage issues between these two public rights-of-way. The City secured [the attached easements](#) from the individual property owners and then commenced the work. See [attached executed easements](#).

At the May 15, 2025 Planning Board meeting, the Board considered the easements as required under Chapter 11 Article 11.602 below:

**ARTICLE VI: REFERRALS TO PLANNING BOARD (Added 12/21/2009)**

**Section 11.601: INTENT**

The intent of this Article is to ensure that proposed municipal actions relating to land acquisition, disposition or use, and to the laying out, construction or discontinuance of public streets, are considered in the context of the City's comprehensive planning.

**Section 11.602: REFERRAL AND REPORT**

- A. The following matters shall be referred to the Planning Board in writing at least thirty (30) days before final action is taken:
  - (1) Any acquisition or disposition of municipal real property, including fee transfers, easements and licenses;
  - (2) Any plan for the construction, alteration, relocation, acceptance or discontinuance of a public way.
- B. No final action on a matter listed herein shall be taken until either the Planning Board has reported to the City Council thereon in writing or sixty (60) days have elapsed since the referral without such report.
- C. The failure to refer a matter listed herein to the Planning Board shall not affect the legal validity or force of any action related thereto if the Planning Board waives such referral.

The Planning Board voted unanimously to recommend the City Council accept drainage easements on 547/549 State Street and 72, 86, and 96 Islington Street. Upon City Council approval of the easements, they will be recorded.

*I recommend the City Council move to accept the drainage easements on 547/549 State Street and 72, 86, and 96 Islington Street.*

3. **635 Sagamore Avenue Access Easement for Water Services:**

At the regularly scheduled meeting on February 20, 2025, the Planning Board granted site plan approval to 635 Sagamore Development, LLC to demolish existing structures and to construct four (4) single-family dwelling units with associated site improvements. As a part of the site plan approval, the Planning Board recommended the City Council accept an Access Easement for Water Services over the parcel. This Access Easement for Water Services will permit City staff to access the property for the purpose of leak detection and to turn valves in the case of an emergency.

The applicants have provided [the attached deed](#) which conforms with the City's ordinary form for water service access easements. The Legal and Planning and Sustainability Departments have reviewed this document for form and recommend acceptance.

*I recommend that the City Council move to authorize the City Manager to accept and record an Access Easement for Water Services in a substantially similar form to the deed contained in the agenda packet.*

**4. Acceptance of Several Easements for Property Located at 0 Raynes Avenue:**

On December 16, 2021, the Planning Board granted site plan approval, a wetlands conditional use permit, and a conditional use permit for parking to One Raynes Ave LLC for the construction of a 5-story mixed use building including commercial and residential uses, a 5-story, 124-room hotel, associated site work and the demolition of the existing structures. As a part of that approval, the Planning Board recommended the City accept a community space easement, a greenway easement, a sidewalk easement, and a drainage easement. These easements are depicted on [the attached drawing](#).

The community space easement will provide community space along the North Mill Pond which will eventually connect along this body of water. The greenway connection easement provides connections from Raynes Avenue to the community space easement area.

This approval was delayed by an appeal filed by Portsmouth residents. While the land use approval was appealed to the New Hampshire Superior Court, ultimately the approvals granted by the Planning Board were upheld.

The Planning and Sustainability Department recommends accepting these easements. The Legal Department has reviewed and recommend the form of [the attached easements](#). The “Grantor” area of each easement is left blank as the property owner has not yet determined the form of ownership of the properties at the time of development. The Legal Department will ensure the easements are granted by the owner of the property at the time of conveyance.

*I recommend that the City Council move to authorize the City Manager to accept and record a community space easement, a greenway easement, a sidewalk easement, and a drainage easement from the owners of 0 Raynes Avenue in substantially similar form to the easement deed contained in the agenda packet.*

**5. Acceptance of Several Easements for Property Located at 100 Durgin Lane:**

On December 19, 2024, the Planning Board granted a lot line adjustment, a wetlands conditional use permit, a conditional use permit from the Highway Noise Overlay District, a conditional use permit for a Development Site, and site plan approval for the demolition of the existing buildings and the construction of 360 rental housing units in a mix of 3-story and 4-story buildings with associated site improvements for property located at 100 Durgin Lane. As a part of that approval, the Planning Board recommended the City accept a community space easement, an access easement for a turnaround, and an access easement for water services. These easements are depicted on [the attached drawing](#).

The Planning and Sustainability Department recommends accepting these easements. The Legal Department has reviewed and recommend the form of [the attached easements](#).

*I recommend that the City Council move to authorize the City Manager to accept and record a community space easement, an access easement for a turnaround, and an access easement for water services from the owners of 100 Durgin Lane substantially similar form to the easement deeds contained in the agenda packet.*

**6. Acceptance of Several Easements for Property Located at 2 Russell Street:**

On December 15, 2022, the Planning Board granted site plan approval for the construction of 80 residential units, commercial space, and parking in three buildings with associated community space, paving, landscaping, and other site improvements to Port Harbor Land, LLC for property located at 2 Russell Street. As a part of that approval, the Planning Board recommended the City accept multiple areas of community space and a fire access easement. These easements are depicted on [the attached drawing](#).

The Planning and Sustainability Department recommends accepting these easements. The Legal Department has reviewed and recommend the form of the attached easements.

*I recommend that the City Council move to authorize the City Manager to accept and record community space easements and a fire access easement from Port Harbor Land, LLC in substantially similar form to the easement deeds contained in the agenda packet.*

**7. Petition to Layout a New Public Highway – Coakley Road Extension:**

The below information provides the legal background and practical considerations regarding [the attached Petition to Layout a New Public Highway](#).

The Department of Public Works recommends the layout of a new roadway connecting [Borthwick Avenue and Coakley Road](#) to support a larger traffic improvement initiative along the Route 1 Bypass, particularly between Borthwick Avenue and the Portsmouth Traffic Circle.

To reduce long-standing congestion and address safety concerns in this area, the City has secured federal funding and is coordinating with the New Hampshire Department of Transportation on a project to eliminate the traffic signal at the intersection of Route 1 Bypass, Coakley Road, and Cottage Street. The plan calls for extending the median island on the Bypass to block left turns to and from Coakley Road and Cottage Street.

To implement these traffic changes safely and effectively, the City must create a new connector road between Coakley Road and Borthwick Avenue. This connector will allow residents and businesses along Coakley Road to reach the signalized intersection at Borthwick Avenue, preserving access to the Traffic Circle and points beyond.

Public Works has identified the best location for this connector road as the area between the Fairfield Inn and the Granite Group Plumbing Supply, as depicted on [the attached plan](#).

This project requires the City to acquire certain legal rights over privately owned land to complete the connector road. The proposed layout follows the legal process under RSA 231:8–RSA 231:10, which includes the formal use of eminent domain. This also includes the formal eminent domain processes described in RSA Chapter 498-A.

While eminent domain typically implies taking land for public use without full agreement, in this case, the property owners affected by the proposed layout understand the process. The layout will formalize access rights they currently rely on and will protect their ability to continue using the property and roadway in ways that match current and expected use, preserving the current uses as lawful, preexisting nonconforming uses.

In order to comply with state law, the City Council must receive a petition for the creation of a new public roadway. Therefore, [enclosed is a petition from the City Manager](#) to the City Council for this purpose. Once the Council conducts a site visit and a public hearing, it can vote to lay out the new road.

City Ordinance requires a recommendation from the Planning Board prior to the acquisition of real property. State law requires the City to notify abutters, hold a site walk and public hearing, and determine whether public necessity justifies the layout.

*I recommend that the City Council vote to refer the acquisition of the Coakley Road Extension, as described [in the enclosed Petition](#), to the Planning Board and to schedule a site walk and public hearing on the Petition as a part of the regularly scheduled City Council meeting on July 14, 2025.*

## ***XII. Consent Agenda:***

### **A. Projecting Sign Application – 16 Congress Street Unit 103:**

Permission is being sought to install a projecting sign at [16 Congress Street Unit 103](#) that extends over the public right of way, as follows:

Sign dimensions: 31.7” diameter

Sign area: 5.47 sq. ft.

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 sign(s), 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 sign(s), 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.*



## ***XVI. Approval of Grants/Donations:***

### **A. Acceptance of Donation of Memorial Bench in Honor of John and Frances Castellano at Peirce Island:**

Attached please find a request from David Castellano to donate a granite bench to the City in memory of John and Frances Castellano. Public Works has agreed upon a location at Peirce Island and requests the Council accept the donation.

*I recommend that the City Council move to accept a memorial bench from David Castellano in memory of John and Frances Castellano to be installed on Peirce Island.*

### **B. Acceptance of Donation of Granite Memorial Bench Located at the Skatepark in Memory of Chris Rice from Aileen Dugan of State Farm:**

Attached please find a request from Aileen Dugan and her team to donate a granite bench in memory of Chris Rice. Public Works has agreed upon a location at the Skatepark and requests the Council accept the donation.

*I recommend that the City Council move to accept a memorial bench from Aileen Dugan and friends in memory of Chris Rice to be installed at the Skatepark.*

### **C. Acceptance of Donation to the Fire Department for Support of Ambulance Program - \$20,000:**

Attached please find a donation form from the Fire Department reflecting a \$20,000 donation from the Mary E. Corrigan Revocable Trust. The Fire Commission approved and accepted this donation at the May 13<sup>th</sup> Fire Commission meeting.

*I recommend that the City Council move to accept and approve the donation for the Fire Department as presented.*

## ***XVII. City Manager's Informational Items:***

### **1. Federal Funding Emergency Management Concerns Update:**

This is to inform you that the Federal Emergency Management Agency's (FEMA) Center for Domestic Preparedness' Environmental Health Training in Emergency Response (EHTER) has been eliminated. The City's Health Inspectors had been accepted into this program and received cancellation notices this week. The Health Department relies heavily on no cost training and certifications through professional organizations and public health organizations. This long-standing, in-person, 40-hour course provided training in the areas of post-disaster Environmental Health recovery for which the Health Department is responsible to plan and prepare. These public health emergency areas include disaster management, responder safety and health, food and drinking water safety, shelter and building assessments, wastewater and solid waste handling, vector control and pest management, and radiation and environmental

health response. [Please find attached an informational memorandum from Health Department Director McNamara](#) providing additional details.

2. **EV Charging Stations Report Back:**

Public Works Director Peter Rice will provide a verbal report back on the status of EV charging stations in the City.

3. **Pease Development Authority Board Meeting Update:**

I will provide a verbal update on the most recent Pease Development Authority Board meeting that occurred on May 20<sup>th</sup>.

4. **City Properties and Rights-of-Way Maintenance Practices:**

During the last several years there has been increasing concern about the various products applied by the Department of Public Works (DPW) and its contractors as part of their maintenance activities. As this 2025 growing season continues, staff would like to provide a summary of its planned activities.

DPW uses organic practices and products for City ball fields, trees, parks, and green spaces. The Department continues to use compost tea fertilizers, trimming and mulching, and other techniques to promote a native and healthy ecosystem and environment while maintaining outdoor municipal spaces for their intended use.

Management of invasive species is the only exception to DPW's organic practices. To manage invasive species, the Department relies on non-organic products, and particularly glyphosate herbicides. The City's contractor will be conducting limited glyphosate spraying of invasive plants in the City's rights-of-way and on City properties this spring, summer, and fall. These invasive plants are primarily Japanese knotweed, but the City also targets phragmites and the occasional bittersweet colony. Once the plant is sprayed, the herbicide penetrates the root system which kills the entirety of the plant.

In sensitive sites, such as along the bike trail near the Harvard Street well, DPW will apply sodium hydroxide to control Japanese knotweed. This chemical compound is used to control acidity and is used at the City municipal water treatment plants. When applied to plants the caustic nature of the compound destroys foliage and stems. Sodium hydroxide presents no significant environmental impact.

5. **Report Back on Steps it Takes to Open a New Business:**

As part of our ongoing efforts to support local economic development, City staff have developed a new resource titled "[Starting a Business in Portsmouth: A Simple Checklist.](#)" This user-friendly guide is designed to assist prospective business owners from concept to opening day. It outlines key steps including early engagement with the Economic Development Office, zoning verification, and coordination with Planning and Sustainability, Health, Fire, and Inspection Departments. The guide also highlights valuable resources such as the Library's business services and offers links to request walkthroughs and to access permitting tools.



By streamlining the startup process and improving interdepartmental coordination, this Guide seeks to enhance the experience for new business owners, make the processes easier to understand, and highlight the services that the City can provide. The new page can be found under the “Businesses” item in the main menu on [the City’s website](#).

**CITY OF PORTSMOUTH  
TWO THOUSAND TWENTY-FIVE  
PORTSMOUTH, NEW HAMPSHIRE**

**RESOLUTION # XX – 2025**

**A Resolution authorizing a Bond Issue and/or notes of the City under the Municipal Finance Act of up to Four Million One Hundred Fifty Thousand Dollars (\$4,150,000) for costs related to:**

- **School Facilities Capital Improvements**
- **Elementary Schools Upgrade**
- **Elementary Schools Playground Upgrade**

**RESOLVED:**

**THAT**, the sum of up to **Four Million One Hundred Fifty Thousand Dollars (\$4,150,000)** is appropriated for:

School Facilities Capital Improvements	\$	650,000	20 yrs
Elementary Schools Upgrade	\$	3,000,000	20 yrs
Elementary Schools Playground Upgrade	\$	500,000	20 yrs
<b>Total</b>	<b>\$</b>	<b>4,150,000</b>	

including the payment of costs incidental or related thereto;

**THAT**, to meet this appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow, on a competitive or negotiated basis, up to **Four Million One Hundred Fifty Thousand Dollars (\$4,150,000)** through the issuance of bonds and/or notes of the City under the Municipal Finance Act;

**THAT**, the expected useful life of the projects is set forth above, and

**THAT**, this Resolution shall take effect upon its passage.

**APPROVED BY:**

**DEAGLAN MCEACHERN, MAYOR**

**ADOPTED BY THE CITY COUNCIL:**

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

# BI-07-SC-11: School Facilities Capital Improvements

Department		School District
Project Location		District Wide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Minimal (\$5,002 to \$50,000)
Operating Budget Impact Details	Personnel	N/A
	Dept. Budget	Air handling upgrade costs
Funding Policies	Percent for Art	N/A
	Green Building	Yes

Evaluation Criteria		
CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	Y
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y



**Description:** The Portsmouth School Department has maintenance responsibilities for seven (7) buildings and the grounds that accompany them. These appropriations are used for buildings and grounds improvement projects including paving, roofing, energy efficiency upgrades, infrastructure replacement, and security enhancements. FY30 funding will support air handling upgrades in high school spaces impacted by State supported renovation of the CTE Center.

## Studies Identified & Useful Website Links:

- [Portsmouth School Department Homepage](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

## Notes of Changes in Funding Plan from FY25-30 CIP:

Funding added to FY28 for District-wide paving and roof replacements and funding increased in FY30 from \$1,000,000 to \$3,000,000 to support air handling upgrades to areas adjacent to the CTE center.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$650,000	\$1,000,000	\$500,000		\$3,000,000		\$5,150,000	\$3,800,000	\$8,950,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
Totals		\$650,000	\$1,000,000	\$500,000	\$0	\$3,000,000	\$0	\$5,150,000	\$3,800,000	\$8,950,000

## BI-07-SC-11: SCHOOL FACILITIES CAPITAL IMPROVEMENTS

<u>Facility/School</u>	<u>Improvement Project</u>	<u>FY26</u>	<u>FY27</u>	<u>FY28</u>	<u>FY29</u>	<u>FY30</u>	<u>FY31</u>	<u>Totals</u>
District Wide	Paving / Exterior Lighting Improvements	\$400,000	\$200,000	\$200,000				\$800,000
District Wide	Roof Replacement	\$250,000	\$250,000	\$300,000				\$800,000
High School	Athletic Complex Upgrades (Irrigation, Infrastructure)		\$225,000					\$225,000
High School	Security Upgrades - Doors & Hardware, Surveillance		\$100,000					\$100,000
High School	Interior Upgrades - Painting / Wall Tile		\$125,000					\$125,000
High School	Energy Efficiency Upgrades Lighting/Mechanical		\$100,000					\$100,000
High School	Life Safety, Security and Mechanical Infrastructure					\$3,000,000		\$3,000,000
								\$0
								\$0
<b>Total District Wide City Capital Improvement</b>		<b>\$650,000</b>	<b>\$450,000</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,600,000</b>
<b>Total High School Capital Improvement</b>		<b>\$0</b>	<b>\$550,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,000,000</b>	<b>\$0</b>	<b>\$3,550,000</b>
<b>Total Elementary Schools Capital Improvement</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL IMPROVEMENTS</b>		<b>\$650,000</b>	<b>\$1,000,000</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$3,000,000</b>	<b>\$0</b>	<b>\$5,150,000</b>

## BI-08-SC-12: Elementary Schools Upgrade

<b>Department</b>		School Department
<b>Project Location</b>		Elementary Schools ( <a href="#">Dondero School</a> , <a href="#">Little Harbour</a> , and <a href="#">New Franklin</a> )
<b>Priority</b>		A (needed within 0 to 3 years)
<b>Impact on Operating Budget</b>		Minimal (\$5,002 to \$50,000)
<b>Operating Budget Impact Details</b>	<b>Personnel</b>	N/A
	<b>Dept. Budget</b>	Minimal increases from upgrades
<b>Funding Policies</b>	<b>Percent for Art</b>	N/A
	<b>Green Building</b>	Yes



### Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

**Description:** This appropriation continues upgrading of the infrastructure of our Elementary Schools. Comprehensive renovation of the New Franklin interior is projected for Fiscal Years 2026 and 2029 and will address accessibility issues, upgrades to school entrance security, and building storage needs.

#### Studies Identified & Useful Website Links:

- [Portsmouth School Department Homepage](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

#### Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	2%							\$0	\$200,000	\$200,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	98%	\$3,000,000			\$2,500,000			\$5,500,000	\$4,600,000	\$10,100,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$3,000,000	\$0	\$0	\$2,500,000	\$0	\$0	\$5,500,000	\$4,800,000	\$10,300,000

## BI-26-SC-14: Elementary Schools Playground Upgrade

Department		School Department
Project Location		Elementary Schools ( <a href="#">Dondero School</a> , <a href="#">Little Harbour</a> , and <a href="#">New Franklin</a> )
Priority		A (Needed within 0 to 3 years)
Impact on Operating Budget		Moderate (\$50,001 to \$100,000)
Operating Budget Impact Details	Personnel	N/A
	Dept. Budget	Annual maintenance costs for all three playgrounds
Funding Policies	Percent for Art	N/A
	Green Building	N/A



**Description:** This appropriation is for the upgrading of the playgrounds at our Elementary Schools. Current school playspaces are aging, with Little Harbour and New Franklin's playgrounds now being 25 years old. The City is looking to address accessibility and equity concerns. Current regulations require the City to provide a resilient solid surface material to ensure accessibility for all students.

### Studies Identified & Useful Website Links:

- [Portsmouth School Department Homepage](#)

### Notes of Changes in Funding Plan from FY25-30 CIP:

New project for FY26. City Council moved bonding of \$500,000 in FY27 → FY29 up by 1 year each to FY26 → FY28

Evaluation Criteria		
CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 25-30	6 PY's Funding	Totals
GF	16%	\$100,000	\$100,000	\$100,000				\$300,000	\$0	\$300,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	82%	\$500,000	\$500,000	\$500,000				\$1,500,000	\$0	\$1,500,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	1%	\$25,000						\$25,000	\$0	\$25,000
	Totals	\$625,000	\$600,000	\$600,000	\$0	\$0	\$0	\$1,825,000	\$0	\$1,825,000

**CITY OF PORTSMOUTH  
TWO THOUSAND TWENTY-FIVE  
PORTSMOUTH, NEW HAMPSHIRE**

**RESOLUTION # XX – 2025**

**A Resolution authorizing a Bond Issue and/or Notes of the City under the Municipal Finance Act of up to Fourteen Million Five Hundred Fifty-Five Thousand Dollars (\$14,555,000) for costs related to:**

- **City Hall HVAC Improvements**
- **Citywide Facilities Capital Improvements**
- **Financial Software**
- **Elwyn Park Traffic Calming and Pedestrian Flow Plan**
- **Market Square Upgrades**
- **Citywide Sidewalk Reconstruction Program**
- **Cate Street Bridge Replacement**
- **Coakley-Borthwick Connector Roadway<sup>2</sup>**
- **Street Paving, Management and Rehabilitation**
- **Pease International Tradeport Roadway Rehabilitation**
- **Fleet Street Utilities Upgrade and Streetscape**
- **Citywide Storm Drainage Improvements**

**RESOLVED:**

**THAT, the sum of up to Fourteen Million Five Hundred Fifty-Five Thousand Dollars (\$14,555,000) is appropriated for:**

<b>City Streets and Sidewalks, Buildings, Equipment, and Infrastructure</b>	<b>Estimated Project Cost</b>	<b>Useful Life</b>
City Hall HVAC Improvements	\$ 500,000	20 yrs
Citywide Facilities Capital Improvements	\$ 1,100,000	20 yrs
Financial Software Upgrade	\$ 1,000,000	5 yrs
Elwyn Park Traffic Calming and Pedestrian Flow Plan	\$ 1,500,000	20 yrs
Market Square Upgrade	\$ 500,000	20 yrs
Citywide Sidewalk Reconstruction Program	\$ 800,000	20 yrs
Cate Street Bridge Replacement	\$ 415,000	20 yrs
Coakley-Borthwick Connector Roadway	\$ 1,240,000	20 yrs
Street Paving, Management, and Rehabilitation	\$ 4,000,000	20 yrs
Pease International Tradeport Roadway Rehabilitation	\$ 500,000	20 yrs
Fleet Street Utilities Upgrade and Streetscape	\$ 2,000,000	20 yrs
Citywide Storm Drainage Improvements	\$ 1,000,000	20 yrs
<b>Total</b>	<b>\$ 14,555,000</b>	

including the payment of costs incidental or related thereto;

**THAT**, to meet this appropriation, the City Treasurer, with the approval of the City Manager, is authorized to borrow, on a competitive or negotiated basis, up to **Fourteen Million Five Hundred Fifty-Five Thousand Dollars (\$14,555,000)** through the issuance of bonds and/or notes of the City under the Municipal Finance Act;

**THAT**, the expected useful life of the projects is set forth above; and

**THAT**, this Resolution shall take effect upon its passage.

**APPROVED BY:**

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**DEAGLAN MCEACHERN, MAYOR**

**ADOPTED BY THE CITY COUNCIL:**

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



## BI-21-PW-39: City Hall HVAC Improvements

Department		Public Works Department
Project Location		<a href="#">City Hall (1 Junkins Ave)</a>
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Moderate (\$50,001 to \$100,000)
Operating Budget Impact Details	Personnel	N/A
	Dept. Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	Yes



### Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

**Description:** This project addresses City Hall complex's antiquated heating and air conditioning system. The remaining original system is deteriorating and does not provide reliable heating, cooling, and dehumidification. In recent years, half of the piping has been replaced. Problematic issues continue to be of concern that require additional investment. Concerns include pipe corrosion, heavy condensation and leaks, which may contribute to mold growth and results in additional maintenance.

#### Studies Identified & Useful Website Links:

- HVAC Study 2019
- [Public Works Department](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

#### Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	9%							\$0	\$150,000	\$150,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	91%	\$500,000			\$1,000,000			\$1,500,000	\$0	\$1,500,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
Totals		\$500,000	\$0	\$0	\$1,000,000	\$0	\$0	\$1,500,000	\$150,000	\$1,650,000

# BI-01-PW-44: Citywide Facilities Capital Improvements

Department		Public Works Department
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impact Details	Personnel	N/A
	Dept. Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	Yes

## Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	



**Description:** The Public Works Department is responsible for maintaining all General Fund municipal facilities. These City facilities serve multiple uses. Many facilities need to be updated due to age and usage. A backlog of projects is shown on the next page.

### Studies Identified & Useful Website Links:

- [Facility Condition Assessment 2015](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

### Notes of Changes in Funding Plan from FY25-30 CIP:

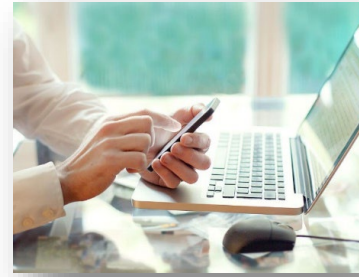
		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$1,100,000	\$550,000	\$550,000	\$1,100,000	\$550,000	\$550,000	\$4,400,000	\$3,350,000	\$7,750,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
Totals		\$1,100,000	\$550,000	\$550,000	\$1,100,000	\$550,000	\$550,000	\$4,400,000	\$3,350,000	\$7,750,000

## **BI-01-PW-44 : Citywide Facilities Capital Improvements**

- Asbestos Abatement
- Library Bathroom Replumbing
- City Hall Council Chamber Renovations
- City Hall Archive
- City Hall Department Renovations
- Infrastructure that supports City IT
- City Hall New Carpet Throughout
- City Hall New Paint Throughout
- DPW Complex Upgrades
- Connor's Cottage Basement / Drainage Project
- Connor's Cottage Tunnel Renovations
- Facilities Safety Inspection Action Items
- Removal of City Hall Boiler Building Chimney
- HVAC Upgrades
- Library Roof

## IS-21-FI-50: Financial Software Upgrade

Department		Finance Department
Project Location		City Hall
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		High (\$100,001 or more)
Operating Budget Impacts	Personnel	N/A
	Dept. Budget	Annual subscription costs
Funding Policies	Percent for Art	N/A
	Green Building	N/A



**Description:** Several different software tools that provide for the necessary financial functions of the City need to be upgraded and/or expanded to deliver contemporary business solutions and achieve Citywide efficiencies. The project is underway to find and implement the optimum solution of cloud-based applications to better address finance and accounting, human resources and payroll, purchasing and payables, billing and cash receipting, along with an important list of related functions. The core elements of this new solution are expected to be launched over the course of 2025 with more specialized components following as best coordinated. The revised FY26 request is consistent with the solution costs revealed in the recently completed request for proposals.

Evaluation Criteria		
CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

### Studies Identified & Useful Website Links:

- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

### Notes of Changes in Funding Plan from FY25-30 CIP:

Funding was changed from Non-Operating to bond due to changes in the project timeline.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	53%	\$1,000,000						\$1,000,000	\$0	\$1,000,000
Other (GF Non Operating)	47%							\$0	\$875,000	\$875,000
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$1,000,000	\$875,000	\$1,875,000

# TSM-17-PW-59: Elwyn Park Traffic Calming and Pedestrian Flow Plan

<b>Department</b>		Public Works Department and Planning and Sustainability Departmen
<b>Project Location</b>		<a href="#">Elwyn Park</a> (McKinley Rd, Harding Rd, Van Buren Rd, Fillmore Rd)
<b>Priority</b>		A (needed within 0 to 3 year)
<b>Impact on Operating Budget</b>		Negligible (<\$5,001)
<b>Operating Budget Impacts</b>	<b>Personnel</b>	N/A
	<b>Dept. Budget</b>	N/A
<b>Funding Policies</b>	<b>Percent for Art</b>	N/A
	<b>Green Building</b>	N/A



**Description:** This project will provide safe pedestrian connections and traffic calming throughout the Elwyn Park Neighborhood. A feasibility study has been completed using prior year Capital funding which identified priority streets within the neighborhood for addition of sidewalks and recommended traffic calming measures.

Evaluation Criteria		
CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	Y
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

## Studies Identified & Useful Website Links:

- [Elwyn Park Sidewalks and Traffic Calming Project Page](#)
  - Elwyn Park Sidewalk Study June 2020
  - [Bicycle and Pedestrian Plan 2014](#)
  - [FY23-FY28 CIP \(Prior Year\) Project Sheet](#)

## Notes of Changes in Funding Plan from FY25-30 CIP:

Returning project (from CIP FY24) that requires further funding

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	2%							\$0	\$225,000	\$225,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	98%	\$1,500,000		\$3,000,000		\$3,000,000		\$7,500,000	\$1,500,000	\$9,000,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP (Walmart)	0%							\$0	\$0	\$0
	Totals	\$1,500,000	\$0	\$3,000,000	\$0	\$3,000,000	\$0	\$7,500,000	\$1,725,000	\$9,225,000



# TSM-15-PW-63: Market Square Upgrade

Department		Public Works Department & Planning and Sustainability Department
Project Location		<a href="#">Market Square</a>
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	N/A
	Dept. Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	Yes



**Description:** Market Square was constructed in 1977 with minor improvements completed over the years. Streets and buildings around the square have been updated but utility, sidewalk and lighting upgrades are now required. The Market Square study will be completed in FY25 and will inform Phase 1 capital investments in FY26. The intent of this study is to engage the community in a Citywide process that will allow us to better understand the vision, values, and funding priorities for Market Square through public outreach. This project will be implemented in multiple phases which are reflected in the funding requests for outyears FY28 and FY30. These phases will include streetscape improvements, pedestrian enhancements, and upgrades to water, sewer, drainage and will address citizen requests.

## Studies Identified & Useful Website Links:

- [Bicycle and Pedestrian Plan 2014](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

## Notes of Changes in Funding Plan from FY25-30 CIP:

Moved funding from Parking to General Fund

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	4%							\$0	\$100,000	\$100,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	96%	\$500,000		\$1,000,000		\$1,000,000		\$2,500,000	\$0	\$2,500,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$500,000	\$0	\$1,000,000	\$0	\$1,000,000	\$0	\$2,500,000	\$100,000	\$2,600,000

# TSM-95-PW-64: Citywide Sidewalk Reconstruction Program

Department		Public Works Department
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	Fractional FTE
	Dept. Budget	Minimal maintenance needs
Funding Policies	Percent for Art	N/A
	Green Building	Yes



**Description:** The Public Works Department completed a conditional sidewalk assessment of City maintained sidewalks. The assessment contains detailed information on seventy-four (74) miles of sidewalk. These sidewalks are not included in parks, fields and other City maintained facilities. The results give staff a clear depiction of the overall conditions. This project consists of sidewalks identified as poor to fair condition. Reconstruction work is based on need and execution is coordinated with other street and utility improvement projects.

Evaluation Criteria		
CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

## Studies Identified & Useful Website Links:

- [Roads & Sidewalks Project Page](#)
- [Sidewalk Condition Index 2018](#)
  - [Public Works Homepage](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

## Notes of Changes in Funding Plan from FY25-30 CIP:

Funding increased to \$800,000, funded every-other-year as found in previous CIP documents.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$800,000		\$800,000		\$800,000		\$2,400,000	\$1,600,000	\$4,000,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$800,000	\$0	\$800,000	\$0	\$800,000	\$0	\$2,400,000	\$1,600,000	\$4,000,000

## TSM-95-PW-64: Citywide Sidewalk Reconstruction Program

### PROPOSED CAPITAL IMPROVEMENTS ON EXISTING SIDEWALKS:

- Maple Haven - North
- Kensington Road
- Lawrence Street
- Mendum Avenue
- Summit Avenue
- Woodlands Area
- South Side of South Street - Lafayette to Spinney Road
- Miscellaneous

The list above represents a backlog of high priority sidewalk projects as identified by the Conditional Sidewalk Assessment and other capital projects. The amount of work completed depends on available funds and construction bid prices.



# TSM-08-PW/NH-69: Cate Street Bridge Replacement

Department		Public Works Department
Project Location		<a href="#">Cate Street</a>
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	N/A
	Dept. Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	Yes



Evaluation Criteria		
CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

**Description:** This bridge is beyond its 50-year design life. It cannot handle heavy truck volumes and needs to be replaced. Residents have asked for the bridge to remain open if the median on Route 1 Bypass is extended past Cottage Street. This ensures emergency vehicle access to Portsmouth Hospital from the neighborhood. The City will continue to do temporary repairs until state funding is available for the bridge replacement.

## Studies Identified & Useful Website Links:

- [Citywide Bridge Evaluation 2018](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

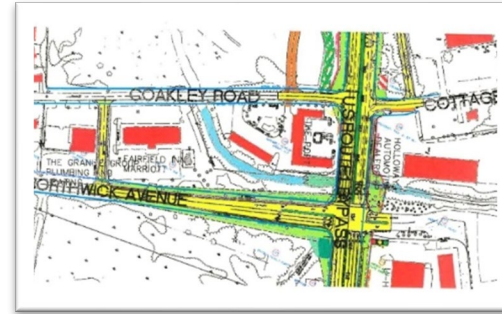
## Notes of Changes in Funding Plan from FY25-30 CIP:

NH DOT adjusted schedule as of 10/21/2024

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	78%	\$1,335,000						\$1,335,000	\$100,000	\$1,435,000
Bond/ Lease	22%	\$415,000						\$415,000	\$0	\$415,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
Totals		\$1,750,000	\$0	\$0	\$0	\$0	\$0	\$1,750,000	\$100,000	\$1,850,000

## TSM-20-PW-70: Coakley-Borthwick Connector Roadway

Department		Public Works Department
Project Location		<a href="#">Coakley Road</a> and <a href="#">Borthwick Avenue</a>
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	N/A
	Dept. Budget	Maintenance needs
Funding Policies	Percent for Art	N/A
	Green Building	Yes



**Description:** To improve traffic flow on the Route 1 Bypass, a plan for intersection improvements has been designed. The signal at the intersection of Coakley Road, Cottage Street and the Route 1 Bypass may be removed and the median on the Bypass extended through the intersection prohibiting left turns. To provide left turn access to and from the Bypass for the users of Coakley Road, this project would construct a connector roadway between Coakley Road and Borthwick Avenue. This project is subject to NHDOT approval and would be contingent upon acquiring the necessary right-of-way.

Evaluation Criteria		
CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	Y
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

### Studies Identified & Useful Website Links:

- [Citywide Bridge Evaluation 2018](#),
- NHDOT long range vision for the Bypass
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

### Notes of Changes in Funding Plan from FY25-30 CIP:

Funding in FY26 increased by \$240,000 (matching CMAQ funding included in Bond)

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$1,240,000						\$1,240,000	\$0	\$1,240,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
Totals		\$1,240,000	\$0	\$0	\$0	\$0	\$0	\$1,240,000	\$0	\$1,240,000

# TSM-94-PW-72: Street Paving, Management, and Rehabilitation

Department		Public Works Department
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	N/A
	Dept. Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	Yes



**Description:** The Pavement Condition Management Program started in 1993. An annual report updating the City's pavement management system is completed as part of this program. The City's network of roads are evaluated, and comprehensive budget requirements are analyzed to develop road-paving programs and timelines. The report provides recommended funding to maintain street conditions at current levels. These are capital costs that are implemented over a two-year period with an expected lifespan of 20 years. The Public Works operational budget includes maintenance costs with an expected lifespan of 10 years. A list of streets needing improvement is on the next page.

Evaluation Criteria		
CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

## Studies Identified & Useful Website Links:

- Pavement Management Index 2020 (draft)
- [Department of Public Works Projects Page](#)
  - [Roads & Sidewalks Project Page](#)
  - [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

## Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 25-30	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$4,000,000		\$4,000,000		\$4,000,000		\$12,000,000	\$9,000,000	\$21,000,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$4,000,000	\$0	\$4,000,000	\$0	\$4,000,000	\$0	\$12,000,000	\$9,000,000	\$21,000,000

## **TSM-94-PW-72: Street Paving, Management, and Rehabilitation**

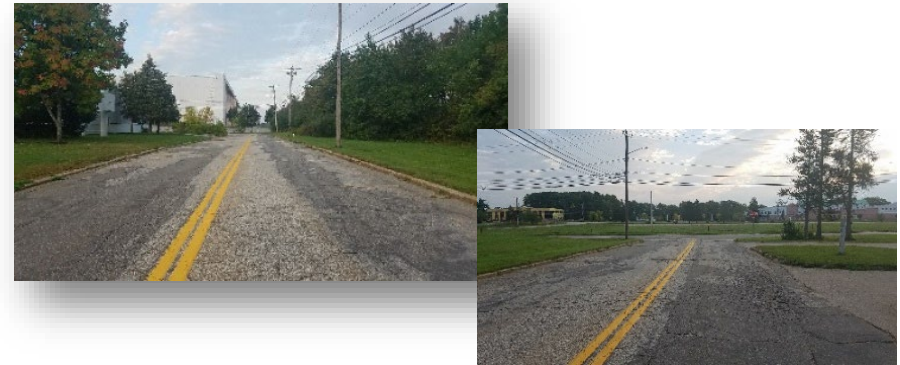
### **STREETS LISTING:**

- Middle Street
- Woodbury Avenue (Bartlett to Market Street)
- Maple Haven
- Coakley Road
- Miscellaneous

The list above represents a backlog of high priority pavement projects as identified by the Pavement Management Index and other capital projects. The amount of work completed depends on available funds and construction bid prices.

# TSM-11-PW-73: Pease International Tradeport Roadway Rehabilitation

Department		Public Works Department
Project Location		<a href="#">Pease International Tradeport</a>
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	N/A
	Dept. Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	Yes



## Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

**Description:** According to the Municipal Service Agreement between the City of Portsmouth and the Pease Development Authority, the City will deliver public works services in the non-airfield regions of the Pease International Tradeport. These services encompass the maintenance and repair of roads, streets, bridges, and sidewalks. A list of streets requiring improvement is provided on the following page.

### Studies Identified & Useful Website Links:

- Pavement Management Index 2020 (draft)
- [Department of Public Works Projects Page](#)
  - [Roads & Sidewalks Project Page](#)
  - [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

### Notes of Changes in Funding Plan from FY25-30 CIP:

FY29 Funding moved to FY26, Funding added to FY30

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$500,000		\$1,000,000		\$1,000,000		\$2,500,000	\$4,700,000	\$7,200,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$500,000	\$0	\$1,000,000	\$0	\$1,000,000	\$0	\$2,500,000	\$4,700,000	\$7,200,000

## **TSM-11-PW-73: Pease International Tradeport Roadway Rehabilitation**

### **STREETS LISTING:**

- Airline Avenue
- Aviation Avenue
- Newfields Street
- Rochester Avenue
- Rye Street
- Miscellaneous

The list above represents a backlog of high priority pavement projects in the Pease International Tradeport as identified by the Pavement Management Index and other capital projects. The amount of work completed depends on available funds and construction bid prices.



## COM-20-PW-92: Fleet Street Utilities Upgrade and Streetscape

Department		Public Works Department
Project Location		<a href="#">Fleet Street</a>
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	Fractional FTE
	Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	N/A



### Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	Y
	Responds to a Citywide Goal or Submitted Resident Request	

**Description:** The City is moving forward with a sewer separation project on Fleet Street. It is required through the City's [Long Term Control Plan](#) and [Supplemental Compliance Plan](#). The project includes water, sewer, drainage upgrades along with full streetscape rework and other pedestrian enhancements. Funding for this work will come from the Water and Sewer Enterprise Funds and the General Fund.

Given the scope of this project, it will need to be completed in phases. Phase 1, a new drain line from the [North Mill Pond](#), was addressed with FY24 Funding. Phase 2 will be the [Vaughan Mall](#) and upper [Congress Street](#) area. Phase 3 will be [Fleet Street](#) from [Hanover Street](#) to [Court Street](#) as well as a potential expansion of the project limits as determined during the design.

Market Square Upgrade project (TSM-15-PW-61) will be coordinated with this project.

### Studies Identified & Useful Website Links:

- [Fleet Street Reconstruction Project Page](#)
- [Long Term Control Plan Update 2010](#);
- [CSO Supplemental Compliance Plan 2017](#)
  - [Public Works Department](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

### Notes of Changes in Funding Plan from FY25-30 CIP:

Funding schedule updated to meet State funding requirements and additional scope and cost escalation as well as funding availability.

**COM-20-PW-92: Fleet Street Utilities Upgrade and Streetscape**

			FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
General Fund	Fed/ State	0%							\$0	\$0	\$0
	GF-Capital Outlay	0%							\$0	\$0	\$0
	GF-Bond/ Lease	23%	\$2,000,000						\$2,000,000	\$1,000,000	\$3,000,000
	Other	0%							\$0	\$0	\$0
	PPP	0%							\$0	\$0	\$0
Water	Revenues	0%							\$0	\$0	\$0
	Bond/Lease	23%	\$2,000,000						\$2,000,000	\$1,000,000	\$3,000,000
	PPP	0%							\$0	\$0	\$0
Sewer	Revenues	0%							\$0	\$0	\$0
	Bond/Lease	55%	\$2,000,000						\$2,000,000	\$5,200,000	\$7,200,000
	PPP	0%							\$0	\$0	\$0
Total General Fund		23%	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000	\$1,000,000	\$3,000,000
Total Water Fund		23%	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000	\$1,000,000	\$3,000,000
Total Sewer Fund		55%	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000	\$5,200,000	\$7,200,000
Totals			\$6,000,000	\$0	\$0	\$0	\$0	\$0	\$6,000,000	\$7,200,000	\$13,200,000



## COM-15-PW-93: Citywide Storm Drainage Improvements

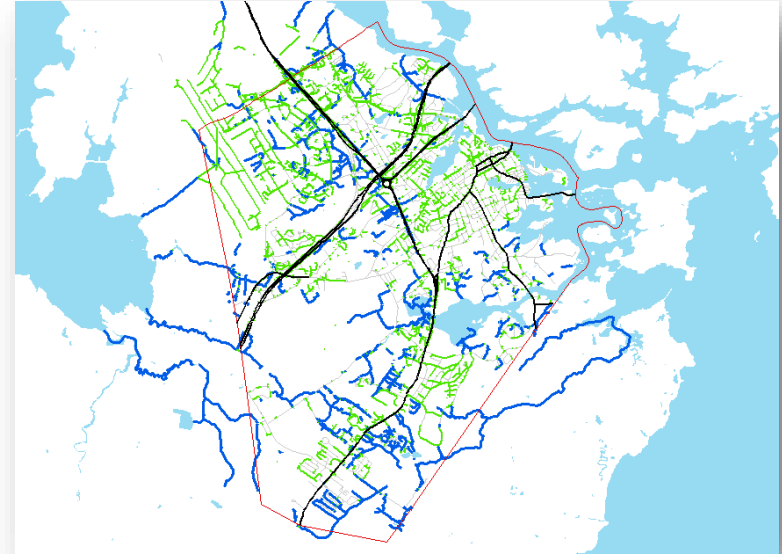
Department		Public Works Department
Project Location		Citywide
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	N/A
	Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	N/A

### Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

#### Studies Identified & Useful Website Links:

- [Stormwater Master Plan 2007](#)
- [Department of Public Works](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)



**Description:** The City owns and maintains storm drains, catch basins and outfalls. Many of these structures are failing and need upgrades. The drainage system is repaired and upgraded as part of specific capital projects, roadway reconstruction and prior to annual paving. In addition to pipe work, the existing stormwater ponds and swales need to be maintained.

Funding for this work will come from the Sewer Enterprise Fund and the General Fund.

#### Notes of Changes in Funding Plan from FY25-30 CIP:

Increased FY26 annual funding for failing drainage.

**COM-15-PW-93: Citywide Storm Drainage Improvements**

			FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
General Fund	Fed/State (ARPA)	6%							\$0	\$600,000	\$600,000
	GF-Capital Outlay	8%							\$0	\$800,000	\$800,000
	GF-Bond/ Lease	40%	\$1,000,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$3,500,000	\$500,000	\$4,000,000
	Other	0%							\$0	\$0	\$0
	PPP	0%							\$0	\$0	\$0
Water	Revenues	0%							\$0	\$0	\$0
	Bond/Lease	0%							\$0	\$0	\$0
	PPP	0%							\$0	\$0	\$0
Sewer	Revenues	6%							\$0	\$550,000	\$550,000
	Bond/Lease	40%	\$1,000,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$3,500,000	\$500,000	\$4,000,000
	PPP	0%							\$0	\$0	\$0
Total General Fund		54%	\$1,000,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$3,500,000	\$1,900,000	\$5,400,000
Total Water Fund		0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sewer Fund		46%	\$1,000,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$3,500,000	\$1,050,000	\$4,550,000
Totals			\$2,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$7,000,000	\$2,950,000	\$9,950,000

**CITY OF PORTSMOUTH  
TWO THOUSAND TWENTY-FIVE  
PORTSMOUTH, NEW HAMPSHIRE**

**RESOLUTION # XX – 2025**

**A resolution authorizing a Bond Issue and/or notes of the City under the Municipal Finance Act and/or participation in the State Revolving Fund (SRF) Loan Program up to Eleven Million Four Hundred Fifty Thousand Dollars (\$11,450,000) related to:**

- **Annual Water Line Replacement**
- **Well Station Improvements**
- **Water Storage Tanks**
- **Greenland Well Treatment**
- **Fleet Street Utilities Upgrade and Streetscape**
- **Chapel Street**

**RESOLVED:**

**THAT, the sum of up to Eleven Million Four Thousand Fifty Thousand Dollars (\$11,450,000) is appropriated for:**

<b>Water Projects</b>	<b>Estimated Project Cost</b>	<b>Useful Life</b>
Annual Water Line Replacement	\$ 1,500,000	30 yrs
Well Station Improvements	\$ 200,000	30 yrs
Water Storage Tanks	\$ 5,000,000	30 yrs
Greenland Well Treatment	\$ 2,000,000	30 yrs
Fleet Street Utilities Upgrade and Streetscape	\$ 2,000,000	30 yrs
Chapel Street	\$ 750,000	30 yrs
<b>Total</b>	<b>\$ 11,450,000</b>	

including the payment of costs incidental or related thereto;

**To** meet this appropriation, the City Treasurer, with the approval of the City Manager is authorized to borrow, on a competitive or negotiated basis, up to **Eleven Million Four Hundred Fifty Thousand Dollars (\$11,450,000)** through the issuance of bonds and/or notes of the City under the Municipal Finance Act and/or a loan program offered through the State of New Hampshire Department of Environmental Services, identified as the State Revolving Fund Loan;

**THAT,** the expected useful life of the projects is set forth above; and

**THAT** this Resolution shall take effect upon its passage.

**APPROVED BY:**

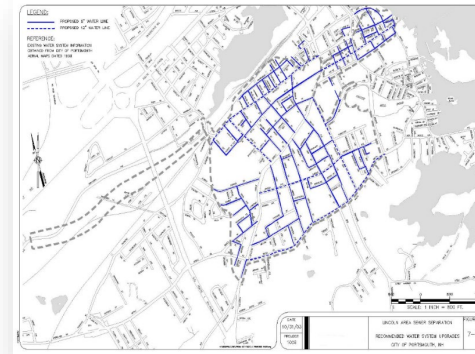
**DEAGLAN MCEACHERN, MAYOR**

**ADOPTED BY THE CITY COUNCIL:**

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

## EF-02-WD-78: Annual Water Line Replacement

<b>Department</b>		Public Works – Water Division
<b>Project Location</b>		Citywide
<b>Priority</b>		O (ongoing or programmatic)
<b>Impact on Operating Budget</b>		Negligible (<\$5,001)
<b>Operating Budget Impacts</b>	<b>Personnel</b>	N/A
	<b>Budget</b>	N/A
<b>Funding Policies</b>	<b>Percent for Art</b>	N/A
	<b>Green Building</b>	N/A



**Description:** The water distribution system consists of more than 150 miles of pipe. Many of the older pipes are 50 to 100 years old, undersized and at the end of their design life. Pipes are replaced programmatically as part of water specific capital projects, roadway reconstruction, and prior to annual paving. This item will fund the purchase and installation of pipe, valves and associated materials used to replace those pipes. This project provides funding for large full road reconstruction projects and individual pipe replacement projects.

### Studies Identified & Useful Website Links:

- [Water System Master Plan 2013](#)
- [Water Department](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

### Notes of Changes in Funding Plan from FY25-30 CIP:

Additional funds added in FY27, FY29, and FY31 due to escalation.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	98%	\$1,500,000	\$750,000	\$1,500,000	\$750,000	\$1,500,000	\$750,000	\$6,750,000	\$4,500,000	\$11,250,000
Other	0%							\$0	\$0	\$0
Revenues	2%							\$0	\$250,000	\$250,000
PPP	0%							\$0	\$0	\$0
	<b>Totals</b>	<b>\$1,500,000</b>	<b>\$750,000</b>	<b>\$1,500,000</b>	<b>\$750,000</b>	<b>\$1,500,000</b>	<b>\$750,000</b>	<b>\$6,750,000</b>	<b>\$4,750,000</b>	<b>\$11,500,000</b>

## EF-08-WD-79: Well Stations Improvements

Department		Public Works – Water Division
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	Maintenance of new facilities
	Budget	General Maintenance
Funding Policies	Percent for Art	N/A
	Green Building	Yes



**Description:** This project involves upgrades to existing wells and pumping facilities. Improvements include upgrades to infrastructure, and pumping, treatment and communications equipment, as well as management of site and protective areas, and upgrades associated with regulatory requirements.

### Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

### Studies Identified & Useful Website Links:

- [Water System Master Plan 2013](#)
- [Water Department](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

### Notes of Changes in Funding Plan from FY25-30 CIP:

Additional funding added for Collins and Portsmouth wells

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	92%	\$200,000	\$1,000,000					\$1,200,000	\$1,000,000	\$2,200,000
Other	0%							\$0	\$0	\$0
Revenues	8%							\$0	\$200,000	\$200,000
PPP	0%							\$0	\$0	\$0
	Totals	\$200,000	\$1,000,000	\$0	\$0	\$0	\$0	\$1,200,000	\$1,200,000	\$2,400,000

## EF-22-WD-81: Water Storage Tanks Improvements

Department		Public Works – Water Division
Project Location		Citywide
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	N/A
	Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	N/A

### Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	



**Description:** This CIP item accounts for the on-going need to repair and improve the conditions of our water storage tanks. Currently the Newington Booster Station Tank, Lafayette Road, and Spinney Road Water Storage Tanks are in need of painting, repairs, or replacement. An engineering assessment is ongoing to evaluate options for improving tank performance and minimizing water quality issues. Funds for tank improvement design are also included for planning purposes. After the engineering assessment, construction costs and improvement schedules will be adjusted accordingly.

#### Studies Identified & Useful Website Links:

- [Water Department](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

#### Notes of Changes in Funding Plan from FY25-30 CIP:

FY26 funding is for the Newington Booster Station, outyears including funding for all other storage tanks.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	99%	\$5,000,000		\$2,000,000			\$10,000,000	\$17,000,000	\$400,000	\$17,400,000
Other	0%							\$0	\$0	\$0
Revenues	1%							\$0	\$100,000	\$100,000
PPP	0%							\$0	\$0	\$0
	Totals	\$5,000,000	\$0	\$2,000,000	\$0	\$0	\$10,000,000	\$17,000,000	\$500,000	\$17,500,000

## EF-24-WD-82: Greenland Well Treatment

Department		Public Works - Water Division
Project Location		Citywide
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Minimal (\$5,001 to \$50,000 per year)
Operating Budget Impacts	Personnel	Fraction FTE increase
	Budget	Minor Impact for media replacement, facility heating and electricity
Funding Policies	Percent for Art	N/A
	Green Building	N/A

### Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	



**Description:** This project involves the design and construction of a PFAS treatment facility at the Greenland Well. The US EPA regulations finalized in 2024 set drinking water limits at levels slightly below the current PFAS levels tested at Greenland Well. New drinking water limits must be met by 2029. This facility will be designed to provide compliance with these new regulations.

#### Studies Identified & Useful Website Links:

- [USEPA PFAS Regulations](#)
- [Water Department](#)

#### Notes of Changes in Funding Plan from FY25-30 CIP:

Returning Project (Formerly EF-24-WD-89)

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$2,000,000						\$2,000,000	\$0	\$2,000,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000	\$0	\$2,000,000



## COM-20-PW-92: Fleet Street Utilities Upgrade and Streetscape

Department		Public Works Department
Project Location		<a href="#">Fleet Street</a>
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	Fractional FTE
	Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	N/A



### Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	Y
	Responds to a Citywide Goal or Submitted Resident Request	

**Description:** The City is moving forward with a sewer separation project on Fleet Street. It is required through the City's [Long Term Control Plan](#) and [Supplemental Compliance Plan](#). The project includes water, sewer, drainage upgrades along with full streetscape rework and other pedestrian enhancements. Funding for this work will come from the Water and Sewer Enterprise Funds and the General Fund.

Given the scope of this project, it will need to be completed in phases. Phase 1, a new drain line from the [North Mill Pond](#), was addressed with FY24 Funding. Phase 2 will be the [Vaughan Mall](#) and upper [Congress Street](#) area. Phase 3 will be [Fleet Street](#) from [Hanover Street](#) to [Court Street](#) as well as a potential expansion of the project limits as determined during the design.

Market Square Upgrade project (TSM-15-PW-61) will be coordinated with this project.

### Studies Identified & Useful Website Links:

- [Fleet Street Reconstruction Project Page](#)
- [Long Term Control Plan Update 2010](#);
- [CSO Supplemental Compliance Plan 2017](#)
  - [Public Works Department](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

### Notes of Changes in Funding Plan from FY25-30 CIP:

Funding schedule updated to meet State funding requirements and additional scope and cost escalation as well as funding availability.



**COM-20-PW-92: Fleet Street Utilities Upgrade and Streetscape**

			FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
General Fund	Fed/ State	0%							\$0	\$0	\$0
	GF-Capital Outlay	0%							\$0	\$0	\$0
	GF-Bond/ Lease	23%	\$2,000,000						\$2,000,000	\$1,000,000	\$3,000,000
	Other	0%							\$0	\$0	\$0
	PPP	0%							\$0	\$0	\$0
Water	Revenues	0%							\$0	\$0	\$0
	Bond/Lease	23%	\$2,000,000						\$2,000,000	\$1,000,000	\$3,000,000
	PPP	0%							\$0	\$0	\$0
Sewer	Revenues	0%							\$0	\$0	\$0
	Bond/Lease	55%	\$2,000,000						\$2,000,000	\$5,200,000	\$7,200,000
	PPP	0%							\$0	\$0	\$0
Total General Fund		23%	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000	\$1,000,000	\$3,000,000
Total Water Fund		23%	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000	\$1,000,000	\$3,000,000
Total Sewer Fund		55%	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000	\$5,200,000	\$7,200,000
<b>Totals</b>			<b>\$6,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,000,000</b>	<b>\$7,200,000</b>	<b>\$13,200,000</b>

## COM-23-PW-94: Chapel Street

Department		Public Works Department
Project Location		<a href="#">Chapel Street</a> at <a href="#">Bow Street</a>
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	N/A
	Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	N/A

### Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

#### Studies Identified & Useful Website Links:

- [Public Works Department](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)



**Description:** This project includes the reconstruction of [Chapel Street](#) from [Daniel Street](#) to [Bow Street](#). Work will include replacement of the water main, sewer main, and drainage improvements along the roadway.

#### Notes of Changes in Funding Plan from FY25-30 CIP:

**COM-23-PW-94: Chapel Street**

			FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
General Fund	Fed/ State	0%							\$0	\$0	\$0
	GF-Capital Outlay	0%							\$0	\$0	\$0
	GF-Bond/ Lease	0%							\$0	\$0	\$0
	Other	0%							\$0	\$0	\$0
	PPP	0%							\$0	\$0	\$0
Water	Revenues	0%							\$0	\$0	\$0
	Bond/Lease	50%	\$750,000						\$750,000	\$1,000,000	\$1,750,000
	PPP	0%							\$0	\$0	\$0
Sewer	Revenues	0%							\$0	\$0	\$0
	Bond/Lease	50%	\$750,000						\$750,000	\$1,000,000	\$1,750,000
	PPP	0%							\$0	\$0	\$0
Total General Fund		0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Water Fund		50%	\$750,000	\$0	\$0	\$0	\$0	\$0	\$750,000	\$1,000,000	\$1,750,000
Total Sewer Fund		50%	\$750,000	\$0	\$0	\$0	\$0	\$0	\$750,000	\$1,000,000	\$1,750,000
<b>Totals</b>			<b>\$1,500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,500,000</b>	<b>\$2,000,000</b>	<b>\$3,500,000</b>

**CITY OF PORTSMOUTH  
TWO THOUSAND TWENTY-FIVE  
PORTSMOUTH, NEW HAMPSHIRE**

**RESOLUTION # XX – 2025**

**A resolution authorizing a Bond Issue and/or notes of the City under the Municipal Finance Act and/or Participation in the State Revolving Fund (SRF) Loan Program of up to Eight Million Nine Hundred Fifteen Thousand Dollars (\$8,915,000) for costs related to:**

- **Annual Sewer Line Replacement**
- **Sewer Service Funding for Sagamore Avenue Area Sewer Extension**
- **Peirce Island Wastewater Treatment Facility**
- **Fleet Street Utilities Upgrade and Streetscape**
- **Citywide Storm Drainage Improvements**
- **Chapel Street**
- **Lafayette Park and Monroe Street Drainage Improvements**
- **Sewer System Modeling**

**RESOLVED:**

**THAT** that the sum of up to **Eight Million Nine Hundred Fifteen Thousand Dollars (\$8,915,000)** is appropriated for:

<b>Sewer Projects</b>	<b>Estimated Project Cost</b>	<b>Useful Life</b>
Annual Sewer Line Replacement	\$ 1,500,000	30 yrs
Sewer Service Funding for Sagamore Avenue Area Sewer Extension	\$ 365,000	30 yrs
Peirce Island Wastewater Treatment Facility	\$ 1,500,000	30 yrs
Fleet Street Utilities Upgrade and Streetscape	\$ 2,000,000	30 yrs
Citywide Storm Drainage Improvements	\$ 1,000,000	30 yrs
Chapel Street	\$ 750,000	30 yrs
Lafayette park and Monroe Street Drainage Improvements	\$ 1,500,000	30 yrs
Sewer System Modeling	\$ 300,000	5 yrs
<b>Total</b>	<b>\$ 8,915,000</b>	

including the payment of costs incidental or related thereto;

**To** meet this appropriation, the City Treasurer, with the approval of the City Manager is authorized to borrow, on a competitive or negotiated basis, up to **Eight Million Nine Hundred Fifteen Thousand Dollars (\$8,915,000)** through the issuance of bonds and/or notes of the City under the Municipal Finance Act and/or a loan program offered through the State of New Hampshire Department of Environmental Services, identified as the State Revolving Fund Loan;

**THAT**, the expected useful life of the projects is set forth above; and

**THAT** this Resolution shall take effect upon its passage.

**APPROVED BY:**

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**DEAGLAN MCEACHERN, MAYOR**

**ADOPTED BY THE CITY COUNCIL:**

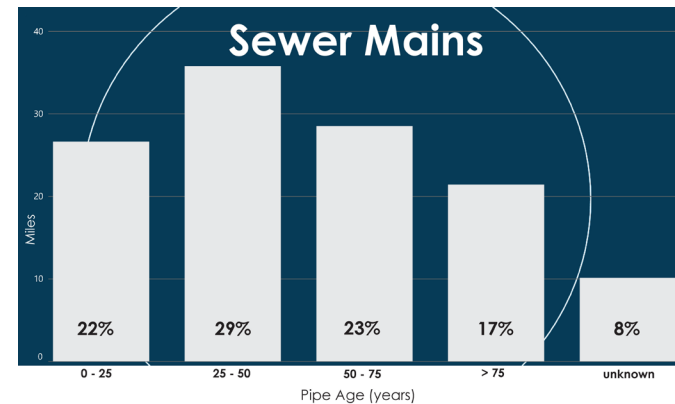
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**KELLI BARNABY, CMC/CNHMC  
CITY CLERK**

## EF-12-SD-85: Annual Sewer Line Replacement

Department		Public Works – Sewer Division
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	N/A
	Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	N/A

Evaluation Criteria		
CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	Y
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	



**Description:** The wastewater collection system consists of more than 120 miles of pipe. Many of the older pipes are 50 to 100 years old, undersized and at the end of their design life. Pipes are replaced programmaticaly as part of sewer-specific capital projects, roadway reconstruction and prior to annual paving. This project will fund the purchase of pipes and associated materials used to replace those pipes.

### Studies Identified & Useful Website Links:

- [Water and Wastewater Division Page](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

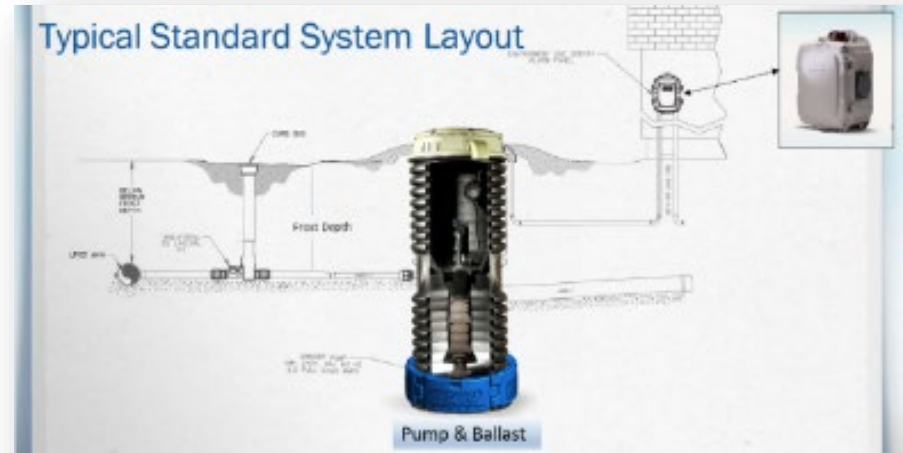
### Notes of Changes in Funding Plan from FY25-30 CIP:

Recurring funding increased due to cost escalation

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	83%	\$1,500,000		\$1,500,000		\$1,500,000		\$4,500,000	\$3,000,000	\$7,500,000
Other	0%							\$0	\$0	\$0
Revenues	17%							\$0	\$1,500,000	\$1,500,000
PPP	0%							\$0	\$0	\$0
Totals		\$1,500,000	\$0	\$1,500,000	\$0	\$1,500,000	\$0	\$4,500,000	\$4,500,000	\$9,000,000

# EF-22-SD-89: Sewer Service Funding For Sagamore Avenue Area Sewer Extension

Department		Public Works – Sewer Division
Project Location		Portions of <a href="#">Sagamore Ave</a> & Wentworth House Road; <a href="#">Cliff Road</a> , <a href="#">Walker Bungalow Road</a> & <a href="#">Sagamore Grove</a>
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	N/A
	Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	N/A



## Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

**Description:** The City has completed a new low pressure sewer collection system in the Sagamore Avenue collection area to address failing and low performing septic systems. Private connections to the system are on-going and per prior City Council direction, the City continues to allocate funding through FY28 to assist resident connections to the system.

### Studies Identified & Useful Website Links:

- Consent Decree Second Modification.
- [Sagamore Ave Sewer Extension Project Page](#)
- [Water and Wastewater Division Page](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

### Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$365,000	\$365,000	\$365,000				\$1,095,000	\$2,230,000	\$3,325,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$365,000	\$365,000	\$365,000	\$0	\$0	\$0	\$1,095,000	\$2,230,000	\$3,325,000

# EF-24-SD-91: Peirce Island Wastewater Treatment Facility

Department		Public Works – Sewer Division
Project Location		<a href="#">Peirce Island Wastewater Treatment Facility (200 Peirce Island Road)</a>
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Moderate (\$50,000 to \$100,000)
Operating Budget Impacts	Personnel	N/A
	Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	N/A



**Description:** The Peirce Island Wastewater Treatment Facility was officially put online in the spring of 2020. Portions of the facility have been operational since an upgrade in 2015. The City is planning for the long-term improvements needed at this facility to address capital equipment replacement, permit modifications and operational needs over time. FY26 and FY27 monies are for repairs to aging clarifier equipment and chemical storage and pumping equipment.

Evaluation Criteria		
CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

## Studies Identified & Useful Website Links:

- [Peirce Island Wastewater Facility Upgrade Project Page](#)
  - [Water and Wastewater Division Page](#)
  - [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

## Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$1,500,000	\$1,500,000					\$3,000,000	\$1,900,000	\$4,900,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
Totals		\$1,500,000	\$1,500,000	\$0	\$0	\$0	\$0	\$3,000,000	\$1,900,000	\$4,900,000



## COM-20-PW-92: Fleet Street Utilities Upgrade and Streetscape

Department		Public Works Department
Project Location		<a href="#">Fleet Street</a>
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	Fractional FTE
	Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	N/A



### Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	Y
	Responds to a Citywide Goal or Submitted Resident Request	

**Description:** The City is moving forward with a sewer separation project on Fleet Street. It is required through the City's [Long Term Control Plan](#) and [Supplemental Compliance Plan](#). The project includes water, sewer, drainage upgrades along with full streetscape rework and other pedestrian enhancements. Funding for this work will come from the Water and Sewer Enterprise Funds and the General Fund.

Given the scope of this project, it will need to be completed in phases. Phase 1, a new drain line from the [North Mill Pond](#), was addressed with FY24 Funding. Phase 2 will be the [Vaughan Mall](#) and upper [Congress Street](#) area. Phase 3 will be [Fleet Street](#) from [Hanover Street](#) to [Court Street](#) as well as a potential expansion of the project limits as determined during the design.

Market Square Upgrade project (TSM-15-PW-61) will be coordinated with this project.

### Studies Identified & Useful Website Links:

- [Fleet Street Reconstruction Project Page](#)
- [Long Term Control Plan Update 2010](#);
- [CSO Supplemental Compliance Plan 2017](#)
  - [Public Works Department](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)

### Notes of Changes in Funding Plan from FY25-30 CIP:

Funding schedule updated to meet State funding requirements and additional scope and cost escalation as well as funding availability.

**COM-20-PW-92: Fleet Street Utilities Upgrade and Streetscape**

			FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
General Fund	Fed/ State	0%							\$0	\$0	\$0
	GF-Capital Outlay	0%							\$0	\$0	\$0
	GF-Bond/ Lease	23%	\$2,000,000						\$2,000,000	\$1,000,000	\$3,000,000
	Other	0%							\$0	\$0	\$0
	PPP	0%							\$0	\$0	\$0
Water	Revenues	0%							\$0	\$0	\$0
	Bond/Lease	23%	\$2,000,000						\$2,000,000	\$1,000,000	\$3,000,000
	PPP	0%							\$0	\$0	\$0
Sewer	Revenues	0%							\$0	\$0	\$0
	Bond/Lease	55%	\$2,000,000						\$2,000,000	\$5,200,000	\$7,200,000
	PPP	0%							\$0	\$0	\$0
Total General Fund		23%	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000	\$1,000,000	\$3,000,000
Total Water Fund		23%	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000	\$1,000,000	\$3,000,000
Total Sewer Fund		55%	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000	\$5,200,000	\$7,200,000
<b>Totals</b>			<b>\$6,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,000,000</b>	<b>\$7,200,000</b>	<b>\$13,200,000</b>

## COM-15-PW-93: Citywide Storm Drainage Improvements

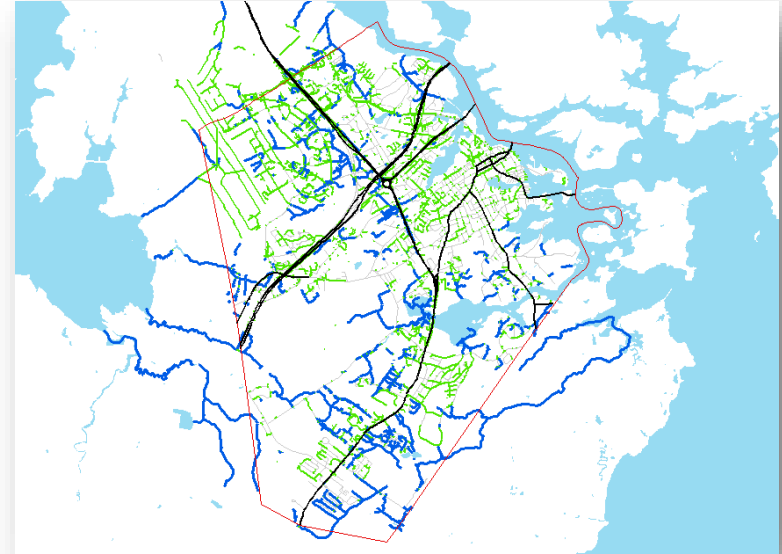
Department		Public Works Department
Project Location		Citywide
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	N/A
	Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	N/A

### Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

#### Studies Identified & Useful Website Links:

- [Stormwater Master Plan 2007](#)
- [Department of Public Works](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)



**Description:** The City owns and maintains storm drains, catch basins and outfalls. Many of these structures are failing and need upgrades. The drainage system is repaired and upgraded as part of specific capital projects, roadway reconstruction and prior to annual paving. In addition to pipe work, the existing stormwater ponds and swales need to be maintained.

Funding for this work will come from the Sewer Enterprise Fund and the General Fund.

#### Notes of Changes in Funding Plan from FY25-30 CIP:

Increased FY26 annual funding for failing drainage.

**COM-15-PW-93: Citywide Storm Drainage Improvements**

			FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
General Fund	Fed/State (ARPA)	6%							\$0	\$600,000	\$600,000
	GF-Capital Outlay	8%							\$0	\$800,000	\$800,000
	GF-Bond/ Lease	40%	\$1,000,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$3,500,000	\$500,000	\$4,000,000
	Other	0%							\$0	\$0	\$0
	PPP	0%							\$0	\$0	\$0
Water	Revenues	0%							\$0	\$0	\$0
	Bond/Lease	0%							\$0	\$0	\$0
	PPP	0%							\$0	\$0	\$0
Sewer	Revenues	6%							\$0	\$550,000	\$550,000
	Bond/Lease	40%	\$1,000,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$3,500,000	\$500,000	\$4,000,000
	PPP	0%							\$0	\$0	\$0
Total General Fund		54%	\$1,000,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$3,500,000	\$1,900,000	\$5,400,000
Total Water Fund		0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sewer Fund		46%	\$1,000,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$3,500,000	\$1,050,000	\$4,550,000
Totals			\$2,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$7,000,000	\$2,950,000	\$9,950,000

## COM-23-PW-94: Chapel Street

Department		Public Works Department
Project Location		<a href="#">Chapel Street</a> at <a href="#">Bow Street</a>
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	N/A
	Budget	N/A
Funding Policies	Percent for Art	N/A
	Green Building	N/A

### Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

#### Studies Identified & Useful Website Links:

- [Public Works Department](#)
- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)



**Description:** This project includes the reconstruction of [Chapel Street](#) from [Daniel Street](#) to [Bow Street](#). Work will include replacement of the water main, sewer main, and drainage improvements along the roadway.

#### Notes of Changes in Funding Plan from FY25-30 CIP:

**COM-23-PW-94: Chapel Street**

			FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
General Fund	Fed/ State	0%							\$0	\$0	\$0
	GF-Capital Outlay	0%							\$0	\$0	\$0
	GF-Bond/ Lease	0%							\$0	\$0	\$0
	Other	0%							\$0	\$0	\$0
	PPP	0%							\$0	\$0	\$0
Water	Revenues	0%							\$0	\$0	\$0
	Bond/Lease	50%	\$750,000						\$750,000	\$1,000,000	\$1,750,000
	PPP	0%							\$0	\$0	\$0
Sewer	Revenues	0%							\$0	\$0	\$0
	Bond/Lease	50%	\$750,000						\$750,000	\$1,000,000	\$1,750,000
	PPP	0%							\$0	\$0	\$0
Total General Fund		0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Water Fund		50%	\$750,000	\$0	\$0	\$0	\$0	\$0	\$750,000	\$1,000,000	\$1,750,000
Total Sewer Fund		50%	\$750,000	\$0	\$0	\$0	\$0	\$0	\$750,000	\$1,000,000	\$1,750,000
<b>Totals</b>			<b>\$1,500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,500,000</b>	<b>\$2,000,000</b>	<b>\$3,500,000</b>



## COM-25-PW-96: Lafayette Park and Monroe Street Drainage Improvements

Department		Public Works Department
Project Location		<a href="#">Lafayette Park</a> and <a href="#">Monroe Street</a>
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<\$5,001)
Operating Budget Impacts	Personnel	Fractional FTE
	Budget	Minimal
Funding Policies	Percent for Art	N/A
	Green Building	N/A

### Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	Y
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

#### Useful Website Links:

- [FY25-FY30 CIP \(Prior Year\) Project Sheet](#)



**Description:** Phase one will be improvements to the water, sewer and storm drainage on Monroe Street at Lafayette Park in order to separate stormwater from sanitary sewer and prevent ponding in playground. Phase two of this project, in FY28 and FY29, will fund design and construction of playground and field improvements at the park.

#### Notes of Changes in Funding Plan from FY25-30 CIP:

**COM-25-PW-96: Lafayette Park and Monroe Street Drainage Improvements**

			FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
General Fund	Fed/ State	0%							\$0	\$0	\$0
	GF-Capital Outlay	3%			\$75,000				\$75,000	\$0	\$75,000
	GF-Bond/ Lease	35%				\$1,000,000			\$1,000,000	\$0	\$1,000,000
	Other	0%							\$0	\$0	\$0
	PPP	0%							\$0	\$0	\$0
Water	Revenues	0%							\$0	\$0	\$0
	Bond/Lease	0%							\$0	\$0	\$0
	PPP	0%							\$0	\$0	\$0
Sewer	Revenues	9%	\$250,000						\$250,000	\$0	\$250,000
	Bond/Lease	53%	\$1,500,000						\$1,500,000	\$0	\$1,500,000
	PPP	0%							\$0	\$0	\$0
Total General Fund		38%	\$0	\$0	\$75,000	\$1,000,000	\$0	\$0	\$1,075,000	\$0	\$1,075,000
Total Water Fund		0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sewer Fund		62%	\$1,750,000	\$0	\$0	\$0	\$0	\$0	\$1,750,000	\$0	\$1,750,000
Totals			\$1,750,000	\$0	\$75,000	\$1,000,000	\$0	\$0	\$2,825,000	\$0	\$2,825,000

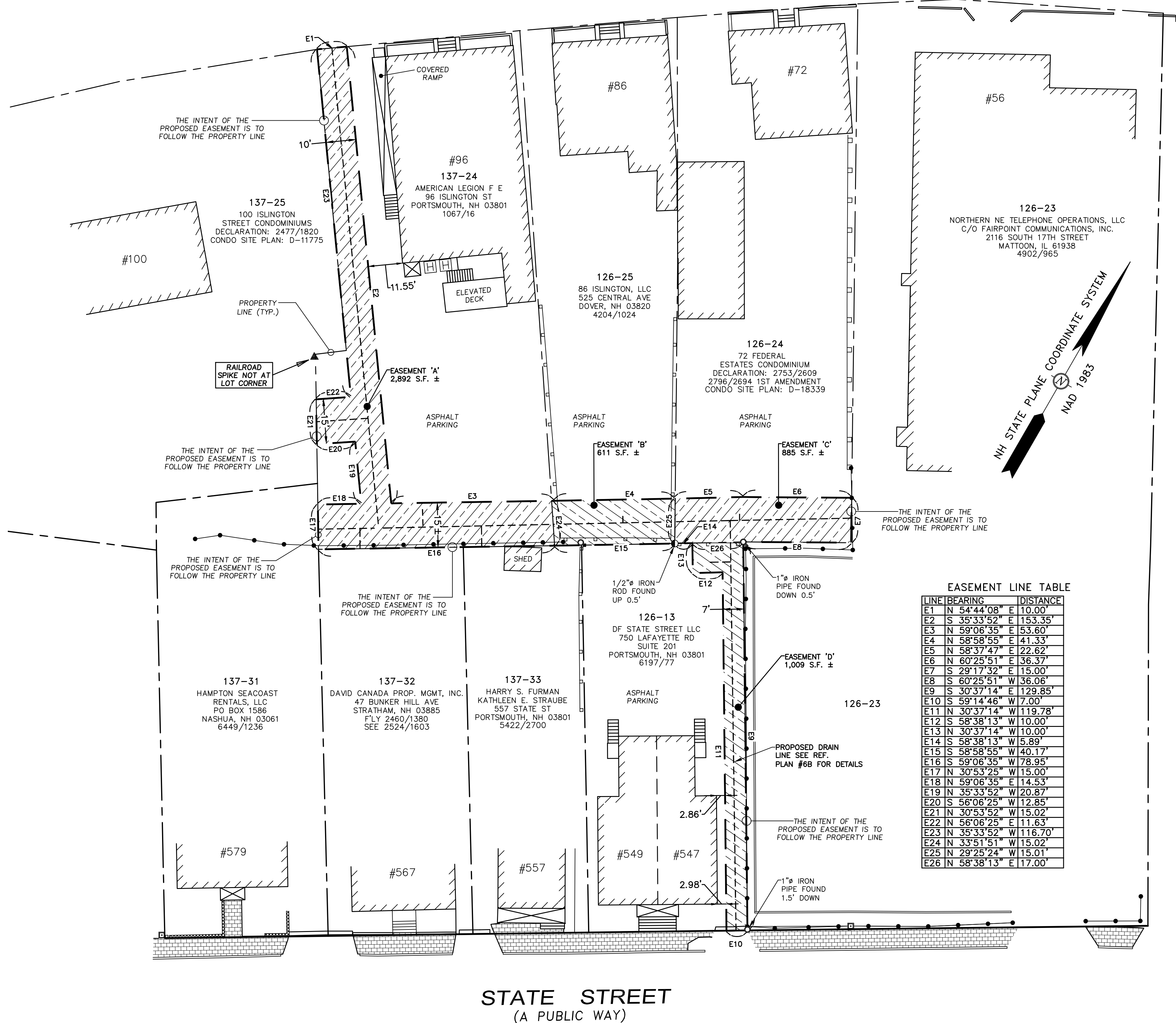


J:\2024 PROJECTS\24-2054 UNDERWOOD 72-86-96-100 ISLINGTON ST\24-2054.DWG\24-2054\_ESMNT.DWG 2025-01-22

#### LEGEND

- IRON ROD FOUND
- IRON PIPE FOUND
- CONCRETE/GRANITE BOUND
- CHAIN LINK FENCING
- STOCKADE FENCING
- - - ABUTTING PROPERTY LINE
- - - PROPOSED DRAIN LINE
- BRICK AREAS

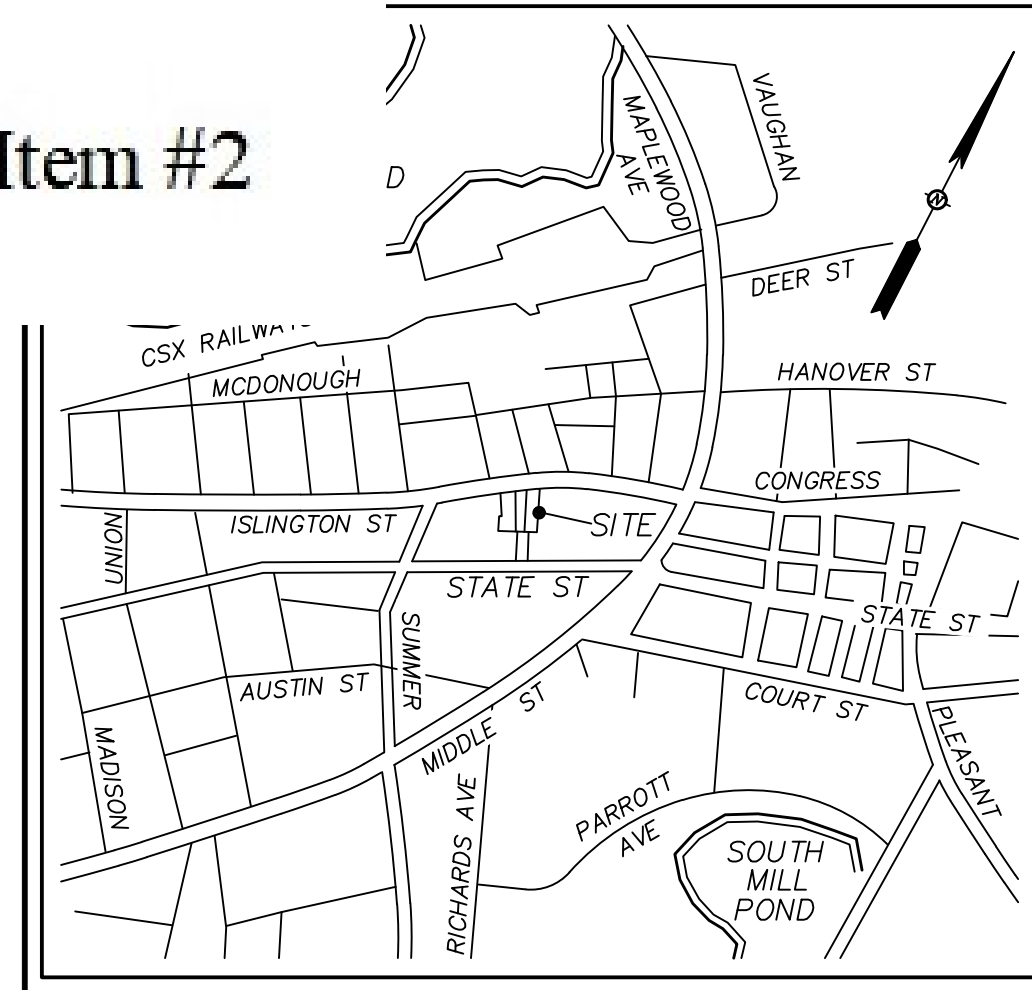
## ISLINGTON STREET (A PUBLIC WAY)



#### EASEMENT LINE TABLE

LINE	BEARING	DISTANCE
E1	N 54°44'08"	E 10.00'
E2	S 35°33'52"	E 153.35'
E3	N 59°06'35"	E 53.60'
E4	N 58°58'55"	E 41.33'
E5	N 58°37'47"	E 22.62'
E6	N 60°25'51"	E 36.37'
E7	S 29°17'32"	E 15.00'
E8	N 60°25'51"	W 36.06'
E9	S 30°37'14"	E 129.85'
E10	S 59°14'46"	W 7.00'
E11	N 30°37'14"	W 119.78'
E12	S 58°38'13"	W 10.00'
E13	N 30°37'14"	W 10.00'
E14	S 58°38'13"	W 5.89'
E15	S 58°58'55"	W 40.17'
E16	S 59°06'35"	W 78.95'
E17	N 30°53'25"	W 15.00'
E18	N 59°06'35"	E 14.53'
E19	N 35°33'52"	W 20.87'
E20	S 56°06'25"	W 12.85'
E21	N 30°53'52"	W 15.02'
E22	N 56°06'25"	E 11.63'
E23	N 35°33'52"	W 116.70'
E24	N 33°51'51"	W 15.02'
E25	N 29°25'24"	W 15.01'
E26	N 58°38'13"	E 17.00'

## CM Action Item #2



## LOCUS (N.T.S.)

#### NOTES:

- OWNERS OF RECORD:
  - TAX MAP 126 LOT 24  
72 FEDERAL ESTATES CONDOMINIUM  
72 ISLINGTON STREET  
PORTSMOUTH, NH 03801  
BK: 2753 PG: 2609 & BK: 2796 PG: 2694
  - TAX MAP 126 LOT 13  
DF STATE STREET LLC  
750 LAFAYETTE RD, SUITE 201  
PORTSMOUTH, NH 03801  
BK: 6197 PG: 77
  - TAX MAP 126 LOT 25  
86 ISLINGTON LLC  
525 CENTRAL AVE.  
DOVER, NH 03820  
BK: 4204 PG: 1024
  - TAX MAP 137 LOT 24  
AMERICAN LEGION  
96 ISLINGTON ST  
PORTSMOUTH, NH 03801  
BK: PG
- THE INTENT OF THIS PLAN IS TO SHOW THE PROPOSED DRAINAGE EASEMENT ACROSS TAX MAP 126 LOTS 24, 25, 13 & TAX MAP 137 LOT 24 TO BENEFIT THE CITY OF PORTSMOUTH NH. SEE REFERENCE PLANS FOR DETAILED INFORMATION OF THE SUBJECT AREAS.
- THE LOCATION OF ALL UNDERGROUND UTILITIES SHOWN HEREON ARE APPROXIMATE AND ARE BASED UPON THE FIELD LOCATION OF ALL VISIBLE STRUCTURES (IE CATCH BASINS, MANHOLES, WATER GATES ETC.) AND INFORMATION COMPILED FROM PLANS OF RECORD, AND PLANS PROVIDED BY UTILITY COMPANIES AND GOVERNMENTAL AGENCIES. ALL CONTRACTORS SHOULD NOTIFY, IN WRITING, SAID AGENCIES PRIOR TO ANY EXCAVATION WORK AND CALL DIG-SAFE @ 1-888-DIG-SAFE.
- HORIZONTAL DATUM: NAD83, VERTICAL DATUM: NAVD88. ESTABLISHED BY SURVEY GRADE GPS OBSERVATIONS. UNITS: US SURVEY FOOT.
- THE PLAN IS BASED UPON A FIELD SURVEY COMPLETED IN JULY - SEPTEMBER OF 2024 WITH TRIMBLE S5 ROBOTIC TOTAL STATION, CARLSON BRX7 RTK GPS UNITS, PANASONIC FZ-M1/TRIMBLE TSC7 DATA COLLECTORS.
- REFERENCE PLANS:
  - "EXISTING CONDITIONS - STATE STREET, PORTSMOUTH, NH - PREPARED FOR UNDERWOOD ENGINEERS, INC." ON SEPTEMBER 18, 2024 BY THIS OFFICE. NOT RECORDED AND ON FILE AS JOB NO. 24-2054.
  - "UTILITIES PLAN & PROFILE - ISLINGTON STREET CORRIDOR IMPROVEMENTS, PHASE 2 CITY OF PORTSMOUTH - PORTSMOUTH, NEW HAMPSHIRE" BY UNDERWOOD ENGINEERS NOT RECORDED AND ON FILE AS PROJECT NO. 2705

#### SURVEYOR'S CERTIFICATION

"I HEREBY CERTIFY THAT THIS SURVEY AND PLAT WERE PREPARED BY ME OR THOSE UNDER MY DIRECT SUPERVISION AND IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND AND HAS AN ERROR OF CLOSURE OF GREATER ACCURACY THAN ONE PART IN FIFTEEN THOUSAND (1:15,000)."

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

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

LICENSED LAND SURVEYOR

DATE

2	1-22-25	REVISIONS PER COMMENTS FROM UNDERWOOD ENGINEERS	RMF
1	12-12-24	REVISIONS PER COMMENTS FROM UNDERWOOD ENGINEERS	RMF
REV. NO.	DATE	DESCRIPTION	APPR'D

## DRAINAGE EASEMENT PLAN CITY OF PORTSMOUTH

547/549 STATE STREET  
& 72, 86 & 96 ISLINGTON STREET  
PORTSMOUTH, NEW HAMPSHIRE  
PREPARED FOR: UNDERWOOD ENGINEERS, INC.  
ACROSS LAND OF: AMERICAN LEGION, 86 ISLINGTON LLC, DF STATE STREET LLC  
& 72 FEDERAL ESTATES CONDOMINIUM

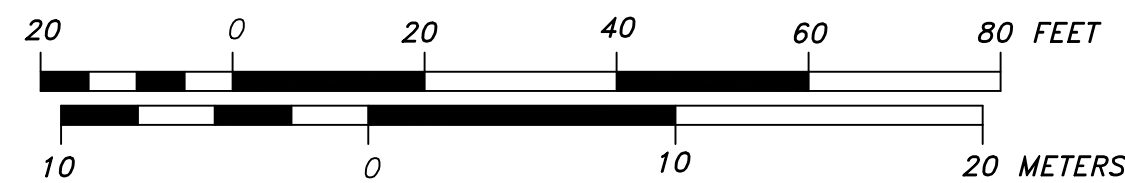


RFM  
DRAWN BY  
RMF  
PROJECT MGR

DATE: 11/12/24  
JOB NO: 24-2054  
SCALE: 1" = 20'  
DWG NAME: 24-2054\_ESMNT.DWG  
PLAN NO: 24-2054  
SHEET: 1 OF 1

101 SHATTUCK WAY, SUITE 8, NEWINGTON, N.H., 03801 - 603-436-3557 - ©2024

PRELIMINARY  
SUBJECT TO CHANGE



Return To:  
Legal Department  
City Hall  
1 Junkins Ave.  
Portsmouth, NH 03801

## **DRAINAGE EASEMENT DEED**

**72 Federal Estates Condominium** with a mailing address of 72 Islington St, Portsmouth,, New Hampshire 03801, County of Rockingham, State of New Hampshire, (hereinafter "Grantor") for consideration paid, grants to the **CITY OF PORTSMOUTH**, a municipal body politic, having a mailing address of 1 Junkins Avenue, Portsmouth, New Hampshire 03801, (hereinafter "Grantee"), with QUITCLAIM COVENANTS, the following easements with respect to Grantor's real property situated at 72 Islington Street in the City of Portsmouth, State of New Hampshire:

1. **Permanent Easement Area:** A permanent easement for the purpose of a drainage pipe, outfall and storm water flowage over the land of GRANTOR as shown on a plan entitled, "Drainage Easement Plan City of Portsmouth" dated November 12, 2024, and last revised January 22, 2025, by James Verra & Associates (hereinafter "the Plan"). The Plan to be recorded herewith and the easement herein described is intended to be the same as shown as Easement "C" on the plan.

Beginning at a point located at the southwest corner of the subject lot, said point being the common rear lot corner between 72 and 86 Islington St; thence proceeding along the common lot line between 72 and 86 Islington St, N 29°25'24" W is distance of 15.01' to a point; thence proceeding N58°37'47" E a distance of 22.62' to a point; thence proceeding N60°25'51" E a distance of 36.37' to a point on the common lot line between 56 and 72 Islington St; thence proceeding S29°17'32" E a distance of 15.00' along the common lot line to the south east corner of the lot; thence proceeding along the common rear lot line between 56 and 72 Islington St, S60° 25'51" W a distance of 36.06' to a point, said point being the intersection of lot lines from 56 and 72 Islington with 547/549 State St; thence proceeding S 58°38'13" W a distance of 22.89' to the point of beginning.

Containing 885 square feet more or less.

2. **Temporary Easement Area for Construction Purposes:** The Grantee shall have a temporary construction easement consisting of the area encompassing the driveway and existing parking field for purposes of installing the drainage pipes and drains as further described in the previously authorized Memorandum of Agreement between the parties.

3. **Purpose and Rights:** The Grantee shall have a permanent and non-exclusive easement and right of way in, under, across and over the Permanent Easement Area for the purpose of installing, maintaining, inspecting, removing, repairing, and replacing a drainage pipe with its associated storm water flow for the subject parcel, all adjacent parcels and other areas the City extends the drainage pipes to. The Grantee shall have the right to remove trees, bushes, undergrowth and other obstructions interfering with the activities authorized herein and to take such other actions as may be necessary, useful or convenient for the enjoyment of the easement rights herein granted.
4. **Grantee's Responsibility to Restore:** Disturbed areas within both the Permanent Easement and Temporary Easement Areas shall be backfilled and fully restored at the Grantee's expense.
5. **Grantor's Retained Rights:** Grantor retains the right to freely use and enjoy its interest in the Permanent Easement Area insofar as the exercise thereof does not endanger or interfere with the purpose of this instrument. Grantor shall not, however, erect any building, shed, deck or other structure within the Permanent Easement Area or substantially change the grade or install any additional pipes without prior written consent of the Grantee.
6. **Personal Property.** It is agreed that the pipes installed within the Permanent Easement Area, whether fixed to the realty or not, shall be and remain the property of the Grantee. The area drain and its associated backflow device once installed will remain the property on the Grantor.
7. **Easement to Run with Land:** All rights and privileges, obligations and liabilities created by this instrument shall inure to the benefit of, and be binding upon, the heirs, devisees, administrators, executor, successors and assignees of the Grantee and of the Grantor, the parties hereto and all subsequent owners of the Premises and shall run with the land.

MEANING AND INTENDING to convey an easement over a portion of the premises conveyed to the within Grantor by deed of Seashell Realty Corporation dated August 8<sup>th</sup>, 1988, and recorded in Book 2753, Page 2609 and amended in Book 2796 Bk 2694 of the Rockingham County Registry of Deeds.

This is an exempt transfer per RSA 78-B:2(I).

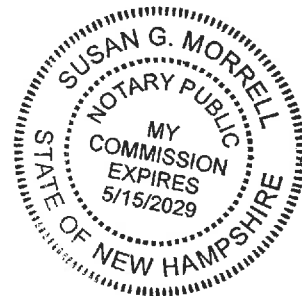
DATED this 28<sup>th</sup> day of February 2025.

By: [Signature]  
Name: GEORGE BARYAMES  
OWNER

STATE OF NEW HAMPSHIRE  
COUNTY OF Rockingham

The foregoing instrument was acknowledged before me this 28<sup>th</sup> day of February 2025.

[Signature]  
Justice of the Peace/Notary Public  
Printed Name: Susan G. Morrell  
My Commission Expires: 5/15/29





Return To:  
Legal Department  
City Hall  
1 Junkins Ave.  
Portsmouth, NH 03801

## **DRAINAGE EASEMENT DEED**

**86 Islington Street Condominium Association** with a mailing address of 86 Islington Street, Portsmouth, New Hampshire 03801, County of Rockingham, State of New Hampshire, (hereinafter "Grantor") for consideration paid, grants to the **CITY OF PORTSMOUTH**, a municipal body politic, having a mailing address of 1 Junkins Avenue, Portsmouth, New Hampshire 03801, (hereinafter "Grantee"), with QUITCLAIM COVENANTS, the following easements with respect to Grantor's real property situated at 86 Islington Street in the City of Portsmouth, State of New Hampshire:

1. **Permanent Easement Area:** A permanent easement for the purpose of a drainage pipe, outfall and storm water flowage over the land of GRANTOR as shown on a plan entitled, "Drainage Easement Plan City of Portsmouth" dated November 12, 2024, and last revised January 22, 2025, by James Verra & Associates (hereinafter "the Plan"). The Plan to be recorded herewith and the easement herein described is intended to be the same as shown as Easement "B" on the plan.

Beginning at a point located at the southwest corner of the subject lot, said point being the common rear lot corner between 96 and 86 Islington St; thence proceeding along the common lot line between 96 and 86 Islington St, N 33°51'51" W is distance of 15.02' to a point; thence proceeding N58°58'55" E a distance of 41.33' to a point on the common lot line between 86 Islington St and 72 Islington St; thence proceeding S29°25'24" E a distance of 15.01' along the common lot line to the south east corner of the lot; thence proceeding along the common lot line between 547, 549 and 557 State St, S58° 58'55" W a distance of 40.17' to the point of beginning.

Containing 611 square feet more or less.

2. **Temporary Easement Area for Construction Purposes:** The Grantee shall have a temporary construction easement consisting of the area encompassing the driveway and existing parking field for purposes of installing the drainage pipes and drains as further described in the previously authorized Memorandum of Agreement between the parties.
3. **Purpose and Rights:** The Grantee shall have a permanent and non-exclusive easement and right of way in, under, across and over the Permanent Easement Area for the purpose of installing, maintaining, inspecting, removing, repairing, and replacing a drainage pipe

with its associated storm water flow for the subject parcel, all adjacent parcels and other areas the City extends the drainage pipes to. The Grantee shall have the right to remove trees, bushes, undergrowth and other obstructions interfering with the activities authorized herein and to take such other actions as may be necessary, useful or convenient for the enjoyment of the easement rights herein granted.

4. **Grantee's Responsibility to Restore:** Disturbed areas within both the Permanent Easement and Temporary Easement Areas shall be backfilled and fully restored at the Grantee's expense.
5. **Grantor's Retained Rights:** Grantor retains the right to freely use and enjoy its interest in the Permanent Easement Area insofar as the exercise thereof does not endanger or interfere with the purpose of this instrument. Grantor shall not, however, erect any building, shed, deck or other structure within the Permanent Easement Area or substantially change the grade or install any additional pipes without prior written consent of the Grantee.
6. **Personal Property.** It is agreed that the pipes installed within the Permanent Easement Area, whether fixed to the realty or not, shall be and remain the property of the Grantee. The area drain and its associated backflow device once installed will remain the property on the Grantor.
7. **Easement to Run with Land:** All rights and privileges, obligations and liabilities created by this instrument shall inure to the benefit of, and be binding upon, the heirs, devisees, administrators, executor, successors and assignees of the Grantee and of the Grantor, the parties hereto and all subsequent owners of the Premises and shall run with the land.

MEANING AND INTENDING to convey an easement over a portion of the premises which is the subject of a certain Declaration of Condominium dated May 12<sup>th</sup>, 2004, and recorded in Book 4290, Page 940 of the Rockingham County Registry of Deeds.

This is an exempt transfer per RSA 78-B:2(I).

DATED this 3<sup>rd</sup> day of March, 2025.

**86 ISLINGTON STREET CONDOMINIUM ASSOCIATION**

By: Kelly M. Tobey  
Name: Kelly M. Tobey, President

STATE OF NEW HAMPSHIRE  
COUNTY OF Rockingham

The foregoing instrument was acknowledged before me this 3<sup>rd</sup> day of March, 2025.

Barbara J. Zulkiewicz  
Justice of the Peace/Notary Public  
Printed Name: Barbara J. Zulkiewicz  
My Commission Expires: 8/23/2028

**BARBARA J. ZULKIEWICZ**  
**NOTARY PUBLIC**  
**State of New Hampshire**  
**My Commission Expires**  
**August 23, 2028**

Return To:  
Legal Department  
City Hall  
1 Junkins Ave.  
Portsmouth, NH 03801

## **DRAINAGE EASEMENT DEED**

**American Legion F E** with a mailing address of 96 Islington Street, Portsmouth, New Hampshire 03801, County of Rockingham, State of New Hampshire, (hereinafter "Grantor") for consideration paid, grants to the **CITY OF PORTSMOUTH**, a municipal body politic, having a mailing address of 1 Junkins Avenue, Portsmouth, New Hampshire 03801, (hereinafter "Grantee"), with QUITCLAIM COVENANTS, the following easements with respect to Grantor's real property situated at 96 Islington Street in the City of Portsmouth, State of New Hampshire:

1. **Permanent Easement Area:** A permanent easement for the purpose of a drainage pipe, outfall and storm water flowage over the land of GRANTOR as shown on a plan entitled, "Drainage Easement Plan City of Portsmouth" dated November 12, 2024, and last revised January 22, 2025, by James Verra & Associates (hereinafter "the Plan"). The Plan to be recorded herewith and the easement herein described is intended to be the same as shown as Easement "A" on the plan.

Beginning at a point located at the north west lot corner, such point being the common property corner between the subject lot and 100 Islington St; thence proceeding along Islington St N54°44'08" E for a distance of 10' to a point; thence proceeding S35°33'52" E for a distance of 153.35' to a point; thence proceeding N59°06'35" E for a distance of 53.60' to a point on the lot line between 96 and 86 Islington St; thence proceeding along the common lot line S33°51'51" E a distance of 15.02' to a point along the rear lot line between 96 Islington St and 557 State St; thence proceeding along the common lot lines between 96 Islington St and both 557 State St and 567 State St S59°06'35" W a distance of 78.95' to a point on the common lot line between 96 Islington St and 579 State St; thence proceeding along the common line between 96 Islington St and 579 State St N°30 53'25" W a distance of 15.00' to a point; thence proceeding N59°06'35" E a distance of 14.53' to a point; thence proceeding N 35°33'52" W a distance of 20.87' to a point; thence proceeding S56°06'25" a distance of 12.85' to a point on the common lot line between 96 and 100 Islington St; thence proceeding along the common lot line N30°53'52" W a distance of 15.02' to a point; thence proceeding N56°06'25" E a distance of 11.63' to a point; thence proceeding N35°33'52" W to the common line between 96 and 100 Islington St and then along said line a total distance of 116.70' to the point of beginning.



Containing 2,892 square feet more or less.

2. **Temporary Easement Area for Construction Purposes:** The Grantee shall have a temporary construction easement consisting of the area encompassing the driveway and existing parking field for purposes of installing the drainage pipes and drains as further described in the previously authorized Memorandum of Agreement between the parties.
3. **Purpose and Rights:** The Grantee shall have a permanent and non-exclusive easement and right of way in, under, across and over the Permanent Easement Area for the purpose of installing, maintaining, inspecting, removing, repairing, and replacing a drainage pipe with its associated storm water flow for the subject parcel, all adjacent parcels and other areas the City extends the drainage pipes to. The Grantee shall have the right to remove trees, bushes, undergrowth and other obstructions interfering with the activities authorized herein and to take such other actions as may be necessary, useful or convenient for the enjoyment of the easement rights herein granted.
4. **Grantee's Responsibility to Restore:** Disturbed areas within both the Permanent Easement and Temporary Easement Areas shall be backfilled and fully restored at the Grantee's expense.
5. **Grantor's Retained Rights:** Grantor retains the right to freely use and enjoy its interest in the Permanent Easement Area insofar as the exercise thereof does not endanger or interfere with the purpose of this instrument. Grantor shall not, however, erect any building, shed, deck or other structure within the Permanent Easement Area or substantially change the grade or install any additional pipes without prior written consent of the Grantee.
6. **Personal Property.** It is agreed that the pipes installed within the Permanent Easement Area, whether fixed to the realty or not, shall be and remain the property of the Grantee. The area drain and its associated backflow device once installed will remain the property on the Grantor.
7. **Easement to Run with Land:** All rights and privileges, obligations and liabilities created by this instrument shall inure to the benefit of, and be binding upon, the heirs, devisees, administrators, executor, successors and assignees of the Grantee and of the Grantor, the parties hereto and all subsequent owners of the Premises and shall run with the land.

MEANING AND INTENDING to convey an easement over a portion of the premises conveyed to the within Grantor by deed of Hobson Taylor, Harvey C. Taylor Jr. and Marian T. Haley dated December 6<sup>th</sup>, 1946, and recorded in Book 1067, Page 0016 of the Rockingham County Registry of Deeds.

This is an exempt transfer per RSA 78-B:2(I).

DATED this 3<sup>rd</sup> day of March, 2025.

By: [Signature]  
Name: Francis Desper, Jr.

STATE OF NEW HAMPSHIRE  
COUNTY OF Rockingham

The foregoing instrument was acknowledged before me this 3<sup>rd</sup> day of March, 2025.

[Signature]  
Justice of the Peace/Notary Public  
Printed Name: Barbara J. Zulkiewicz  
My Commission Expires: 8/23/2028

**BARBARA J. ZULKIEWICZ**  
**NOTARY PUBLIC**  
**State of New Hampshire**  
**My Commission Expires**  
**August 23, 2028**

Return To:  
Legal Department  
City Hall  
1 Junkins Ave.  
Portsmouth, NH 03801

## **DRAINAGE EASEMENT DEED**

**DF STATE STREET, LLC** with a mailing address of 750 Lafayette Rd, Suite 201, Portsmouth, New Hampshire 03801 (hereinafter “Grantor”) for consideration paid, grants to the **CITY OF PORTSMOUTH**, a municipal body politic, having a mailing address of 1 Junkins Avenue, Portsmouth, New Hampshire 03801 (hereinafter “Grantee”), with QUITCLAIM COVENANTS, the following easements with respect to Grantor’s real property situated at 547/549 State Street in the City of Portsmouth, County of Rockingham, State of New Hampshire:

1. **Permanent Easement Area:** A permanent easement for the purpose of the installation, maintenance, operation, inspection, removal, repair, and replacement of the Drainage Infrastructure (hereinafter defined), and for storm water flowage, all as more particularly described in Paragraph 3 of this Drainage Easement Deed in, under, across, through and over the land of GRANTOR as shown on a plan entitled, “Drainage Easement Plan City of Portsmouth 547/549 State Street & 72,86 & 96 Islington Street Portsmouth, New Hampshire” dated November 12, 2024, and last revised January 22, 2025, by James Verra & Associates (hereinafter “the Plan”). The Plan is to be recorded herewith and the easement herein described is shown as Easement “D” on the Plan (the “Permanent Easement Area”).

Beginning at an iron pipe found at the southeast corner of the subject lot on the edge of State Street, said point being the common front lot corner between 56 Islington Street and 547/549 State Street; thence proceeding along the State Street right of way S 59°14’46” W a distance of 7.00’ to a point; thence proceeding N 30°37’14” W a distance of 119.78’ to a point; thence proceeding S 58°38’13” W a distance of 10.00’ to a point; thence proceeding N 30°37’14” a distance of 10.00’ to a point on the common lot line between the subject parcel and 72 Islington Street; thence proceeding N 58°38’13” E a distance of 17.00’ to an iron pipe found at the intersection of lot lines between the subject property and 56 and 72 Islington Street; thence proceeding along the common lot line between 56 Islington Street and the subject property S 30°37’14” E a distance of 129.85’ to the iron pipe found at the point of beginning.

Containing 1,009 square feet, more or less.

2. **Temporary Easement Area for Construction Purposes:** The Grantee shall have a temporary and non-exclusive construction easement over the area encompassing the driveway and existing parking area located on Grantor's property ("Temporary Easement Area") for purposes of installing the Drainage Infrastructure as further described in the previously authorized Memorandum of Agreement between the parties.
3. **Purpose and Rights:** The Grantee shall have a permanent and non-exclusive easement and right of way in, under, across, through and over the Permanent Easement Area for the purpose of installing, maintaining, operating, inspecting, removing, repairing, and replacing drainage pipes, a drain, a backflow device, and all other associated infrastructure (collectively, the "Drainage Infrastructure"), and to accommodate the associated storm water flow intended to drain into and travel through the pipes, with the forgoing being for the benefit of the subject parcel, all adjacent parcels served by the interconnected drainage easements shown on the Plan, and any other parcels which the City may elect to benefit in the future by extending the drainage easements shown on the Plan (and the drainage system within the easements shown on the Plan) to serve. The Grantee shall have the right to remove trees, bushes, undergrowth and other obstructions interfering with the rights granted herein and to take such other actions as may be reasonably necessary, useful or convenient for the enjoyment of the easement rights herein granted. All of Grantee's exercises of the rights granted to it by this Drainage Easement Deed shall be at Grantee's sole cost and expense.
4. **Grantee's Responsibility to Restore:** All areas within both the Permanent Easement Area and Temporary Easement Area disturbed by Grantee or its agents or contractors during Grantee's exercise of the rights granted to it by this Drainage Easement Deed at any time shall be backfilled, graded, and/or otherwise fully restored by the appropriate actions so that the areas are in a condition at least as good as the same were in prior to the disturbance, all of which restoration shall be accomplished at the Grantee's sole cost and expense and to Grantor's reasonable satisfaction. Any of Grantor's property (including but not limited to fences and pavement) which may be disturbed or damaged in the course of Grantee's exercise of its rights described in this Drainage Easement Deed shall also be restored, repaired, or replaced so that the same are in a condition at least as good as the same were prior to the disturbance or damage.
5. **Grantor's Retained Rights:** Grantor retains the right to freely use and enjoy its interest in the Permanent Easement Area insofar as the exercise thereof does not endanger or unreasonably interfere with Grantee's exercise of the rights granted to it by this Drainage Easement Deed. The Grantor shall not, however, erect any building, shed, deck or other structure within the Permanent Easement Area or substantially change the grade of the Permanent Easement Area or install any additional pipes within the Permanent Easement Area without prior written consent of the Grantee. For the avoidance of doubt, this paragraph shall not restrict Grantor from the ability to maintain, repair, and/or replace a fence along the property line shared with 56 Islington Street in approximately the location of the existing chain link fence shown on the Plan, and Grantor shall not be required to obtain the consent of Grantee to the same.

6. **Personal Property.** It is agreed that the Drainage Infrastructure installed within the Permanent Easement Area shall be and remain the property of the Grantee.
7. **Easement to Run with Land:** All rights and privileges, obligations and liabilities created by this instrument shall be binding upon Grantor and Grantee, respectively, inure to the benefit of, and be binding upon, the heirs, devisees, administrators, executor, successors and assigns of the Grantee and of the Grantor, respectively, and shall run with the land.

MEANING AND INTENDING to convey an easement over a portion of the premises conveyed to the within Grantor by deed of Peter N. Floros, Trustee of The PNF Trust of 2013 dated November 17<sup>th</sup>, 2020, and recorded in Book 6197, Page 77 of the Rockingham County Registry of Deeds.

This is an exempt transfer per RSA 78-B:2(I).

This transfer is exempt from the LCHIP surcharge pursuant to RSA 478:17-g, II(a).

DATED this 21<sup>st</sup> day of MARCH, 2025.

DF State Street, LLC

By: [Signature]  
Name: Nathan Dickey, its Manager

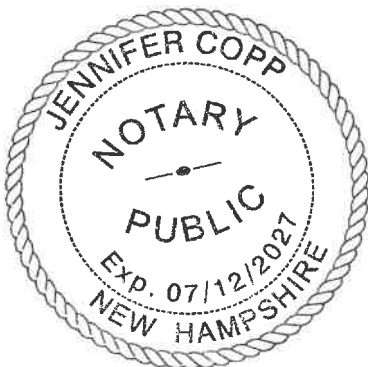
STATE OF NEW HAMPSHIRE  
COUNTY OF ROCKINGHAM

The foregoing instrument was acknowledged before me this 21<sup>st</sup> day of MARCH, 2025.

[Signature]  
Justice of the Peace/Notary Public

Printed Name:

My Commission Expires: 07/12/2027





**SUBORDINATION OF MORTGAGE AND ASSIGNMENT OF LEASES AND RENTS**

Peter N. Floros, Trustee of The PNF Trust of 2013 with an address of 282 Middle Street, Portsmouth, New Hampshire 03801, being the holder of a Mortgage and Security Agreement dated November 17, 2020 and recorded in the Rockingham County Registry of Deeds at Book 6197, Page 79 (the "Mortgage") and a Collateral Assignment of Leases and Rents dated November 17, 2020 and recorded in the Rockingham County Registry of Deeds at Book, 6197, Page 95 (the "Assignment of Leases and Rents") both given by DF State Street, LLC does hereby subordinate the Mortgage and Assignment of Leases and Rents to the easement conveyed by DF STATE STREET, LLC to THE CITY OF PORTSMOUTH, pursuant to the foregoing Drainage Easement Deed.

Except as subordinated herein, the Mortgage and Assignment of Leases and Rents shall remain in full force and effect.

The PNF Trust of 2013:

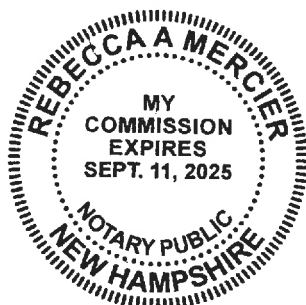
By: 

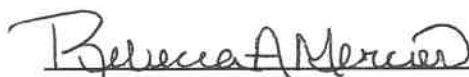
Name: Peter N. Floros

Title: Trustee

STATE OF New Hampshire  
COUNTY OF Rockingham

The foregoing instrument was acknowledged before me this 25 day of March, 2025, by Peter N. Floros, Trustee of The PNF Trust of 2013, on behalf of the trust.





Notary Public/Justice of the Peace

Print Name: Rebecca A. Mercier

My commission expires: 9/11/2025

ACCESS EASEMENT FOR WATER SERVICES

KNOW ALL MEN BY THESE PRESENTS, that – **635 Sagamore Development, LLC** - with an address of **3612 Lafayette Rd, Dept. 4, Portsmouth, New Hampshire 03801**, for consideration received, grants to the City of Portsmouth, a municipal body politic having a mailing address of 1 Junkins Avenue, Portsmouth, County of Rockingham and State of New Hampshire 03801, with **QUITCLAIM COVENANTS** an easement over, below, along, and across the premises described herein, located at – **635 Sagamore Avenue, Portsmouth**, County of Rockingham, State of New Hampshire, (Tax Assessor's Map No. 222, Lot 209/LU-22-209).

Meaning and intending to convey an easement over the premises conveyed to the within grantor by Deed of William A. Hines, Trustee of The Williams A. Hines Family Revocable Trust a/k/a The Hines Family Revocable Trust of 2006, dated September 3, 2021 and recorded in the Rockingham County Registry of Deeds at Book 6332, Page 1158.

**Purpose and Rights:** The Grantee shall have a perpetual, permanent uninterrupted and unobstructed nonexclusive easement for the purpose of enabling the City of Portsmouth to access private water infrastructure including mains, water shutoffs, and valves for the limited purpose of leak detection and similar infrastructure inspection services and for access to valves for purposes of turning on and shutting off municipal water service. Grantee shall have no responsibility for installation, maintenance, operation, or replacement of the water infrastructure.

**Retained Rights:** Grantor retains the right to freely use and enjoy its interest in the easement area insofar as the exercise thereof does not interfere with the purpose of this instrument.

**Easement To Run With Land:** All rights and privileges, obligations and liabilities created by this instrument shall inure to the benefit of, and be binding upon, the heirs, devisees, administrators, executor, successors and assignees of the Grantee and of the Grantor, the parties hereto and all subsequent owners of the Premises and shall run with the land.

This is an exempt transfer per R.S.A. 78-B:2(I).

IN WITNESS WHEREOF, the parties have executed this document on the \_\_\_\_ day of \_\_\_\_\_, 2025.

**635 Sagamore Development, LLC**

Witness: \_\_\_\_\_

By: \_\_\_\_\_

Name: Timothy J. Black

Title: Registered Agent, Duly Authorized

STATE OF NEW HAMPSHIRE

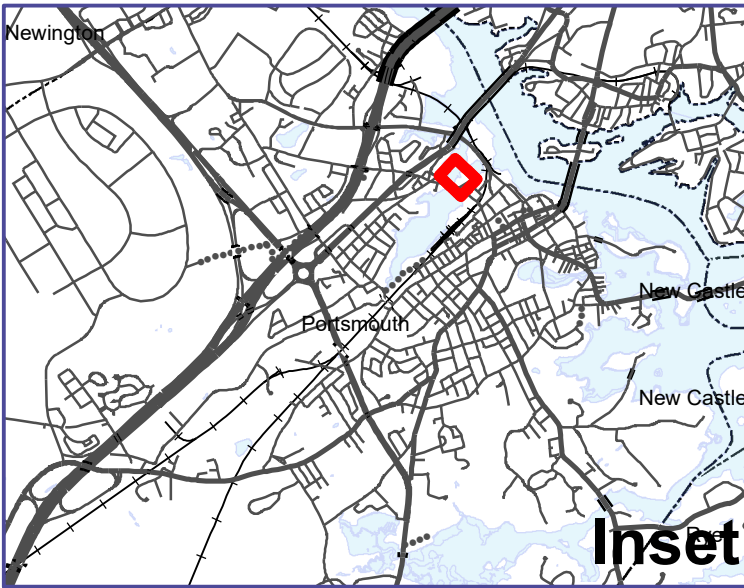
COUNTY OF \_\_\_\_\_

Personally appeared the above-named Timothy J. Black, in **his** capacity as Duly Authorized Registered Agent of 635 Sagamore Development, LLC and acknowledged the foregoing instrument to be **his** free act and deed executed for the purposes contained therein.

\_\_\_\_\_  
Notary Public/Justice of the Peace

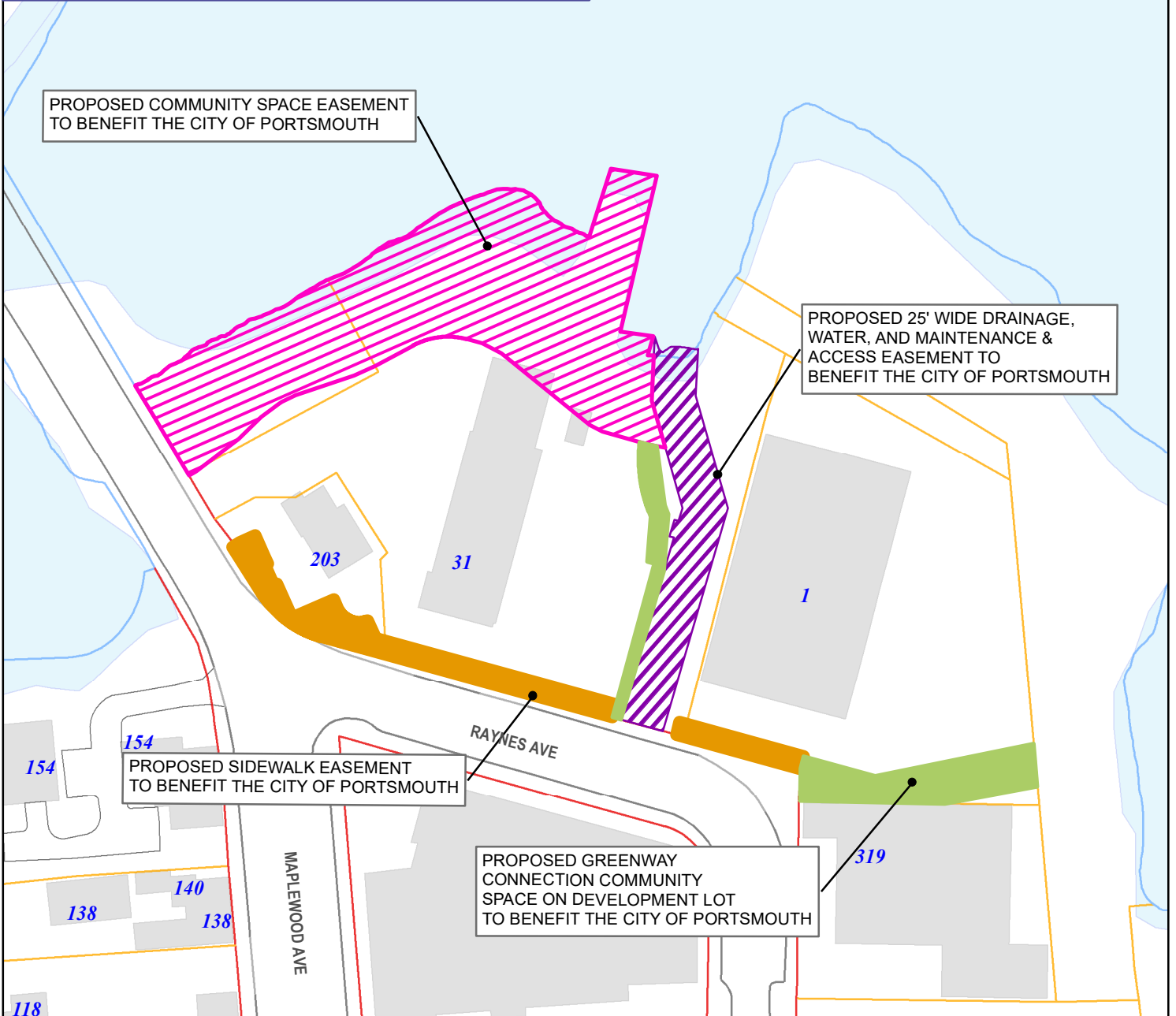
My commission expires: \_\_\_\_\_





**Legend**

- PROPOSED SIDEWALK EASEMENT
- PROPOSED GREENWAY CONNECTION COMMUNITY
- PROPOSED COMMUNITY SPACE EASEMENT
- PROPOSED DRAINAGE ACCESS EASEMENT



## Raynes Ave Proposed Easements

Map prepared by Portsmouth Department of Public Works

Printed: 5/27/2025



Return To:  
Legal Department  
City Hall  
1 Junkins Avenue  
Portsmouth, NH 03801

## **EASEMENT FOR PUBLIC ACCESS AND USE OF COMMUNITY SPACE**

**[GRANTOR]**, a \_\_\_\_\_, with a mailing address of c/o XSS Hotels LLC, 1359 Hooksett Road, Hooksett, NH 03106, hereinafter “Grantor,” for consideration paid, grants to the **CITY OF PORTSMOUTH**, a municipal corporation, having a mailing address of 1 Junkins Avenue, Portsmouth, New Hampshire 03801, hereinafter, “Grantee” or “City,” with QUITCLAIM COVENANTS, an easement for public access to and use of certain community space as set forth herein.

### **WITNESSETH**

WHEREAS, reference is made to a plan [“Easement Plan Land of North Mill Pond Holdings LLC (Tax Map 123, Lot 10) Maplewood Avenue & Raynes Avenue, Portsmouth, New Hampshire” dated January 13, 2025], prepared by Doucet Survey LLC and recorded in the Rockingham County Registry of Deeds as Plan # [\_\_\_\_\_] (the “Easement Plan”); and

WHEREAS, Grantor is the owner of that certain parcel of land shown on the tax maps of the City of Portsmouth as Map \_\_\_\_, Lot \_\_\_\_ as is more specifically described on Exhibit A attached hereto, and is shown on the Easement Plan (the “Property”).

NOW THEREFORE, in consideration of the sum of One Dollar (\$1.00), to be paid by the Grantee, and other good and valuable consideration, the receipt of which is hereby acknowledged by the Grantor, Grantor conveys the easements as follows, located in the City of Portsmouth, County of Rockingham, State of New Hampshire (hereinafter referred to as the “Easement”):

1. **Community Space Easement.** Grantor hereby grants to the City and declares for the benefit of the public a permanent, perpetual, irrevocable, and non-exclusive right to use and enjoy as community space for a greenway solely for recreational purposes on the Property in the area identified on the Easement Plan as [“Proposed Community Space Easement on Development Lot to Benefit the City of Portsmouth 27,455+/- Sq. Ft.”] as is more particularly described in Exhibit B attached hereto (the “Easement Area”). The Community Space Easement Area may be improved by (i) the Grantor with permanent fixtures, such as public fountains, benches and other such landscaping features, at its sole expense, and as depicted in the Easement

Plan or a Site Plan approved by the Planning Board and (ii) the Grantee with a paved multi-use pedestrian and bicycle path (the “Multi-Use Path”). The construction of any permanent fixtures not depicted in the Site Plan shall be subject to a modified site plan approval by the Portsmouth Planning Board.

The Easement shall be subject to the following terms and conditions:

1. **Terms of Public Use.** The public use of the Easement shall be governed and determined at the sole reasonable discretion of the City, as expressed by the City Manager or the highest ranking administrative officer of the City, subject to the terms and conditions hereof, provided, however, that in no event shall the City charge members of the public a fee or any other form of consideration for access to the Easement Area or the use of the Easement. The City shall provide reasonable notice to the Grantor of an extraordinary event to be scheduled within the Easement Area, but failure to do so shall not be a breach hereof.

2. **Rights to Private Property.** This Easement does not convey any right to the City or the public to access or utilize the private property of the Grantor outside the Easement Area. Grantor’s use of the Easements shall be subject to and regulated through the City of Portsmouth’s rules and ordinances governing the Portsmouth Rail Trail.

3. **Maintenance of the Easement Area.** Except as provided herein, maintenance of the landscaping within the Easement Area and the Multi-Use Path shall be the sole responsibility of the Grantor, its successors or assigns. The City shall have the right but not the obligation to maintain, repair, or replace the Multi-use Path, after providing reasonable notice to the Grantor of the scope and cost of such work, all as reasonably determined by the City and shall have the right to access the Easement Area for such purposes. Such maintenance costs incurred by the City shall be at the sole expense of the City. The City shall, within a reasonable amount of time after substantial completion of any work performed by or on behalf of the City, restore the applicable portions of the Easement Area and the Property that are affected by such work (all such areas collectively being the “Affected Areas”) to as near as practicable to the condition that existed immediately prior to the commencement of such work. Such restoration obligation shall include, without limitation, restoring the surface of the land, ground covers, plantings, sidewalks, structures, parking areas, roadways and driveways, and repairing any damage to the turf areas of the Affected Areas using loam and seed of the same type as the grass damaged. The City shall have a corresponding right to reasonably enter onto the surrounding property for the limited purpose of conducting the repair and maintenance activities described herein. Ongoing maintenance of landscaping items, not including the restoration activities described above, shall be the sole responsibility of the Grantee.

4. **Encroachments.** The Easements are subject to all existing encroachments of utilities and improvements on, over and under the Easements.

5. **Covenants Run with the Land.** The Easements granted herein shall be perpetual in nature, shall run with the land and shall benefit and be binding upon the Grantor, its successors and assigns. The Easements shall be recorded in the Rockingham County Registry of Deeds.

6. **City Ordinance Application.** Any use, public or private, of the Easement shall be subject to and comply with the City Ordinances of the City of Portsmouth.

7. **Notices.** Any notice, demand, request, or other communication that either party desires or is required to give to the other under this Easement shall be in writing and either served personally or sent by United States mail, postage prepaid, certified, return receipt requested, and shall be mailed to the parties at the following addresses:

To Grantor:

c/o XSS Hotels LLC  
1359 Hooksett Road  
Hooksett, NH 03106  
(or as listed and at the address shown on the City's current Tax Records)

To City:

City Manager (or the highest ranking administrative officer)  
City of Portsmouth, New Hampshire  
1 Junkins Avenue  
Portsmouth, NH 03801

8. **Amendment.** The Grantor and the City may mutually agree to amend or modify the provisions hereof, provided that any such amendment or modification is approved by the City Council at a noticed public hearing, in writing and signed by both parties, and is consistent with the purpose and intent of the Zoning Ordinance. No amendment or modification hereof shall take effect unless and until it is recorded in the Rockingham County Registry of Deeds.

9. **Costs and Liabilities.** Neither the Grantor nor the City of Portsmouth shall be liable to the other party or any other person or entity in connection with any entry upon the Property pursuant to the terms and conditions hereof, or on account of any claim, liability, damage, or expense suffered or incurred by or threatened against Grantor or the City or any other person or entity. Notwithstanding the foregoing or any other provision hereof, this instrument is intended to comply with the statutory recreational immunities set forth in RSA 212:34 and RSA 508:14 and nothing in this instrument shall be construed to limit or abrogate the application of RSA 212:34 and RSA 508:14 to the public use of the Easement Area.

10. **Applicable Law.** The provisions hereof shall be construed and interpreted according to the substantive law of the State of New Hampshire.

MEANING AND INTENDING to convey an easement over a portion of the premises conveyed to the within Grantor by deed of [INSERT NAME] dated \_\_\_\_\_, recorded in Book \_\_\_\_\_, Page \_\_\_\_\_ of the Rockingham County Registry of Deeds.

This is an exempt transfer pursuant to RSA 78-B:2(I).

*Signature page follows.*

DATED this \_\_\_\_ day of \_\_\_\_\_, 2025.

[GRANTOR]

By: \_\_\_\_\_

Name:

Its:

STATE OF NEW HAMPSHIRE

COUNTY OF \_\_\_\_\_

The foregoing instrument acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2025 by \_\_\_\_\_ the [Manager] of [Grantor], a [New Hampshire] limited liability company, on behalf of the limited liability company.

Before me,

\_\_\_\_\_  
Justice of the Peace/Notary Public

My commission expires:

Name: \_\_\_\_\_

[print]

## **EXHIBIT A**

Legal Description

## **EXHIBIT B**

### **Community Space Easement Legal Description**



Return To:  
Legal Department  
City Hall  
1 Junkins Ave.  
Portsmouth, NH 03801

## **EASEMENT DEED**

**[GRANTOR]**, a New Hampshire limited liability company with a mailing address of c/o XSS Hotels LLC, 1359 Hooksett Road, Hooksett, NH 03106, hereinafter, “Grantor” hereby conveys to the **CITY OF PORTSMOUTH**, a municipal corporation with a principal place of business at 1 Junkins Avenue, Portsmouth, Rockingham County, New Hampshire (“City” or “Grantee”) for consideration paid, the following easement located in the City of Portsmouth, New Hampshire for the construction, maintenance and operation of a greenway trail allowing public use of the easement area as a pedestrian pathway under such terms and conditions as may be determined by the City.

### **DESCRIPTION OF EASEMENT AREA**

The easement area shall be over the land of Grantor in the location shown as (i) [“Proposed Greenway Connection Community Space on Development Lot to Benefit City of Portsmouth 2,915 Sq. Ft.”] and (ii) [“Proposed Greenway Connection Community Space on Development Lot to Benefit City of Portsmouth 1,240 Sq. Ft.”] on that certain plan entitled [“Easement Plan Land of North Mill Pond Holdings LLC (Tax Map 123, Lot 10) Maplewood Avenue & Raynes Avenue, Portsmouth, New Hampshire” dated January 13, 2025], prepared by Doucet Survey LLC and recorded in the Rockingham County Registry of Deeds as Plan # [\_\_\_\_\_] (hereinafter the “Plan”, and such easement areas, the “Easement Area”). That easement areas are more particularly described as follows:

[INSERT LEGAL DESCRIPTIONS]

### **TERMS OF EASEMENT**

1. **Purpose and Rights:** The Grantee shall have a permanent easement and right of way in, under, across and over the Easement Area for the purpose of constructing, installing, maintaining, and regulating the use of a public pedestrian path, provided that the Grantor shall have the obligation to maintain the Easement Area. The Grantee shall have the right

to remove trees, bushes, undergrowth and other obstructions interfering with the activities authorized herein and to take such other actions as may be necessary, useful or convenient for the exercise of the easement rights herein granted.

2. **Use of the Pedestrian Path:** The Grantee shall have the right to access and use the entire easement area without interference from or by the Grantor. The Grantee reserves the exclusive right to exclude such uses from the easement area as Grantee deems at its sole discretion interfere with the public benefit or safe use of the easement area. The Grantee shall not interfere with the use of any existing permitted driveways and access ways during or after construction of the Pedestrian Path, except as necessary for public safety or otherwise permitted by law.
3. **Grantor's Retained Rights:** Excepting such rights as conferred in this document, the Grantor retains all other rights incident to ownership of the Easement Area insofar as the exercise thereof does not endanger the public or unreasonably interfere with the purpose of this instrument, including the right to obtain licenses for outdoor patio seating in accordance with applicable City ordinances.
4. **Easement to Run with Land:** All rights and privileges, obligations and liabilities created by this instrument shall inure to the benefit of, and be binding upon, the heirs, devisees, administrators, executor, successors and assignees of the Grantee and of the Grantor, the parties hereto and all subsequent owners of the Premises and shall run with the land.
5. **Compliance with NH RSA 212:34 and NH RSA 508:14:** It is the intent of the parties to provide for "outdoor recreational activity" on the easement area within the meaning set forth in RSA 212:34, and to create a "trail for public recreation use" within the meaning provided in NH RSA 508:14, and accordingly provide the liability protections conferred by the statutes to both Parties.

MEANING AND INTENDING to convey an easement over a portion of the premises conveyed to the within Grantor by deed of [INSERT NAME] dated \_\_\_\_\_, recorded in Book \_\_\_\_\_, Page \_\_\_\_\_ of the Rockingham County Registry of Deeds.

This is an exempt transfer per RSA 78-B:2(I).

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Grantor:

[GRANTOR]

By: \_\_\_\_\_

Name:

Its:

STATE OF NEW HAMPSHIRE

COUNTY OF \_\_\_\_\_

The foregoing instrument acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2025 by \_\_\_\_\_ the [Manager] of [Grantor], a [New Hampshire] limited liability company, on behalf of the limited liability company.

Before me,

\_\_\_\_\_  
Justice of the Peace/Notary Public

My commission expires:

Name: \_\_\_\_\_  
[print]

Return To:  
Legal Department  
City Hall  
1 Junkins Avenue  
Portsmouth, NH 03801

## SIDEWALK EASEMENT DEED

[GRANTOR], a \_\_\_\_\_, with a mailing address of c/o XSS Hotels LLC, 1359 Hooksett Road, Hooksett, NH 03106, hereinafter “Grantor,” for consideration paid, grants to the **CITY OF PORTSMOUTH**, a municipal corporation, having a mailing address of 1 Junkins Avenue, Portsmouth, New Hampshire 03801, hereinafter, “Grantee” or “City,” with QUITCLAIM COVENANTS, the following easement with respect to Grantor’s real property situate on the northerly side of Raynes Ave in Portsmouth, New Hampshire:

1. **Permanent Easement Area.** A permanent easement for the purpose of installing and maintaining a public sidewalk over the land of Grantor in the location shown as [“Proposed Sidewalk Easement on Development Lot to Benefit the City of Portsmouth 2,265 Sq. Ft.”] on a plan entitled [“Easement Plan Land of North Mill Pond Holdings LLC (Tax Map 123, Lot 10) Maplewood Avenue & Raynes Avenue, Portsmouth, New Hampshire” dated January 13, 2025], prepared by Doucet Survey LLC and recorded in the Rockingham County Registry of Deeds as Plan # [\_\_\_\_\_] (such plan, the “Plan”, and such permanent easement area, the “Permanent Easement Area”). The Permanent Easement Area is more particularly described as follows:

[Beginning at a point \_\_\_\_\_

Containing \_\_\_\_\_ square feet, more or less.]

2. **Purpose and Rights.** The Grantee shall have a permanent and non-exclusive easement and right of way in, under, across and over the Permanent Easement Area for the purpose of installing and maintaining a public sidewalk. The Grantee shall have the right to remove trees, bushes, undergrowth and other obstructions interfering with the activities authorized herein and to take such other actions as may be necessary, useful or convenient for the enjoyment of the easement rights herein granted. The Grantee shall have exclusive responsibility for maintaining the public sidewalk.
3. **Grantee’s Responsibility to Restore.** Disturbed areas within the Permanent Easement Area shall be restored at the Grantee’s expense.
4. **Grantor’s Retained Rights.** Grantor retains the right to freely use and enjoy its interest in the Permanent Easement Area insofar as the exercise thereof does not endanger or

unreasonably interfere with the purpose of this instrument. Grantor shall not, however, erect any building, shed, deck or other structure within the Permanent Easement Area or change the grade or slope. Grantor shall not install any pipes under Permanent Easement Area without prior written consent of the Grantee.

5. **Personal Property.** It is agreed that any facilities installed by the Grantee within the Permanent Easement Area, whether fixed to the realty or not, shall be and remain the property of the Grantee.
6. **Easement to Run with Land.** All rights and privileges, obligations and liabilities created by this instrument shall inure to the benefit of, and be binding upon, the heirs, devisees, administrators, executor, successors and assignees of the Grantee and of the Grantor, the parties hereto and all subsequent owners of the Premises and shall run with the land.

MEANING AND INTENDING to convey an easement over a portion of the premises conveyed to the within Grantor by deed of [INSERT NAME] dated \_\_\_\_\_, recorded in Book \_\_\_\_\_, Page \_\_\_\_\_ of the Rockingham County Registry of Deeds.

This is an exempt transfer per RSA 78-B:2(I).

*Signature page follows.*

DATED this \_\_\_\_ day of \_\_\_\_\_, 2025.

[GRANTOR]

By: \_\_\_\_\_  
Name:  
Its:

STATE OF NEW HAMPSHIRE  
COUNTY OF \_\_\_\_\_

The foregoing instrument acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2025 by \_\_\_\_\_ the [Manager] of [Grantor], a [New Hampshire] limited liability company, on behalf of the limited liability company.

Before me,

\_\_\_\_\_  
Justice of the Peace/Notary Public  
My commission expires:  
Name: \_\_\_\_\_  
[print]

Return To:  
Legal Department  
City Hall  
1 Junkins Ave  
Portsmouth, NH 03801

**DRAINAGE, WATER, MAINTENANCE  
AND ACCESS EASEMENT DEED**

[GRANTOR], a \_\_\_\_\_, with a mailing address of c/o XSS Hotels LLC, 1359 Hooksett Road, Hooksett, NH 03106, hereinafter “Grantor,” for consideration paid, grants to the **CITY OF PORTSMOUTH**, a municipal corporation, having a mailing address of 1 Junkins Avenue, Portsmouth, New Hampshire 03801, hereinafter, “Grantee” or “City,” with QUITCLAIM COVENANTS, the following easements with respect to Grantor’s real property situate on the northerly side of Raynes Ave in Portsmouth, New Hampshire:

1. **Permanent Easement Area.** A permanent 25’ wide drainage, water, and maintenance and access easement over the land of Grantor as shown on as [“Proposed 25’ Wide Drainage, Water, and Maintenance and Access Easement on Development Lot to Benefit the City of Portsmouth 5,629 Sq. Ft.”] a plan entitled [“Easement Plan Land of North Mill Pond Holdings LLC (Tax Map 123, Lot 10) Maplewood Avenue & Raynes Avenue, Portsmouth, New Hampshire” dated January 13, 2025], prepared by Doucet Survey LLC and recorded in the Rockingham County Registry of Deeds as Plan # [\_\_\_\_\_] (such plan, the “Plan”, and such permanent easement area, the “Permanent Easement Area”).

Beginning at a point \_\_\_\_\_

Containing \_\_\_\_\_ square feet, more or less.

2. **Purpose and Rights.** The Grantee shall have a permanent and non-exclusive easement and right of way in, under, across and over the Permanent Easement Area for the purpose of installing, maintaining, inspecting, removing, repairing, and replacing a drainage pipe with its associated outfall, swales and storm water flow. The Grantee shall have the right to remove trees, bushes, undergrowth and other obstructions interfering with the activities authorized herein and to take such other actions as may be necessary, useful or convenient for the enjoyment of the easement rights herein granted.
3. **Grantee’s Responsibility to Restore.** Disturbed areas within the Permanent Easement Area and the Temporary Easement Area shall be back-filled and restored at the Grantee’s expense.

4. **Grantor's Retained Rights.** Grantor retains the right to freely use and enjoy its interest in the Permanent Easement Area insofar as the exercise thereof does not endanger or interfere with the purpose of this instrument. Grantor shall not, however, erect any building, shed, deck or other structure within the Permanent Easement Area, substantially change the grade or slope, install any pipes, or pave or asphalt the Permanent Easement Area without prior written consent of the Grantee.
5. **Personal Property.** It is agreed that the pipes and related facilities installed within the Permanent Easement Area, whether fixed to the realty or not, shall be and remain the property of the Grantee.
6. **Easement to Run with Land.** All rights and privileges, obligations and liabilities created by this instrument shall inure to the benefit of, and be binding upon, the heirs, devisees, administrators, executor, successors and assignees of the Grantee and of the Grantor, the parties hereto and all subsequent owners of the Premises and shall run with the land.

MEANING AND INTENDING to convey an easement over a portion of the premises conveyed to the within Grantor by deed of [INSERT NAME] dated \_\_\_\_\_, recorded in Book \_\_\_\_\_, Page \_\_\_\_\_ of the Rockingham County Registry of Deeds.

This is an exempt transfer per RSA 78-B:2(I).

*Signature page follows.*



DATED this \_\_\_\_ day of \_\_\_\_\_, 2025.

[GRANTOR]

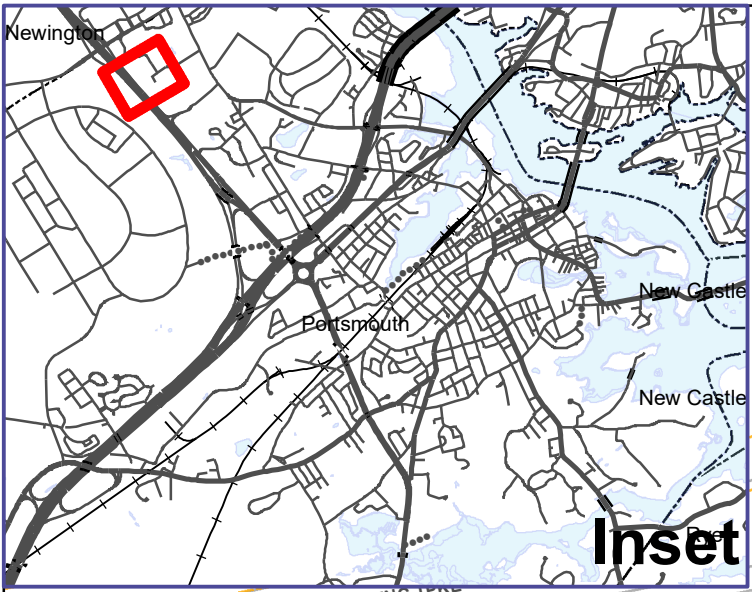
By: \_\_\_\_\_  
Name:  
Its:

STATE OF NEW HAMPSHIRE  
COUNTY OF \_\_\_\_\_




The foregoing instrument acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2025 by \_\_\_\_\_ the [Manager] of [Grantor], a [New Hampshire] limited liability company, on behalf of the limited liability company.

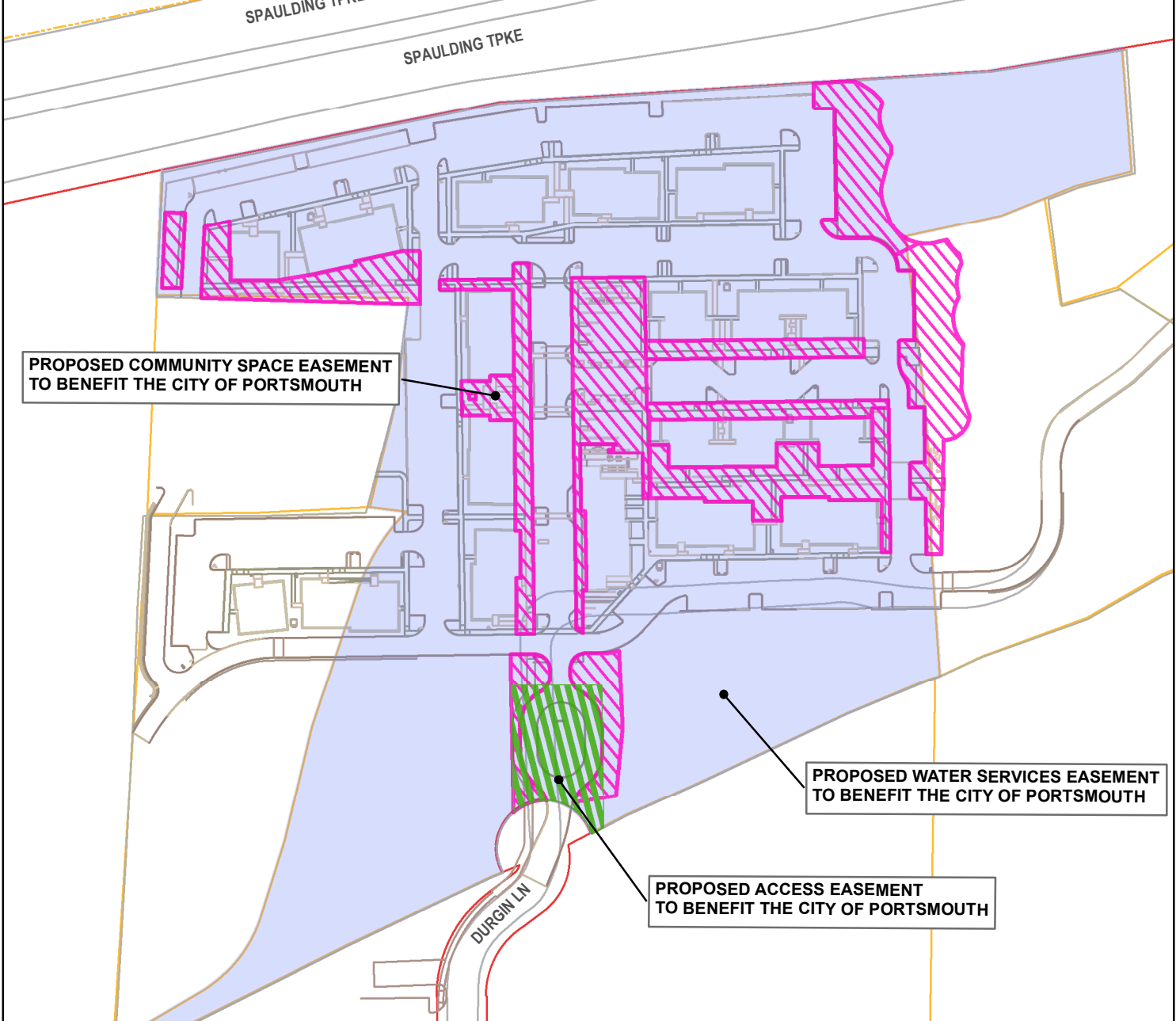
Before me,

\_\_\_\_\_  
Justice of the Peace/Notary Public  
My commission expires:  
Name: \_\_\_\_\_  
[print]



**Legend**

-  PROPOSED COMMUNITY SPACE EASEMENT
-  PROPOSED ACCESS EASEMENT
-  PROPOSED WATER SERVICES EASEMENT



**100 Durgin Lane  
Proposed Easements**



Return To:  
Legal Department  
City Hall  
1 Junkins Avenue  
Portsmouth, NH 03801

## **EASEMENT FOR PUBLIC ACCESS AND USE OF COMMUNITY SPACE**

**100 DURGIN LANE OWNER LLC**, a Delaware limited liability company with a mailing address of c/o Eastern Real Estate LLC, One Marina Park Drive, Suite 1500, Boston, MA 02210, hereinafter “Grantor,” for consideration paid, grants to the **CITY OF PORTSMOUTH**, a municipal corporation, having a mailing address of 1 Junkins Avenue, Portsmouth, New Hampshire 03801, hereinafter, “Grantee” or “City,” with QUITCLAIM COVENANTS, an easement for public access to and use of certain community space as set forth herein.

### **WITNESSETH**

WHEREAS, reference is made to a plan [“Easement Plan Tax Map 239 Lots 16, 13-2, and 18, 100 Durgin Lane Owner LLC, 100 Durgin Lane, City of Portsmouth, County of Rockingham, State of New Hampshire” dated February 18, 2025 and revised through [\_\_\_\_\_] ], prepared by Holden Engineering & Surveying, Inc. and recorded in the Rockingham County Registry of Deeds as Plan # [\_\_\_\_\_] (the “Easement Plan”); and

WHEREAS, Grantor is the owner of that certain parcel of land shown on the tax maps of the City of Portsmouth as Map \_\_\_\_, Lot \_\_\_\_ as is more specifically described on Exhibit A attached hereto, and is shown on the Easement Plan (the “Property”).

NOW THEREFORE, in consideration of the sum of One Dollar (\$1.00), to be paid by the Grantee, and other good and valuable consideration, the receipt of which is hereby acknowledged by the Grantor, Grantor conveys the easements as follows, located in the City of Portsmouth, County of Rockingham, State of New Hampshire (hereinafter referred to as the “Easement”):

1. **Community Space Easement.** Grantor hereby grants to the City and declares for the benefit of the public a permanent, perpetual, irrevocable, and non-exclusive right to use and enjoy as community space for recreational purposes on the Property in the area identified on the Easement Plan as [“Proposed Community Space Easement to Benefit the City of Portsmouth”] as is more particularly described in Exhibit B attached hereto (the “Easement

Area”). The construction of any permanent fixtures not depicted in the Site Plan shall be subject to a modified site plan approval by the Portsmouth Planning Board.

The Easement shall be subject to the following terms and conditions:

1. **Terms of Public Use.** The public use of the Easement shall be governed and determined at the sole reasonable discretion of the City, as expressed by the City Manager or the highest ranking administrative officer of the City, subject to the terms and conditions hereof, provided, however, that in no event shall the City charge members of the public a fee or any other form of consideration for access to the Easement Area or the use of the Easement.

2. **Rights to Private Property.** This Easement does not convey any right to the City or the public to access or utilize the private property of the Grantor outside the Easement Area. Grantor’s use of the Easements shall be subject to and regulated through the City of Portsmouth’s rules and ordinances governing public sidewalks.

3. **Maintenance of the Easement Area.** Maintenance of the easement areas shall be the sole responsibility of the Grantor, its successors or assigns. The City shall have the right, but not the obligation, to access the easement areas for the purpose of maintenance, repair or replacement, after providing reasonable notice to the Grantor of the scope and cost of such work, all as reasonably determined by the City. Such maintenance costs incurred by the City shall be at the sole expense of the Grantor, its successors or assigns. The City shall, within a reasonable amount of time after substantial completion of any work performed by or on behalf of the City, restore the applicable portions of the Easement Area and the Property that are affected by such work (all such areas collectively being the “Affected Areas”) to as near as practicable to the condition that existed immediately prior to the commencement of such work. Such restoration obligation shall include, without limitation, restoring the surface of the land, ground covers, plantings, sidewalks, structures, parking areas, roadways and driveways, and repairing any damage to the turf areas of the Affected Areas using loam and seed of the same type as the grass damaged. The City shall have a corresponding right to reasonably enter onto the surrounding property for the limited purpose of conducting the repair and maintenance activities described herein. Ongoing maintenance of landscaping items, not including the restoration activities described above, shall be the sole responsibility of the Grantor.

4. **Encroachments.** The Easements are subject to all existing encroachments of utilities and improvements on, over and under the Easements.

5. **Covenants Run with the Land.** The Easements granted herein shall be perpetual in nature, shall run with the land and shall benefit and be binding upon the Grantor, its successors and assigns. The Easements shall be recorded in the Rockingham County Registry of Deeds.

6. **City Ordinance Application.** Any use, public or private, of the Easement shall be subject to and comply with the City Ordinances of the City of Portsmouth.

7. **Notices.** Any notice, demand, request, or other communication that either party desires or is required to give to the other under this Easement shall be in writing and either served

personally or sent by United States mail, postage prepaid, certified, return receipt requested, and shall be mailed to the parties at the following addresses:

To Grantor:

c/o Eastern Real Estate LLC  
One Marina Park Drive  
Suite 1500  
Boston, MA 02210  
(or as listed and at the address shown on the City's current Tax Records)

To City:

City Manager (or the highest ranking administrative officer)  
City of Portsmouth, New Hampshire  
1 Junkins Avenue  
Portsmouth, NH 03801

8. **Amendment.** The Grantor and the City may mutually agree to amend or modify the provisions hereof, provided that any such amendment or modification is approved by the City Council at a noticed public hearing, in writing and signed by both parties, and is consistent with the purpose and intent of the Zoning Ordinance. No amendment or modification hereof shall take effect unless and until it is recorded in the Rockingham County Registry of Deeds.

9. **Costs and Liabilities.** Neither the Grantor nor the City of Portsmouth shall be liable to the other party or any other person or entity in connection with any entry upon the Property pursuant to the terms and conditions hereof, or on account of any claim, liability, damage, or expense suffered or incurred by or threatened against Grantor or the City or any other person or entity. Notwithstanding the foregoing or any other provision hereof, this instrument is intended to comply with the statutory recreational immunities set forth in RSA 212:34 and RSA 508:14 and nothing in this instrument shall be construed to limit or abrogate the application of RSA 212:34 and RSA 508:14 to the public use of the Easement Area.

10. **Applicable Law.** The provisions hereof shall be construed and interpreted according to the substantive law of the State of New Hampshire.

MEANING AND INTENDING to convey an easement over a portion of the premises conveyed to the within Grantor by deed of [OAK STREET INVESTMENT GRADE NET LEASE FUND SERIES 2021-2] dated \_\_\_\_\_, recorded in Book \_\_\_\_\_, Page \_\_\_\_\_ of the Rockingham County Registry of Deeds.

This is an exempt transfer pursuant to RSA 78-B:2(I).

*Signature page follows.*

DATED this \_\_\_\_ day of \_\_\_\_\_, 2025.

**100 DURGIN LANE OWNER LLC**

By: \_\_\_\_\_

Name:

Its:

\_\_\_\_\_ OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

The foregoing instrument acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2025 by \_\_\_\_\_ the Manager of 100 Durgin Lane Owner LLC, a Delaware limited liability company, on behalf of the limited liability company.

Before me,

\_\_\_\_\_  
Justice of the Peace/Notary Public

My commission expires:

Name: \_\_\_\_\_  
[print]

The City:

**City of Portsmouth, New Hampshire**

By: \_\_\_\_\_  
Karen Conard, City Manager

Per vote of the City Council on \_\_\_\_\_.

STATE OF NEW HAMPSHIRE

COUNTY OF ROCKINGHAM

On this \_\_\_\_ day of \_\_\_\_\_, 202\_\_, before me, the undersigned notary public, personally appeared Karen Conard, Manager of the City of Portsmouth New Hampshire, proved to me through satisfactory evidence of identification, which was a valid driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it in his capacity as stated therein and voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public:  
My Commission Expires:

## **EXHIBIT A**

Legal Description



## **EXHIBIT B**

### **Community Space Easement Legal Description**

Return To:  
Legal Department  
City Hall  
1 Junkins Ave  
Portsmouth, NH 03801

## ACCESS EASEMENT DEED

**100 DURGIN LANE OWNER LLC**, a Delaware limited liability company with a mailing address of c/o Eastern Real Estate LLC, One Marina Park Drive, Suite 1500, Boston, MA 02210, hereinafter “Grantor,” for \$1.00 and other consideration, the receipt and sufficiency of which is hereby acknowledged by the Grantor, grants to the **CITY OF PORTSMOUTH**, a municipal corporation, having a mailing address of 1 Junkins Avenue, Portsmouth, New Hampshire 03801, hereinafter, “Grantee” or “City,” with QUITCLAIM COVENANTS, the following easements with respect to Grantor’s real property situate on the northerly side of Raynes Ave in Portsmouth, New Hampshire:

1. **Permanent Easement Area.** A permanent access easement over the land of Grantor as shown as [“Proposed Access Easement (to Benefit the City of Portsmouth)”] on a plan entitled [“Easement Plan Tax Map 239 Lots 16, 13-2, and 18, 100 Durgin Lane Owner LLC, 100 Durgin Lane, City of Portsmouth, County of Rockingham, State of New Hampshire” dated February 18, 2025 and revised through [\_\_\_\_\_] ], prepared by Holden Engineering & Surveying, Inc. and recorded in the Rockingham County Registry of Deeds as Plan # [\_\_\_\_\_] (such plan, the “Plan”, and such permanent easement area, the “Permanent Easement Area”).  
  
Beginning at a point \_\_\_\_\_  
  
Containing \_\_\_\_\_ square feet, more or less.
2. **Purpose and Rights.** The Grantee shall have a permanent and non-exclusive easement and right of way across and over the Permanent Easement Area solely for the purpose of vehicular access and egress with snowplows as a turnaround area.
3. **Grantor’s Retained Rights.** Grantor retains the right to freely use and enjoy its interest in the Permanent Easement Area insofar as the exercise thereof does not endanger or interfere with the purpose of this instrument. Grantor shall not, however, erect any building, shed, deck or other structure within the Permanent Easement Area, substantially change the grade or slope, install any pipes, or pave or asphalt the Permanent Easement Area without prior written consent of the Grantee.

4. **Easement to Run with Land.** All rights and privileges, obligations and liabilities created by this instrument shall inure to the benefit of, and be binding upon, the heirs, devisees, administrators, executor, successors and assignees of the Grantee and of the Grantor, the parties hereto and all subsequent owners of the Premises and shall run with the land.

MEANING AND INTENDING to convey an easement over a portion of the premises conveyed to the within Grantor by deed of [OAK STREET INVESTMENT GRADE NET LEASE FUND SERIES 2021-2] dated \_\_\_\_\_, recorded in Book \_\_\_\_\_, Page \_\_\_\_\_ of the Rockingham County Registry of Deeds.

This is an exempt transfer per RSA 78-B:2(I).

*Signature page follows.*

DATED this \_\_\_\_ day of \_\_\_\_\_, 2025.

100 DURGIN LANE OWNER LLC

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

\_\_\_\_\_ OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

The foregoing instrument acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2025 by \_\_\_\_\_ the Manager of 100 Durgin Lane Owner LLC, a Delaware limited liability company, on behalf of the limited liability company.

Before me,

\_\_\_\_\_  
Justice of the Peace/Notary Public  
My commission expires: \_\_\_\_\_  
Name: \_\_\_\_\_  
[print]

### ACCESS EASEMENT FOR WATER SERVICES

KNOW ALL MEN BY THESE PRESENTS, that 100 Durgin Lane Owner LLC, a Delaware limited liability company with a mailing address of c/o Eastern Real Estate LLC, One Marina Park Drive, Suite 1500, Boston, MA 02210, for consideration received, grants to the City of Portsmouth, a municipal body politic having a mailing address of 1 Junkins Avenue, Portsmouth, County of Rockingham and State of New Hampshire 03801, with **QUITCLAIM COVENANTS** an easement over, below, along, and across the premises described herein, located at [100 Durgin Lane], County of Rockingham, State of New Hampshire, (Tax Assessor's Map No. [\_\_\_\_\_, Lot \_\_\_\_\_]), and being more particularly described as follows:

A certain tract or parcel of land with the buildings therein situated on **[TO BE PROVIDED]**.

Meaning and intending to convey an easement over the premises conveyed to the within grantor by Deed of OAK STREET INVESTMENT GRADE NET LEASE FUND SERIES 2021-2, dated \_\_\_\_\_ and recorded in the Rockingham County Registry of Deeds at Book \_\_\_\_\_, Page \_\_\_\_\_.

**Purpose and Rights:** The Grantee shall have a perpetual, permanent uninterrupted and unobstructed nonexclusive easement for the purpose of enabling the City of Portsmouth to access private water infrastructure including mains, water shutoffs, and valves for the limited purpose of leak detection and similar infrastructure inspection services and for access to valves for purposes of turning on and shutting off municipal water service. Grantee shall have no responsibility for installation, maintenance, operation, or replacement of the water infrastructure.

**Retained Rights:** Grantor retains the right to freely use and enjoy its interest in the easement area insofar as the exercise thereof does not interfere with the purpose of this instrument.

**Easement To Run With Land:** All rights and privileges, obligations and liabilities created by this instrument shall inure to the benefit of, and be binding upon, the heirs, devisees, administrators, executor, successors and assignees of the Grantee and of the Grantor, the parties hereto and all subsequent owners of the Premises and shall run with the land.

Grantee agrees to defend, indemnify, hold harmless and release the Grantor, from and against any and all actions, claims, damages, liabilities, or expenses that may be asserted by any person or entity, including Grantor, relating to or arising from Grantee's use of this easement and the easement area.

This is an exempt transfer per R.S.A. 78-B:2(I).

IN WITNESS WHEREOF, the parties have executed this document on the \_\_\_\_ day of \_\_\_\_\_, 2025.

**100 Durgin Lane Owner LLC**

Witness: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

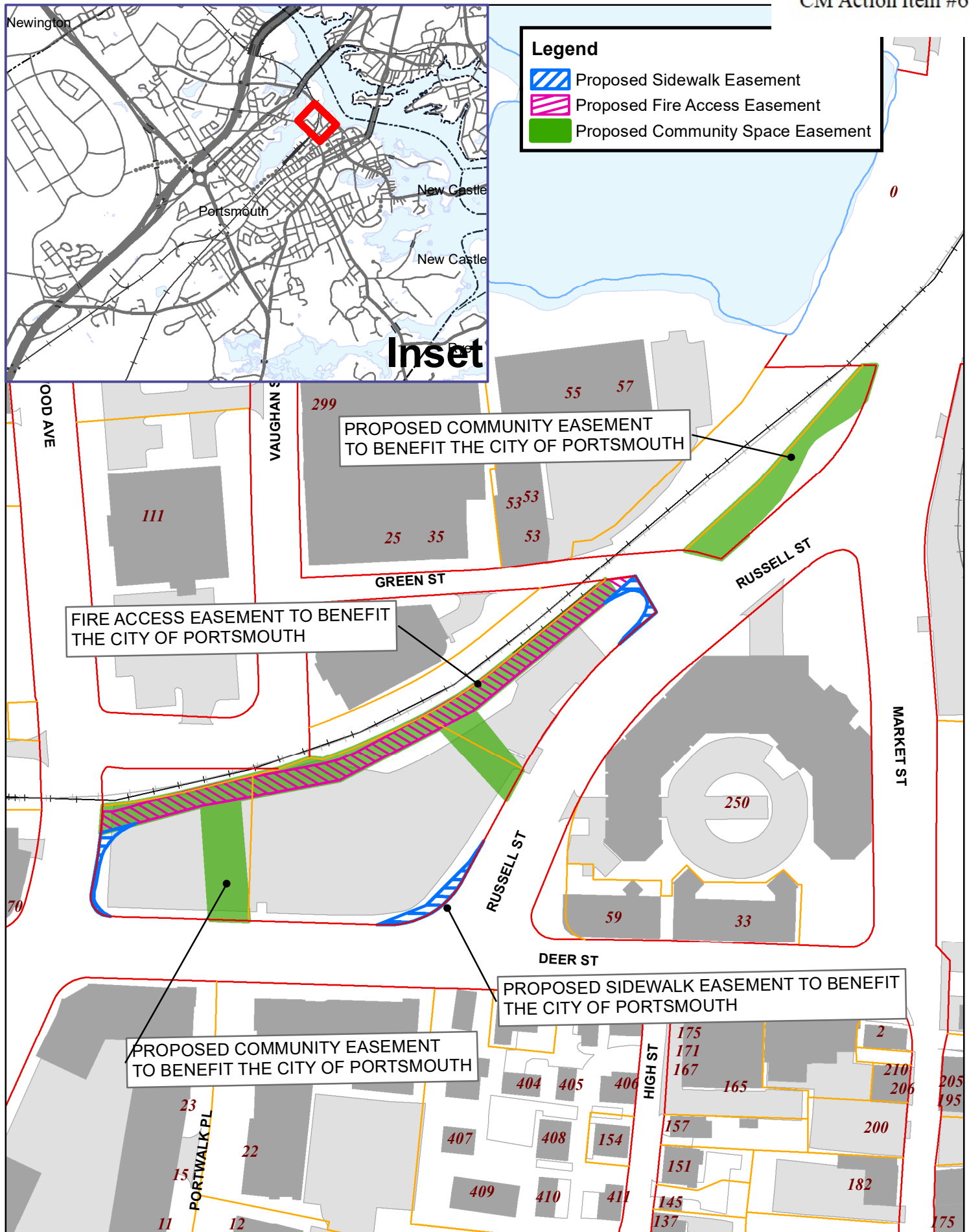
Title: \_\_\_\_\_

\_\_\_\_\_ OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

Personally appeared the above-named \_\_\_\_\_, in *his/her* capacity as \_\_\_\_\_ of 100 Durgin Lane Owner LLC, a Delaware limited liability company, and acknowledged the foregoing instrument to be *his/her* free act and deed on behalf of said limited liability company executed for the purposes contained therein.

\_\_\_\_\_  
Notary Public/Justice of the Peace

My commission expires: \_\_\_\_\_



## 2 Russell Street Proposed Easements

Map prepared by Portsmouth Department of Public Works



Printed: 12/16/2024



After recording return to:  
City of Portsmouth  
Planning Department  
1 Junkins Ave  
Portsmouth, NH 03801

#### **EASEMENT FOR PUBLIC ACCESS AND USE OF COMMUNITY SPACE**

**THIS EASEMENT HEREIN IS GRANTED** this \_\_\_\_ day of \_\_\_\_\_, 2025 by **PORT HARBOR LAND LLC**, having an address of 1000 Market Street, Building One, Portsmouth, New Hampshire 03801 (“Grantor”), and for consideration of One Dollar (\$1.00) paid by the City, and other good and valuable consideration, receipt of which is acknowledged by Grantor, grants unto the **CITY OF PORTSMOUTH**, a municipal corporation, having an address of 1 Junkins Avenue, Portsmouth, New Hampshire 03801 (“City”) with warranty covenants, an easement for public access to and use of certain community space as set forth herein as a plaza, pedestrian alley and wide pedestrian sidewalks.

#### **WITNESSETH**

**WHEREAS**, Grantor acquired a tract of land located in the City of Portsmouth, County of Rockingham, State of New Hampshire (the “Property”), by Quitclaim Deed, dated October 4, 2019, from NORTH END MASTER DEVELOPMENT, LP, to PORT HARBOR LAND LLC, and recorded at the Rockingham County Registry of Deeds at Book 6044, Page 0014; and

**WHEREAS**, reference is made to a plan entitled “Community Space Easement Plan, North End Mixed Use, Deer St., Russell St., Market St., Portsmouth, New Hampshire, County of Rockingham, Owned by Port Harbor Land LLC” prepared by TFMoran, Inc., dated November 23, 2022, as revised on January 3, 2025, and recorded herewith at the Rockingham County Registry of Deeds (the “Easement Plan”); and

**NOW THEREFORE**, the Grantor conveys the following easement located in the City of Portsmouth, County of Rockingham, State of New Hampshire (hereinafter, referred to as the “Easement”):

Being a 7,092 square foot Park Area Community Easement located west of Russell Street and south of Market Street in the City of Portsmouth, County of Rockingham, State of New Hampshire. Said easement being shown as “(18) Park Area Community Easement on Map 119 Lot 4 to benefit the City of Portsmouth” on a plan entitled "Community Space Easement Plan, North End Mixed Use, Deer St., Russell St., Market St., Portsmouth, New Hampshire, County of Rockingham, Owned by Port Harbor Land LLC” prepared by TFMoran, Inc, dated November 23, 2022 with revision 2 dated 01/03/2025. Said easement lies within land now or formerly of Port Harbor Land LLC recorded in Deed Book 6044 Page 14, being bounded westerly and northerly by land now or formerly of the Boston & Maine Corporation, easterly by land now or formerly of the City of Portsmouth recorded in Deed Book 6553 Page 1357, southeasterly by Russell Street, southerly by Green Street and is more particularly described as follows:

**BEGINNING** at an iron rod said iron rod being located N 04°19'54" E a distance of 93.16 feet from a drill hole; thence along Green Street:

S 57°39'20" W a distance of 26.00 feet to an iron rod; thence

S 51°44'07" W a distance of 16.92 feet to a concrete bound, said bound being located N 15°22'38" E a distance of 60.21 feet from a drill hole; thence along said land of the Boston & Maine Corporation the following four courses:

N 00°28'53" E a distance of 81.50 feet to an iron rod; thence

Along a curve to the right having a radius of 155.00 feet, an arc length of 29.99 feet, a chord bearing of N 06°01'30" E and chord distance of 29.95 feet to an iron rod; thence

N 05°22'41" W a distance of 168.53 feet to an iron rod; thence

N 38°50'13" E a distance of 16.55 feet to an iron rod; thence along Russell Street the following two courses:

S 34°18'26" E a distance of 11.30 feet to an iron rod; thence

Along a curve to the right having a radius of 200.00 feet, an arc length of 29.22 feet, a chord bearing of S 30°07'20" E and chord distance of 29.19 feet to an iron rod; thence along said land of the City of Portsmouth the following nine courses:

S 64°03'45" W a distance of 4.11 feet to an iron rod; thence

Along a curve to the right having a radius of 32.44 feet, an arc length of 9.97 feet, a chord bearing of S 20°48'51" E and chord distance of 9.93 feet to an iron rod; thence

Along a curve to the right having a radius of 34.15 feet, an arc length of 12.97 feet, a chord bearing of S 01°07'24" E and chord distance of 12.90 feet to an iron rod; thence

Along a curve to the right having a radius of 1,597.18 feet, an arc length of 35.54 feet, a chord bearing of S 10°23'48" W and chord distance of 35.54 feet to an iron rod; thence

Along a curve to the left having a radius of 81.65 feet, an arc length of 34.67 feet, a chord bearing of S 03°28'19" E and chord distance of 34.41 feet to an iron rod; thence

Along a curve to the right having a radius of 946.81 feet, an arc length of 30.66 feet, a chord bearing of S 19°05'26" E and chord distance of 30.65 feet to an iron rod; thence

Along a curve to the right having a radius of 199.38 feet, an arc length of 46.93 feet, a chord bearing of S 09°32'02" E and chord distance of 46.82 feet to an iron rod; thence

S 01°08'07" W a distance of 28.72 feet to an iron rod; thence

N 90°00'00" E a distance of 3.94 feet to an iron rod; thence along Russell Street:

S 01°44'17" W a distance of 35.88 feet to the point of **BEGINNING**....containing 7,092 square feet more or less.

The Easement granted herein shall be subject to the following terms and conditions:

1. **Terms of Public Use:** The Public Use permitted by the Easements shall be governed and determined at the sole discretion of the City, as expressed by the City Manager or the highest ranking administrative officer of the City, subject to the terms and conditions of these easement. The City shall provide reasonable notice to the Grantor of an extraordinary event to be scheduled for the easement areas but failure to do so shall not be a breach of these easements.
2. **Rights to Private Property:** This easement does not convey any right to the public to access or utilize the private property of the Grantor outside the easement areas. Grantor's use of the Easements shall be subject to and regulated through the City of Portsmouth's rules and ordinances governing public sidewalks.
3. **Maintenance:** Maintenance of the easement areas shall be the sole responsibility of the Grantor, its successors or assigns. The City shall have the right, but not the obligation, to access the easement areas for the purpose of maintenance, repair or replacement, after providing reasonable notice to the Grantor of the scope and cost of such work, all as reasonably determined by the City. Such maintenance costs incurred by the City shall be at the sole expense of the Grantor, its successors or assigns.
4. **Encroachments:** The Easements are subject to all existing encroachments of utilities and improvements on, over and under the Easements.
5. **Covenants Run with the Land:** The Easements granted herein shall be perpetual in nature, shall run with the land and shall benefit and be binding upon the Grantor, its successors and assigns. The Easements shall be recorded in the Rockingham County Registry of Deeds.
6. **City Ordinance Application:** Any use, public or private, of the Easements shall be subject to and comply with the City Ordinances of the City of Portsmouth.
7. **Notices:** Any notice, demand, request, or other communication that either party desires or is required to give to the other under this Easement shall be in writing and either served personally or sent by United States mail, postage prepaid, certified, return receipt requested, and shall be mailed to the parties at the following addresses:

To Grantor:

Richard C. Ade, Manager  
PORT HARBOR LAND LLC  
1000 Market Street, Building One  
Portsmouth, NH 03801

(or as listed and at the address shown on the City's current Tax Records)

To City:

City Manager (or the highest ranking administrative officer)  
City of Portsmouth, New Hampshire  
1 Junkins Avenue  
Portsmouth, NH 03801

**8. Amendment:** Grantor and Grantee may mutually agree to amend or modify this Easement, provided that any such amendment or modification is approved by the City Council at a noticed public hearing, in writing and signed by both parties, and is consistent with the purpose and intent of the Zoning Ordinance. No amendment or modification of this Easement shall take effect unless and until it is recorded in the Rockingham County Registry of Deeds.

**9. Costs and Liabilities:** Grantor agrees to bear all costs and liabilities of any kind related to the operation, upkeep, and maintenance of the Property, and to defend, indemnify, hold harmless and release the City of Portsmouth, from and against any and all actions, claims, damages, liabilities, or expenses that may be asserted by any person or entity, including Grantor, relating thereto. Without limiting the foregoing, the City of Portsmouth shall not be liable to Grantor or any other person or entity in connection with any entry upon the Property pursuant to this Easement, or on account of any claim, liability, damage, or expense suffered or incurred by or threaten against Grantor or any other person or entity, except as such claim, liability, damage, or expense is the result of the City of Portsmouth's, its agents or employee's negligence or willful misconduct.

**10. Applicable Law:** These Easements shall be construed and interpreted according to the substantive law of the State of New Hampshire.

**11. Community Space Easement to Bind Successors:** The provisions of these Easements shall be binding upon and insure to the benefit of Grantor and its successors and assigns. The Easements shall be appurtenant to, and for the benefit of, Grantee and shall run with title to the Property and shall continue in perpetuity.

Meaning and intending to convey an easement over a portion of the Property conveyed to the Grantor by Deed of NORTH END MASTER DEVELOPMENT, LP, dated October 4, 2019 and recorded at the Rockingham County Registry of Deeds at Book 6044, Page 0014.

This is an exempt transfer pursuant to RSA 78-B:2(I).

IN WITNESS WHEREOF, Grantor and City have executed this Community Space Easement as set forth, below.

Grantor:

By: \_\_\_\_\_

Grantee:

City of Portsmouth, New Hampshire

By: \_\_\_\_\_  
Karen S. Conard, City Manager

Per vote of the City Council on  
DATE.

#### ACKNOWLEDGEMENTS

STATE OF NEW HAMPSHIRE

COUNTY OF ROCKINGHAM

On this \_\_\_\_ day of \_\_\_\_\_, 2025, before me, the undersigned notary public, personally appeared \_\_\_\_\_ of \_\_\_\_\_, a New Hampshire limited liability company, proved to me through satisfactory evidence of identification, which was a valid driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public:

My Commission Expires:

STATE OF NEW HAMPSHIRE

COUNTY OF ROCKINGHAM

On this \_\_\_\_ day of \_\_\_\_\_, 2025, before: me, the undersigned notary public, personally appeared Karen S. Conard, Manager of the City of Portsmouth New Hampshire, proved to me through satisfactory evidence of identification, which was a valid driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it in his capacity as stated therein and voluntarily for its stated purpose.

---

Notary Public:  
My Commission Expires:

After recording return to:  
City of Portsmouth  
Planning Department  
1 Junkins Ave  
Portsmouth, NH 03801

## **EASEMENT FOR PUBLIC ACCESS AND USE OF COMMUNITY SPACE**

**THIS EASEMENT HEREIN IS GRANTED** this \_\_\_\_ day of \_\_\_\_\_, 2025 by **PORT HARBOR LAND LLC**, having an address of 1000 Market Street, Building One, Portsmouth, New Hampshire 03801 (“Grantor”), and for consideration of One Dollar (\$1.00) paid by the City, and other good and valuable consideration, receipt of which is acknowledged by Grantor, grants unto the **CITY OF PORTSMOUTH**, a municipal corporation, having an address of 1 Junkins Avenue, Portsmouth, New Hampshire 03801 (“City”) with warranty covenants, an easement for public access to and use of certain community space as set forth herein as a plaza, pedestrian alley and wide pedestrian sidewalks.

### **WITNESSETH**

**WHEREAS**, Grantor acquired a tract of land located in the City of Portsmouth, County of Rockingham, State of New Hampshire (the “Property”), by Quitclaim Deed, dated October 4, 2019, from NORTH END MASTER DEVELOPMENT, LP, to PORT HARBOR LAND LLC, and recorded at the Rockingham County Registry of Deeds at Book 6044, Page 0014; and

**WHEREAS**, reference is made to a plan entitled “Community Space Easement Plan, North End Mixed Use, Deer St., Russell St., Market St., Portsmouth, New Hampshire, County of Rockingham, Owned by Port Harbor Land LLC” prepared by TFMoran, Inc., dated November 23, 2022, as revised on January 3, 2025, and recorded herewith at the Rockingham County Registry of Deeds (the “Easement Plan”); and

**NOW THEREFORE**, the Grantor conveys the following easements located in the City of Portsmouth, County of Rockingham, State of New Hampshire (hereinafter, collectively referred to as the “Easements”):

### **PEDESTRIAN ALLEY EASEMENT**

Being a 5,353 square foot Pedestrian Alley Easement located along the north side of Maplewood Street and the northwest side of Deer Street in the City of Portsmouth, County of Rockingham,

State of New Hampshire. Said easement being shown as “(15) Pedestrian Alley Easement on Map 125 Lot 21 to benefit the City of Portsmouth” on a plan entitled "Community Space Easement Plan, North End Mixed Use, Deer St., Russell St., Market St., Portsmouth, New Hampshire, County of Rockingham, Owned by Port Harbor Land LLC” prepared by TFMoran, Inc, dated November 23, 2022 with revision 2 dated 01/03/2025. Said easement lies within land now or formerly of Port Harbor Land LLC recorded in Deed Book 6044 Page 14, being bounded northwesterly by land now or formerly of the Boston & Maine Corporation, northeasterly by other land now or formerly of Port Harbor Land LLC recorded in Deed Book 6044 Page 14, southeasterly by Deer Street, southwesterly by Maplewood Avenue and is more particularly described as follows:

**BEGINNING** at a drill hole said drill hole being located S 36°49'15" E a distance of 43.96 feet from a concrete bound; thence along said land of the Boston & Maine Corporation the following two courses:

Along a curve to the left having a radius of 577.73 feet, an arc length of 86.66 feet, a chord bearing of N 34°24'34" E and chord distance of 86.58 feet to an iron rod; thence N 30°06'43" E a distance of 42.78 feet to an iron rod; thence along said other land of Port Harbor Land LLC:

S 50°18'09" E a distance of 148.37 feet to a drill hole; thence along Deer Street:

S 45°29'18" W a distance of 19.44 feet to a point, said point being located N 45°29'18" E a distance of 110.05 feet from a drill hole; thence through said land of Port Harbor Land LLC:

N 50°34'16" W a distance of 124.07 feet to a point; thence

S 28°25'44" W a distance of 115.13 feet to a point; thence along Maplewood Avenue:

Along a curve to the left having a radius of 554.00 feet, an arc length of 30.07 feet, a chord bearing of N 41°47'52" W and chord distance of 30.06 feet to the point of **BEGINNING**....containing 5,353 square feet more or less.

#### SIDEWALK EASEMENT

Being a 613 square foot Sidewalk Easement located along the northwest side of Deer Street and the northeast side of Maplewood Avenue in the City of Portsmouth, County of Rockingham, State of New Hampshire. Said easement being shown as “(12) Sidewalk Easement on Map 125 Lot 21 to benefit the City of Portsmouth” on a plan entitled "Community Space Easement Plan, North End Mixed Use, Deer St., Russell St., Market St., Portsmouth, New Hampshire, County of Rockingham, Owned by Port Harbor Land LLC” prepared by TFMoran, Inc, dated November 23, 2022 with revision 2 dated 01/03/2025. Said easement lies within land now or formerly of Port Harbor Land LLC recorded in Deed Book 6044 Page 14, being bounded southeasterly by Deer Street, southwesterly by Maplewood Avenue and is more particularly described as follows:

**BEGINNING** at a point, said point being located S 41°47'52" E a distance of 30.06 feet from a drill hole; thence through the said land of Port Harbor Land LLC the following six courses:

N 28°25'44" E a distance of 37.81 feet to a point; thence

Along a curve to the left having a radius of 50.00 feet, an arc length of 54.97 feet, a chord bearing of S 03°04'06" E and chord distance of 52.25 feet to a point; thence



S34°33'56"E a distance of 36.84 feet to a point; thence  
 Along a curve to the left having a radius of 23.13 feet, an arc length of 35.03 feet, a chord bearing  
 of S 83°50'08" E and chord distance of 31.77 feet to a point;  
 N 45°49'15" E a distance of 107.83 feet to a point; thence  
 S 50°34'16" E a distance of 0.03 feet to a point in the northwesterly sideline of Deer Street, said  
 point being located S 45°29'18" W a distance of 19.44 feet from a drill hole; thence along said  
 Deer Street and Maplewood Avenue the following three:  
 S 45°29'18" W a distance of 110.05 feet to a drill hole; thence  
 Along a curve to the right having a radius of 21.96 feet, an arc length of 38.67 feet, a chord bearing  
 of N 84°03'49" W and chord distance of 33.86 feet to a drill hole; thence  
 Along a curve to the left having a radius of 554.00 feet, an arc length of 64.08 feet, a chord bearing  
 of N 36°55'46" W and chord distance of 64.05 feet to the point of **BEGINNING**....containing  
 613 square feet more or less.

The Easement granted herein shall be subject to the following terms and conditions:

1. **Terms of Public Use:** The Public Use permitted by the Easements shall be governed and determined at the sole discretion of the City, as expressed by the City Manager or the highest ranking administrative officer of the City, subject to the terms and conditions of these easement. The City shall provide reasonable notice to the Grantor of an extraordinary event to be scheduled for the easement areas but failure to do so shall not be a breach of these easements.
2. **Rights to Private Property:** This easement does not convey any right to the public to access or utilize the private property of the Grantor outside the easement areas. Grantor's use of the Easements shall be subject to and regulated through the City of Portsmouth's rules and ordinances governing public sidewalks.
3. **Maintenance:** Maintenance of the easement areas shall be the sole responsibility of the Grantor, its successors or assigns. The City shall have the right, but not the obligation, to access the easement areas for the purpose of maintenance, repair or replacement, after providing reasonable notice to the Grantor of the scope and cost of such work, all as reasonably determined by the City. Such maintenance costs incurred by the City shall be at the sole expense of the Grantor, its successors or assigns.
4. **Encroachments:** The Easements are subject to all existing encroachments of utilities and improvements on, over and under the Easements.
5. **Covenants Run with the Land:** The Easements granted herein shall be perpetual in nature, shall run with the land and shall benefit and be binding upon the Grantor, its successors and assigns. The Easements shall be recorded in the Rockingham County Registry of Deeds.
6. **City Ordinance Application:** Any use, public or private, of the Easements shall be subject to and comply with the City Ordinances of the City of Portsmouth.
7. **Notices:** Any notice, demand, request, or other communication that either party desires or is required to give to the other under this Easement shall be in writing and either served personally

or sent by United States mail, postage prepaid, certified, return receipt requested, and shall be mailed to the parties at the following addresses:

To Grantor:

Richard C. Ade, Manager  
PORT HARBOR LAND LLC  
1000 Market Street, Building One  
Portsmouth, NH 03801

(or as listed and at the address shown on the City's current Tax Records)

To City:

City Manager (or the highest ranking administrative officer)  
City of Portsmouth, New Hampshire  
1 Junkins Avenue  
Portsmouth, NH 03801

**8. Amendment:** Grantor and Grantee may mutually agree to amend or modify this Easement, provided that any such amendment or modification is approved by the City Council at a noticed public hearing, in writing and signed by both parties, and is consistent with the purpose and intent of the Zoning Ordinance. No amendment or modification of this Easement shall take effect unless and until it is recorded in the Rockingham County Registry of Deeds.

**9. Costs and Liabilities:** Grantor agrees to bear all costs and liabilities of any kind related to the operation, upkeep, and maintenance of the Property, and to defend, indemnify, hold harmless and release the City of Portsmouth, from and against any and all actions, claims, damages, liabilities, or expenses that may be asserted by any person or entity, including Grantor, relating thereto. Without limiting the foregoing, the City of Portsmouth shall not be liable to Grantor or any other person or entity in connection with any entry upon the Property pursuant to this Easement, or on account of any claim, liability, damage, or expense suffered or incurred by or threaten against Grantor or any other person or entity, except as such claim, liability, damage, or expense is the result of the City of Portsmouth's, its agents or employee's negligence or willful misconduct.

**10. Applicable Law:** These Easements shall be construed and interpreted according to the substantive law of the State of New Hampshire.

**11. Community Space Easement to Bind Successors:** The provisions of these Easements shall be binding upon and insure to the benefit of Grantor and its successors and assigns. The Easements shall be appurtenant to, and for the benefit of, Grantee and shall run with title to the Property and shall continue in perpetuity.

Meaning and intending to convey an easement over a portion of the Property conveyed to the Grantor by Deed of NORTH END MASTER DEVELOPMENT, LP, dated October 4, 2019 and recorded at the Rockingham County Registry of Deeds at Book 6044, Page 0014.

This is an exempt transfer pursuant to RSA 78-B:2(I).

IN WITNESS WHEREOF, Grantor and City have executed this Community Space Easement as set forth, below.

Grantor:

By: \_\_\_\_\_

Grantee:

City of Portsmouth, New Hampshire

By: \_\_\_\_\_  
Karen S. Conard, City Manager

Per vote of the City Council on  
DATE.

#### ACKNOWLEDGEMENTS

STATE OF NEW HAMPSHIRE

COUNTY OF ROCKINGHAM

On this \_\_\_\_ day of \_\_\_\_\_, 2025, before me, the undersigned notary public, personally appeared \_\_\_\_\_ of \_\_\_\_\_, a New Hampshire limited liability company, proved to me through satisfactory evidence of identification, which was a valid driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public:  
My Commission Expires:

STATE OF NEW HAMPSHIRE

COUNTY OF ROCKINGHAM

On this \_\_\_\_ day of \_\_\_\_\_, 2025, before: me, the undersigned notary public, personally appeared Karen S. Conard, Manager of the City of Portsmouth New Hampshire, proved to me through satisfactory evidence of identification, which was a valid driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it in his capacity as stated therein and voluntarily for its stated purpose.

---

Notary Public:

My Commission Expires:

After recording return to:  
City of Portsmouth  
Planning Department  
1 Junkins Ave  
Portsmouth, NH 03801

## **EASEMENT FOR PUBLIC ACCESS AND USE OF COMMUNITY SPACE**

**THIS EASEMENT HEREIN IS GRANTED** this \_\_\_\_ day of \_\_\_\_\_, 2025 by **PORT HARBOR LAND LLC**, having an address of 1000 Market Street, Building One, Portsmouth, New Hampshire 03801 (“Grantor”), and for consideration of One Dollar (\$1.00) paid by the City, and other good and valuable consideration, receipt of which is acknowledged by Grantor, grants unto the **CITY OF PORTSMOUTH**, a municipal corporation, having an address of 1 Junkins Avenue, Portsmouth, New Hampshire 03801 (“City”) with warranty covenants, an easement for public access to and use of certain community space as set forth herein as a plaza, pedestrian alley and wide pedestrian sidewalks.

### **WITNESSETH**

**WHEREAS**, Grantor acquired a tract of land located in the City of Portsmouth, County of Rockingham, State of New Hampshire (the “Property”), by Quitclaim Deed, dated October 4, 2019, from NORTH END MASTER DEVELOPMENT, LP, to PORT HARBOR LAND LLC, and recorded at the Rockingham County Registry of Deeds at Book 6044, Page 0014; and

**WHEREAS**, reference is made to a plan entitled “Community Space Easement Plan, North End Mixed Use, Deer St., Russell St., Market St., Portsmouth, New Hampshire, County of Rockingham, Owned by Port Harbor Land LLC” prepared by TFMoran, Inc., dated November 23, 2022, as revised on January 3, 2025, and recorded herewith at the Rockingham County Registry of Deeds (the “Easement Plan”); and

**NOW THEREFORE**, the Grantor conveys the following easements located in the City of Portsmouth, County of Rockingham, State of New Hampshire (hereinafter, collectively referred to as the “Easements”):

### **PEDESTRIAN ALLEY EASEMENT**

Being a 7,913 square foot Pedestrian Alley Easement located along the west side of Russell Street in the City of Portsmouth, County of Rockingham, State of New Hampshire. Said easement being

shown as “(17) Pedestrian Alley Easement on Map 124 Lot 12 to benefit the City of Portsmouth” on a plan entitled "Community Space Easement Plan, North End Mixed Use, Deer St., Russell St., Market St., Portsmouth, New Hampshire, County of Rockingham, Owned by Port Harbor Land LLC” prepared by TFMoran, Inc, dated November 23, 2022 with revision 2 dated 01/03/2025. Said easement lies within land now or formerly of Port Harbor Land LLC recorded in Deed Book 6044 Page 14, being bounded westerly by land now or formerly of the Boston & Maine Corporation, easterly by Russell Street, southerly by other land now or formerly of Port Harbor Land LLC recorded in Deed Book 6044 Page 14 and is more particularly described as follows:

**BEGINNING** at an iron rod said iron rod being located N 17°48'33" W a distance of 100.60 feet from an iron rod; thence along said other land of the Port Harbor Land LLC:

N 88°26'10" W a distance of 126.23 feet to an iron rod; thence along said land of the Boston & Maine Corporation the following two courses:

Along a curve to the left having a radius of 478.00 feet, an arc length of 93.06 feet, a chord bearing of N 10°12'41" E and chord distance of 92.91 feet to an iron rod; thence

N 04°38'03" E a distance of 138.54 feet to a point, said point being located S 04°38'03" W a distance of 9.34 feet from a magnetic nail; thence through said land of Port Harbor Land LLC the following five courses:

S 82°57'42" E a distance of 19.33 feet to a point; thence

S 01°59'02" W a distance of 3.19 feet to a point; thence

S 04°37'11" W a distance of 188.55 feet to a point; thence

S 85°41'34" E a distance of 80.53 feet to a point; thence

N 71°44'32" E a distance of 3.40 feet to a point; thence along Russell Street:

S 17°48'33" E a distance of 36.24 feet to the point of **BEGINNING**....containing 7,913 square feet more or less.

#### SIDEWALK EASEMENT

Being a 1,001 square foot Sidewalk Easement located along the south side of Green Street and the west side of Russell Street in the City of Portsmouth, County of Rockingham, State of New Hampshire. Said easement being shown as “(14) Sidewalk Easement on Map 124 Lot 12 to benefit the City of Portsmouth” on a plan entitled "Community Space Easement Plan, North End Mixed Use, Deer St., Russell St., Market St., Portsmouth, New Hampshire, County of Rockingham, Owned by Port Harbor Land LLC” prepared by TFMoran, Inc, dated November 23, 2022 with revision 2 dated 01/03/2025. Said easement lies within land now or formerly of Port Harbor Land LLC recorded in Deed Book 6044 Page 14, being bounded northerly by Green Street, easterly by Russell Street, westerly by land now or formerly of the Boston & Maine Corporation and is more particularly described as follows:

**BEGINNING** at a magnetic nail said nail being located N 36°49'15" E a distance of 71.34 feet from an iron rod; thence along the southerly side of Green Street the following two courses:

N 36°49'15" E a distance of 32.96 feet to a drill hole; thence

S 76°41'17" E a distance of 45.40 feet to a drill hole; thence along the southwesterly side of Russell Street the following three courses:

S 04°12'30" W a distance of 20.87 feet to an iron rod; thence  
 Along a curve to the left having a radius of 534.00 feet, an arc length of 205.20 feet, a chord bearing of S 06°48'01" E and chord distance of 203.94 feet to a magnetic nail; thence  
 S 17°48'33" E a distance of 0.41 feet to a point, said point being located N 17°48'33" W a distance of 36.24 feet from an iron rod; thence through said land of Port Harbor Land LLC the following nineteen courses:  
 S 71°44'32" W a distance of 3.40 feet to a point; thence  
 N 11°24'27" W a distance of 90.80 feet to a point; thence  
 N 05°35'14" W a distance of 60.89 feet to a point; thence  
 N 02°39'11" E a distance of 2.64 feet to a point; thence  
 N 02°39'11" E a distance of 39.74 feet to a point; thence  
 N 04°22'01" W a distance of 10.31 feet to a point; thence  
 N 08°44'01" W a distance of 2.41 feet to a point; thence  
 N 15°06'34" W a distance of 10.39 feet to a point; thence  
 N 22°31'08" W a distance of 2.23 feet to a point; thence  
 Along a curve to the left having a radius of 60.40 feet, an arc length of 10.58 feet, a chord bearing of N 33°27'56" W and chord distance of 10.57 feet to a point; thence  
 N 48°57'14" W a distance of 2.51 feet to a point; thence  
 Along a curve to the left having a radius of 13.84 feet, an arc length of 16.19 feet, a chord bearing of N 87°37'46" W and chord distance of 15.28 feet to a point; thence  
 S 53°49'46" W a distance of 2.52 feet to a point; thence  
 Along a curve to the left having radius of 61.63 feet, an arc length of 10.54 feet, a chord bearing of S 38°30'05" W and chord distance of 10.53 feet to a point; thence  
 S 27°36'57" W a distance of 2.28 feet to a point; thence  
 S 20°12'27" W a distance of 10.41 feet to a point; thence  
 S 13°52'03" W a distance of 2.37 feet to a point; thence  
 S 07°49'51" W a distance of 6.95 feet to a point; thence  
 N 82°57'42" W a distance of 19.97 feet to a point; thence along said land of Boston & Maine Corporation:  
 N 04°38'03" E a distance of 9.34 feet to the point of **BEGINNING**....containing 1,001 square feet more or less.

The Easement granted herein shall be subject to the following terms and conditions:

1. **Terms of Public Use:** The Public Use permitted by the Easements shall be governed and determined at the sole discretion of the City, as expressed by the City Manager or the highest ranking administrative officer of the City, subject to the terms and conditions of these easement. The City shall provide reasonable notice to the Grantor of an extraordinary event to be scheduled for the easement areas but failure to do so shall not be a breach of these easements.

2. **Rights to Private Property:** This easement does not convey any right to the public to access or utilize the private property of the Grantor outside the easement areas. Grantor's use of the Easements shall be subject to and regulated through the City of Portsmouth's rules and ordinances governing public sidewalks.

3. **Maintenance:** Maintenance of the easement areas shall be the sole responsibility of the Grantor, its successors or assigns. The City shall have the right, but not the obligation, to access the easement areas for the purpose of maintenance, repair or replacement, after providing reasonable notice to the Grantor of the scope and cost of such work, all as reasonably determined by the City. Such maintenance costs incurred by the City shall be at the sole expense of the Grantor, its successors or assigns.

4. **Encroachments:** The Easements are subject to all existing encroachments of utilities and improvements on, over and under the Easements.

5. **Covenants Run with the Land:** The Easements granted herein shall be perpetual in nature, shall run with the land and shall benefit and be binding upon the Grantor, its successors and assigns. The Easements shall be recorded in the Rockingham County Registry of Deeds.

6. **City Ordinance Application:** Any use, public or private, of the Easements shall be subject to and comply with the City Ordinances of the City of Portsmouth.

7. **Notices:** Any notice, demand, request, or other communication that either party desires or is required to give to the other under this Easement shall be in writing and either served personally or sent by United States mail, postage prepaid, certified, return receipt requested, and shall be mailed to the parties at the following addresses:

To Grantor:

Richard C. Ade, Manager  
PORT HARBOR LAND LLC  
1000 Market Street, Building One  
Portsmouth, NH 03801

(or as listed and at the address shown on the City's current Tax Records)

To City:

City Manager (or the highest ranking administrative officer)  
City of Portsmouth, New Hampshire  
1 Junkins Avenue  
Portsmouth, NH 03801

8. **Amendment:** Grantor and Grantee may mutually agree to amend or modify this Easement, provided that any such amendment or modification is approved by the City Council at a noticed public hearing, in writing and signed by both parties, and is consistent with the purpose and intent of the Zoning Ordinance. No amendment or modification of this Easement shall take effect unless and until it is recorded in the Rockingham County Registry of Deeds.

9. **Costs and Liabilities:** Grantor agrees to bear all costs and liabilities of any kind related to the operation, upkeep, and maintenance of the Property, and to defend, indemnify, hold



harmless and release the City of Portsmouth, from and against any and all actions, claims, damages, liabilities, or expenses that may be asserted by any person or entity, including Grantor, relating thereto. Without limiting the foregoing, the City of Portsmouth shall not be liable to Grantor or any other person or entity in connection with any entry upon the Property pursuant to this Easement, or on account of any claim, liability, damage, or expense suffered or incurred by or threaten against Grantor or any other person or entity, except as such claim, liability, damage, or expense is the result of the City of Portsmouth's, its agents or employee's negligence or willful misconduct.

**10. Applicable Law:** These Easements shall be construed and interpreted according to the substantive law of the State of New Hampshire.

**11. Community Space Easement to Bind Successors:** The provisions of these Easements shall be binding upon and insure to the benefit of Grantor and its successors and assigns. The Easements shall be appurtenant to, and for the benefit of, Grantee and shall run with title to the Property and shall continue in perpetuity.

Meaning and intending to convey an easement over a portion of the Property conveyed to the Grantor by Deed of NORTH END MASTER DEVELOPMENT, LP, dated October 4, 2019 and recorded at the Rockingham County Registry of Deeds at Book 6044, Page 0014.

This is an exempt transfer pursuant to RSA 78-B:2(I).

IN WITNESS WHEREOF, Grantor and City have executed this Community Space Easement as set forth, below.

Grantor:

By: \_\_\_\_\_

Grantee:

City of Portsmouth, New Hampshire

By: \_\_\_\_\_  
Karen S. Conard, City Manager

Per vote of the City Council on  
DATE.

ACKNOWLEDGEMENTS

STATE OF NEW HAMPSHIRE

COUNTY OF ROCKINGHAM

On this \_\_\_\_ day of \_\_\_\_\_, 2025, before me, the undersigned notary public, personally appeared \_\_\_\_\_ of \_\_\_\_\_, a New Hampshire limited liability company, proved to me through satisfactory evidence of identification, which was a valid driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public:  
My Commission Expires:

STATE OF NEW HAMPSHIRE

COUNTY OF ROCKINGHAM

On this \_\_\_\_ day of \_\_\_\_\_, 2025, before: me, the undersigned notary public, personally appeared Karen S. Conard, Manager of the City of Portsmouth New Hampshire, proved to me through satisfactory evidence of identification, which was a valid driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it in his capacity as stated therein and voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public:  
My Commission Expires:

After recording return to:  
City of Portsmouth  
Planning Department  
1 Junkins Ave  
Portsmouth, NH 03801

## **EASEMENT FOR PUBLIC ACCESS AND USE OF COMMUNITY SPACE**

**THIS EASEMENT HEREIN IS GRANTED** this \_\_\_\_ day of \_\_\_\_\_, 2025 by **PORT HARBOR LAND LLC**, having an address of 1000 Market Street, Building One, Portsmouth, New Hampshire 03801 (“Grantor”), and for consideration of One Dollar (\$1.00) paid by the City, and other good and valuable consideration, receipt of which is acknowledged by Grantor, grants unto the **CITY OF PORTSMOUTH**, a municipal corporation, having an address of 1 Junkins Avenue, Portsmouth, New Hampshire 03801 (“City”) with warranty covenants, an easement for public access to and use of certain community space as set forth herein as a plaza, pedestrian alley and wide pedestrian sidewalks.

### **WITNESSETH**

**WHEREAS**, Grantor acquired a tract of land located in the City of Portsmouth, County of Rockingham, State of New Hampshire (the “Property”), by Quitclaim Deed, dated October 4, 2019, from NORTH END MASTER DEVELOPMENT, LP, to PORT HARBOR LAND LLC, and recorded at the Rockingham County Registry of Deeds at Book 6044, Page 0014; and

**WHEREAS**, reference is made to a plan entitled “Community Space Easement Plan, North End Mixed Use, Deer St., Russell St., Market St., Portsmouth, New Hampshire, County of Rockingham, Owned by Port Harbor Land LLC” prepared by TFMoran, Inc., dated November 23, 2022, as revised on January 3, 2025, and recorded herewith at the Rockingham County Registry of Deeds (the “Easement Plan”); and

**NOW THEREFORE**, the Grantor conveys the following easements located in the City of Portsmouth, County of Rockingham, State of New Hampshire (hereinafter, collectively referred to as the “Easement”):

### **PEDESTRIAN ALLEY EASEMENT**

Being an 8,431 square foot Pedestrian Alley Easement located along the northwest side of Deer Street in the City of Portsmouth, County of Rockingham, State of New Hampshire. Said easement

being shown as “(16) Pedestrian Alley Easement on Map 118 Lot 28 to benefit the City of Portsmouth” on a plan entitled "Community Space Easement Plan, North End Mixed Use, Deer St., Russell St., Market St., Portsmouth, New Hampshire, County of Rockingham, Owned by Port Harbor Land LLC” prepared by TFMoran, Inc, dated November 23, 2022 with revision 2 dated 01/03/2025. Said easement lies within land now or formerly of Port Harbor Land LLC recorded in Deed Book 6044 Page 14, being bounded westerly by land now or formerly of the Boston & Maine Corporation, southeasterly by Deer Street, southerly and northerly by other land now or formerly of Port Harbor Land LLC recorded in Deed Book 6044 Page 14 and is more particularly described as follows:

**BEGINNING** at an iron rod said iron rod being located N30°06'43"E a distance of 42.78 feet from an iron rod; thence along said land of the Boston & Maine Corporation the following five courses:

N 30°06'43" E a distance of 66.44 feet to an iron rod; thence  
N 23°49'32" E a distance of 35.29 feet to an iron rod; thence  
N 49°22'32" E a distance of 14.99 feet to an iron rod; thence  
Along a curve to the left having a radius of 913.00 feet, an arc length 120.61 feet, a chord bearing of N 20°06'02" E and chord distance of 120.52 feet to an iron rod; thence  
Along a curve to the left having a radius of 478.00 feet, an arc length of 4.40 feet, a chord bearing of N 16°03'09" E and chord distance of 4.40 feet to an iron rod; thence along said other land of Port Harbor Land LLC:  
S 88°26'10" E a distance of 21.42 feet to a point; thence through said land of Port Harbor Land LLC the following five courses:  
S 15°29'05" W a distance of 41.85 feet to a point; thence  
S 16°32'37" W a distance of 82.53 feet to a point; thence  
S 33°33'50" W a distance of 71.27 feet to a point; thence  
S 33°32'10" W a distance of 41.31 feet to a point; thence  
S 50°26'10" E a distance of 132.20 feet to a point; thence along Deer Street:  
S 45°29'18" W a distance of 19.45 feet to a drill hole, said drill hole being located N 45°29'18" E a distance of 150.03 feet from a drill hole; thence along said other land of Port Harbor Land LLC:  
N 50°18'09" W a distance of 148.37 feet to the point of **BEGINNING**....containing 8,431 square feet more or less.

#### SIDEWALK EASEMENT

Being a 1,218 square foot Sidewalk Easement located along the northwest side of Deer Street and the southwest side of Russell Street in the City of Portsmouth, County of Rockingham, State of New Hampshire. Said easement being shown as “(13) Sidewalk Easement on Map 118 Lot 28 to benefit the City of Portsmouth” on a plan entitled "Community Space Easement Plan, North End Mixed Use, Deer St., Russell St., Market St., Portsmouth, New Hampshire, County of Rockingham, Owned by Port Harbor Land LLC” prepared by TFMoran, Inc, dated November 23, 2022 with revision 2 dated 01/03/2025. Said easement lies within land now or formerly of Port Harbor Land LLC recorded in Deed Book 6044 Page 14, being bounded southeasterly by Deer Street, northeasterly by Russell Street, northwesterly by other land now or formerly of Port Harbor Land LLC recorded in Deed Book 6044 Page 14 and is more particularly described as follows:

**BEGINNING** at a point in the northwesterly sideline of Deer Street, said point being located N 45°29'18" E a distance of 19.45 feet from a drill hole; thence through said land of Port Harbor Land LLC the following seven courses:

N 50°26'10" W a distance of 0.33 feet to a point; thence  
N 45°33'50" E a distance of 84.20 feet to a point; thence  
N 45°04'46" E a distance of 57.50 feet to a point; thence  
N 23°33'50" E a distance of 57.58 feet to a point; thence  
N 03°22'10" E a distance of 15.42 feet to a point; thence  
N 01°33'50" E a distance of 45.63 feet to a point; thence  
N 20°26'07" W a distance of 86.63 feet to a point; thence along said other land of Port Harbor Land LLC:

S 88°26'10" E a distance of 4.25 feet to an iron rod, said iron rod being located S 17°48'33" E a distance of 36.65 feet from a magnetic nail in the southwesterly sideline of Russell Street; thence Russell Street and Deer Street the following five courses:

S 17°48'33" E a distance of 100.60 feet to an iron rod; thence  
Along a curve to the right having a radius of 92.00 feet, an arc length of 101.74 feet, a chord bearing of S 13°52'16" W and chord distance of 96.63 feet to a drill hole; thence  
S 45°33'04" W a distance of 149.10 feet to a point; thence  
N 44°27'21" W a distance of 0.21 feet to a drill hole; thence  
S 45°29'18" W a distance of 1.09 feet to the point of **BEGINNING**....containing 1,218 square feet more or less.

The Easement granted herein shall be subject to the following terms and conditions:

1. **Terms of Public Use:** The Public Use permitted by the Easements shall be governed and determined at the sole discretion of the City, as expressed by the City Manager or the highest ranking administrative officer of the City, subject to the terms and conditions of these easement. The City shall provide reasonable notice to the Grantor of an extraordinary event to be scheduled for the easement areas but failure to do so shall not be a breach of these easements.

2. **Rights to Private Property:** This easement does not convey any right to the public to access or utilize the private property of the Grantor outside the easement areas. Grantor's use of the Easements shall be subject to and regulated through the City of Portsmouth's rules and ordinances governing public sidewalks.

3. **Maintenance:** Maintenance of the easement areas shall be the sole responsibility of the Grantor, its successors or assigns. The City shall have the right, but not the obligation, to access the easement areas for the purpose of maintenance, repair or replacement, after providing reasonable notice to the Grantor of the scope and cost of such work, all as reasonably determined by the City. Such maintenance costs incurred by the City shall be at the sole expense of the Grantor, its successors or assigns.

4. **Encroachments:** The Easements are subject to all existing encroachments of utilities and improvements on, over and under the Easements.

5. **Covenants Run with the Land:** The Easements granted herein shall be perpetual in nature, shall run with the land and shall benefit and be binding upon the Grantor, its successors and assigns. The Easements shall be recorded in the Rockingham County Registry of Deeds.

6. **City Ordinance Application:** Any use, public or private, of the Easements shall be subject to and comply with the City Ordinances of the City of Portsmouth.

7. **Notices:** Any notice, demand, request, or other communication that either party desires or is required to give to the other under this Easement shall be in writing and either served personally or sent by United States mail, postage prepaid, certified, return receipt requested, and shall be mailed to the parties at the following addresses:

To Grantor:

Richard C. Ade, Manager  
PORT HARBOR LAND LLC  
1000 Market Street, Building One  
Portsmouth, NH 03801

(or as listed and at the address shown on the City's current Tax Records)

To City:

City Manager (or the highest ranking administrative officer)  
City of Portsmouth, New Hampshire  
1 Junkins Avenue  
Portsmouth, NH 03801

8. **Amendment:** Grantor and Grantee may mutually agree to amend or modify this Easement, provided that any such amendment or modification is approved by the City Council at a noticed public hearing, in writing and signed by both parties, and is consistent with the purpose and intent of the Zoning Ordinance. No amendment or modification of this Easement shall take effect unless and until it is recorded in the Rockingham County Registry of Deeds.

9. **Costs and Liabilities:** Grantor agrees to bear all costs and liabilities of any kind related to the operation, upkeep, and maintenance of the Property, and to defend, indemnify, hold harmless and release the City of Portsmouth, from and against any and all actions, claims, damages, liabilities, or expenses that may be asserted by any person or entity, including Grantor, relating thereto. Without limiting the foregoing, the City of Portsmouth shall not be liable to Grantor or any other person or entity in connection with any entry upon the Property pursuant to this Easement, or on account of any claim, liability, damage, or expense suffered or incurred by or threatened against Grantor or any other person or entity, except as such claim, liability, damage, or expense is the result of the City of Portsmouth's, its agents or employee's negligence or willful misconduct.

**10. Applicable Law:** These Easements shall be construed and interpreted according to the substantive law of the State of New Hampshire.

**11. Community Space Easement to Bind Successors:** The provisions of these Easements shall be binding upon and insure to the benefit of Grantor and its successors and assigns. The Easements shall be appurtenant to, and for the benefit of, Grantee and shall run with title to the Property and shall continue in perpetuity.

Meaning and intending to convey an easement over a portion of the Property conveyed to the Grantor by Deed of NORTH END MASTER DEVELOPMENT, LP, dated October 4, 2019 and recorded at the Rockingham County Registry of Deeds at Book 6044, Page 0014.

This is an exempt transfer pursuant to RSA 78-B:2(I).

IN WITNESS WHEREOF, Grantor and City have executed this Community Space Easement as set forth, below.

Grantor:

By: \_\_\_\_\_

Grantee:

City of Portsmouth, New Hampshire

By: \_\_\_\_\_

Karen S. Conard, City Manager

Per vote of the City Council on  
DATE.

ACKNOWLEDGEMENTS

STATE OF NEW HAMPSHIRE

COUNTY OF ROCKINGHAM

On this \_\_\_\_ day of \_\_\_\_\_, 2025, before me, the undersigned notary public, personally appeared \_\_\_\_\_ of \_\_\_\_\_, a New Hampshire limited liability company, proved to me through satisfactory evidence of identification, which was a valid driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

---

Notary Public:  
My Commission Expires:

STATE OF NEW HAMPSHIRE

COUNTY OF ROCKINGHAM

On this \_\_\_\_ day of \_\_\_\_\_, 2025, before: me, the undersigned notary public, personally appeared Karen S. Conard, Manager of the City of Portsmouth New Hampshire, proved to me through satisfactory evidence of identification, which was a valid driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it in his capacity as stated therein and voluntarily for its stated purpose.

---

Notary Public:  
My Commission Expires:



After recording return to:  
City of Portsmouth  
Planning Department  
1 Junkins Ave  
Portsmouth, NH 03801

### **FIRE ACCESS EASEMENT**

**THE EASEMENT HEREIN IS GRANTED** this \_\_\_\_ day of \_\_\_\_\_, 2025 by **PORT HARBOR LAND LLC**, having an address of 1000 Market Street, Building One, Portsmouth, New Hampshire 03801 (“Grantor”), for the consideration of One Dollar (\$1.00), and other good and valuable consideration, the receipt of which is hereby acknowledged to the **CITY OF PORTSMOUTH**, its employees, agents, or assigns, a municipal corporation, having an address of 1 Junkins Avenue, Portsmouth, New Hampshire 03801 (the “Grantee”);

WITH QUITCLAIM COVENANTS, a 12,754 square foot Fire and Emergency Access Easement located on the north side of Maplewood Avenue, the east side of Vaughan Street and the south side of Green Street in the City of Portsmouth, County of Rockingham, State of New Hampshire. Said easement being shown as “(6) Fire Access Easement on Map 124, Lot 12, Map 118 Lot 28 & Map 125 Lot 21 to benefit the City of Portsmouth” on a plan entitled "Access Easement Plan, North End Mixed Use, Deer St., Russell St., Market St., Portsmouth, New Hampshire, County of Rockingham, Owned by Port Harbor Land LLC, PH Lots LLC & Port Owner Harbor LLC” prepared by TFMoran, Inc, dated November 23, 2022 with revision 2 dated 04/11/2025. Said easement lies within land now or formerly of Port Harbor Land LLC recorded in Deed Book 6044 Page 14 (Map 125 Lot 21, Map 118 Lot 28 & Map 124 Lot 12), being bounded northerly by Green Street, southerly by Maplewood Avenue, southwesterly and northwesterly by land now or formerly of Boston & Maine Corporation (B&M) as shown on Rockingham County Registry of Deeds Plans #D-2408, D-32675 & C-3221, westerly by Vaughan Street and is more particularly described as follows:

**BEGINNING** at a point, said point being located S 43°02'19" E a distance of 6.08 feet from a drill hole; thence through said land of Port Harbor Land LLC (Map 125 Lot 21) the following three courses:

N 43°12'23" E a distance of 9.34 feet to a point,

N 33°11'41" E a distance of 8.39 feet to a point; thence

N 27°54'25" E a distance of 54.85 feet to a point; thence along said land of B&M the following two courses:

Along a curve to the left having a radius of 577.73 feet, an arc length of 15.82 feet, a chord bearing of N 30°53'47" E and chord distance of 15.82 feet to an iron rod; thence N 30°06'43" E a distance of 42.78 feet to an iron rod; thence through said land of Port Harbor Land LLC (Map 118 Lot 28) the following four courses:  
 N 33°12'49" E a distance of 112.03 feet to a point; thence  
 N 28°49'52" E a distance of 21.71 feet to a point; thence  
 N 19°58'14" E a distance of 21.71 feet to a point; thence  
 N 14°52'58" E a distance of 82.32 feet to a point; thence along said land of B&M the following three courses:  
 Along a curve to the left having a radius of 478.00 feet, an arc length of 4.40 feet, a chord bearing of N 16°03'09" E and chord distance of 4.40 feet to an iron rod; thence  
 Along a curve to the left having a radius of 478.00 feet, an arc length of 93.06 feet, a chord bearing of N 10°12'41" E and chord distance of 92.91 feet to an iron rod; thence  
 N 04°38'03" E a distance of 147.88 feet to a magnetic nail; thence along the southerly sideline of Green Street:  
 N 36°49'15" E a distance of 32.96 feet to a drill hole, said point being located N 76°41'17" W a distance of 45.40 feet from a drill hole; thence through said land of Port Harbor Land LLC (Map 124 Lot 12) the following three courses:  
 S 01°59'02" W a distance of 41.27 feet to a point; thence  
 S 04°37'11" W a distance of 188.55 feet to a point; thence  
 S 15°29'05" W a distance of 38.01 feet to a point, said point being located N 88°26'10" W a distance of 104.81 feet from an iron rod; thence through said land of Port Harbor Land LLC (Map 118 Lot 28) the following four courses:  
 S 15°29'05" W a distance of 41.85 feet to a point; thence  
 S 16°32'37" W a distance of 82.53 feet to a point; thence  
 S 33°33'50" W a distance of 71.27 feet to a point; thence  
 S 33°32'10" W a distance of 60.47 feet to a point, said point being located N 50°18'09" W a distance of 128.18 feet from a drill hole; thence through said land of Port Harbor Land LLC (Map 125 Lot 21) the following two courses:  
 S 33°32'10" W a distance of 20.04 feet to a point; thence  
 S 28°25'44" W a distance of 115.13 feet to a point, said point being located N 36°55'46" W a distance of 64.05 feet from a drill hole; thence along the northerly sideline of Maplewood Avenue:  
 Along a curve to the left having a radius of 554.00 feet, an arc length of 23.99 feet, a chord bearing of N 41°29'01" W and chord distance of 23.99 feet to the point of **BEGINNING**....containing 12,754 square feet more or less.

The Easement granted herein shall be subject to the following terms and conditions:

1. **Terms of Grantee's Use:** This Easement conveys to Grantee a non-exclusive easement and right of way on, over, across, and through that portion of the Grantor's Property described above, at any and all times for the purpose of allowing ingress and egress to and from the Property for fire apparatus and emergency vehicles, for fire suppression and emergency services.
2. **Maintenance:** Maintenance of the easement area shall be the sole responsibility of the Grantor, its successors or assigns. The Grantee shall have the right, but not the obligation, to access

the easement area for the purpose of reasonable and necessary maintenance, repair, or replacement, after providing prior written notice to the Grantor of the scope and cost of such work, all as reasonably determined by the Grantee. Such maintenance costs incurred by the Grantee shall be at the sole expense of the Grantor, its successors or assigns.

3. **Encroachments:** The Easement is subject to all existing encroachments of utilities and improvements on, over and under the Easement.

4. **Covenants Run with the Land:** The Easement granted herein shall be perpetual in nature, shall run with the land and shall benefit and be binding upon the Grantor, its successors and assigns. This Easement shall be recorded in the Rockingham County Registry of Deeds.

5. **City Ordinance Application:** Any use of the Easement shall be subject to and comply with the applicable City Ordinances of the City of Portsmouth.

6. **Notices:** Any notice, demand, request, or other communication that either party desires or is required to give to the other under this Easement shall be in writing and either served personally or sent by United States mail, postage prepaid, certified, return receipt requested, and shall be mailed to the parties at the following addresses:

To Grantor:

Richard C. Ade, Manager  
PORT HARBOR LAND LLC  
1000 Market Street, Building One  
Portsmouth, NH 03801

(or as listed and at the address shown on the City's current Tax Records)

To City:

City Manager (or the highest ranking administrative officer)  
City of Portsmouth, New Hampshire  
1 Junkins Avenue  
Portsmouth, NH 03801

7. **Costs and Liabilities:** Grantor agrees to bear all costs and liabilities of any kind related to the operation, upkeep, and maintenance of the Property, and to defend, indemnify, hold harmless and release the City of Portsmouth, from and against any and all actions, claims, damages, liabilities, or expenses that may be asserted by any person or entity, including Grantor, relating thereto. Without limiting the foregoing, the City of Portsmouth shall not be liable to Grantor or any other person or entity in connection with any entry upon the Property pursuant to

this Easement, or on account of any claim, liability, damage, or expense suffered or incurred by or threaten against Grantor or any other person or entity, except as such claim, liability, damage, or expense is the result of the City of Portsmouth's, its agents or employee's negligence or willful misconduct.

8. **Applicable Law:** This Easement shall be construed and interpreted according to the substantive law of the State of New Hampshire.

9. **Fire and Emergency Easement to Bind Successors:** The provisions of this Easement shall be binding upon and insure to the benefit of Grantor and its successors and assigns. The Easement shall be appurtenant to, and for the benefit of, Grantee and shall run with title to the Property and shall continue in perpetuity.

Meaning and intending to convey an easement over a portion of the Property conveyed to the Grantor by Deed of NORTH END MASTER DEVELOPMENT, LP, dated October 4, 2019 and recorded at the Rockingham County Registry of Deeds at Book 6044, Page 0014.

This is an exempt transfer pursuant to *RSA 78-B:2(I)*.

IN WITNESS WHEREOF, Grantor and City have executed this Fire Access Easement as set forth, below.

Grantor:

By: \_\_\_\_\_

Grantee:

City of Portsmouth, New Hampshire

By: \_\_\_\_\_

Karen S. Conard, City Manager

Per vote of the City Council on  
DATE.

ACKNOWLEDGEMENTS

STATE OF NEW HAMPSHIRE

COUNTY OF ROCKINGHAM

On this \_\_\_\_ day of \_\_\_\_\_, 2025, before me, the undersigned notary public, personally appeared \_\_\_\_\_ of \_\_\_\_\_, a New Hampshire limited liability company, proved to me through satisfactory evidence of identification, which was a valid driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

---

Notary Public:  
My Commission Expires:

STATE OF NEW HAMPSHIRE

COUNTY OF ROCKINGHAM

On this \_\_\_\_ day of \_\_\_\_\_, 2025, before: me, the undersigned notary public, personally appeared Karen S. Conard, Manager of the City of Portsmouth New Hampshire, proved to me through satisfactory evidence of identification, which was a valid driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it in his capacity as stated therein and voluntarily for its stated purpose.

---

Notary Public:  
My Commission Expires:

## PETITION TO LAYOUT A NEW PUBLIC HIGHWAY

(Pursuant to RSA 231:8, et seq.)

Pursuant to the authority granted under New Hampshire RSA Chapter 231, and in accordance with the City Charter and local ordinances, I hereby petition the City Council of the City of Portsmouth to initiate proceedings for the layout of a new public highway, as described below.

### **1. Proposed Highway Description**

Proposed Name: Coakley Road Extension

Location: A new right of way centering on the shared property line between Tax Map 234, Lot 6 (100 Coakley Road) and Lot 7-6 (650 Borthwick Avenue), connecting Coakley Road to Borthwick Avenue.

Additionally, temporary construction easements as depicted on the attached plan, impacting both 100 Coakley Road and 650 Borthwick Avenue to facilitate the construction of the Coakley Road Extension.

Length and Width of the proposed right of way: Approximately 265 feet in length and 50 feet in width.

Type: New layout of a public highway to be added to the city road system, with associated temporary construction easements as depicted on the attached plan.

### **2. Justification for Layout**

To address long-standing traffic congestion and safety issues on the Route 1 Bypass between Borthwick Avenue and the Portsmouth Traffic Circle, the City has received federal funding and is working with the New Hampshire Department of Transportation to remove the traffic signal at the intersection of the Route 1 Bypass, Coakley Road and Cottage Street. Along with the removal of the traffic signal, the existing median island on the Bypass would be extended through the intersection to prohibit left turns to and from Coakley Road and Cottage Street. For these changes to be implemented, it will be necessary to provide a connection between Coakley Road and Borthwick Avenue to provide access to the traffic signal at Borthwick Avenue for the residents and businesses on Coakley Road, so that they may continue to turn left and get to the Traffic Circle. The best place for this connector road is the area between the Fairfield Inn and the Granite Group Plumbing Supply business. The attached graphic depicts the area and the project components.

A separate project to rebuild the Cate Street bridge between Hodgdon Way and Cottage Street is also underway which will allow for full use of Cate Street by all vehicles on the east side of the Bypass. This project is also receiving funding from the State.

### **3. Statutory Authority and Local Procedure**

This petition is submitted under RSA 231:8, which authorizes the governing body to lay out new public highways upon petition, after notice and a public hearing. Additionally, pursuant to Ordinance Section 11.602, I respectfully request that the City Council refer this matter to the Planning Board for its advisory opinion regarding the proposed layout.

If accepted, the City Council will be asked to:

1. Refer this petition to the Planning Board; and,
2. Schedule a site view and public hearing on July 14, 2025 in accordance with RSA 231:8 and 231:9.

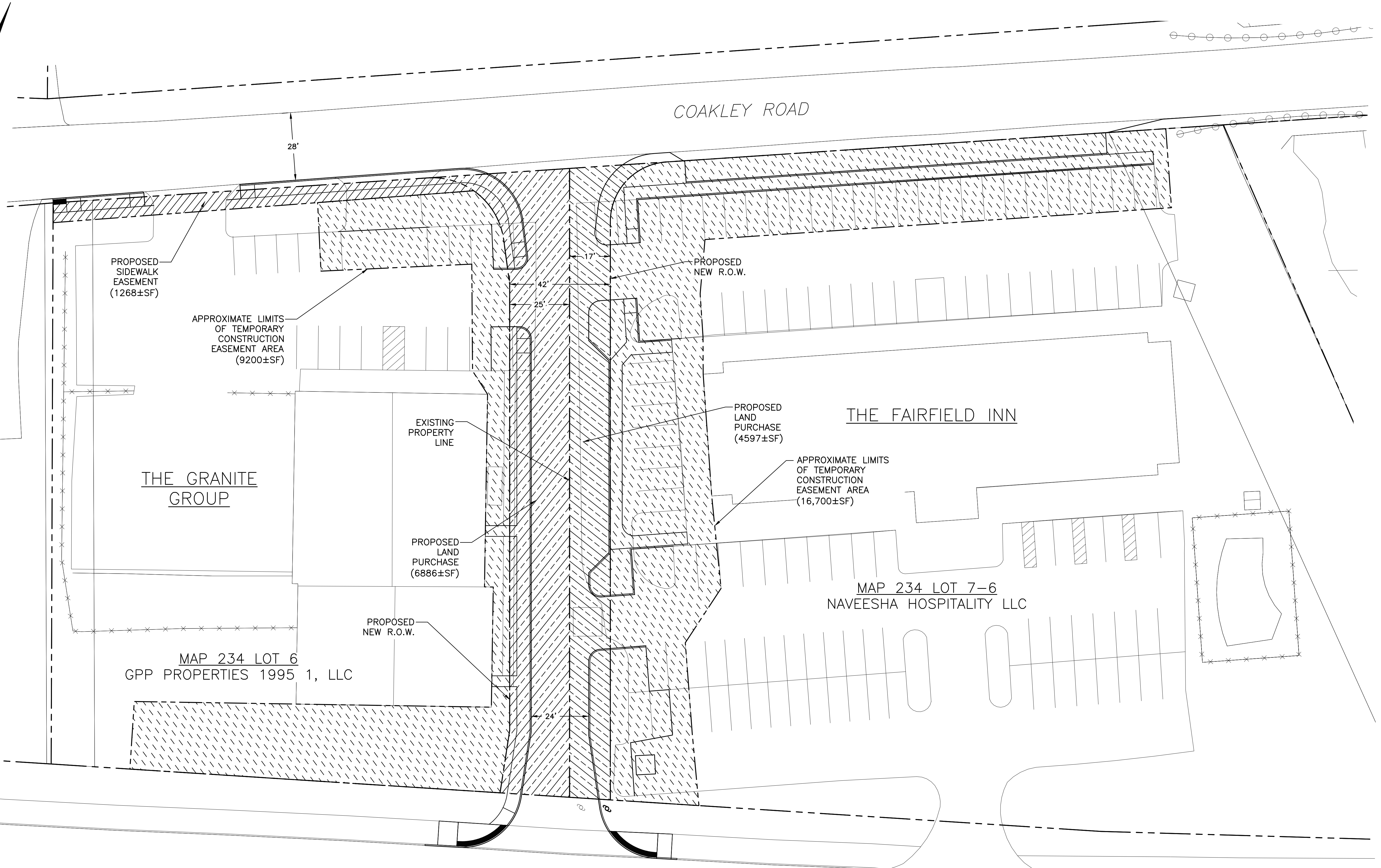
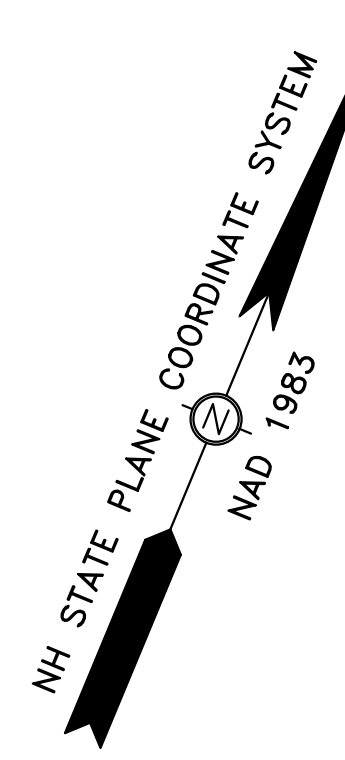
Respectfully submitted,

Dated: 6/3/2025

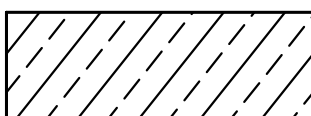
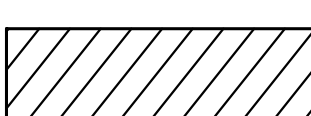
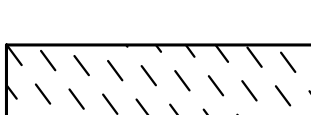


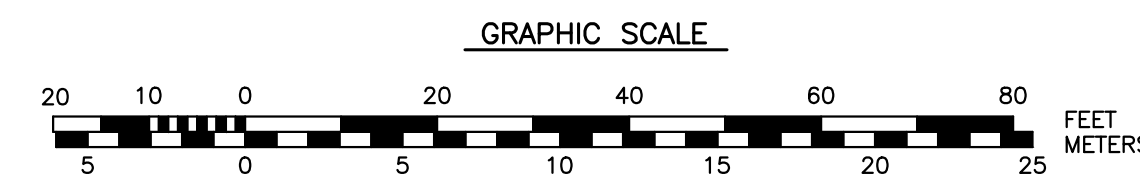
Karen S. Conard  
City Manager

Attachment (1)



LEGEND

-  PROPOSED LAND PURCHASE AREA
-  PROPOSED PERMANENT SIDEWALK EASEMENT
-  APPROXIMATE TEMPORARY CONSTRUCTION EASEMENT



PROJECT: BORTHWICK – COAKLEY CONNECTOR

TITLE: PROPOSED LAND PURCHASE AND EASEMENT AREAS

DATE: AUGUST 2023

SCALE: AS SHOWN

PROJ. NO.: 7251

APVD BY: MRB



DEPARTMENT OF PUBLIC WORKS  
CITY OF PORTSMOUTH, NH  
680 FEVERLY HILL ROAD  
603-427-1530

	NO.	REVISIONS	APPD	DATE
C	TEMP. CONSTRUCTION EASEMENTS	MRB	5/7/24	
C	CONCEPT – TAPERED ENDS	MRB	4/15/24	
B	CONCEPT – ISSUED FOR REVIEW	MRB	4/4/24	
A	CONCEPT – ISSUED FOR REVIEW	MRB	9/11/23	




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# MEMORANDUM

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**TO:** Karen Conard, City Manager

**FROM:** Peter Britz, Planning & Sustainability Director 

**DATE:** May 15, 2025

**RE:** City Council Referral – Projecting Signs  
Address: 16 Congress Street Unit 103  
Business Name: Just Mystic, LLC  
Business Owners: Robert Nelson

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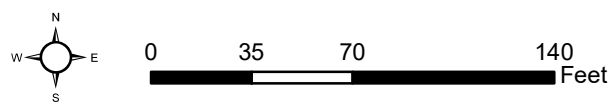
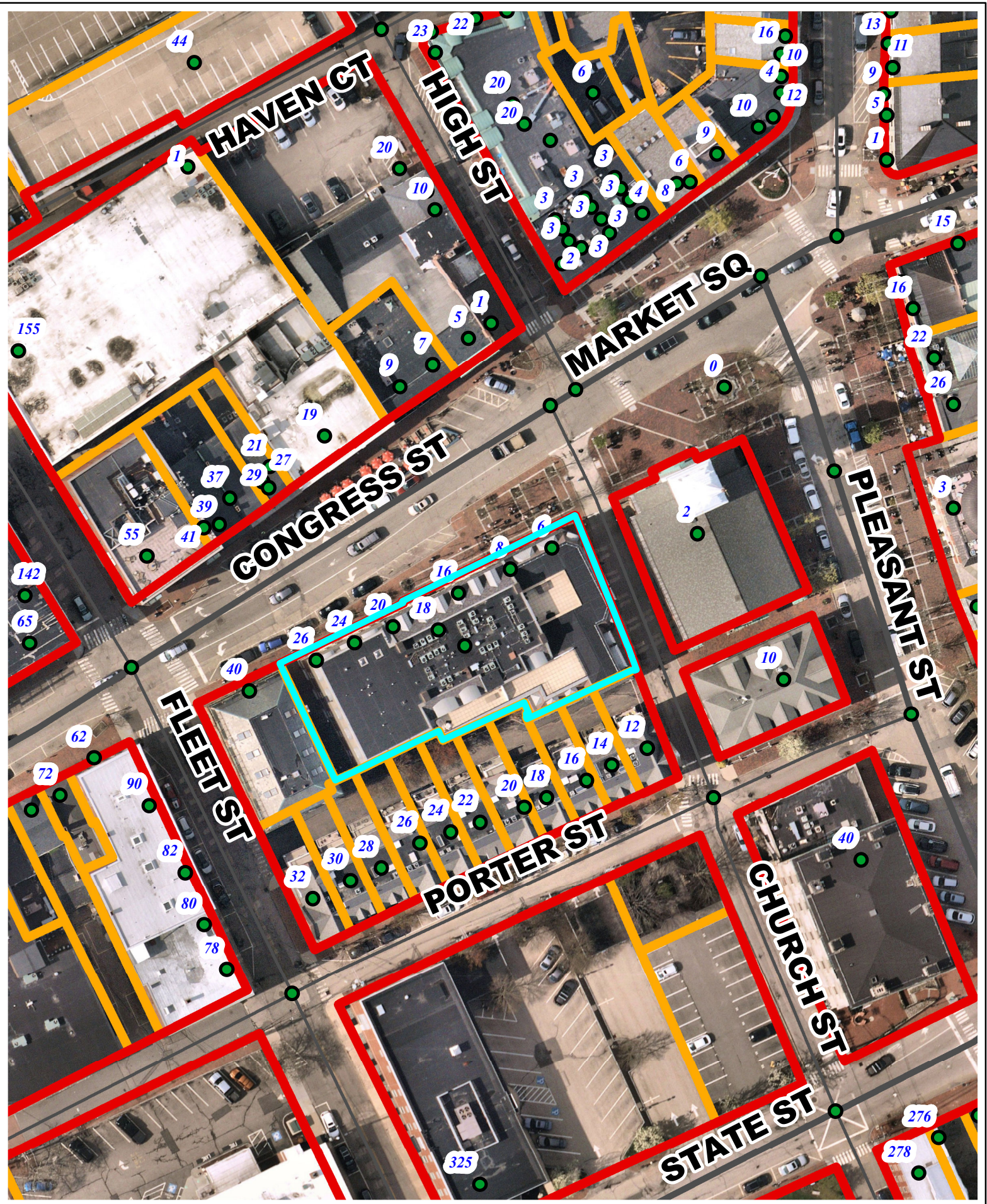
Permission is being sought to install a projecting sign that extends over the public right of way, as follows:

Sign dimensions: 31.7" diameter  
Sign area: 5.47 sq. ft.

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 sign(s), 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 sign(s), 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.

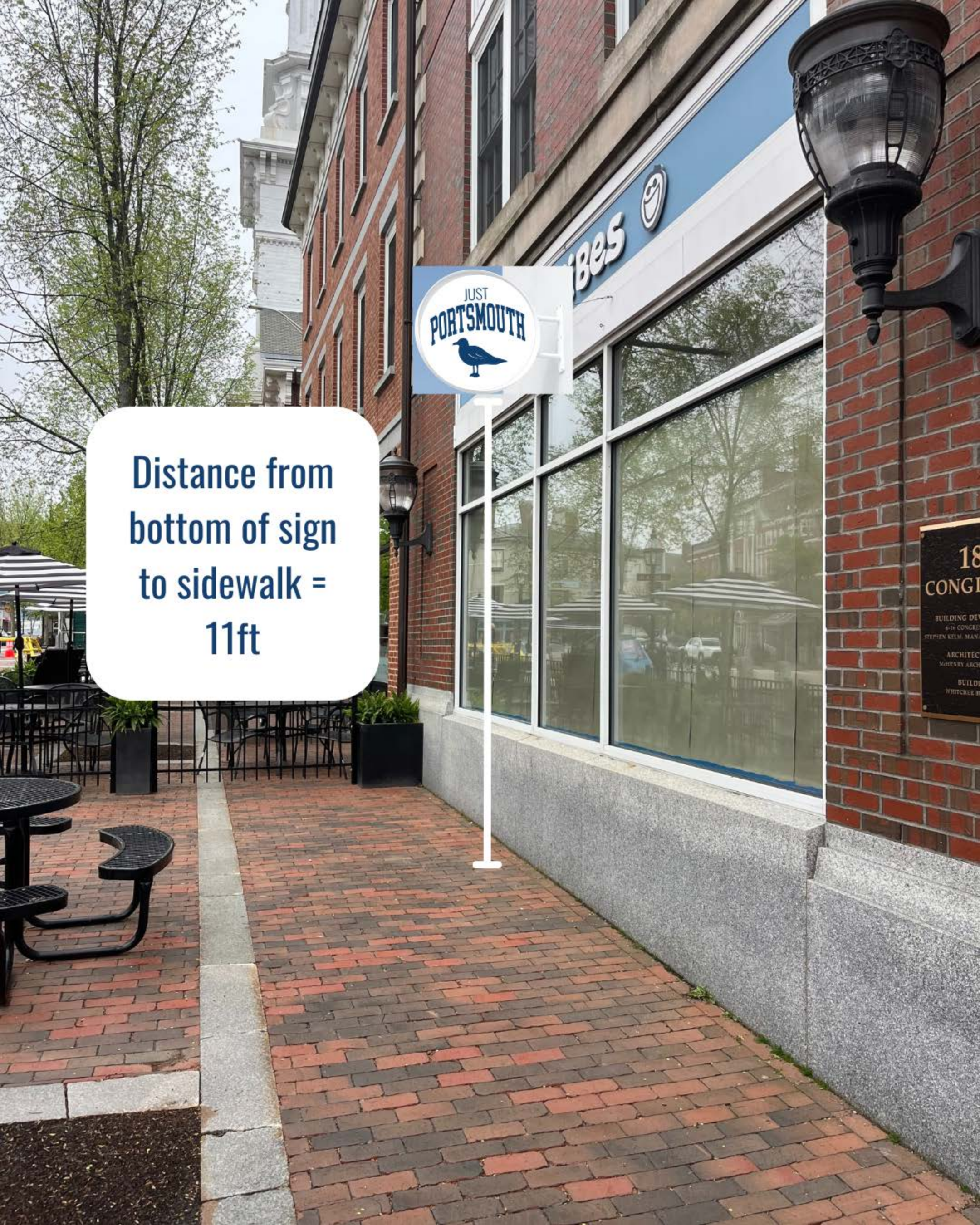




**Request for license  
16 Congress Street Unit 103**



Distance from  
bottom of sign  
to sidewalk =  
11ft







# Seacoast African American Cultural Center

10 Middle Street  
Portsmouth, NH 03802-4444  
603-430-6027  
email: [saacc44@aol.com](mailto:saacc44@aol.com)  
web site: [www.saaccnh.org](http://www.saaccnh.org)

May 30, 2025

## Officers

Sandra Clark Kaddy  
President

William Manfull  
Vice President

Robin Lurie-Meyerkopf  
Acting Secretary

Karen Conrad, City Manager  
City of Portsmouth NH  
1 Junkins Ave  
Portsmouth, NH 03801

Dear Karen,

## Board Members

Kel Edwards  
Jacqueline Gadsden  
Casey Golomski  
Renee' Goins  
Joanna Kelley  
Cheryle Lawrence  
Jill Minot-Seabrook  
Jack Panopoulos

This letter constitutes a request by the Seacoast African American Cultural Center board of directors for permission to stage the 4th Juneteenth Freedom Walk to be held on Thursday, June 19, 2025, at 10:00 am.

If approved our plans are to begin walk at the John Paul Jones Memorial Park in Kittery Me., cross the Memorial Bridge and end the route at the African Burying Ground Memorial Park.

Vernis M. Jackson  
Founder

Scott Powers  
Bookkeeper

We plan to assemble at the foot of the Maine side of the Memorial Bridge by 9:30am. Past years walk was incident free and well supported by the city of Portsmouth plus the officer detail support we received. The officers could not have been more helpful. This walk is supported by the Seacoast NAACP, Black Lives Matter Seacoast and Green Acre Baha'is of Eliot Me and North Star Ame Zion Church.

Leading the walk this year will be the *Leftist Marchin Band*. Proceeding our program, a scheduled program presented by the Black Heritage Trail will take place at the Burying Ground. This year as part of the celebration a 3:00 reception will be held at Strawberry Banke celebrating, SAACC's 25<sup>th</sup> at the Rowland Gallery.

If you need further information please contact Sandi Kaddy, President Seacoast African American Cultural Center (SAACC) 603-326-8885.



Sincerely,

Sandi Clark Kaddy  
President  
Seacoast African American Cultural Center

May 7, 2025

Mayor Deaglan McEachern and the City Council  
Portsmouth City Hall  
1 Junkins Ave.  
Portsmouth, NH 03801

Honorable Mayor McEachern and members of the City Council:

The International Association of Firefighters (IAFF) is the largest contributor to the Muscular Dystrophy Association (MDA) nationwide. The Portsmouth Professional Firefighters Local 1313 membership are proud members of the IAFF and have annually supported the MDA with their fundraising efforts for many years. Last year, the members of Local 1313 raised over \$11,000 through our Fill-the-Boot campaign.

The Fill-the-Boot Drive is a voluntary "toll booth", which has been traditionally located at Market Square. During the event, firefighters collect donations for the MDA from passing motorists and pedestrians. Our Fill-the-Boot campaign has been so successful in the past because of the support of the City Council.

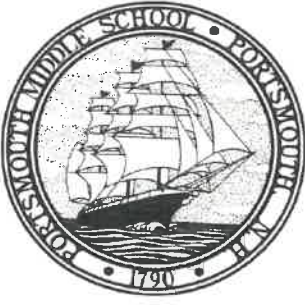
Once again, we are asking the City Council to support our efforts in assisting the MDA. We respectfully request permission to hold a boot drive this year on Saturday, August 9, 2025. We would collect donations between the hours of 8 am to 4 pm. We would like to continue to utilize the Market Square location as it has been very successful for us in the past.

The Portsmouth Professional Firefighters began their fundraising efforts for MDA over 20 years ago. Each year, the money collected has benefited afflicted children from Portsmouth, the surrounding seacoast, and across the State of New Hampshire. This year, our goal is to raise \$10,000 for this worthy cause, and with the City Council's support, we believe we can achieve this.

The Portsmouth Professional Firefighters look forward to working with you on this and would like to thank you for your continued support in our efforts to help the MDA. If there are any questions or concerns, please feel free to contact Firefighter Ezekiel Tappin at 603-315-9187.

Sincerely,

Timothy Cole, Secretary  
Portsmouth Professional Firefighters Local 1313



# PORTSMOUTH MIDDLE SCHOOL

155 Parrott Avenue

Portsmouth, NH 03801

Telephone (603) 436-5781 Fax (603) 427-2326

received  
5/19/25

May 19, 2025

Dear Mayor McEachern and the Portsmouth Sustainable Practices Blue Ribbon Committee:

Once again, my name is Chris Rose and I am an 8th grade science teacher at Portsmouth Middle School. My fellow 8th grade science teacher and I use Project Based Learning in our classrooms and our most recent content unit was climate change; in particular, the human impact on the accelerated changes the planet has been experiencing for the last 60+ years. The guiding question for the unit was "how can you use your understanding of human-induced climate change and electricity generation to provide a **SOLAR** energy solution that will help make Portsmouth more sustainable by the year 2040."

This year's project had a more specific requirement: students had to focus on a solar proposal for one of 14 different properties that the city owns (schools, police station/city hall, parking garages, Community Campus, Jones Avenue capped landfill). To make the project more "real" to our students, we worked with New Hampshire's largest rooftop solar provider, Revision Energy, to design very specific solar proposals. Acting like real solar engineers, students used Google Earth to map out the area of their selected location, calculated the number of solar panels that could be supported based on flat roofs, pitched roofs (or a combination of both) or ground mounted solar panels, calculated the average amount of electricity that would be generated each year based on the type of solar array and then finally calculated the approximate cost for this solar program from purchase to installation (enclosed are the directions and calculations students worked through with the help of Revision Energy). Students also reviewed the electricity usage and utilities paid by each of the district schools in 2022.

Enclosed are 6 of the most impactful energy proposals that the 8th grade students developed for our city. There were so many solutions provided by the 8th graders, but these included stood out as the most thoughtful, specific and implementable for Portsmouth. Our students asked that we again share the solar ideas with our elected officials. Although we were encouraged by the article that appeared in Seacoast Online on April 25th, 2025 regarding the city's investigation of the Jones Avenue landfill location (article included), many of the students did not think the project would have actual results in terms of Portsmouth's investments to

reduce the worst impacts of climate change; particularly because they do not see tangible investments the city is making in cleaner energy. We hope that these proposals will show that our young people care deeply about the climate change problem and have viable ideas of how our city can invest in alternative, solar-based energy in the future. Portsmouth Middle School students were discouraged to learn how other neighboring communities have made large investments in solar energy recently; particularly on top of their schools (Dover High School recently installed the largest school solar array in the state and Oyster River Middle School is now a net-positive solar school).

Thank you in advance for taking the time to read through these exceptional solutions to the changing planet that we must all prepare to adapt to. If you have any questions or feedback for my 8th grade students, please do not hesitate to contact us at [crose@sau52.org](mailto:crose@sau52.org) or [nstonerook@sau52.org](mailto:nstonerook@sau52.org).

Sincerely,

A handwritten signature in dark ink, appearing to be a stylized 'CR' or 'NR' combined, representing Chris Rose and Nicole Stonerook.

Chris Rose & Nicole Stonerook  
Portsmouth Middle School 8th Grade Science Teachers  
[crose@sau52.org](mailto:crose@sau52.org) & [nstonerook@sau52.org](mailto:nstonerook@sau52.org)

# Seacoastonline

## LOCAL

# Portsmouth solar array plan gets positive reviews: What's next

**Jeff McMenemy** Portsmouth Herald

April 25, 2025, 5:08 a.m. ET

## Key Points AI-assisted summary ⓘ

Portsmouth officials are exploring the feasibility of a 1.7 megawatt solar array at the Jones Avenue landfill.

Next steps include a thorough review and discussions with state environmental regulators.

PORTSMOUTH — Public works director Peter Rice expressed optimism about a proposal by several city councilors to put a large-scale solar array on the city-owned Jones Avenue landfill.

The landfill is now capped and fenced off from the public.

Rice reported back to the council Monday on the proposal to locate a solar array on top of the landfill, as a way to reduce city utility costs and reduce carbon emissions.

“The initial review appears to be positive, however there are a number of things that would need to be reviewed before we can definitely say one way or the other,” Rice told the council.

The idea was proposed late in 2024 by councilors John Tabor, Josh Denton and Kate Cook.

## 'Significant' power could be produced, study finds

Rice said city staff have been working with a consultant to explore the idea.



ReVision Energy, which works with the consultant, “did a preliminary feasibility evaluation to say ... how big an array could we potentially have here, what potential challenges would there be,” Rice said.

The initial feasibility study determined the city could “potentially have” a solar array at the capped landfill that could produce 1.7 megawatts, Rice said.

“To put it in perspective, currently we have about .5 megawatts within the city, between Madbury Water Treatment Plant and the High School,” Rice said. “So this would be about three times what we currently have, it’s a significant amount of potential power.”

**More local news:** Service Credit Union plans 240 housing units in Portsmouth

Rice noted there has not yet been “a review with the (state) Department of Environmental Services” on the proposal.

“There are some house-cleaning types of things we need to do out at the landfill, before we wanted to do a full-blown review with DES, specifically related to the fence line,” Rice said. “If any of you have walked out there recently, we’ve been working on some sections of fence that have been damaged over the years, through trees falling on them, through vines and things growing in them.”

That repair work is almost complete, Rice said.

“We look forward to getting out there with the regulators at some point in the near future,” he added.

## **Decisions still to be made on solar array project**

The city would also have to decide between “some initial alternatives to how a development could go about,” Rice said.

That includes whether the city would try to move forward with “either a land lease or a power purchase agreement,” Rice told the council.

The city still could face challenges seeking “funding from different entities, whether it’s federal, whether it’s state, there’s a challenge really to nail down cost effectiveness at this point,” Rice said.

In terms of next steps, city staff is “looking at what it would take to do a more thorough ... review of this,” according to Rice.

## **Councilors say solar array study is promising**

Denton called Rice's report on the potential solar array “all very promising.”

“One of the best ways to see if something’s feasible, is just to go ahead and put the RFP (request for proposals) out there,” Denton said, to see “if someone actually wants to build it.”

“We’re not there yet but ... it may be something to strongly consider,” Denton added.

Tabor said Rice's report “sounds exciting to me, too.”

He added the city’s Energy Advisory Committee “has been interviewing Exeter and Dover folks about their solar arrays.”

“So we’ve learned a little bit about power purchase agreements, versus self-funding,” Tabor said.

## **Wind turbines in Portsmouth explored, too**

Rice also told the council about city staff’s research into the idea of erecting wind turbines in Portsmouth.

City staff worked with the National Renewable Energy Laboratory to review potential turbine sites, including the Pease and Peirce Island wastewater treatment plants, and the city-owned Madbury Water Plant, Rice said.

“The review included looking at past wind records and the potential types of wind turbines that could work in these locations,” Rice said.

He described the potential sites as “very challenging, we have limited space in those areas.”

“Having a windmill would restrict the area adjacent to it from being able to be used,” Rice stated.

Plus, Peirce Island has aids to navigation, which he said are “lights that indicate where the navigation channel is for the large shipping vessels.”

“If you put a large structure next to that with lights, which we would likely need to have, you could add to confusion of the shipping, and the Coast Guard would not allow that,” Rice said.

The city does not yet have a final report on the feasibility of erecting wind turbines, Rice said, “but when we do have a final report, we’ll be happy to bring it back and share it with you.”



# Renewable Solar Energy Proposal - 2040

## City of Portsmouth

Prepared by Vinnie Cress and Dean Fields

April 11th, 2025



### Project Narrative:

Over time, humans have influenced climate change through the use of fossil fuels for energy production. Once fossil fuels are extracted from the ground, they are burned, and that heat is converted into energy. However, this process emits large amounts of Carbon Dioxide (CO<sub>2</sub>), a greenhouse gas that reflects heat from space onto the Earth and is a large part of Global Warming. As the human population increases, the energy demand grows. Technology that must be run all day and night (refrigerators, heating, AC) consumes more and more, and more and more people buy these products. The increased demand for these energy-guzzling amenities, combined with the growing number of people who need them, results in the rapidly growing rate of fossil fuel use and ultimate carbon dioxide emissions.

We can see the effects of climate change over time from several studies that have been conducted in recent years. For example, since 1966, the number of CO<sub>2</sub> particles per million (ppm) has risen from just over 321 to nearly 425: an increase of over 100 ppm that results in a greater effect of this greenhouse gas. Secondly, in 1880, the temperature anomaly (yearly average temperature compared to the hundred-year average temperature) was -0.32°F. In 2024, it was 2.32 °F: a two-degree increase in average temperature and one that was vastly different from the 100-year average. Also, we studied the impact of more greenhouse gases in an experiment, which showed that a greater volume of CO<sub>2</sub> in the atmosphere results in 27°F of warming. Still, a normal amount of CO<sub>2</sub> only warms the atmosphere by about 16.4°F, which shows that more CO<sub>2</sub> in the atmosphere results in more warming. This global warming is also speeding up due to a phenomenon called the Albedo Effect. This effect dictates that as the world warms, ice and snow will melt. This decreases the amount of light-colored, reflective material (snow and ice) on the Earth's surface and exposes the dark-colored, heat-absorbent land. Because light-colored land reflects light and heat back into space, a decrease in it results in more heat being absorbed by the darker land, and the cycle begins again. This positive feedback loop intensifies the effects of global warming and poses a threat to the entire world.

This climate change will affect Portsmouth in many ways. The sea level rise that occurs due to melting ground ice in the Arctic will flood parts of Downtown, including Leary Field and Prescott Park, after only 3 feet of rise. The Library and Middle School will be inaccessible after just 5 feet of rise, and the Fire Station, Portsmouth Apartments, and nearly all of Pierce Island will be underwater after 10 feet of rise. This loss of housing, infrastructure, and recreational areas will land a devastating blow on the community. Also, we are accustomed to having a relatively harsh winter. Global warming could make this go away, not allowing the Puddle Dock Pond Ice Rink to continue business, and there will be no more snow days. These things are not good for the wellbeing, safety, and happiness of Portsmouth citizens, and we need to do as much as we can to stop, or at least slow, Global Warming.

If we build solar panels, we are making money and not contributing to the growing threat of carbon dioxide increases. As more and more people come into Portsmouth, there are more and more people who want all their lights on all the time. Portsmouth has to spend money on keeping everyone with electricity. Solar power does not use fossil fuels, so the threat of pollution is shrunk. Also, solar energy is far cheaper than fossil fuel energy, costing about 20-30% of the cost of fossil fuel energy.

### **Proposed Renewable Energy Solution:**

One solution that will help with slowing global warming is working with Revision Energy, a local solar company, to implement solar panels in Portsmouth. Solar panels create electricity without using fossil fuels. They are large silicon panels that create electricity through the movement of electrons. When the sun knocks the electrons off their atoms, an electric current is generated. This costless, emission-free energy source will make Portsmouth more sustainable and also save money. These solar panels will be implemented on the roof section of the Hanover Street Parking Garage. They will be elevated above the roof parking space, making it still possible to park there. This could help many places, specifically downtown, with the cost of energy. Portsmouth spends over \$3,000,000 on electricity for city-owned properties each year—if we used only solar power, this would be lowered to only \$1 million. We cannot achieve full solar power now, but we can try to use as much as we can. Implementing solar power on the Hanover Street Parking Garage (or anywhere, for that matter) could radically reduce the cost of energy in Portsmouth.

The Hanover Street parking garage is a perfect site for Solar Panels. The Hanover garage is open, allowing it to receive lots of sunlight and generate much power for the buildings around it. Because the Garage does not use much electricity (only needing to keep a few lights on and kiosks running), it can share almost all of the energy it produces, which is about 1.9 million kWh per year. This saves about 1.5 million pounds of carbon dioxide from entering the atmosphere. Also, the solar system will be able to provide covered parking for the roof of the garage, providing places to park during parking bans and eliminating the need for snow removal on the garage.

### **Similar Solutions from Around the World:**

The cities near us are far ahead of Portsmouth in terms of the implementation of solar panels. Oyster River Middle School has 1,450 panels, Dover High has 2,851 rooftop panels, and a parking garage on Fore Street in Portland has also implemented solar energy. These local examples show that solar energy is a very possible, viable option, but we in Portsmouth have not yet harnessed its potential. Also, our neighbor, Massachusetts, uses approximately 20% solar energy, but in New Hampshire, solar power accounts for only 1% of our total energy usage. We can look to states near us to see how solar energy usage affects them. As a country, we can also improve our sustainability of energy use. In Europe, Germany uses about 63% renewable energy. We could be just like this; Germany sets an example for many other countries trying to follow suit. Germany has an even higher latitude than us, meaning they get less sunlight and are still succeeding in renewable energy usage. For comparison, the U.S. is using 3.9% of our solar energy, and we can do better. We in the U.S. have a considerable 105 million solar panels, but most of our energy originates in the fossil fuel industry.

Implementing Solar Panels on the Hanover Street Parking Garage could help us spend less on energy (solar energy only costs about 10 cents per kWh, while fossil fuels energy costs over 30), saving money for the many small businesses and homes around Hanover Street in downtown Portsmouth. Also, the use of solar power improves air quality all over the world.

**Google Map:** Enclosed is a link to a Google Earth map that includes specific information and locations for the solar renewable energy plan.

[Google Earth View](#)

### **Project Constraints and Challenges:**

Solar energy, although promising in terms of cost and environmental impact, has some constraints. Because of New England's distinct weather, solar energy is not always a viable solution. We have snow in the

winter, which makes it impossible to generate electricity for much of the winter. Because of the horizontal nature of the roof-mounted solar panels, this effect is exacerbated by the difficulty of removing snow from them. However, due to the dark color of the panels, snow will melt more quickly. Also, due to our latitude, we get less sunlight in the winter months. This also makes it difficult to produce optimal energy in the winter. There will also be a need for a way to elevate the solar array above the parking area. This will require extra materials like cement and steel to support the array. This will account for a considerable part of the total cost. The estimated cost for this project is \$4 million. This is a large sum, but it will be worth it because of the money it will save.

Solar energy is good for the environment in many aspects, but it also has some negative effects. To make solar panels, we must mine silicon and other materials, and that process releases greenhouse gases. Manufacturing the panels has similar effects, and the use of heavy or rare metals can be toxic to the environments they are released in.

### **Importance of Proposed Solution & Conclusion:**

Although this venture is no small challenge, it will help Portsmouth's sustainability by reducing the effects of fossil fuel burning on the atmosphere. Being able to help lead the smaller cities and towns around us in renewable energy use can be a virtue, and others will look up to us. Also, people in Portsmouth will be able to feel good about where their electricity comes from. Solar power is wonderful for the environment, and it can be even better for our community. Implementing this solution provides a way for Portsmouth to generate about 1.9 million kilowatt hours in a year, all for free. All that from only one building is astounding and is too good an opportunity to turn down. Being able to generate electricity for free is a crucial resource for cities like ours and will greatly benefit the local sustainability and economy.

It is important to start thinking about how we will implement this solution today because Climate Change waits for no one. It is estimated that by 2050, temperatures will rise, on average, nearly 3°F, affecting people, environments, and animals all over the world. Solar energy can help stop this, saving homes and habitats from natural disasters like the fires in Los Angeles and hurricanes like the 5 that hit the U.S. in 2024. Because global warming influences these weather events, trying to stop them is crucial to life on Earth, and all communities, especially Portsmouth, should be trying to stop global warming.

Revision Energy offers a way to pay for this project that makes it cost far less than it would if we took complete control of the project. It is called a Purchase Power Agreement (PPA). This contract involves Revision Energy paying for the entire solar array and owning it, but Portsmouth would still own the Garage. Revision Energy would then be contractually obligated to sell all the energy it produces for the very low rate of 6 cents per kilowatt hour. The low cost, combined with the lack of an upfront payment, makes for a very cheap overall price for the city. Also, in the future, if the city feels that we have saved enough money, we can purchase the solar array for a discounted price. The PPA is the best payment option for the solar array in the long run.

In conclusion, solar power is a viable, efficient, and environmentally friendly use of Portsmouth's time, money, and space on the Hanover Street Parking Garage. Although there are some challenges and impacts of solar energy, we believe that our community can overcome them to make the right choice for the city and the world: to, in any way we can, use solar energy.



## Grading Rubric for Renewable Energy Proposal

ATTEMPTED 2.5 (NYM)	APPROACHING EXPECTATIONS 3.5 (C)	MEETS EXPECTATIONS 4 (B)	EXCEEDS EXPECTATIONS 5 (A)	MULTIPLY
The majority of the proposal was incomplete or not submitted. The proposal does not include all required sections and shows limited research and/or thought.	Most topics were addressed. Some areas may be missing evidence, explanation, or reasoning of the needs for renewable energy. The proposal was either completed or partially incomplete but does show some research and/or thought.	All topics were addressed with evidence of research and an understanding of the need for renewable energy in Portsmouth. The reasoning for the SOLAR renewable energy solution is obvious and thought out. The proposal was submitted with all required sections complete.	All topics were addressed with multiple pieces of excellent research evidence and expert recommendations for the need for SOLAR renewable energy in Portsmouth. The proposal was realistic, with obvious proof of critical thinking. Overall, exceeded expectations for a thoughtful and realistic energy plan for the city.	<p>X10</p> <p><b>TOTAL 50</b></p>

Grade Earned = \_\_\_\_/50

Teacher Feedback:



# Renewable Solar Energy Proposal - 2040

## City of Portsmouth

Prepared by Lucy Gleason  
April 11th, 2025



### Project Narrative:

Throughout the small, bustling town of Portsmouth, New Hampshire there are perfect spots for solar panels to exist; whether it be the spacious roofs that the middle school and high school have to offer, or our huge parking garages, we as a whole need to invest in solar panels for our town.

On average, about **three-fifths (59%)** of electricity generated in New Hampshire, which INCLUDES Portsmouth, is from petroleum; or fossil fuels. You may be questioning why this is bad, since fossil fuels are providing electricity for people's homes. Well, to begin with, to get fossil fuels you have to drill for them; which is destroying ecosystems around the drilled area by disrupting migratory patterns for creatures living in the area, degrading the habitats that they live in, and the occasional oil spill; which is devastating because it destroys the area around it and traps animals in a suffocating goo.

Shockingly, these oil spills happen at least **150 times every year** on U.S territory, excluding other countries that may be doing the same thing. Also when we burn fossil fuels to provide households with electricity, it releases a harmful greenhouse gas called carbon dioxide into the atmosphere. Now, sometimes these gases are good for the atmosphere because it keeps heat in, but the average amount of co2 in the atmosphere should be **350 ppm**. We have already passed this limit by a landslide, generating over **400 ppm since early 2013**, and by 2024 we reached 424 ppm, which is alarmingly getting closer to **430 ppm**. By then, we would have overreached the **1.5 degree goal**, causing the planet overheating process to quicken.

Along with the greenhouse gases rising over the normal limit, our glaciers and icecaps are melting too. This is horrible for our climate as well because without all the accumulated frost, it's easier for the sun's heat to get trapped in the ground. You see, it's scientifically proven that **lighter colored things, especially white, bounce back heat** that lands upon it; while **darker colors, like dirt, absorb and trap heat**. How do we know this? Well, let's refer back to an experiment we conducted in class a while ago.

To start the investigation we got two trays; one that had white sand to represent glaciers, and black sand to represent the dirt under the glaciers. We also acquired a heat lamp to demonstrate the sun's heat. Then, we turned the 'sun' on, and every minute for 8 minutes straight, we recorded the temperature rise. At the end of the first part of the experiment we subtracted the beginning temp from the ending temp, and it turns out the white sand had **only risen by 26.5**, while the black sand had **risen by 33.3**. Afterward, we let the sand cool down near their original temperatures so we could conduct the second half of the investigation. This time around, we added a wax paper sheet over the white sand to represent glaciers. Once again we did the every minute measure till we reached eight; and the difference was huge. The white sand with the wax sheet only **had a difference of 24.1**, while its counterpart reached a **whopping 40.0 in change**. This experiment that we did helps prove the fact that if we continue melting our (very helpful) glaciers, we will have nothing to help reflect the beating heat from the sun; therefore allowing the dark ground under it to trap the warmth, which ends up overall speeding up the process of our earth 'melting'



### **Proposed Renewable Energy Solution:**

So, where do we put these solar panels? Well, there's a good spot in Portsmouth, which is the middle school. This spot would be great for solar panel installment because it has a nice, great open space for flat-roofing solar panels that will catch the rays; and a wonderful pitched-roof area that faces the south.

If we start generating solar electricity, especially from this spot; it will help start the switch to solar provided electricity. On average PMS uses **1,140,600 kilowatts of energy each year**, which is all generated from burning fossil fuels. You may take this with a grain of salt, but this lifestyle is pretty pricey also. PMS spends about **\$197,032** on this electricity, which could be used to pay for the installation of solar panels instead of paying for a life-killing product. Now, if we decide to add the panels to the roof of Portsmouth Middle School, electricity would be automatically cheaper than what Portsmouth is spending to provide the building with electricity, because the majority of the energy we need would come from the solar panels. The average amount of power that is expected to be generated in total is 135,408 kWhs; which only covers about **1/10th** of the power that we need for the school, but if we cut back on power throughout the day like using less lights and other things, we could power much more of the building. Plus, we don't ever know what the day could be like! Which means if it's a nice, clear sunny day we could generate mass electricity that day.

### **Similar Solutions from Around the World:**

Not only is Portsmouth brewing up solutions to beat the fossil fuel issue, but countries around the world are too! For example, in the documentary **2040 made by Damon Gameau**, it is shown that in a small town in Bangladesh, they can even put a stop to the mass usage of petroleum. How? Well, instead of building grids of solar panels, they decide to install **1-5** panels on their roofs to generate electricity, which most of the time they don't even use all of. Now, of course there can be trouble buying solar panels; which some people cannot afford sadly, but there's a solution. In **2040**, it is demonstrated that you don't even need solar panels to be getting solar energy, and that all you need is a little box. This box then connects to other people's houses, forming a **grid system** that helps share the power that you may not need, and you're also able to sell the energy that you generate to gain profit too.

Many other countries are doing similar things to Bangladesh too, like China; who raised their solar capacity by **81%** in the last year. China is also making a goal to go for **20%** of their energy usage to be entirely from the sun before **2030**. Japan is also reaching heights, planning on **10%** of the electricity they burn to be from solar panels by **2050**, and their goal will likely happen quicker due to the fact that solar power and other renewable energy sources have become increasingly popular since the Fukushima nuclear accident.

**Google Map:** Enclosed is a link to a Google Earth map that includes specific information and locations for the solar renewable energy plan.

[https://earth.google.com/earth/d/1HgdkGVxXYyDupevutsqvCzKBNN\\_f0rXx?usp=sharing](https://earth.google.com/earth/d/1HgdkGVxXYyDupevutsqvCzKBNN_f0rXx?usp=sharing)

### **Project Constraints and Challenges:**

Of course, nothing is ever perfect. Installing solar panels can be troublesome especially because of the **insane upfront cost** which most of society cant afford, or how many of the resources required in the panels like **copper**, which is a material that you have to dig out of the ground to get; or **plastic polymer and glass**, which are both extremely harmful for the environment since they aren't

biodegradable. Also, whether the weather (pun intended) is clear and sunny that day matters a lot to be able to generate electricity. If a certain area has horrid weather conditions for a long time, say like Florida in a hurricane, you wouldn't be able to get or provide energy for a while until it clears up.

### **Importance of Proposed Solution & Conclusion:**

I believe the City of Portsmouth should adopt my solar energy plan because it would make a chip at the stone, demonstrating to others around us that they should follow the change from fossil fuels to using solar energy instead, and ween us off railing on toxic energies to fuel our homes, and our workplaces. It is incredibly important to change our ways now before it's too late for the earth to be saved. Of course, there's always going to be challenges with the change, but all the troubles that were listed above are able to be solved.

Majority of us can't afford the upfront cost of it, but there are a few payment solutions. One of these quick fixes is a **Purchase Power agreement (PPA)**, where investors looking towards starting up the project will buy all the resources needed and start building from there (on licensed property of course). Now, all the tax benefits would go to the investors, but the town wouldn't have to buy the upfront cost, and for energy would only cost an **average \$0.06 for each kWh**, compared to the amount that people are paying for petroleum, which is **\$0.23 per kWh**. There could also be a path for leadership; where the town slowly buys the already paid off solar panels from their investors, and all together this process stops carbon emissions. Another solution is **Direct Pay for Tax-Exempt Entities**, where the town pays the upfront cost, but they get all the tax benefits that would be provided; and the energy that Portsmouth uses wouldn't have to be bought, since all the power usage in the town would be easily generated, and already paid for by that pesky upfront cost. Direct pay could also lead up to a large Rural Energy co-op, where the members (the city) drive it. The last solution that will be discussed is a **Community Solar Rebate Program (CSRP)**, where Portsmouth or a school located inside of it signs their electricity load to a community array. This option is fantastic because there is no cost towards signing up or staying in the program, and the solar farm that generates the electricity for the town is entirely clean— no carbon emissions or fossil fuel usage to be found!

Now, to deal with all the material problems we could easily switch out some of the things used to make solar panels for more easily accessible ones, or biodegradable resources. Instead of using copper for the wiring, we could use **aluminum** instead. Aluminum is a more **environmentally friendly material** with its high recyclability rate, being one of the most recycled materials till this day, and along with its **high recyclability, it's also infinitely recyclable**, being able to be reused for more projects over and over again. Instead of deciding to use plastic polymer, which is typically a non biodegradable material, we could switch it out for **natural fibers** like **bamboo, wood, cotton, hemp, and even seaweed**, which are all very much biodegradable, especially compared to plastic polymer. And on a final note, we could replace glass with its better form— biomolecular glass. This material is made from naturally occurring substances like amino acids or peptides, and is extremely flexible; allowing it to be warped in about any shape.

For the issue with weather problems, it's an easy solve. If your household has the special box that connects other peoples houses to yours with a grid, electricity could be passed around from another town that may have clearer weather. Also, if bad weather occurs, your house won't go completely dark either! When a household runs out of solar energy, it instead switches to the energy from power lines.

To conclude, yes; the switch from using fossil fuels to using solar panels instead is a bit tricky with all the costs and other things that go into buying them, but all problems have many solutions. Whether it be buying a solar box that you can use to buy solar electricity from others, or using one of the three buying solutions;

every house should switch from petroleum to solar, before it's too late to change the path we are going on, to burn up our earth.



# Renewable Solar Energy Proposal - 2040

## City of Portsmouth

Prepared by Rishi Patel and Nathaniel Blanchard

April 11th, 2025



### **Project Narrative:**

Earth's climate is changing, and we need to help. Humans have destroyed the living environment of Earth due to the rising Carbon dioxide levels all over the world. Before 1966 the Earth's average temperature was colder than Earth's average, but after 1966 the temperatures have gotten warmer and gone way above Earth's 100-year average, this is because of Carbon Dioxide, Carbon Dioxide works as a blanket trapping heat in the atmosphere thus making temperatures hotter, Carbon Dioxide has skyrocketed because of many things such as the human population. The human population has grown dangerously over only 100 years, from 1.65 billion people in 1900 to almost 8 billion in 2024! Now you might be asking, Why is this bad? Well the reason this is bad is because the need for more resources goes drastically up, one thing that we need more of is trees, trees take in CO<sub>2</sub> and spit out oxygen, but when we cut down trees for stuff such as wood, houses, pencils, there are no trees to take in Carbon dioxide thus contributing to global warming and rising temperatures. The rising temperatures cause arctic sea ice For example, Bear glacier, Bear Glacier is a massive ice sheet in Alaska that was huge in 1984, but as the temperatures rose, the glacier retracted. In 2024, Bear Glacier has retracted 1.2 miles since its size in 1984. But probably the sad thing is that melting the glaciers is when the freshwater glacier melts and its freshwater is released into the saltwater ocean, it changes the salinity of the water, thus destroying habitats and killing harmless, innocent animals. The Albedo effect is another contributor when the white layer/snow(which reflects heat) gets melted. The black layer gets exposed, which absorbs heat. This causes temperatures to increase even faster because those black layers cause other ice to melt, and because of gravity, the water will find its way to the dark ocean. When the dark ocean evaporates and turns into hot water vapor, this increases temperatures, thus creating the positive feedback loop. Now, you might be asking how solar panels help. Well, the making of energy is the leading factor in climate change. The three most used energy sources are coal, natural gas, and oil, and how these work is you extract one of those three and ignite them which heats water and creates steam and since steam is less dense it rises and spins a turbine that has copper and magnets and the magnets pull the electron from the nucleus of an atom and that generates energy that we use today. But, the problem with this is that it produces Carbon dioxide, which traps heat in the atmosphere and heats the Earth. The solar panels are better because the panels work by using PV cells, so when sunlight hits the PV cells, photons (light particles) become energized and jump from cell to cell, thus creating an electric current. The reason why all of this is happening and why it matters is because of the human race. In the graphs that were handed to us, we see a visible spike from the year 2023, which had 8 billion people in the population, back then, to 1887, which was at around 5 billion people. As more people come, there is a greater need for resources. We, the people, get our resources through ways that are sort of one-time use. We cut down trees for homes, but we rarely ever plant them back. We buy cars to travel, yet they sit idle in a parking space for most of their life. Because of this, we tend to use more energy than can be renewed and only harvested. Graphs from our class show us that our main source of a non-renewable, environmentally hurting source is fossil fuels, mostly coal and oil. Not only that, but our forests are decreasing every year. Especially after all the fire and loss of trees that went up in flames, we have and have grown even more carbon than natural.

**Similar Solutions from Around the World:** Solar power isn't a new idea, as many people near us use solar panels. Such as Dover High School. Dover High School has 2,581 solar panels on top of its rooftop, and they generate enough energy for the whole school! And that's not it, Oyster River Middle School also has solar panels. This gorgeous school has 1,450 solar panels distributed across the rooftop of their school and in the parking garage. This amount of solar panels can easily generate enough energy to fully run the school! Now, to get to the rest of the world, there is Germany. Germany is fifth among the top renewable energy users worldwide, and their renewable energy use has made headlines. Germany aims to have 80% of all electricity renewable by 2030 and 100% of electricity generated by renewables by 2040, while recently, in 2024, Germany has clocked in at about 58.6% of all electricity coming from renewable energy and about 14% from solar energy. Germany uses 31.9% of its electricity from wind, and this is the most used electricity source. Sadly, Germany still uses fossil fuels, and that makes up about 27% of all electricity. They also use 13.7% of that on natural gas and about 8% on hydropower. That leaves 19.2 % of all electricity from others. But, in 2023, for the first time in German history, all German power plants were shut down, thus making nuclear energy in Germany 0%. Germany is the leading renewable energy user in all of Europe. Another country that has taken a big step towards renewable energy is India. India is the second leading renewable energy user behind China in Asia, which is the global leader in renewable energy. India's renewable energy percentage is sitting just below 50% at about 46.73% this whopping number is increasingly impressive since India's population is 1.4 billion, India uses 21% solar-powered electricity, India also uses 10% hydropower, 10% wind, 2.45% biopower, and 1% small hydropower, of all electricity. But still, sadly, India uses fossil fuels with 47% coal and 5% oil and gas. Overall, the use of renewable energy has spread around the world, and countries have taken a massive step forward in this cause. So why can't Portsmouth contribute?



### **Google Map:**

The total area of the Sagamore Creek landfill is approximately 354,491 square feet, which means we could fit 18,179 large solar panels since the panels are 19.5 feet. This amount of solar panels could generate about 13,179,775 kilowatt hours per year, enough to power 1,200 houses! Since the average house uses 11,000 kilowatt-hours per year. This could power the whole high school easily, and a lot of other houses. This would be a huge change in our way of living, and the city of Portsmouth can have the chance to step forward and make a change. So why don't we?

[Click here for Google maps](#)

### **Project Constraints and Challenges:**

This is a wonderful idea, but some problems might interfere, such as financial problems. These types of problems can be a burden since the installation of solar panels is about 36,358,000 dollars, because of the 18,179 solar panels that we could put into Sagamore Creek. But in about 15 years, we will easily make that money back because Portsmouth uses 3 million a year in energy. The city of Portsmouth's tax money that they get is 153,000,000, so we could easily get those solar panels installed. But then again, on average, the city of Portsmouth spends roughly 3 million a year on electricity. Another bad thing about solar panels is that they don't work at night. Since solar panels take energy from the sun, and at night the sun is not visible so the solar panels don't get energy from the sun. But that doesn't mean you can't use energy at night because the solar panels are connected to an electrical grid that is also connected to a bunch of other houses, so when you get more energy than you use the excess energy goes back to the electrical grid and gives more energy to the houses in the electrical grid, doing this gives you credit so at night or when it's cloudy and sun can't reach the solar panels, you can use that excess energy. Another bad risk about solar panels is the high risk of installing them wrong. The solar panels need to be at about a 110-100-degree angle to get as much sunlight as possible and create the peak energy. But when installed at the wrong angle, you won't generate nearly as much energy as before. Luckily, Solar panels come with a thirty-year warranty, which means if the solar panel breaks or was installed wrong, then if it's less than thirty years old, the people can come and fix the panel or panels for free! Also, though ironic, the process of making solar panels can hurt the environment. The solar panels are made of silicon cells, which have indium and gallium in them, glass, a metal frame, and a plastic back sheet. The mining of these toxic materials and the making of these tools emit greenhouse gases when manufacturing. But I would still say solar panels produce more good for the Earth than bad.

**Importance of Proposed Solution & Conclusion:** If we don't do this, then in the future, for more people to come, they will have to face the consequences that we created for them. As Carbon levels increase, the Earth's environment will only decrease. As carbon dioxide acts sort of like a net, trapping heat. The results of this are a chain reaction that just harms the environment we live in. And in the USA, we produce about 29% of global warming emissions from our source of electricity. Not just that, but the recent graphs that we examined in class show a visual representation of the carbon dioxide levels going up and the last time recorded, it was skyrocketing. In 2024, we hit a record high of 41.6 billion metric tons. But another reason why we should care is the population of the human race. In the graphs that were handed to us, we see a visible spike from the year 2023, which had 8 billion people in the population, back then, to 1887, which was at around 5 billion people. As more people come, the greater the need for resources. We, the people, get our resources through ways that are sort of one-time use. We cut down trees for homes, but we rarely ever plant them back. We buy cars to travel, yet they sit idle in a parking space for most of their life. Because of this, we tend to use more energy than can be renewed, only harvested. Graphs from our class show us that our main source of a non-renewable, environmentally hurting source is fossil fuels, mostly coal and oil. Not only that, but our forests are decreasing every year. Especially after all the fire and loss of trees that went up in flames, we lost a lot of our natural carbon reducers, and grew even more carbon than natural. Carbon changes our weather, which causes a spike in extreme weather chances. Because of this, temperatures go up, ice glaciers melt, adding to the sea level. As in recent graphs, the sea levels only seem to go up. On darker surfaces, the more heat it will absorb, harming life on our planet Earth. The average is 4,803,000 kilograms of CO<sub>2</sub> per year. We could easily save much more money and emissions if we switched. So to wrap it all up, and at the end of the day, if you still don't think it's worth switching, just think about all the people to come in the future such as our future children who become doctors, lawyers, governors, presidents, at least do it for them so that they don't have to face what we left for them to do. To let them dream and not dream about what Earth would look like. To let them live the life that we got

the chance to live. Again, although this is a massive investment and costs a lot of money, there are ways to pay this back without the upfront cost. One thing you could do is that the PPA stands for Purchase Power Agreement. How this works is the company actually pays for all the costs and then sells the energy back to the city for a way lower price at about 0.06 cents every kilowatt hour, and then if you save enough money in 5 or 6 years, you could buy the whole solar panel from the company. Some of the benefits of the PPA are that there is no upfront cost, it avoids utility hikes, offers the lowest long-term power cost, and there are savings to invest back into. This is a wonderful option for paying for solar panels, and we encourage Portsmouth to use the PPA. People all around the world are stepping in to stop global warming with renewable energy, so why can't Portsmouth join in the fight?

## Grading Rubric for Renewable Energy Proposal

ATTEMPTED 2.5 (NYM)	APPROACHING EXPECTATIONS 3.5 (C)	MEETS EXPECTATIONS 4 (B)	EXCEEDS EXPECTATIONS 5 (A)	MULTIPLY
The majority of the proposal was incomplete or not submitted. The proposal does not include all required sections and shows limited research and/or thought.	Most topics were addressed. Some areas may be missing evidence, explanation, or reasoning for the need for renewable energy. The proposal was either completed or partially incomplete but does show some research and/or thought.	All topics were addressed with evidence of research and understanding of the need for renewable energy in Portsmouth. Reasoning for SOLAR renewable energy solution is obvious and thought out. The proposal was submitted with all required sections complete.	All topics were addressed with multiple pieces of excellent research evidence and expertly made recommendations for the need for SOLAR renewable energy in Portsmouth. The proposal was realistic with obvious proof of critical thinking. Overall, exceeded expectations for a thoughtful and realistic energy plan for the city.	X10  <b>TOTAL 50</b>

Grade Earned = \_\_\_\_/50

Teacher Feedback:



**RENEWABLE SOLAR ENERGY  
PROPOSAL - 2040  
CITY OF PORTSMOUTH  
PREPARED BY KALEB FRITZ AND  
SAM NATT  
APRIL 11TH, 2025**



**Project Narrative:** Humans heavily rely on fossil fuels to power our country, and it has gotten to the point where we cannot stop, and it is coming at a cost. Human-induced climate change from the extraction and burning of fossil fuels causes climate change. This is because when fossil fuels are burnt, Carbon Dioxide is emitted into the atmosphere. When Carbon is trapped in the Earth's atmosphere, it traps heat, so when there is more carbon in the atmosphere, there will be more heat. People should start to switch to solar energy instead of fossil fuels because it reduces utility bills and does not emit any fossil fuels. This will save you money, and it will not harm the environment. Climate change is melting a lot of sea ice. Every year since 1994, 408 billion tons of sea ice have been lost in Antarctica and Greenland combined. Greenland is 7% of the world's freshwater, and if it were to fully melt, sea levels worldwide would rise by 23 feet. The global temperature anomaly has risen from  $-0.37^{\circ}$  Celsius in 1910 to about  $1.25^{\circ}$  Celsius in 2020. Earth's temperature always fluctuates, but it has never risen so much and so quickly as it has in the past 100 years. This change in our climate impacts Portsmouth, New England, and the rest of the world. Nearly 20% of New England lives on the coast of the Atlantic Ocean, and with ocean rise, all those houses and buildings are at risk of being submerged in water. Rising heat means no more New England winter things, like skiing and snowboarding.

**Proposed Renewable Energy Solution:** Our Solar renewable energy solution involves attaching solar panels to the Community Campus. The solar panels will be placed on flat surfaces to catch the most direct light, while the other panels will be placed on slanted roofs. For the slanted roof solar panels to be most efficient, they will be placed at an angle equal to the latitude of Portsmouth, NH, which is about  $43^{\circ}$ , and facing primarily to the South. Solar is going to do great things in the future, but only if we can embrace the change. The solar panels on Community Campus will help our city and hopefully many others in great ways. They will be able to provide electricity in ways that won't hurt the environment by emitting fossil fuels. They will also help the city because the more electricity we generate from the panels, the less we have to pay for electricity, and the more money we save in the long run. There are many reasons why this location is a perfect place to attach solar panels. Community Campus is used by many people living in Portsmouth, as it is used for things like youth groups, adult programs, local events, sports areas, and even a preschool. Solar-powered energy can inspire many people who participate in these activities to invest in solar panels for themselves, and maybe they can even teach the kids and adults about the advanced benefits of solar. Community Campus is also a big open space where its roofs can hold many panels, giving it a lot of energy, thus being able to maybe share its energy with other communities.



**Similar Solutions from Around the World:** Some buildings in our area are used for solar energy. Up in Northern NH, places like Bethlehem highly depend on solar to power their city, schools, buildings, and more. Bethlehem's solar panel array is pulling about 150k pounds of carbon annually, saving 5-7 million dollars. Even schools like Oyster River and Dover are relying heavily on the power of solar, which is working far in their favor. Halfway around the world, China utilizes solar panels through both large-scale solar farms and distributed rooftop installations. China has invested heavily in large-scale solar farms, especially in the northwestern regions. These farms aim to generate electricity on a large scale and share it with other regions. China's solar module exports reached 114 GW in 1/3 of 2023, which is almost as much as the total exported over the whole of 2021. This saves a lot of money long term, which comes in handy for New England states, as they are some of the highest payers for electricity. Additionally, Portsmouth is a great community; if we can provide solar electricity for our town, we can share it with everyone. In the end, whether you are living in small towns in New England or big cities in China across the world, solar can make a big difference in your future.

**Google Map:** We are going to be installing solar panels at Community Campus at 100 Campus Drive, Portsmouth, NH. Along the slanted roofs of the building, it is 13,320 square feet, and the flat roof is 10,000 square feet. This provides enough area for the slanted roofs to have 683 panels, and the flat has 512, altogether adding up to 1,195 solar panels. The panels produce 588,614 kWh per year, which is 4,087 kWh per month, and as Portsmouth uses around 815 kWh per month, it is enough to fuel about 5 times the amount of Portsmouth's electricity. The slanted roofs will cost 751,300\$, and flat roofs 665,600\$, with a combined cost of 1,416,900\$. [Community Campus Solar Array](#)

**Project Constraints and Challenges:** Solar Panels are great, but the initial upfront cost can be overwhelming and very expensive for a city or people to purchase. Solar Panels also rely on sunlight, so they will not always be producing energy when the sun is not out. When Solar panels are installed on a building, if they are installed incorrectly, they can damage the roof, which could potentially cause leaks and structural damage. When solar panels are being produced, they use materials like lead and cadmium, which can be toxic and pose environmental risks if they are not handled properly. Some people don't like the aesthetic of solar panels, so that could make people not want to install them. Installing solar panels can potentially increase property taxes and home insurance costs.

**Importance of Proposed Solution & Conclusion:** People need to care about climate change because if they don't start doing things to help, the world will continue to warm, which will melt sea ice and raise sea levels. Eventually, if people continue not to care about climate change or try to help stop it, most land masses will be completely submerged under water. Places around New Hampshire have been starting to invest in solar, so if Portsmouth invests, then we could maybe start a pattern around the US and eventually the world. Solar Panels are expensive, but they could be funded by the PPA, which is when an investor purchases the solar panels and then sells the electricity generated to the city at a reduced cost. Some benefits of using the PPA are no upfront cost, path to ownership, the lowest long-term power cost vs any other source, and carbon pollution reduction. Another option is

CSR, which means you install all of the solar panels, but eventually, you will get a rebate back from the government. Unlike other places, our solar panels don't cost as much compared to other places in Portsmouth, so the PPA allows the government to give 30% of the money spent on the solar panels, which is 425,070\$, and once you invest in the solar panels you own the electricity you make so you won't pay any more money for electricity. Solar is the next step towards a cleaner and healthier future for Portsmouth and the rest of the world, so join us in this quest to stop climate change and save our Earth.

## Grading Rubric for Renewable Energy Proposal

ATTEMPTED 2.5 (NYM)	APPROACHING EXPECTATIONS 3.5 (C)	MEETS EXPECTATIONS 4 (B)	EXCEEDS EXPECTATIONS 5 (A)	MULTIPLY
Majority of the proposal was incomplete or not submitted. Proposal does not include all required sections and shows limited research and/or thought.	Most topics were addressed. Some areas may be missing evidence, explanation or reasoning of the needs for renewable energy. The proposal was either completed or partially incomplete but does show some research and/or thought.	All topics were addressed with evidence of research and understanding of the need for renewable energy in Portsmouth. Reasoning for SOLAR renewable energy solution is obvious and thought out. The proposal was submitted with all required sections complete.	All topics were addressed with multiple pieces of excellent research evidence and expertly made recommendations for need for SOLAR renewable energy in Portsmouth. The proposal was realistic with obvious proof of critical thinking. Overall, exceeded expectations for a thoughtful and realistic energy plan for the city.	<p>X10</p> <p><b>TOTAL 50</b></p>

Grade Earned = \_\_\_\_/50

Teacher Feedback:



# Renewable Solar Energy Proposal - 2040

City of Portsmouth

Prepared by **Cam Stacy**

April 11th, 2025



**Project Narrative:** (should be approximately 2 - 3 paragraphs in length introducing the science behind human-induced climate change and the possible impacts in Portsmouth, NH for the future. Data must be included to support the claim about why climate change is a major global concern)

We should put solar panels in Portsmouth, New Hampshire. There are a lot of reasons why we should do this like we will be able to produce a lot less fossil fuels, we will be able to get free electricity, we will be able to stop the glaciers from melting, stop the sea level from rising, and stop our wildlife from being endangered. Portsmouth should join the fight for cleaner energy because the future depends on it.

First of all fossil fuels are very bad for the environment and we proved it in one of our labs called, the 2 earths lab when we used two different bottles with rocks in them one had a normal amount of CO<sub>2</sub> whereas the other had a extra amount of CO<sub>2</sub> we represented that by using alka-seltzer. We then used a heat lamp that acted as the sun. We put each bottle underneath it for 8 minutes. We found that without extra CO<sub>2</sub> the temperature rose 14.2 degrees Fahrenheit and with the extra CO<sub>2</sub> it rose 20.8 degrees Fahrenheit. This proves that the extra Co<sub>2</sub> we put into the atmosphere by burning fossil fuels such as coal and gas leads to more CO<sub>2</sub> being caught in the atmosphere leading to the earth heating up. Secondly because of the fossil fuels heating up the earth the glaciers are melting all around the earth. In class we learned about glaciers and we did a lab using white sand to symbolize a glacier and black sand used as the ground. We then used a heat lamp and heated up both the black and the white sand, we found that the white sand heated up 7.9 degrees fahrenheit less then the black sand showing that glaciers are actually cooling off the earth and are making it colder. We then put a piece of wax paper over the white sand to represent a shiny glacier and kept the black sand the same. This time we saw that the shiny glaciers heated up 10.5 degrees fahrenheit less than the black sand. This lab showed us that glaciers are important for keeping the earth cold, so the fossil fuels are heating up the glaciers making them melt and making our earth heat up. Another bad thing about glaciers melting is that a lot of arctic habitats are shrinking which is leaving animals with no home. Another reason is that the sea levels are rising and there is one big reason this is happening which is that the glaciers are melting and that more water enters the ocean making the sea level rise. This is bad for many reasons, one of them is that when the sea level rises it is destroying many towns and things that are along the coast which is leaving peoples homes and businesses a mess and destroyed. The sea level rising is also affecting animals and leaving them without a home.

In conclusion there are many reasons why we should join the fight against climate change and invest in solar panels. Some of the reasons are we will be getting free electricity, we will be emitting less carbon dioxide, our glaciers are melting and we will be part of stopping that, this will help us against the sea level rising which is a big part of portsmouth because we are right on the water and if the sea level keeps rising many businesses and historical buildings will be damaged and/or completely destroyed, finally it will be help to the fight to keep our earth's wildlife thriving. From all that I have learned this year and in my life this can be a big step in the right direction for Portsmouth and the world because every little bit helps. By investing in solar panels you will be helping our earth and the future citizens of Portsmouth and the world.

**Proposed Renewable Energy Solution:** (identify ONE specific city-owned location for solar energy generation in/near Portsmouth, NH. Include your claim about what your solar solution could do for Portsmouth to reduce the use of fossil fuels and save the town money in the future).



I think that we should put solar panels on the capped landfill off of Jones avenue. I personally think this is the best area out of the 14 main options of where we could put solar panels in Portsmouth, New Hampshire. This is because it is a huge area of space off about 367,488 ft, this is able to fit 19628 solar panels. This will be a huge initial cost for the city of Portsmouth because the cost to install just one solar panel is 2,000 dollars making the whole installation cost \$39,256,000 if we fill the entire field with solar panels. Although installing a solar panel on the ground costs more money then a flat roof or a pitched roof it also makes hundreds more kilowatts of electricity per year. Another plus about putting solar panels on the capped landfill is there is now worry of roof damage and it is easier to do maintenance on them because they are on the ground. Throughout the year Portsmouth spends 691,368 dollars a year just on the school buildings in the area including Portsmouth High School, The Middle School, Little Harbour, Dondero, and New Franklin. In total the city spends \$3,000,000 per year on electricity so it would take about 13 years for the initial payment to be paid off and after that the city will get there electricity free and with no CO2 emissions. The solar panel installation is also very good for our environment because the city of Portsmouth uses a lot of CO2 per year and this will cut it down a lot because this will power all of the city buildings and reduce the amount of CO2 emissions dramatically. In my opinion this is the best place to put solar panels in portsmouth because of the huge area of land and it is a unused space.

**Similar Solutions from Around the World:** (reference evidence from other countries/states/cities around the world that are using solar energy to provide large amounts of their energy needs. Include the impact of those efforts to switch to renewable, non-polluting sources)

So many other towns in New Hampshire and around the world have taken the jump to using solar panels as a main source of energy for their town. For example Durham New Hampshire put 1,450 solar panels on Oyster River Middle School when they made their new renovation. They installed them on their roof and on the roof of a bus port right outside of the school. These solar panels power the school itself and supply excess energy to the grid. The dover area has also taken the jump to solar panels in 2019 they installed 2851. This produces approximately 1,328,566 kilowatts of electricity per year. This powers almost half of the needed energy to power the school and any excess in the summer for example will go into the grid. Many other places in the world are using solar panels for electricity but one country in particular has been doing it great. Germany has been outstanding in the solar panel solution to climate change because in 2024 14% of all their energy came from solar panels. This is a huge amount of solar because they are powering about 1/7 of the country's electricity from the solar panels alone. Germany's aim is to produce 215 GW of solar energy which is equivalent to 215,000,000 KWH each year by 2030. This will power much of Germany which will make a huge reduction of fossil fuels that Germany is producing. There are many towns and countries taking the jump to solar energy and natural energy that do not produce fossil fuels and Portsmouth should join the fight.

**Google Map:** Enclosed is a link to a Google Earth map that includes specific information and locations for the solar renewable energy plan.

[https://earth.google.com/earth/d/1NYT\\_04fVxNdc4Tf\\_1yoSHnLoWAlitTeC?usp=sharing](https://earth.google.com/earth/d/1NYT_04fVxNdc4Tf_1yoSHnLoWAlitTeC?usp=sharing)

Teacher Example: <https://earth.google.com/earth/d/1a2TC1hzEok16F2XYQXhKIG171Vax85oi?usp=sharing>

**Project Constraints and Challenges:** (list some of the challenges that you can envision might exist for implementing your solar plan. Describe the possible negative impacts on the environment that could occur because of your solution or the financial implications of investing in large solar arrays)

Some of the challenges are the huge upfront costs that you have to get into getting solar panels. This will cause it to take several years to pay off the solar panels and get your energy for free. There are also other costs involved with solar panels like the cost for storage of excess energy if you want to keep it at the spot of the solar panels instead of putting it into the grid. Sometimes there are times when you need maintenance on it and are going to need to clean the solar panels or repair them. Solar panels are a very good energy source but in the manufacturing and disposal of them they can have environmental impacts although these are lower than traditional energy sources. Another downside of solar panels is that they can cause roof damage and not all roofs are good for solar panels because of the way they are facing. This is why I have chosen to propose the Capped Landfill because it is an optimal area for solar panels because the whole field is facing south and it is a huge area as well as there is no way for it to damage roofs and it is easier to do maintenance on them. Even with all of these constraints it is still worth investing in solar panels because in the long run it will be better for the earth and the city of Portsmouth.

**Importance of Proposed Solution & Conclusion:** (make a compelling argument about why the City of Portsmouth should adopt your renewable energy plan. Even with the challenges listed above, explain why your plan is important and can address human-induced climate change caused by burning fossil fuels. Make a final argument why your solution for renewal energy is important to implement before the year 2040)

Solar panels are just one way of getting energy but it is the best option for Portsmouth and the planet going forward. This is because other ways of getting energy use fossil fuels which are being produced out into the atmosphere and heating up our earth. The city of Portsmouth will face some challenges in the way of renewable energy like the huge upfront cost, the huge cost will be about 39,000,000 dollars but here are ways to make it cheaper. I have chosen one way that I think would be the best option. We would have a 30% government rebate after 1 year which would bring the cost down to 23,100,000 dollars. This project will be worth a lot of money but there are many upsides to doing it, like we will be getting energy that is not fueled by fossil fuel, we will be getting free electricity. Fossil fuels are a big part of the future because if we keep producing so much CO<sub>2</sub> we the city of Portsmouth is going to get flooded because the sea levels will rise and the temperature will also rise. Getting solar panels would be a huge step for Portsmouth and the world's fight against climate change.



**Renewable Solar Energy Proposal - 2040**  
**City of Portsmouth**  
**Prepared by:**  
**Stacia LaRochelle & Clio Van Der Graaff**  
**April 11th, 2025**



**Project Narrative:**

Dear, Portsmouth City Council,

We are writing to you to encourage advocating in reversing climate change. And the science behind human-induced climate change from the extraction of burning fossil fuels and deforestation leads to the greenhouse effect. In relation to a real greenhouse, the Earth acts as a glass roof which allows sunlight to shine into it, whilst also trapping the Sun's heat inside. Although, Earth isn't surrounded by glass; air components surround it. Known as the atmosphere.

At night the Earth cools and in the day it heats up again, but greenhouse gases have the ability to trap heat in the atmosphere examples of these are: carbon dioxide, water vapor, and methane. Earth needs a balance of these greenhouse gases to maintain just the right temperature similarly as the human process of homeostasis.

Although Earth's climate has changed naturally over millions of years, today's warming is happening much faster — and scientists agree it's mostly caused by human activities and is disrupting the natural cycle of Earth. Two main categories are fossil fuels and deforestation.

As argued, burning fossil fuels such as coal and oil – release more CO<sub>2</sub>. They do this by having power plants burn coal or natural gases to heat water into steam. The steam simply turns a turbine; generating electricity. Fossil fueled energy also aids in transits such as gasoline and diesel (crude oils) these are burned in mobiles and airplanes. Later acting as the CO<sub>2</sub> contributions. These natural gases are also used for home utilities such as powering stoves and heating water. Lastly, fossil fuels are used in industrial use. To produce products and goods for trades. Eventually in the long run these extra greenhouse gases trap a surplus of unneeded heat.

NASA satellites are also constantly measuring the gases in our Earth's atmosphere without emphasizing the lack of any deviation from the statistics. These satellites help determine where the greenhouse gases are being emitted and how they entered.

The second human-induced CO<sub>2</sub> contribution is deforestation energy or biomass. In many places humans burn wood or plant matter for heat and energy. Cutting down forests not only removes trees that absorb CO<sub>2</sub> — it also leads to burning or decomposing wood, which releases carbon into our atmosphere.

Earth is known to be a place for plants, animals, and humans to thrive. It is proven that CO<sub>2</sub> emissions and global warming are generally necessary and normalized periods on Earth where we enter either a global ice age or heat wave. And these periods are over thousands and millions of years, but concerning CO<sub>2</sub> emission rates have been steadily increasing since the start of the Industrial Revolution during the mid-18th century.

According to recent studies by the *World Economic Forum* it states, "The growth rate has slowed down in recent years, but the absolute amount of CO<sub>2</sub> released each year remains high." This is not something we should brush off—the damage continues unless we act boldly and urgently. This isn't something we can afford to ignore.

A couple of compelling reasons for switching from fossil-fuel generated electricity to solar energy creation is based on the correlation rate of CO<sub>2</sub> increases in the atmosphere since we generate electricity with the use of fossil fuel releasement in excessive quantities. Our class has conducted a lab which provides evidence of this increase called the *Global Temp. Anomalies*; years ranging 1880 to 2024 (increasing by 5's). In 1880 the average climate temperature was -0.32°F with 2024 having 2.32°F which is a 2.64 difference in only 44 years.

This sharp increase in global temperature shows how quickly our planet is warming — and it's directly linked to human-made CO<sub>2</sub> emissions. If we continue relying on fossil fuels, these numbers will only rise, leading to more intense storms, wildfires, floods, and sea-level rise. Solar energy, on the other hand, provides a clean and sustainable way to power our lives without adding harmful gases to the atmosphere. By switching to solar, we can reduce our carbon footprint and help restore balance to Earth's climate system. The time to act is now — every delay only adds more heat to an already fragile planet.

Another reason is because trustful statistics reported from NASA.GOV predicament, "Without major action to reduce emissions, global temperature is on track to rise by 2.5°C to 4.5°C (4.5°F to 8°F) by 2100, according to the latest estimates."

Corresponding to this is that research says that the average household in NH uses about 31 kWh per day, 11,520 kWh per year, and this is strikingly equivalent to 4,803,000 grams of CO<sub>2</sub> emissions per year from the electricity used. This is 0.00001336% of the total CO<sub>2</sub> emissions per year. And in total the world generates 36 billion metric tons (36,000,000,000,000 grams) per year.

Moreover, to switch from fossil fuel electricity generation to solar energy creation is that according to *energysage* the average household statistics say "New Hampshire residents spend about \$204 per month on electricity. That adds up to \$2,448 per year." A key takeaway from this is in 25 years you are expected to pay \$128,000 on electric bills in New Hampshire, but with the implementation of solar panel creation, you could create your energy to power a house. Another financial reason is assuming a 5.7% annual increase in electricity prices and that you install your system with a \$0 loan, you can expect to save \$2,400 in your first year, \$13,700 over five years, \$31,800 over 10 years, and \$87,100 over 20 years on electric bills in New Hampshire.

Further supporting the case for Solar Energy is that in Portsmouth Middle School, Science we conducted an activity led by Ms.Stonerook called the '*2 Earths Lab*' activity. The way we did it was by having 2 bottles for the first test and we conducted the "*Normal*" Carbon Dioxide Conditions by dropping Alka-Seltzer into it then recording the data on a chart every 60 seconds for 8 minutes then having the class average.

Our outcome was a bottle 1 (WITHOUT ALKA-SELTZER) : 95°F at 8 min mark, Class Average: 11.8°F. Then Bottle #2 (WITH ALKA-SELTZER) : 101°F at 8 min mark, Class Average 18.0°F. This evidently shows how the bottle with Alka-Seltzer (carbonated tablets) heated Bottle 2 more unlike the bottle not containing any. This is in relation to how our atmosphere works and represents how human-induced carbon is affecting our Earth's natural climate cycle.

But we also conducted an "*Extra*" Carbon Dioxide test (adding twice the amount). The outcome of the doubled Alka-Seltzer Bottle was 108°F at 8 min mark, Class Average: 25.2°F. This shows the conclusions on how much carbon can affect the air.



Another problem is that Europe gets 15% more sunlight-induced electricity to power property ect. But America gets 1.2% even though we are proven to have more sunlight annually than most of the regions located in Europe. According to *Copernicus.eu*, *ECMWF*, “negative sunshine duration (up to 250 hours less) and positive cloud cover anomaly over much of the western Mediterranean. And a positive sunshine duration (up to 300 hours more) and negative cloud cover anomaly over parts of eastern Europe (Austria, Slovakia, Hungary) and Norway.

The possible long-term impacts of climate change specifically for Portsmouth, NH, and greater New England dangers is coastal flooding & sea-level rising, rising temperatures, natural disasters, ecosystem disruption, and an impact on historic resources. Other consequences of not handling CO2 levels are changes in agricultural supply and changes in farming, public health risks, and hotter summers with appallingly high temperatures. Sea-level rise is an alleged impact on NH and eventually all of New England because it can cause houses and businesses to go submerged. It can also control population and immigration for people. Emerging property damage which inevitably leads to financial instability.

Specifying Portsmouth NH, facing substantial risks from sea-level rise and coastal flooding. But other states in New England are also suffering, such as Rhode Island. *NOAA* states, “Rhode Island has seen the highest rate of warming in New England since the beginning of the 20th century, and its neighbors are not far behind, as the region is leading the country in rising temperatures.” Not only that, but MA has witnessed average temperatures increasing by approximately 3.5 since the early 1900s.

Afterall, addressing the impacts of climate change is not just an environmental concern — it is a matter of public safety, economic stability, and the long-term well-being of our community here in Portsmouth.

### **Proposed Renewable Energy Solution:**

Our promising solar renewable energy solution will be implemented in Portsmouth, NH and will be placed at Jones Avenue/Sagamore Creek Capped Landfill. It is the development of a large-scale solar array at this chosen city-owned location. This site, currently under consideration by the city, offers a unique opportunity to transform this landfill which can go to a use of providing renewable energy to power homes and municipalities.

Some benefits of our proposed solar solution is that it is efficient land use. Utilizing the capped landfill for the solar energy production not only repurpose a non-developable area, but it also aligns with being sustainable land management practices.

Another reason this solution should be taken into action is because this site’s location is approximately half a mile from Portsmouth High School and the City’s indoor pool, so this presents opportunities for direct energy supply to these facilities, which also potentially reduces prolonged operational costs. This could allow advantages and eventually repayment of this implementation.

Third of all it is costly, but has a genuine environmental impact and leads into the future of the generations. By transitioning to solar energy at this site would decrease reliance on fossil fuels, thereby reducing the greenhouse gases and the emissions all together and would contribute to the city’s goals in climate.

For repayment you also would have some economic advantages because over time, the solar arrays produce energy and could lead to significant savings on energy expenditures for this city. Also freeing up resources. Please advance into this project, Portsmouth can take a meaningful step forward into an overall more sustainable and fresh aired world with your help.

By implementing solar panels in Jones Avenue Landfill it will significantly benefit our city and the Earth in the long-run by reducing CO2 emissions in Portsmouth, NH. Some financial savings by generating electricity on-site can officially lower energy costs for the municipal facilities. For an example of this is Manchester's facility solar array was producing a whopping 3.8 million kWh annually and this significantly impacted having less energy expenses to pay for!

### **Similar Solutions from Around the World:**

Not only is the Solar Panel Energy project taking effect in Portsmouth, but it is also being used in different cities, states, and countries. Similar technologies are used in Germany using 13% more solar power and it is further North than New Hampshire. Although, it uses a lot more solar and wind powered generation to power municipalities unlike America.

Another piece of evidence is of that is *Fraunhofer ISE's "Energy Charts"* and report shows that 12.4 TWh of this total was used for solar self-consumption, marking an 18% year-on-year increase and raising the share of PV in electricity generation to 14% and 16,6% of the Netherlands runs on solar power.

Lastly, solar now accounts for more than 16.6 percent of electricity generation in the country with China using the most solar electricity. Furthermore, residential solar panels are being used in public buildings which reduce CO2 emissions.

Australia has also taken action in investing heavily in solar energy infrastructure. These multiple global efforts highlight the increasing shift toward renewable energy resources in our future!

### **Google Map:**

[Jones Avenue Headlands, Solar Plan](#)

- In this link above, you will have provided key info about Jones Avenue including: Amount of Solar Panels needed, Energy Production Annually, Estimates, Area, etc. 43°03'15"N 70°45'33"W

### **Project Constraints and Challenges:**

Although the implementation of solar panel renewable energy is beneficial there are multiple negative constraints, challenges, and overall impacts on the environment with the use of solar panels. One roadblock is cost because the grand total for this proposal in Jones Avenue is approximately 40.9 million dollars so it is definitely not cheap due to the expenses of purchasing solar panels. Although *energysage* says, "Most homeowners will save \$31,000 to \$120,000 over 25 years with solar."

Another piece of important financial data is according to *energysage* the average cost of a 11 kW solar panel installation in 2025 is \$29,360, but if there's a cost after federal tax credit it would be \$20,552. Other than that on the high-end the cost before federal tax credit is \$33,193 and with tax it's \$23,235.

Additionally, solar energy is weather dependent. And an undoubted disadvantage of solar energy is that this source of energy is not always accessible and efficient due to daylight hours around the school. The amount of energy varies greatly depending on many factors and this fluctuates the amount of energy production at the end of the day. In relation to this, at night there is basically zero amount of sun so no production at night, but the energy savored thereout the day could also be saved to power your home in the night due to excess production. *Earth.Org* states, "In Iceland, an area with little sunlight and wind, for example, these two energy sources make up 27% and 73% respectively, allowing the country to generate 100% of its energy from renewables."

Another facet is even though our plan is to reduce greenhouse gas emissions, there would still be a relatively noticeable impact on our environment from using this solar energy plan as Solar Power Plants are not the most environmentally friendly. Because as stated before the carbon footprint of solar energy is minimal. As *Earth.Org* states, For example, a solar power plant to provide electricity for 1,000 homes would require 32 acres of land. This means that, in order to meet the US energy consumption needs, nearly 19 million acres, equivalent to 0.8% of the entire country, would be necessary.

Building PV cells and panels also requires some hazardous chemicals and heavy metals. To avoid harming the environment, such materials necessitate careful management and disposal procedures once the solar plant's life comes to an end. The International Renewable Energy Agency (IRENA) projects that by 2050, solar energy systems could be responsible for up to 78 million tonnes of waste. Although, there is still no such thing as a perfect energy source, so opting into this proposal would have more pros than cons.

### **Importance of Proposed Solution & Conclusion:**

Although there are challenges and negative impacts, In conclusion, your investments in this solution of renewable energy would be very beneficial to the City of Portsmouth, NH and adopting this plan is important because it does not use CO<sub>2</sub> and our proposal is important because in the long-run the air will be cleaner and healthier for future generations. Second of all an estimation is that the panels together could produce about 14,843,775 kWh per year. Powering about 1,395 houses.

This is why taking this project is important because producing less fossil fuels will lead to slowing down global warming. Slowing down climate change will make it so that sea levels won't rise and cause harm to civilians.

One prominent problem is payment options but, luckily we have provided a solution for this; you could take advantage of the PPA (Power Purchase Agreement) organization which is a contract signed to a producer to purchase the renewable energy from the generator which will be the City of Portsmouth and this is very effective for a long-term period of time to pay it for 0.06 cents per kilowatt-hour instead of generating energy and paying an absorb amount immediately.

That is more efficient because it helps you secure long-term revenue for renewable energy projects. Now if you were to wait longer than you could lose some beneficial opportunities and economic ones.

Think about this major impact this contribution will make for our City before the year 2030! The sooner the better to establish a cleaner and fresher atmosphere for generations after us. Please consider using this opportunity to make an agreement in turning New Hampshire, into a cleaner state. And in return the future of New England by enforcing the spotlight on this renewable energy plan! Now is the best time to make a change.



**THE STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF TRANSPORTATION**



**William Cass, P.E.**  
**Commissioner**



**David Rodrigue, P.E.**  
**Assistant Commissioner**

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Highway Design  
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Honorable Mayor Deaglan McEachern  
1 Junkins Avenue  
Portsmouth, NH 03801

May 21, 2025

Re: Mayor and City Council Inquiries

Honorable Mayor McEachern,

On May 5, 2025, the Department provided a presentation to the Mayor and City Council for the Portsmouth 29640 – US 1 Roadway Improvement project. The project proposes to construct safety, mobility and bicycle and pedestrian improvements from Ocean Road to Wilson Road.

Subsequent to the presentation, which consisted of an overview of the improvements and a summary of recent project refinements resulting from collaboration with the Public Advisory Committee (PAC), several questions were posed that the Department felt merited a formal response to ensure clarity as we progress forward.

The following questions were posed, the Department offers the respective responses:

- Mayor McEachern inquired whether the westerly 6' shift implemented to ease impacts to the residences on the east side of US 1 between Hoover Drive and McKinley Road could be shifted more to the west.
  - Discussions with the City at the November 18, 2024 Council meeting asked that the Department look to shift the section of US 1 to the west to ease impacts on the easterly abutters between Hoover Drive and Wilson Road. The Department was able to implement a 6' shift and eliminate the permanent acquisition of right-of-way (ROW) for these easterly parcels (temporary easements are required to allow for the construction of grassed slopes and driveway matches). This initial 6' shift was accomplished in conjunction with a modified multi-use path (MUP) width and did not incur additional impacts on the westerly abutters. Further shifting US 1 to the west would create new impacts on the westerly abutters at the benefit of the easterly abutters. Further, an additional shift would not allow for incorporation of water quality infrastructure on the west side as currently planned. Given this understanding and that the ROW acquisitions have been eliminated as initially requested, additional shifting of US 1 is not appropriate.
- Mayor McEachern also asked if the US 1 westerly shift could be carried further northerly and through the Wilson Road intersection and that the Department explore the geometric feasibility and costs associated with this shift.



- The project limits identified in the current Ten-Year Plan (TYP) states, “Improvements from Constitution to Wilson and from Ocean to White Cedar”. Extending the 6’ shift as requested would require reconstruction of US 1 to Elwyn Dr/Peverly Rd intersection to the north. This is beyond those limits which are in the approved TYP. Further, the project in its current layout, without any extension, is not fully funded, so extending the project as requested would further exacerbate the funding shortfall.
- Councilor Lombardi expressed concern from property owners that the constant stream of traffic through the roundabouts will make it harder for drivers to enter onto US 1 from the driveways compared to the signal platooning that exists today.
  - Roundabouts are proposed at the Springbrook Circle and White Cedar Blvd intersections, just south of the mid-point of the project limits. Roundabouts provide gaps in vehicle travel when “left turners” progress through the intersection thereby effectively stopping the “thru” vehicle, working in a similar manner as signalized intersections.

Compared to signalized intersections, roundabouts will be safer as they promote lower speeds and will result in a lower frequency and less severe type of crashes. The traffic calming and safety effects resulting from the incorporation of the roundabouts will affect nearly 0.4 miles along the overall length of improvements.
- Councilor Moreau sought confirmation that crosswalks through the corridor would have additional traffic control elements (i.e. Rapid Reflective Flashing Beacon’s (RRFB), High-intensity Crosswalk (HAWK) beacon) to assist with safe pedestrian crossings.
  - The mid-block pedestrian crossing in the vicinity of Campus Dr is proposed to have appropriate crossing devices installed. The single lane pedestrian crossings at the roundabouts are not proposed to be beacon controlled, consistent with standard roundabout operations, however the crosswalks at the two-lane crossings are proposed to be RRFB controlled. All pedestrian control devices will be selected in collaboration with the City, as the municipality will need to accept responsibility for maintenance of any installed pedestrian controls per standard Department policy.
- Councilor Moreau inquired whether the sidewalk at the northern limit of the project (north of Wilson Road intersection) that is proposed on the east side could be mirrored onto the west side along the frontage of Market Basket.
  - The work proposed on the north side of Wilson Rd will consist of paving and striping, replacement of signal loops and connecting into the existing sidewalk and roadway layout as quickly as feasible. Inclusion of sidewalk along the west side of US 1 north of the Wilson Rd intersection would require its extension north to the Elwyn Dr/Peverly Rd intersection and acquisition of ROW to support it. The construction of this sidewalk is beyond the current scope limits and budget in the TYP. For these reasons, it is not feasible to add new sidewalk north of Wilson Road on the west side of US 1.
- Councilor Cook conveyed the project should do more to reduce the size of the road (asked for confirmation, that the project was not proposing widening/adding capacity) and suggested that a tree canopy be introduced to help change the corridor feel and promote lower speeds.

- The proposed roadway improvements include nearly 3,000 feet of an additional lane from the southside of the White Cedar Blvd intersection through the Ocean Road intersection. The additional lane in this segment is to primarily address safety challenges due to the multiple lane merge and diverges along the southbound lanes. Addressing this very challenge and smoothing out traffic flow was identified as a need that supported this project's incorporation into the TYP.

The proposed roundabouts will result in a lane reduction between White Cedar Blvd and Springbrook Circle while improving operations at the Constitution Ave intersection.

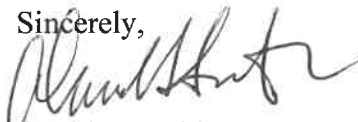
The proposed lane and shoulder widths along the corridor are 11' (narrowest permitted) and 5', respectively. The existing shoulder widths vary from 2' to 14' wide; half of the existing corridor equals or exceeds the proposed 5' shoulder.

The MUP typical section consists of a 6' grassed panel adjacent to the curbline with a 10.5' wide MUP for pedestrians and bicyclists. The 6' grassed panel is typically reserved for signage and utilities, however as the design progresses and utility and signage needs become known, the Department will look for opportunities to incorporate trees.

If there are any further questions regarding this project, please feel free to reach out to me directly at (603) 271-2165.

The Department looks forward to advancing this project in collaboration with the City.

Sincerely,



David S. Smith, P.E.  
Project Manager

cc: Assistant Mayor and City Councilors  
Public Advisory Committee Members  
NHDOT Executive Office

Attachments: Project Location Map

# PORTSMOUTH - US Route 1



## LEGEND

- Streams
- Water Bodies
- US Routes
- State Routes
- Interstates
- Local Roads
- Town Boundary
- Project Limits



State #: 29640  
Federal #: X-A004 (221)

## LOCATION MAP

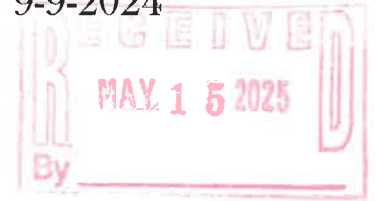




4 2  
A Letter of Interest to: The City Council

Portsmouth, New Hampshire

9-9-2024



In the late fall of 1789, our President, George Washington, visited our city. He, and his party left New York and made their way to the east coast and ended his northern trek in Portsmouth.

Upon arriving at the Plains late in the day October 31, having arrived by traveling what is now Rte.33 from Greenland, he was met by a distinguished group representing our city.

A book, written by Elwin Page in 1932, describes the route Washington and the others took to finally reach the Old State House in Market Square.

At the Plains, the group could have taken a buggy path through Sherburne Farm to Islington Street, which at the time was only developed up to Spinney Road. They chose to enter the city continuing along the main road to South Street, turning left onto Middle Street along to the corner of Middle & Congress Streets where they rode up Congress to a large group to welcome Washington at Market Square.

In Page's book, titled 'George Washington in New Hampshire', there is line that reads like this.

“Between the two roads now stands a tableted boulder”

This is what I have been researching. There are two boulders currently on the site. One that, I believe from information I received from public works was moved there when the WWI Memorial was moved to the site. The other boulder, I believe was the boulder that Page speaks of.

I've researched at the Athenaeum, Portsmouth Library, public works, spoken with Andy Sherburne and others, having found no evidence of the 'tableted boulder'.

My questions are: Having mentioned this boulder in his book, how did Page know of the tablet? What words were on the tablet? When was it placed there?

His book was written in 1932, with a reprint in 1989 commemorating 200 years of Washington's visit here.

As I continue to dig and hopefully find other information on this, I am requesting that the City of Portsmouth, commemorating 225 years in October, of the Presidents entering our city at the Plains, and at least by July of 2026, celebrating America's 250<sup>th</sup> birthday . . . that the city place a historical marker at the Plains where Washington stopped, got out of his carriage, and rode into our city atop his white horse.

Other towns along Washington's route have their markers in place. We need one in our city, where he stopped at the Plains.

I have taken on several projects to research over the years as sort of a hobby to keep me busy. Usually subjects of interest in our own city. The Portsmouth Herald over the years has followed with an interest while printing a few of my stories. Hopefully, this one will end with a 'thumbs up' like some of the others.

Respectfully submitted,

Michael Capalare

20 Islington Street

Portsmouth, NH

603.205.4153 for texts, or CapalareMichael@gmail.com

*Michael J. Capalare*

# HOEFLE, PHOENIX, GORMLEY & ROBERTS, PLLC

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ATTORNEYS AT LAW

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127 Parrott Avenue | Portsmouth, NH, 03801  
Telephone: 603.436.0666 | Facsimile: 603.431.0879 | [www.hpgrlaw.com](http://www.hpgrlaw.com)

May 27, 2025

The Honorable Mayor Deaglan McEachern  
Portsmouth City Council  
1 Junkins Avenue  
Portsmouth, NH 03801

**RE: Request for Release of Unbuilt Paper Street Portion of Jenkins Avenue  
Pursuant to NH RSA 231:51 and 231:52**

Dear Mayor McEachern and City Council Members:

This office represents Torben and Elizabeth Arend (the “Arends”), owners of 1 Rockaway Street (Tax Map 230, Lot 11), one of the properties abutting the above referenced paper street. Please accept this request by the Arends to release the unbuilt portion of Jenkins Avenue to the abutting lot owners, pursuant to RSA 231:51 and RSA 231:52. As described in further detail below, this portion of Jenkins Avenue was dedicated in approximately 1919, has never been constructed, and dead ends into an existing lot of record containing a single family residence. Exhibit 1 (Portsmouth Tax Map 230); Exhibit 2 (Aerial GIS Map showing Jenkins Avenue and surrounding area).

Based upon our review of relevant title records, Jenkins Avenue and the surrounding lots were created (and the roadways dedicated) pursuant to a plan entitled “Plan of Highland View, Portsmouth, New Hampshire,” by John W. Durgin, CE, dated July 1919 and recorded in the Rockingham County Registry of Deeds (the “Registry”) as Plan 0248 (the “Highland View Subdivision Plan”). Exhibit 3. The lots created by that subdivision plan, including the Arends’

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DANIEL C. HOEFLE	ALEC L. MCEACHERN	PETER V. DOYLE	STEPHEN H. ROBERTS In Memoriam
R. TIMOTHY PHOENIX	KEVIN M. BAUM	MONICA F. KIESER	OF COUNSEL:
LAWRENCE B. GORMLEY	JACOB J.B. MARVELLEY	CHRISTOPHER P. MULLIGAN	SAMUEL R. REID
R. PETER TAYLOR	GREGORY D. ROBBINS	KAREN W. OLIVER	JOHN AHLGREN

property, have long been developed and largely merged into larger parcels. Exhibits 1-2.<sup>1</sup> An approximately 200-foot portion of Jenkins Avenue running from Summit Avenue to Rockaway Street has been constructed and used for access to the surrounding lots. Exhibit 2. The remaining, approximately 124 foot long, portion of Jenkins Avenue running from Rockaway Street to the west, was never constructed. *Id.* That unbuilt area contains grass and mature trees and terminates in roughly the middle of the western property boundary of 243 Lafayette Road, a developed single-family residential lot. *Id.* Given these circumstances, it is unlikely that this unbuilt portion of Jenkins Avenue will or ever could be improved for use as a public street.

In fact, the unbuilt portion of the adjacent Rockaway Street, another paper street in the same subdivision, was discontinued under similar circumstances. Recognizing that this portion of Rockaway has not been used since 1937, on October 19, 1987 the City Council voted to abandon the unused portion of Rockaway Street and for the property to revert in ownership to the abutters of record on either side of the right of way. Exhibit 4 (October 19, 1987 City Council Meeting Minutes, also recorded in the Registry at Book 2927, Page 2404).

In all likelihood, title to the unbuilt portion of Jenkins Avenue already rests with the Arends and their abutting neighbor at 1 Jenkins Avenue (Tax Map 230, Lot 12). This is because between the years of 1893 and 1969, dedication of a street automatically terminated after 20 years unless the street was accepted before end of this time period. RSA 231:51. Jenkins Avenue was first dedicated in 1919 when the “Plan of Highland View, Portsmouth, New Hampshire” was filed with the Rockingham County Registry of Deeds. We have found no record that the unbuilt portion abutting the Arends’ property was accepted. While acceptance can be either explicit or implicit, neither appears to have occurred in this instance. Our office was unable to find any evidence of formal acceptance by a City Council vote during the years of 1919-1939, before the dedication would have been automatically terminated. Additionally, there is no evidence of substantial public use of this area that would constitute implicit acceptance. *See Catalano v. Town of Windham*, 133 N.H 504 (1990). The area is undeveloped with existing grass and mature trees. It has not been paved or used as a public way. There is no evidence this portion of Jenkins Avenue was ever maintained by the City.

Nevertheless, because the eastern portion of Jenkins Avenue was constructed and used by the public, and thus has clearly been accepted by the City, and in order to clarify the record to create clean title for the abutting owners, the Arends request that the City Council formally release any right and interest of the City (if any) in the unbuilt portion of Jenkins. Such a release is consistent with the facts showing the unlikelihood of prior acceptance. It also causes no harm or prejudice to the City or its citizens. Any physical extension of Jenkins Avenue beyond the

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<sup>1</sup> See also Notice of Voluntary Merger of Contiguous Lots dated July 10, 2000 and recorded in the Registry at Book 3488, Page 364.

existing constructed portion of the street would serve no public purpose, as there is no remaining room for the development of further lots abutting the paper street, and all existing lots already have frontage and thus, direct access from a public way. Additionally, any extension of Jenkins Avenue beyond the western boundary of the Arends' lot is limited by the existing 243 Lafayette property and home.

Accordingly, the Arends respectfully request that the City Council formally vote to:

- a. Release any and all right, title, and interest of the City in and to the unbuilt portion of Jenkins Avenue running approximately 124 feet to the west from Rockaway Street to the abutters of record on either side said paper, pursuant to RSA 231:51 and RSA 231:52; and
- b. That any such release be made subject to the retention of an easement for the benefit of the City for any existing public utilities within the released area.<sup>2</sup>

Please do not hesitate to contact me for any additional information or if anything further is needed to complete the requested release. Thank you for your time and attention to this request.

Very truly yours,



Kevin M. Baum

cc: Torben and Elizabeth Arend

Enclosures: Exhibit 1 – Tax Map 230  
Exhibit 2 – City GIS Map  
Exhibit 3 – Highland View Subdivision Plan  
Exhibit 4 – October 19, 1987 City Council Meeting Minutes

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<sup>2</sup> The Portsmouth Public Works Department map shows a small portion of an existing public water line terminating just past the constructed portion of Jenkins Avenue. Additionally, while not identified on the Public Works map, a public sewer line may also be located within this area.

Mayor Deaglan McEachern  
Portsmouth City Council  
1 Junkins Avenue  
Portsmouth, NH 03801

Dear Mayor McEachern and Members of the Portsmouth City Council,

I hope this message finds you well. I am writing on behalf of *Irreverent Warriors Portsmouth* to formally request permission to host a *Silkies Hike* through Portsmouth, New Hampshire on Saturday, August 23, 2025. This will be our inaugural hike in the Seacoast area, and we expect approximately 80-110 veterans, service members, and volunteers to participate.

Irreverent Warriors is a national 501(c)(3) nonprofit organization, founded in 2015 by a group of Marine veterans who saw the urgent need to combat the epidemic of veteran suicide through connection, support, and humor. Our mission is simple but powerful: *“We bring veterans together using humor and camaraderie to improve mental health and prevent suicide.”*

Through our signature event—the Silkies Hike—we create safe, judgment-free environments where veterans can open up, share experiences, and build meaningful relationships with others who understand the unique challenges of military and post-military life. Participants wear their military “silkies” (PT shorts), not for attention or spectacle, but to spark conversation, break down walls, and remind each other of the bonds formed through service.

In 2024, Irreverent Warriors hosted 60 Silkies Hikes across the country and overseas, involving over 11,000 veterans and service members. We are proud to have active chapters not only across the United States, but also in Guam, Puerto Rico, England, and France. Every hike is organized by veterans, for veterans; with a focus on connection, support, and ultimately, saving lives.

Many veterans struggle with isolation, depression, and suicidal ideation long after their time in uniform. For some, these hikes are the first time since leaving the military that they feel truly seen, heard, and understood. We hear time and again that these events have literally saved lives.

Details for the August 23, 2025 IW Portsmouth Silkies Hike:

- Time: Registration begins at 7:30 AM; event concludes around 5:00 PM
- Participants: ~80-100 veterans, service members, and volunteers



- Route: Remaining entirely on sidewalks and designated pedestrian paths; will include segments through New Castle and Rye
- Safety: Dedicated safety team, road guards for any street crossings, support vehicles, and a rented port-a-john on site
- Insurance: Full liability coverage provided through Irreverent Warriors national office for all registered participants
- Community Commitment: We will obey all traffic laws, will not be requiring road closures, and will thoroughly clean up after ourselves along the entire route

We are committed to conducting this event with the highest level of respect and professionalism, ensuring safety for both our participants and the local community. We have received approval from Portsmouth Middle School for parking, Fort Stark for utilizing their field, and spoke with the Portsmouth Parks Department about our brief water stop at Clough Field. We value Portsmouth's rich military history and believe it is a perfect setting to bring this life-changing experience to New Hampshire's veteran population.

Thank you for your time, your consideration, and for your continued support of those who have served. We would be honored to have the City of Portsmouth's support as we host this meaningful event.

Sincerely,

Christopher Schroeder

Local Coordinator – Irreverent Warriors Portsmouth

portsmouth@irreverentwarriors.com

(603) 630-7837

[www.irreverentwarriors.com](http://www.irreverentwarriors.com)



March 20, 2025

We are Irreverent Warriors, a 501(c)(3) nonprofit organization dedicated to promoting mental wellness and preventing veteran suicide through the power of humor, camaraderie, and shared experiences. Our mission is simple but impactful: *"We bring veterans together using humor and camaraderie to improve mental health and prevent veteran suicide."*

Founded by veterans, for veterans, Irreverent Warriors understands the challenges of transitioning from military service to civilian life. We know that the journey can be difficult, and that's why we use laughter and connection to create positive outlets for veterans to heal. Through our signature events, such as our Silkies Hikes, we provide an opportunity for veterans to gather, connect, and support one another in a safe, fun, and uplifting environment. The shared experience of these hikes, along with our ongoing programs, helps veterans build lifelong bonds, alleviate isolation, and reinforce mental resilience.

Our Portsmouth, NH chapter is proud to be part of this movement. We are dedicated to organizing events and initiatives that bring together our Granite State veterans and foster a strong sense of community. Across NH, we work to ensure that veterans have access to the support they need and the camaraderie they deserve. We believe in creating opportunities for veterans to come together, laugh, share stories, and make new memories—ultimately reinforcing our collective mission of improving mental health and preventing veteran suicide.

We are reaching out to seek support from individuals, businesses, and organizations who share our values and understand the importance of supporting our veteran community. With your help, we can continue to provide vital resources, create safe spaces for veterans, and strengthen the bonds that help prevent isolation and mental health struggles among those who have served our country.

Thank you for your time and consideration. We look forward to the possibility of collaborating and making a lasting impact on the lives of veterans across New Hampshire.

Sincerely,

Chris Schroeder

Irreverent Warriors Portsmouth – Local Coordinator

603.630.7837

[irreverentwarriors.com](http://irreverentwarriors.com)

501c3 Tax ID: 47-4789126





**2025 HIKE ROUTE PACKET**  
**Saturday August 23, 2025**

## Event Agenda:

**0700-0810:** Event Setup (**American Legion**)

**0810-0855:** Registration (**American Legion**)

**0900:** Welcome and Safety Brief

**0930:** Step Off from **American Legion**

**1045:** Arrive at **M H Trefethen School**

**1110:** Step off from M H Trefethen School

**1135:** Arrive at **Battery William Lytle/ Lunch/Memorial**

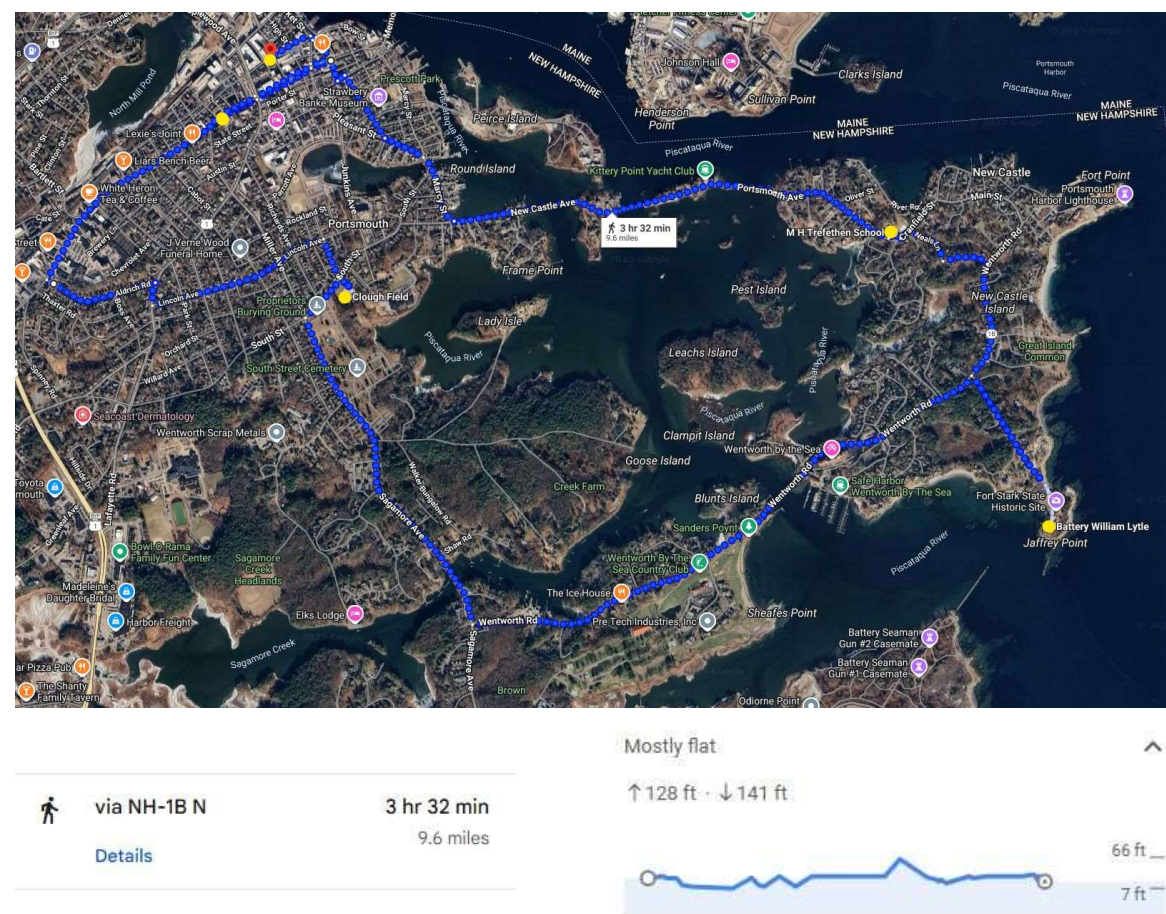
**1235:** Step off from Battery William Lytle

**1355:** Arrive at **Clough Field**

**1425:** Step off from Clough Field

**1525:** Arrive at **Legends Billiards & Tavern**

**1550:** Safety Brief / After Event



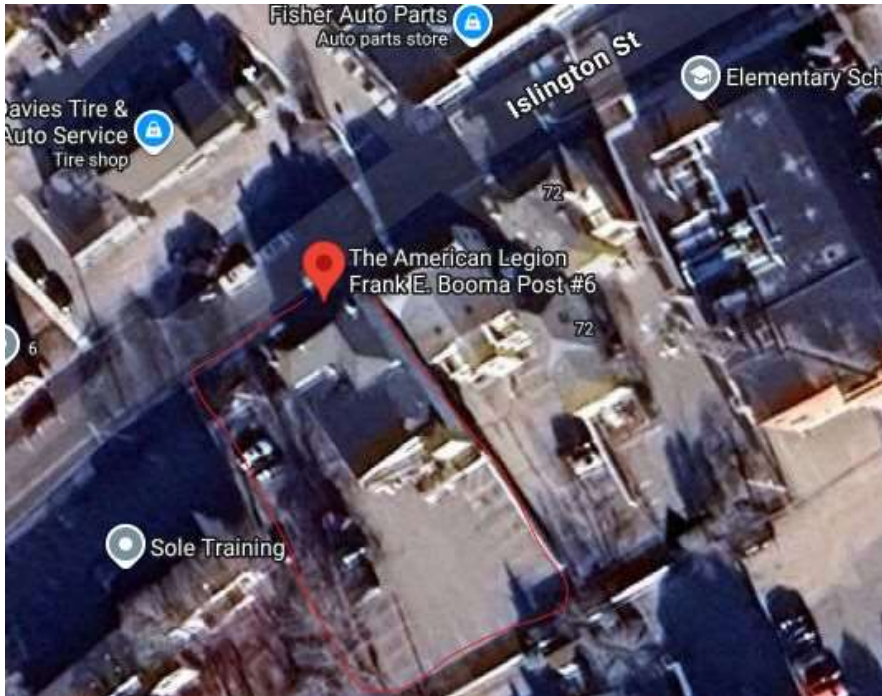
9.6 – Using sidewalks only, single file as needed.





## PARKING POINT

**0730-0850:** Shuttle to American Legion



## START POINT

**0700-0810:** Event Setup

**0810-0855:** Registration

**0900:** Welcome and Safety Brief

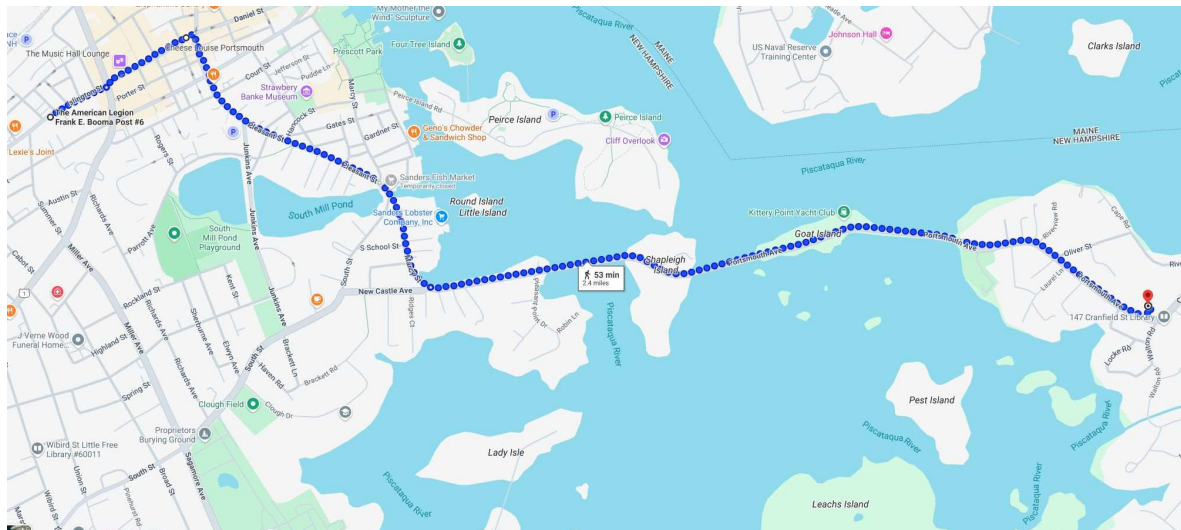
**9300:** Step off from **American Legion Frank E. booma Post #6** (96 islington St, Portsmouth, NH)

General Information:

- Will have shuttle available as needed.
- Bathrooms available.

Food and Beverage:

Dunkin Donuts, Black Cat Provisions (coffee), Granola Bars, Fruit, and Water.



Hike will remain on the sidewalks along Islington St, Pearl St, Congress St, Pleasant St, Marcy St, and 1B.

## **LEG ONE: 2.4 Miles (~55 min)**

**0930:** Step Off from **American Legion**

**1045:** Arrive at **M H Trefethen School**

**1110:** Step off M H Trefethen School

### **Food and Beverage:**

Water, Snacks provided

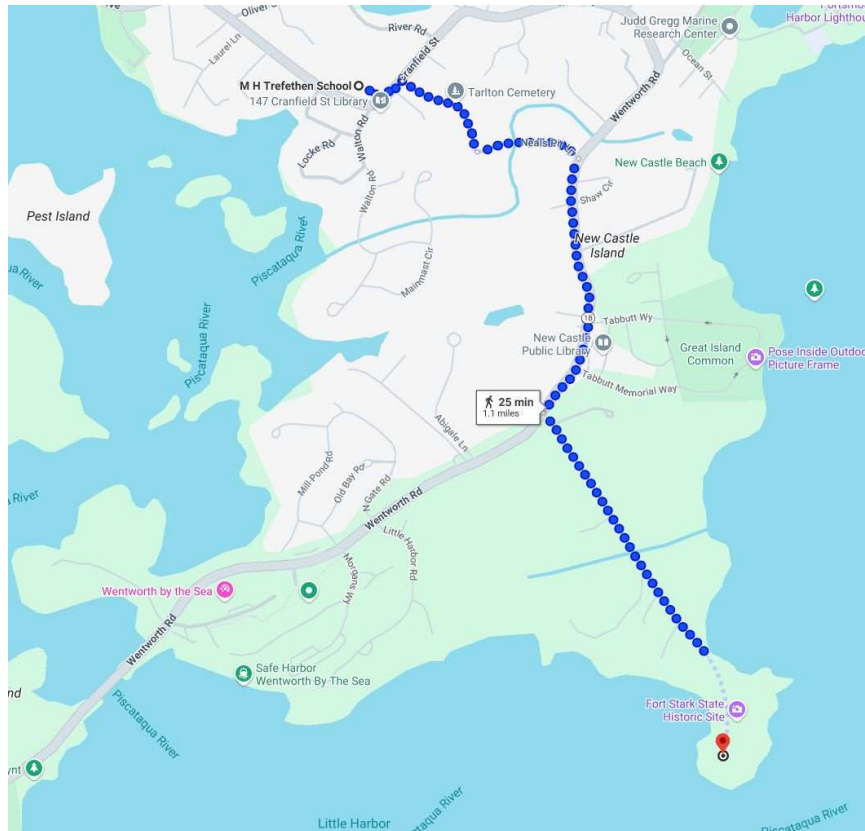
### **POC:**

Chris: 603-630-7837

### **Address:**

142 Crandfield St, New Castle, NH 03854





Hike element will utilize all sidewalks as available, when road narrows, element will collapse to single file.

## LEG TWO: 1.1 Mile (~30 min)

**1110:** Step off from **M H Trefethen School**

**1135:** Arrive at **Battery William Lytle**

**1235:** Step off from Battery William Lytle

**Water, Bathroom, Group Photo, Lunch,  
Memorial Stop.**

**POC:**

Chris: 603-630-7837

**Address:**

211 Wild Rose Ln, New Castle, NH 03854

## LEG THREE: 3.5 Miles (~1 hr 18 min)

**1235:** Step off from **Battery William Lytle**

**1355:** Arrive at **Clough Field**

**1425:** Step off from Clough Field

### **Food and Beverage**

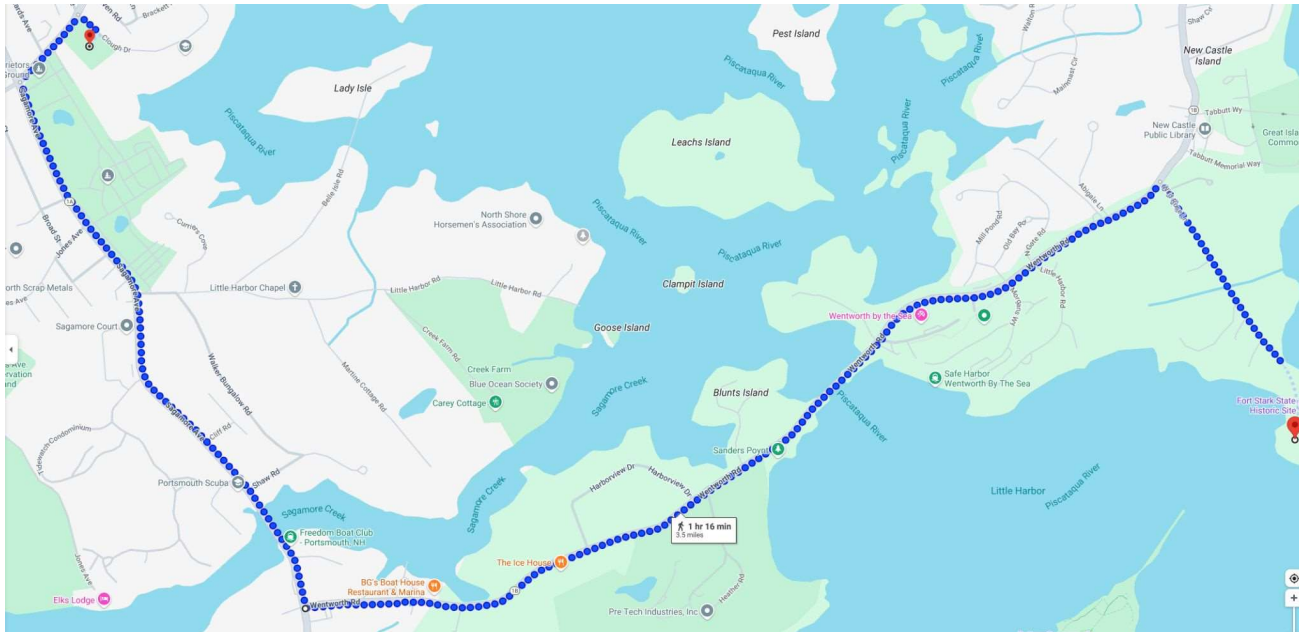
Water, Snacks

### **POC:**

Chris 603-630-7837

### **Address:**

South St, Portsmouth, NH 03801



Hike element will remain on sidewalks for duration.



80 Hanover St, Portsmouth, NH 03801



# In case of medical emergency, DIAL 911

## Hike Coordinators:

Name: Chris Schroeder - LEAD

- 603-630-7837

Name: Darin Varnum - CO-LEAD

- 978-904-1609

## Volunteer Coordinators:

Name: Brianna Brack

- 603-470-7005

## Law Enforcement:

Portsmouth: 603-427-1500

New Castle: 603-436-3113

Rye: 603-964-7450

## STOP 1: American Legion

Cherry 603-436-7575

## STOP 2: M H Trefethen School

Chris: 603-630-7837

## STOP 3: Battery William Lytle

Chris: 603-630-7837

## STOP 4: Clough Field Park

Chris: 603-630-7837

## STOP 5: Legends Billiards

Mary: 603-294-0902

## Shuttle/Safety Vehicle 1:

Daniel Schroeder: 603-630-2967

## **City Council Emails – May 16, 2025 – June 5, 2025**

Submitted on Fri, 05/16/2025 - 14:28

Submitted by: Anonymous

Submitted values are:

**First Name**

Richard

**Last Name**

DiPentima

**Email**

[rdipentima@gmail.com](mailto:rdipentima@gmail.com)

**Address**

16 Dunlin Way  
Portsmouth, New Hampshire. 03801

**Message**

I request that the Council consider the below Proclamation and have it adopted according to State Law and City ordinances

. Since the present State and Federal governments are attempting to deport immigrants in total disregard of their constitutional rights and our laws and:

Whereas this country needs the hard-working immigrants who Make America Great and

Whereas our nation does not have a real sensible immigration policy and

Whereas the New Hampshire Constitution Article 10 gives us the right of revolution and Article 15 defines the rights of an accused and Article 17 prescribes the right for the trial of an accused to be in the location where the crime was committed and Article 19 regulates search and seizures and,

Whereas Due Process and Habeas Corpus which are fundamental rights of Democracy have been suspended, it is once again necessary for all of us to defend our Constitutional Liberties and The Rule of Law and,

Whereas an Administrative Warrant from a government official or agency does not have nearly the same power as a Judicial Warrant, and,

Whereas every time the Federal government has been challenged in court over these deportations, the government has lost

Whereas the federal and State government is trying to use local law enforcement officers to assist in these illegal and unconstitutional arrests and removals, and,

Then let it be moved that the City of Portsmouth, New Hampshire and its employees and law enforcement officers shall NOT COOPERATE with any other government organization that attempts to stop, question, apprehend, or locate any person under threat of deportation.

**Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.**

Yes

---

Submitted on Fri, 05/16/2025 - 16:51

Submitted by: Anonymous

Submitted values are:

**First Name**

David

**Last Name**

Tibbetts

**Email**

[davidtibbetts@aol.com](mailto:davidtibbetts@aol.com)

**Address**

197 Miller Avenue

Portsmouth, New Hampshire. 03801

**Message**

While visiting our elderly neighbor, I witnessed twice in one hour, kids banging on the front door and running off on elect scooters. The neighbor said this has been going on for over two months and despite contacting the police, the problem has not been resolved. I have talked with several people in the neighborhood and it appears this has been happening to other residents in the city as well. The boys I saw appear to be middle school age. I don't know what can be done to resolve this problem. It has been happening as many a three times in one day and between 1:30 PM and as late as 9:00 PM according to our neighbor.

**Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.**

Yes

---

Submitted on Sun, 05/18/2025 - 10:24

Submitted by: Anonymous

Submitted values are:

**First Name**

Bill

**Last Name**

Sylla

**Email**

[BillSylla@gmail.com](mailto:BillSylla@gmail.com)

**Address**

323 Union St.  
Portsmouth, New Hampshire. 03801

**Message**

Hello,

I really do believe in and enjoy the walk-ability of Portsmouth. Now that the sewer work on Middle St. appears to be complete, I am writing to request some crosswalk painting at any or all of these intersections: Cabot, Highland, and Union.

Most intersections in Portsmouth have multiple crosswalks. Middle St. does have some well marked and lighted crosswalks, but most intersections do not have crosswalks. Middle is busy with traffic that moves pretty fast. It separates the neighborhoods.

Taking all of this into account, to me; it is odd that Middle is less populated with crosswalks than the rest of town. Paint is not too expensive and it would be a great improvement.

Thanks,

Bill Sylla

**Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.**

Yes

---

Submitted on Sat, 05/24/2025 - 15:18

Submitted by: Anonymous

Submitted values are:

**First Name**

Richard

**Last Name**

DiPentima

**Email**

[rdipentima@gmail.com](mailto:rdipentima@gmail.com)

**Address**

16 Dunlin Way,  
Portsmouth, New Hampshire, New Hampshire. 03801

**Message**

Dear Council Members:

HB 511 that Gov. Ayotte signed into law requires law enforcement agencies to comply with immigration detainers of inmates if safe to do so. This law may be in violation of the State Constitution which forbids the State from passing unfunded mandates on to municipalities. Unless the State provides funding for local law enforcement to comply with and assist immigration officials this may be a Constitutional question. I request that the City Attorney look into this matter and advise the council of its Constitutionality.

thank you.

**Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.**

Yes

---

Submitted on Mon, 05/26/2025 - 08:26

Submitted by: Anonymous

Submitted values are:

**First Name**

Erik

**Last Name**

Anderson

**Email**

[andy42152@aol.com](mailto:andy42152@aol.com)

**Address**

38 Georges Terrace  
Portsmouth, New Hampshire. 03801

**Message**

Dear City Councilors,

Unfortunately I was not able to attend your recent city council meeting where you voted to forgo / dismiss the building permit fees for two projects under Portsmouth Housing Authority (PHA) development. It was my understanding that you had some fiscal knowledge of one of the projects but not of another. In total the you voted to forgo / dismiss over \$500,000 of fees and potential revenue to the city and its taxpayers. However warranted you did not request, discuss or reveal total fiscal impact of your vote. If you and the public had that knowledge it might have led to a different result or even compromise. Surely there could have been discussion to forego some portion of the fees in a "in lieu of fees" position. In essence there was a cost to the city and its taxpayers in light of the current increasing budget discussions. It might be reasonable to predict that POAH might make the same request with the Service Federal Project. It should be worthy to note that this project is dedicated to their employees and also contains a market rate housing component. Again, it is gracious that you forgive those fees but at least discuss the potential full fiscal impacts before making decisions that effect the taxpayers of Portsmouth when there could be a compromise position. I feel that is responsible and within the duties of your position.

With Thanks

Erik Anderson  
38 Georges Terrace  
Portsmouth, NH

**Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.**

Yes

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Submitted on Wed, 05/28/2025 - 16:49

Submitted by: Anonymous

Submitted values are:

**First Name**

Byron

**Last Name**

Matto

**Email**

[bmatto@sau52.org](mailto:bmatto@sau52.org)

**Message**

Mayor McEachern, Councilors,

Thank you for continuing to press for clarity on the school numbers—I share the goal of making every dollar transparent.

Where we stand

Scenario FY-25 Adopted Δ \$ Δ % Notes

City-Manager \$65,915,610 +\$1,851,454 2.89 % \$1.4 M of this is state-mandated OOD. Leaves ≈\$450 k (<1 %) for every other line.

Board Request \$66,604,798 +\$2,540,642 3.97 % CPI (2.9 %) + OOD jump, – \$400 k contract savings.

Compromise \$66,306,401 +\$2,242,245 3.50 % Reallocates buy-out vacancies to in-district supports; still cuts net head-count.

(FY-25 base = \$64,064,156)

Two facts that keep getting blurred

Contract funding is not new—and it is \$400 k lower than the \$1.3 M placeholder.

The City has always booked first-year school contracts on its side of the ledger. If that tradition suddenly counts against the schools, equity demands that the \$400 k savings come back to the classrooms.

Out-of-District (OOD) placements jumped ~\$1.4 M—76 % of the 2.89 % increase.

Every uncarved-out OOD dollar is taken from core services. That is austerity masquerading as responsibility.

A workable middle path: 3.5 %

What 3.5 % buys

Keeps us under the CPI + OOD benchmark (≈ 4.1 %). Note that the schools total ask was 3.89 which is still within CPI+OOD.

Repurposes the vacant positions freed by retirement buy-outs into early-intervention, behavioral, and specialized programs designed to curb future OOD growth.

Still reduces net head-count year-over-year.

What 3.5 % avoids

Deep classroom cuts that will work against OOD costs in FY-27 and beyond. One residential OOD placement can top \$200 k; preventing even two pays for an entire in-district team.

Parity with precedent

If contracts remain on the City side (as always), 3.5 % stands on its own.

If contracts are moved into the school calc, then the \$400 k delta should reduce the school increase, not vanish.

The ask -

Adopt a CPI-plus-OOD framework going forward so uncontrollable mandates do not cannibalize controllable spending.

Fund FY-26 at 3.5 %. It is already an austerity budget—staffing drops and every discretionary dollar is targeted to programs that shrink the very OOD line driving this debate.

Respectfully,

Byron Matto

Portsmouth School Board



**Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.**

Yes

---

Submitted on Sun, 06/01/2025 - 10:32

Submitted by: Anonymous

Submitted values are:

**First Name**

Erik

**Last Name**

Anderson

**Email**

[andy42152@aol.com](mailto:andy42152@aol.com)

**Address**

38 Georges Terrace

Portsmouth, New Hampshire. 03801

**Message**

Dear Councilors,

In attending the last city budget work session it was interesting to observe the discussion, council questions and public comment. In opinion, as with many others, the city budget is one of the most important responsibilities of the council and consistently a process that becomes more difficult to understand and participate. This year is no different and again my observations of the last meeting would lead me to believe that this years 5 million dollar increase will be approved with little resistance or questioning by the council. While only the Mayor and 5 other councilors asked any questions to department heads most were focused on FTE matters. In summary it appeared that councilors did a less than par inquiry in the full scope of cost and revenue matters within the volumetric budget document that could be considered and contribute to reducing the increases. While I opted to not have publicly commented It was worthy of the two former councilors, Kennedy and Huda to speak and question to legitimate issues of the budget. The 22 million dollar increase over the course of the current tenure of this council is very concerning. Former Councilor Huda presented intricate detail into the budget that I think councilors would have interest and I dare say she had conducted her investigation and knows the budget better than some councilors. In both comments I observed the current council to not take one note on what was being stated to them which spoke volumes to the attitude of public participation as a formality with no concern or possible result.

If I get the adage correct , "If you don't watch your pennies the dollars add up" and in this case the thousands have resulted in millions. My apologies if this message is presented in criticism but I feel

the budget is a defining aspect of importance and legacy to any council. I hope!!, but am not confident, that this council will take any action or measures to decrease the increases of this coming years budget. I welcome any reply at your convenience.

**Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.**

Yes



# CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

## APPOINTMENT APPLICATION

*Instructions: Please print or type and complete all information.  
Please submit resume' along with this application.*

Committee: Historic District Commission **Initial applicant**

Name: Susan B. Strauss Telephone: 904-814-5863

Could you be contacted at work? YES ☐ NO ☐ If so, telephone# n/a (retired)

Street address: 1171 Sagamore Ave., Unit #10

Mailing address (if different ): \_\_\_\_\_

Email address (for clerk's office communication ): sstrauss52@yahoo.com

How long have you been a resident of Portsmouth? 5 months

Occupational background:

In order of most recent: Museum docent OMAA; High school principal;  
high school assistant principal; Waterford Wedgwood USA, Collector  
Society manager; Swarovski Crystal USA, Collector Society manager,  
trade and retail shows personality; High school art teacher.

Please list experience you have in respect to this Board/Commission:

I have had a lifelong interest in the historical heritage of where I've lived, and a  
fascination with the art, architecture and culture of the places I've visit, both in the  
States and abroad. Personally, I have owned and renovated four residences, ranging  
in age from the late 1800's to the 1930's.

My formal training includes a BS Art Education (SUNY New Paltz); MA Humanities  
(NYU); M.Ed Educational Administration (Rhode Island College).

Additionally, I have been trained as a museum docent, and have served as such at the  
Breakers Mansion (Newport, RI), the Cummer Museum and Gardens (Jacksonville,

OVER

Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES ☒ NO ☐

Would you be able to commit to attending all meetings? YES ☒ NO ☐

Reasons for wishing to serve: \_\_\_\_\_

I highly value the historic heritage of place, in its buildings, neighborhoods and sense of place. ~~This is one of the significant factors for my husband and I choosing to live in~~ Portsmouth. I would like the opportunity to contribute in helping to preserve and ~~protect existing structures, while recognizing the importance of finding ways to~~ integrate our current and future needs.

Please list any organizations, groups, or other committees you are involved in:

We have been in Portsmouth as residents for 5 months. In that time, my husband and ~~I have become members of The Music Hall and the Ogunquit Museum of American~~ Art, where I am also a member of their docent team. We are still exploring other ~~cultural organizations, and have enjoyed performances at the Players Ring and~~ Jimmy's Jazz Club, and are looking forward to seeing a production at Seacoast Rep. ~~We have also toured Strawberry Banke, the Black Heritage Trail tour and the Jackson~~ House tour.

Please list two character references not related to you or city staff members:  
(*Portsmouth references preferred*)

1) Nicole Foster, Bean Group Realty, 1150 Sagamore Avenue Portsmouth, NH 03801, (603) 944-6166

Name, address, telephone number

2) Kirstin Stalkamp, 565 FW Hartford Dr., Portsmouth, NH 03801 (603) 828-3820

Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Application will be kept on file for one year from date of receipt.

Signature:  Date: 11/22/2024

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes XXX No       

**Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801**



CITY OF PORTSMOUTH, N.H.  
BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information.  
Please submit resume' along with this application.

Committee: Historic District Commission initial applicant

Name: Joy Cvrth Telephone: 858-882-7459

Could you be contacted at work? ☒ YES/NO If so, telephone # same

Street address: 51 Ceres St. Portsmouth

Mailing address (if different): \_\_\_\_\_

Email address (for clerk's office communication): joy.cvrth@gmail.com

How long have you been a resident of Portsmouth? 2004-2010  
2018-present

Occupational background:

Small Bvrsiness owner - Societe  
Software development / IT / Project Mgmt.

Please list experience you have in respect to this Board/Commission:

I have done both residential improvements  
and commercial construction in Portsmouth,  
requiring me to request HDC approval,  
as a small bvrsiness owner & resident.  
I also have project management background.

OVER  
➔



Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES/NO

Would you be able to commit to attending all meetings? YES/NO

Reasons for wishing to serve:

I would like to serve on HDC to preserve the character of Portsmouth in our modern times; to balance preservation and thoughtful growth. I'll bring the perspective of a longtime Seacoast native + small business owner to protect what makes Portsmouth special

Please list any organizations, groups, or other committees you are involved in:

Yoga In Action - Board Member  
the Boston Club / Tech Committee

Please list two character references not related to you or city staff members:  
(Portsmouth references preferred)

- 1) Andrew Bagley 603 583 8015 40 Chauncey St.  
Name, address, telephone number Portsmouth
- 2) Joe Kelley 603 609 8415 33 Union St. #1  
Name, address, telephone number Portsmouth

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Application will be kept on file for one year from date of receipt.

Signature: Gay With

Date: 12/1/24

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes maybe No no

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801

6/27/2012

Jody Record  
162 Rockland Street  
Portsmouth NH

To: Portsmouth City Clerk

May 19, 2015

This is to serve as notice that I have resigned from the city's Zoning Board of Adjustment.

Sincerely,

Jody Record



June 4, 2025

Dear Chairman Bagley,

This is to notify you that I will be stepping down as a member of the Parking Traffic and Safety Committee. As you are aware, I have not been available to attend the last three meetings. It has become clear that family commitments and travel plans continue to make it difficult to be available for the meetings.

Regards,

David Allen



## MEMORANDUM

**DATE: JUNE 6, 2024**  
**TO: HON. MAYOR McEACHERN AND PORTSMOUTH CITY COUNCILORS**  
**FROM: PORTSMOUTH ECONOMIC DEVELOPMENT COMMISSION**  
**RE: RESIDENT PARKING PROPOSAL FOR DOWNTOWN**

At the City Council meeting on May 19, 2025, the Mayor and Assistant Mayor brought forward a request for first reading of an amendment to the Vehicle, Traffic and Parking Ordinance to convert the existing 15-minute metered parking spaces in the Central Business District (“downtown”) to 30-minute, free parking spaces for city residents. There are currently twenty-five 15-minute spaces scattered throughout downtown. After a period of discussion and inquiry of city staff in attendance, the Council voted to schedule a first reading on the proposal at its meeting on June 9, 2025. As part of the vote, the Mayor directed that the proposal be submitted to the Economic Development Commission and Parking and Traffic Safety Committee for input prior to the first reading.

Upon receipt of the referral, a small working group of EDC members was convened to review the proposal and solicit the opinions of downtown business owners on the likely effects of the suggested change. Included in the working group was the Ben VanCamp, president of the Chamber Collaborative of Greater Portsmouth, who attends EDC meetings by standing invitation of the Commission. Mr. VanCamp graciously offered the use of the Chamber’s electronic survey program and access to its members.

The survey was electronically distributed to all downtown businesses within the Chamber’s membership and to non-member businesses that are located near current 15-minute metered parking spaces. Distribution of the survey was not limited to retail and restaurant businesses. Rather, it was sent to all chamber members in the downtown including retail stores, restaurants, hotels, banks, professional offices, historic houses, and others. The survey was conducted between May 28 and June 2, 2025. The working group achieved a response rate to the survey of approximately 25%.

The results of the survey are illuminating.<sup>1</sup> A full 60% of the respondents, when asked if their business benefited from a nearby 15-minute parking space, indicated that the availability

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<sup>1</sup> NOTE: The summary of responses does not differentiate among the types of businesses responding or their proximity to the existing 15-minute parking spaces.

of 15-minute parking was essential or helpful to the success of their business. When asked whether their business would be impacted if the current 15-minute metered parking spaces were converted to 30-minute, resident only parking, 28% of respondents believed that the change would be somewhat (16%) or very (12%) harmful.

The survey results were incorporated into a written Report of the working group that was presented to the EDC at its meeting on June 6, 2025 and was the subject of robust discussion by the Commissioners. A copy of the Report is attached to this memorandum. The EDC also received testimony from Peter Rice, Director of Public Works and Mike Casad, Operations Manager of Park Portsmouth, regarding the systemic nature of and strategic thinking underlying Portsmouth's parking program. They also addressed possible revenue impacts and technology obstacles to implementing the proposed resident parking amendment.

*By the end of the meeting, it was the consensus of the Commissioners that the proposed ordinance amendment before the City Council is premature; that the concept of limited low or no-cost resident parking in the central business district as an incentive to residents to more often visit downtown and patronize its businesses is worthy of further study, specifically with the assistance of the consultant used by the city in formulating the Strategic Parking Plan in 2025, with the expectation that a report with recommendations would be forthcoming in 3-4 months.*

*If the City Council elects to proceed, without the benefit of a resident-parking study, with consideration of the proposed amendment or a variation thereof, the EDC advises the Council that it opposes any amendment whereby the 15-minute, metered parking spaces in the downtown are converted to 30-minute, free parking for Portsmouth residents only.*

The EDC believes that such a change will be harmful to a significant number of businesses in downtown whose business model relies on quick-service interactions with their customers. This conclusion is supported by the survey results and the personal experience of the Commissioners.

The EDC believes that the survey results reflect the fact that there is a subset of businesses in the central business district which, by virtue of the nature of their products or services, rely on a high volume of brief interactions with customers, where access to convenient, proximate, short term parking is critical. Examples of such businesses in the downtown include coffee shops; sandwich shops and similar take-out food businesses; banks with ATM's; small hotels and inns; ice cream shops and convenience stores. Although these quick-service establishments do not make up a majority of the downtown business community, as a group, they are a significant component of the economy and contribute to the liveliness of the downtown.

The proposal before the Council would adversely impact these businesses in two ways. First, the increase in permitted time from fifteen to thirty minutes will significantly reduce the turnover of the short term spaces, particularly during the peak hours in the early morning when commuters stop for coffee, during the lunch hour when local workers drive into town for a take-out lunch and at the end of the workday when workers shop for a missing item on their way home/.



Second, limiting use of the short term spaces to Portsmouth residents will also likely deter non-residents from patronizing quick-service businesses by reducing their access to convenient, short term, proximate parking. Too often, we equate non-resident visitors to Portsmouth with tourists and travelers from distant states. In reality, most “out-of-towners” live in Kittery, Eliot, Rye, Greenland, Newington and similar local communities; work at the Navy Yard, Pease Tradeport and various businesses throughout the Seacoast; and treat downtown Portsmouth as their commercial center for shopping and socializing, both quick service and otherwise. The downtown businesses, particularly, the quick-service businesses, rely greatly on their patronage and will suffer financially if these “visitors” elect to move their quick-service purchases to areas outside of the central business district because of diminished accessibility. Such an outcome is inapposite to a healthy business community.

*For these reasons the EDC opposes the current proposed amendment that provides for the conversion of the 15-minute, metered parking spaces in the downtown to 30-minute, resident only parking. This position is consistent with the first recommendation of the working group’s Report.*

The EDC deferred consideration of the second and third recommendations of the working group’s Report believing that they should be evaluated in conjunction with and as part of a resident parking study as earlier suggested in this memorandum.

In summary, the Economic Development Commission unanimously voted to respond to the City Council’s inquiry as follows

*The EDC believes that the proposed ordinance amendment before the City Council is premature; that the concept of limited low or no-cost resident parking in the central business district as an incentive to residents to more often visit downtown and patronize its businesses is worthy of further study, specifically with the assistance of the consultant used by the city in formulating the Strategic Parking Plan in 2025, with the expectation that a report with recommendations would be forthcoming in 3-4 months.*

*If the City Council elects to proceed, without the benefit of a resident-parking study, with consideration of the proposed amendment or a variation thereof, the EDC opposes any amendment whereby the 15-minute, metered parking spaces in the downtown are converted to 30-minute, free parking for Portsmouth residents only.*

**City of Portsmouth  
Economic Development Commission  
Resident Parking Program Workgroup**

**Summary Report**

The Resident Parking Program Workgroup, in partnership with the Chamber Collaborative of Greater Portsmouth, conducted a survey of downtown businesses to gather feedback on the City Council's proposal to convert the twenty-five existing 15-minute parking spaces in the Downtown Business District to 30-minute Portsmouth resident-only parking. The survey was distributed to all downtown businesses within the Chamber's membership and to non-member businesses who are located near current 15-minute parking spaces.

**Survey Findings**

As expected, feedback from the business community reflected a range of perspectives. Notably, 60% of respondents indicated that the current 15-minute spaces are either essential or helpful to the success of their business. Businesses such as food takeout services, coffee shops, retail stores offering quick pickups, and establishments with short appointment times reported a strong reliance on high-turnover parking options.

Several respondents emphasized that 15-minute spaces are used not only by residents but also by non-residents who work in the downtown, and workers commuting from Pease, the Navy Yard, and nearby towns like Kittery who run errands in downtown, such as picking up a take-out lunch. Concerns were raised that limiting these spaces to residents and expanding parking limits to thirty minutes could reduce accessibility for brief visits, disproportionately affecting small and quick-service businesses.

When asked about the proposed change to 30-minute resident-only parking, responses were mixed<sup>1</sup>:

- 36% said the change would be very or somewhat helpful
- 36% expected no impact
- 28% believed the change would be somewhat (16%) or very (12%) harmful

There was broad support for efforts to encourage resident visits downtown. Suggestions included:

- 15 minutes of free parking (similar to Dover),
- 30 minutes of free parking citywide,
- 1–2 hours of free garage parking,
- Off-season parking discounts.

The most popular suggestion was offering **“the first 15 minutes free for residents anywhere.”**

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<sup>1</sup> NOTE: These results do not differentiate responses between business owners operating quick service businesses and those operating businesses involving longer customer interaction, such as a sit-in restaurant.

## Workgroup Recommendations

Based on this feedback, the workgroup recommends the following actions to support a resident parking program that benefits both residents and downtown businesses:

1. **Retain the number of existing 15-minute parking spaces for both residents and non-residents but redistribute them** across downtown in a way that reflects the current needs of businesses that rely on quick customer visits.
2. **Provide the initial 15 minutes of parking free for residents** in all downtown spaces through the ParkMobile app. (Current resident discounted rates apply after the initial 15 minutes.)
3. **Provide the initial one hour of parking free for residents** in all downtown spaces during the holiday season and slow off-season, from the Monday following the Holiday Parade in December through March 31st, through the ParkMobile app. (Current resident discounted rates would begin after the first hour.)

**Respectfully submitted,**

Anna Howard, Ben VanCamp, Anne Weidman

# TITLE XXI

## MOTOR VEHICLES

### CHAPTER 261-C

#### MULTI-USE VETERANS DECAL PLATES

##### Section 261-C:3-a

###### **261-C:3-a Gold Star Family Decals; Eligibility. –**

I. In this section, "family member" means spouse, grandfather, grandmother, father, stepfather, adoptive mother, adoptive father, son, daughter, stepson, stepdaughter, adoptive son, adoptive daughter, brother, sister, half-brother, half-sister, stepbrother, or stepsister.

II. A family member of a person killed while on duty in the United States armed forces shall qualify for a gold star family decal in accordance with RSA 261-B:3-c and RSA 261-C:2, III. These gold star family decals shall be issued upon payment of the regular registration fees and a \$15 decal plate fee.

III. For purposes of this section, a motor vehicle is owned by a family member of a person killed while on duty in the United States armed forces if the family member of a person killed while on duty in the United States armed forces is the motor vehicle's owner under RSA 259:72, I, or if the legal ownership of the motor vehicle is held by a trust established by the family member of a person killed while on duty in the United States armed forces and the family member of a person killed while on duty in the United States armed forces has use of the motor vehicle or the motor vehicle is used for the transportation of the family member of a person killed while on duty in the United States armed forces. The division of veterans services shall establish the documentation required for a motor vehicle held in trust to be eligible for decals under this section. The office shall not issue more than one set of decals under this section to any trust. A trustee of the trust or the administrator of the estate may be fined up to \$500 for failing to return within 60 days of the death of the family member of a person killed while on duty in the United States armed forces any decals issued under this section for a motor vehicle held in trust.

IV. A stepfather, stepson, or stepdaughter of a person killed while on duty in the United States armed forces shall only be eligible for gold star family decals if, in the case of a stepfather, his marriage license is dated prior to the member's fifteenth birthday and the stepfather provides a copy of the marriage license to the director, or in the case of a stepson or stepdaughter, if the member's marriage license is dated prior to the stepson's or stepdaughter's fifteenth birthday and the stepson or stepdaughter provides a copy of the marriage license to the office. The stepfather shall also be required to provide a DD Form 1300 to the director of the office. A stepfather shall not receive decals under this section if another stepfather of the person killed while on duty holds gold star family decals furnished under this section.

V. Pursuant to RSA 261-C:2, the department of military affairs and veterans services, division of veterans services shall provide gold star family decals to those who qualify under this section free of charge.

**Source.** 2019, 160:1, eff. Sept. 7, 2019; 273:7, eff. Sept. 17, 2019. 2020, 37:64, eff. Sept. 27, 2020. 2021, 53:3, eff. July 24, 2021.



# Article IV Metered Parking

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## § 141-27 Definitions. <sup>[1]</sup>

[Amended 2-12-2020 by Ord. No. 2020.01.08-001]

As used in this article the following terms mean:<sup>[2]</sup>

### **METERED ON-STREET PARKING SPACE**

A portion of a public highway consisting of a section of a public right-of-way in which the parking of a vehicle is controlled by a parking meter.

### **METERED PARKING GARAGE**

A portion of a public highway consisting of a parking garage, deck or structure in which the parking of a vehicle is controlled by a parking meter.

### **METERED PARKING LOT**

A portion of a public highway consisting of a parking lot in which the parking of a vehicle is controlled by a parking meter.

### **MULTI-SPACE PARKING METER**

A parking meter that controls vehicle parking for more than one space in a parking meter zone.

### **PARKING METER**

A mechanical device located upon a public highway or sidewalk in a place regularly designated as a parking meter zone, as hereinafter defined, which shall record a certain number of minutes by the use of a clock mechanism determining the period of time for which parking privileges may be extended to the person so depositing a coin, or any device that produces a ticket upon which the amount of time parking privileges are extended may be printed.

### **PARKING METER ZONE**

Any designated section of the public highway within which a vehicle may be temporarily parked and allowed to remain for such period of time as indicated upon the parking meter or multi-space parking meter attached therein.

### **PAY-BY-PLATE APPLICATION**

A telephone or other electronic application to pay for parking.

[Added 12-8-2021 by Ord. No. 2021.11.10-011]

<sup>[1]</sup> *Editor's Note: For additional definitions, see § 141-1.*

<sup>[2]</sup> *Editor's Note: The definition of "in-vehicle parking meter," which immediately followed, was repealed 10-11-2023 by Ord. No. 2023.09.27-11.*

## § 141-28 Applicability.

- A. The rules and regulations herein contained pertaining to the control of vehicle traffic and parking areas shall apply to any person.
- B. The City Council of the City of Dover may, by resolution, suspend the operation of this article for temporary periods in cases of emergency, for the public good or for other reasons which, to it, appear to justify such suspension. If any section or part of a section of this article is held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity of the remaining sections or part thereof.

## § 141-29 Installation of meters.

The City of Dover shall provide for the installation, regulation and operation of parking meters and provide curb- and street-marking lines therefor. Parking meters shall be placed upon the curb in

relation to the individual parking spaces or, in the case of a so-called "multi-space" parking meter, shall be placed at a designated location to be controlled by said multi-space parking meter, and shall be constructed so as to show the limit of legal parking upon deposit of payment and to provide some signal, ticket or some other mechanical device showing the expiration of said parking.

### § 141-30 Hours of operation and rates.

[Amended 4-12-2017 by Ord. No. 2017.03.22-004; 11-8-2017 by Ord. No. 2017.10.25; 2-14-2018 by Ord. No. 2018.01.10; 10-10-2018 by Ord. No. 2018.09.26-010; 7-24-2019 by Ord. No. 2019.07.10-11; 12-9-2020 by Ord. No. 2020.11.18-014; 7-14-2021 by Ord. No. 2021.06.23-005; 11-10-2021 by Ord. No. 2021.10.13-009; 12-8-2021 by Ord. No. 2021.11.10-011; 2-14-2024 by Ord. No. 2023.12.13-17; 2-20-2024 by Ord. No. 2024.04.24; 10-9-2024 by Ord. No. 2024.09.11-7]

A. Paid parking shall be required daily between the hours of 9:00 a.m. and 8:00 p.m., except on Sundays, with the exception of:

- (1) The Orchard Street Parking Garage where designated as metered or paid parking shall also be required as paid parking at all times, 24 hours a day and seven days a week.
- (2) The following holidays: January 1; the third Monday in January, known as Martin Luther King, Jr. Civil Rights Day; the third Monday in February, known as Washington's Birthday; the last Monday in May, known as Memorial Day, or on a date to coincide with the federal observance if it is held on a different day; July 4; the first Monday in September, known as Labor Day; the second Monday in October, known by state law as Columbus Day; November 11, known as Veterans Day; Thanksgiving Day; the Friday after Thanksgiving; and Christmas Day. When one of the listed holidays falls on a Sunday, the Monday after shall be observed as a holiday.
- (3) Any vehicle bearing the following special New Hampshire license plates and in use by the person qualifying for said special plates shall be entitled to free parking in metered spaces for no more than three hours each day: Purple Heart (including Purple Heart-Vanity), Gold Star, Prisoner of War, and Pearl Harbor Survivor (including Pearl Harbor Survivor-Vanity). Any vehicle bearing a New Hampshire Veteran or Veteran-Vanity license plates and in use by the person qualifying for said special plates shall be entitled to free parking in metered spaces in the Orchard Street Parking Garage and the Fourth Street Parking Lot for no more than three hours each day. Any vehicle with license plates from another state or United States territory bearing substantially equivalent governmental license plates shall, provided the vehicle is in use by the person qualifying for said special license plates, likewise be entitled to no more than three hours each day of free parking in metered spaces. This exemption does not apply to parking spaces designated for electric vehicle charging.
- (4) The Dover Transportation Center Parking Lot where designated as metered or paid parking shall also be required as paid parking at all times, 24 hours a day and seven days a week.

B. Parking meter rates shall be set forth in the annual Fee Schedule adopted by the City Council.

C. For good cause, the Chief of Police, upon recommendation of the Parking Commission, shall have the authority to temporarily suspend the provisions of this section for specified dates and times.

D. Free parking permitted for persons with a walking disability under RSA 265:74 shall be limited to a maximum of three hours. Free parking under this paragraph does not apply to parking spaces designated for electric vehicle charging where full payment is required.

### § 141-31 Unlawful acts; separate violations.

[Amended 8-24-2015 by Ord. No. 2015.07.08-014; 11-11-2015 by Ord. No. 2015.10.28-024; 4-12-2017 by Ord. No. 2017.03.22-004; 10-11-2017 by Ord. No. 2017.09.27; 2-12-2020 by Ord. No. 2020.01.08-



001; 7-22-2020 by Ord. No. 2020.07.08-005; 12-8-2021 by Ord. No. 2021.11.10-011; 9-28-2022 by Ord. No. 2022.09.14-011; 2-14-2024 by Ord. No. 2024.01.24-1; 10-9-2024 by Ord. No. 2024.09.11-7]

**A.** The following shall be considered violations of this article:

- (1) It shall be unlawful for any person to park or allow any vehicle registered in their name to be parked in a parking meter zone so that the vehicle is not entirely within the area designated or delineated by lines or markings.
- (2) It shall be unlawful for any person to park or allow any vehicle registered in their name to be parked in excess of 19 feet in overall length in a multi-space parking meter zone except as provided in § 141-32.
- (3) Multi-space parking meters.
  - (a) It shall be unlawful for any person to park or allow any vehicle registered in their name to be parked or left standing in any area where parking is controlled by a multi-space parking meter:
    - [1] Without purchasing a timed parking session from said multi-space parking meter for such parking or standing time, which timed parking sessions shall only authorize the specific vehicle and license plate entered into the meter to use and occupy the parking.
    - [2] For parking areas in the City that lack any form of pay-by-plate meters or capabilities, without displaying any receipt so purchased from a multi-space parking meter in a position on the dashboard of the vehicle in order that the time printed on said receipt is clearly visible from outside the vehicle. This subsection shall not apply to metered parking garages or other metered areas when the proper space number is entered into the pay-by-space parking meter or pay-by-plate meters or capabilities.
    - [3] After parking or standing time which has been purchased has expired.
    - [4] For parking areas that require the use of displayed receipts, displaying an altered or falsified receipt or any receipt that has not been purchased from the multi-space parking meter controlling the parking space in which the vehicle displaying the receipt is parked. Violators will be subject to Table B fines under § 141-23 as set forth in the Fine Schedule as adopted by City Council.
    - [5] In excess of the posted time limits.
    - [6] For the Dover Transportation Center Parking Lot, failing over a period of five consecutive calendar days to park in an area specifically designated by the Chief of Police for such parking.
  - (b) Exception. No multi-space parking meter receipt is required for a vehicle parked in a parking meter zone for less than 15 minutes; this exception does not apply to metered parking lots or a metered parking garage.
  - (c) Each violation of the acts described in Subsection A(3)(a)[1] to [5] shall constitute a separate violation and additional violation.
  - (d) Use of a pay-by-plate application to pay for parking is permitted notwithstanding the provisions of Subsection A(3)(a)[1] under the following conditions:
    - [1] The pay-by-plate application is authorized for use in the City of Dover by the Chief of Police or designee.
    - [2] The pay-by-plate application is activated for the proper zone the vehicle is parked in.

**[3]** The fee has been paid for the specific vehicle and license plate using or occupying the parking.

- (4) It shall be unlawful for any person to park or allow any vehicle registered in their name to remain parked in a parking meter zone when time purchased on the parking meter for that vehicle and plate number has expired, except as provided in § 141-30.
  - (5) It shall be unlawful for any person to park or allow any vehicle registered in their name to be parked or left standing on any public highway or part of a public highway within the City in a parking meter zone without conforming to the provisions of this article.
  - (6) It shall be unlawful for any person to park in a metered on-street parking space without purchasing a parking session for the specific vehicle and plate number occupying the parking, or with a receipt from a multi-space parking meter in a metered parking lot or a metered parking garage.
  - (7) The City's print-at-home permit program provides permits specific to the single vehicle associated with each such permit. It shall be unlawful for any person to forge, falsify, or print multiple copies of print-at-home permits for use by others, or in any other way assist, facilitate, aid, or abet the use of a print-at-home permit by or for any other vehicle other than the permitted vehicle. Violators will be subject to Table B fines under § 141-23 as set forth in the Fine Schedule as adopted by City Council.
- B. Where a violation of this article is found, each additional one hour that a vehicle is so parked in violation shall constitute a separate additional violation.
  - C. The previous provisions of this article shall not apply to City-owned vehicles or to persons who are disabled and have obtained permission to park from the Chief of Police.
  - D. Chronic offenders. Any person with five violations of any subsection of § 141-31A(3), (4) or (6) in a calendar year for any metered parking space shall be fined as set forth in the Fine Schedule as adopted by City Council for each subsequent offense. If the chronic offender fine is not paid within 10 days, a new fine shall accrue as set forth in the Fine Schedule. If the chronic offender fine is not paid within 14 days after final notice, then a new fine shall be imposed as set forth in the Fine Schedule.
  - E. Displaying an altered or falsified parking permit, or parts thereof. Violations will be subject to a fine as set forth in the Fine Schedule as adopted by City Council. The violator's permit may also be revoked and no refund will be issued.

### § 141-32 Truck parking.

[Amended 10-11-2017 by Ord. No. 2017.09.27]

Vehicles over 19 feet in overall length, with permission of the Chief of Police, or designee, may stop and unload merchandise in a multi-space parking meter zone, but under no circumstances shall any vehicle obstruct or impede the free flow of traffic.

### § 141-33 Contractor parking.

[Amended 7-22-2020 by Ord. No. 2020.07.08-005]

- A. The Chief of Police, or designee, may permit plumbers, electricians, or other such workers or contractors to reserve a parking space(s) upon payment of a fee established in the Schedule of Fees adopted by City Council, provided that it is essential for work being done in the immediate area.
- B. In addition to the fee referenced in the paragraph (A) above, contractors shall also be required to pay any metered parking fees, per space, in effect in that location.

- C. Contractors not needing a space reserved shall only be responsible for the metered parking fees, per space, in effect in that location.
- D. Fees established in the Schedule of Fees for non-metered spaces are per space.

#### § 141-34 (Reserved) <sup>[1]</sup>

[1] *Editor's Note: Former § 141-34, Time limits, added 4-22-2015 by Ord. No. 2015.04.22-011, as amended, was repealed 7-22-2020 by Ord. No. 2020.07.08-005.*

#### § 141-35 Violations and penalties.

Any violations of any section of this article shall be handled by the Police Department in accordance with the procedures and penalties for other parking violations in Article III, §§ 141-22, 141-23, 141-24, 141-25 and 141-26.

#### § 141-36 Notification of unpaid fines; effect of fines on vehicle registration.

The provisions of RSA 231:130-a, Notification of Unpaid Fines, are hereby adopted by the City of Dover, New Hampshire.

- A. Pursuant to the adoption of RSA 231:130-a, the Tax Collector shall:
  - (1) Maintain a record in the office of the Tax Collector which shall contain a listing of all residents of the City of Dover who have outstanding parking violations incurred in municipalities that have adopted the provisions of this section.
  - (2) Notify the Town or City Clerk of any other municipality that has adopted the provisions of this section of any outstanding parking violations incurred by residents of such municipality within the limits of the notifying municipality.
  - (3) Notify the Town or City Clerk of any municipality that has adopted the provisions of this section of the payment of any outstanding parking violations incurred by residents of such municipality within the limits of the notifying municipality. Such action shall be taken within 10 days of the payment of the outstanding violation.
- B. The Tax Collector shall update and keep readily available the records required by RSA 231:30-a, I(a), in order that such records may be consulted at such time as residents of such municipalities apply for permits for the registration of vehicles pursuant to RSA 261:148.
- C. Furthermore, no resident in the City of Dover shall be allowed to register a vehicle until all outstanding parking violations have been paid to the City of Dover or to any other municipality that has adopted the provisions of RSA 231:130-a.

#### § 141-37 (Reserved) <sup>[1]</sup>

[1] *Editor's Note: Former § 141-37, In-vehicle parking meters, as amended 7-22-2020 by Ord. No. 2020.07.08-005, was repealed 10-11-2023 by Ord. No. 2023.09.27-11.*

#### § 141-38 Parking meter zones.

[Added 4-22-2015 by Ord. No. 2015.04.22-011]

Parking meter zones in the City of Dover shall be set forth in § 141-51, Schedule L, unless otherwise posted.



Mr. David Castellano  
93 Spinnaker Way  
Portsmouth, NH 03801

January 22, 2025

Portsmouth City Council  
c/ o City Manager's Office  
1 Junkins Avenue  
Portsmouth, NH 03801

Dear City Council Members,

We are the children of John & Frances Castellano, Mary Jo, John, and David. Our grandparents, John & Josephine Castellano, raised our father, John J., and his brother, Charles Castellano, in Portsmouth. I now live in Portsmouth with my own family. It would mean so much to us if we could have a memorial bench for our parents. Our father died an awful death from pancreatic cancer and chose to spread his ashes over the ocean. He did not want to have a headstone. Our Mother was buried in her birthplace with her family in New York. We would like to honor our father and mother with a memorial bench. They both visited Peirce Island together often. We would go there with them as children and adults.

Please find our application for a memorial bench. Thank you for your consideration.

Sincerely,

A handwritten signature in dark ink, appearing to read 'David Castellano', with a long, sweeping horizontal line extending to the right.

David Castellano

City of Portsmouth, NH  
Karen Conard, City Manager  
285 Market St  
Portsmouth, NH 03801

Dear Karen,

As we discussed, to commemorate the sudden passing of Chris Rice, the husband of our team member Meghan Rice, my team and I would like to place a granite memorial bench at the skate board park. We've spoken to Meghan and she likes this idea and is in support. I am respectfully requesting permission from the City to have a bench created and placed at the park. We will coordinate the specific location with the City.

Thanks for your help in remembering Chris in this special way.

Aileen Dugan

Aileen Dugan State Farm  
93 Middle Street  
Portsmouth, NH 03801  
603-433-3114



# Gift and Donation Submission Form

*Donations received by the City of Portsmouth must be accepted by the City Council. Please complete this form and submit it to the City Manager for inclusion on an upcoming agenda.*

Date:	May 15, 2025
Department/ Contact Person:	Chief McQuillen Fire Department
Donation Amount:	\$20,000.00

Are Funds to be directed to a particular department, program or fund? – If yes, please provide detail below:

“...to be used for the City of Portsmouth’s Ambulance, in grateful appreciation for assistance rendered to the grantor’s daughter, Rose Mary Corrigan.”

Is there a particular purpose intended with this donation:

See above

Other Information/Special Conditions:

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## Donor Information

First & Last Name:	
Business Name:	Mary E Corrigan Revocable Trust of 2016

*Please note that gifts/donations to individual employees with a value of \$100 or more are not permitted. Information with an asterisk (\*) indicates it will not be publicly distributed.*



## City of Portsmouth Memorandum

CM Info Item #1

To: City Manager Karen Conard, Emergency Management Director  
From: Kim McNamara, Health Department Director  
Re: Federal Funding Emergency Management Concerns Update  
Date: June 2, 2025

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I am concerned that disruption within the traditional roles of the Federal Emergency Management Agency (FEMA) may have negative impacts on local public health.

In the past, our emergency management operations such as sheltering, and other emergency functions of Police, Fire, and DPW have been eligible for 75% FEMA cost reimbursement if we operate under a declared emergency. We have utilized this reimbursement in the past. It is important to note that in prior shelter operations, we have not turned away any non-residents in need of help, nor would we in any future public health emergencies. During the December 2008 ice storm emergency, the City opened a shelter and received residents from several regional towns, and other New England states. Without federal reimbursement for these services, it would be difficult to absorb the added staffing, overtime, food and fuel consumption, and other services offered, or request reimbursement from other municipalities whose residents we sheltered.

Additionally, the Health Department relies heavily on no-cost training and certifications through professional organizations and public health agencies. I regret to inform you that the Federal Emergency Management Agency's (FEMA) Center for Domestic Preparedness' (CDP) *Environmental Health Training in Emergency Response (EHTER)* has been eliminated. Our Health Inspectors had been accepted and received cancellation notices this week.

The CDP has been training advanced all-hazard response to natural and human-caused disasters, to 60,000 emergency responders annually from state, local, tribal, and territorial governments since 1998. This specific EHTER course addressed post-disaster Environmental Health recovery in potentially hazardous and toxic environments for which we are responsible to plan and prepare. These public health emergency areas included disaster management when defined operations in specific containment systems, such as our water distribution and wastewater treatment systems, have been damaged, contaminated, or destroyed. Responder safety and health, food and drinking water safety, shelter and building assessments, wastewater and solid waste handling, vector control and pest management, and radiation and environmental health response were also addressed.

In light of the weakening federal response capacity across public health and emergency management areas, the Health Department is closely watching and participating in discussions and planning for several potential and current issues.

- On May 19, Portsmouth Health and School Department staff attended the NH DHHS Bureau of Emergency Preparedness, Response, and Recovery tabletop exercise to strengthen state and regional capability to feed impacted communities and emergency responders after disasters. Portsmouth staff joined officials from the Department of Agriculture, Department of Education, Department of Safety/Homeland Security and Emergency Management, and Bedford, Concord, Manchester, and Nashua. At this workshop, the State Public Health Emergency Planner said it is not known if FEMA reimbursement will still be available for disaster response.
- On June 10, Health Department staff will attend a Measles Tabletop Exercise at Portsmouth Regional Hospital. As of May 29, 2025, the CDC is reporting 1,088 confirmed cases of measles in 33 states and jurisdictions, including Vermont, New York, and Rhode Island. With summer travel concerns, this exercise will assess possible scenarios and response for Portsmouth.