



Portsmouth, NH City Council

Municipal Complex, Eileen Dondero Foley Council Chambers, Portsmouth, NH

Tuesday, February 17, 2026 at 7:00 PM

Register to participate via Zoom. A unique meeting ID and password are provided once you register. To register, click on the link below or copy and paste into your web browser:

https://us06web.zoom.us/webinar/register/WN_EPh9lIncSIGJ-22NpGSTlg

Anticipated Non-Public Session

5:15 PM – Anticipated Non-Public Session is being held in Conference Room A in Accordance with RSA 91-A:3, II (a), (d), (e), and (l)

Agenda

1. **Work Session**
2. **Public Dialogue Session (when applicable)**
3. **Call to Order (7:00 pm or thereafter)**
4. **Roll Call**
5. **Invocation**
6. **Pledge of Allegiance**
7. **Acceptance of Minutes** - *(There are no minutes on for acceptance this evening)*
8. **Recognitions and Volunteer Committee Reports**
 - A. *Recognition of Scholastic Writing Award Winners
 - B. *Recognition of Portsmouth High School Boys Alpine Ski Team Third Straight State Championship
9. **Public Comment Session**

This session shall not exceed 45 minutes; participation may be in person or via Zoom

10. Public Hearings and Vote On Ordinances and/or Resolutions

First Reading of Ordinance:

- A. First Reading of Ordinance Amending Chapter 1, ADMINISTRATIVE CODE, Article IV – COMMISSIONS AND AUTHORITIES, Section 1.415, be added to establish a permanent Sister City Committee (***Sample motion – move to pass first reading and schedule public hearing and second reading for March 16, 2026 City Council meeting***)
- B. First Reading of Ordinance Amending Chapter 10, Zoning Ordinance as follows: rezone parcel described on the City Tax Map 209, Lot 87 from Single Residence B (SRB) to Gateway Neighborhood Mixed Use Center (G2); and Article 4 Zoning Districts and Use Regulations, Section 10.440, Use 3.40 “Museum” to be changed from “S”, Special Exception to “P”, Permitted in Gateway Neighborhood Mixed Use Corridor (G1) and G2. The Zoning Maps to be amended are referenced in the City’s Zoning Ordinance at Chapter 10, Article 4, Zoning and District Use Regulations, 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, collectively the “Zoning Maps” (***Sample motion – move to pass first reading and schedule public hearing and second reading for March 16, 2026 City Council meeting***)
- C. First Reading of Ordinance Amending Chapter 10, Zoning Ordinance to change the zoning designation of the following parcels pursuant to Chapter 10, Article 4, Zoning and District Use Regulations, Section 10.421, District Location and Boundaries, Section 10.421.10 of the Zoning Ordinance (***Sample motion – move to pass first reading and schedule public hearing and second reading for March 16, 2026 City Council meeting***)
- D. PUBLIC HEARING AND ADOPTION of Resolution pursuant to RSA 72:35 for the Optional Veterans Tax Credit for Service-Connected Total Disability
- **PRESENTATION**
 - **CITY COUNCIL QUESTIONS**
 - **PUBLIC HEARING SPEAKERS**
 - **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**

OPTION 1:

Amend the optional Tax Credit for Service-Connected Total Disability to \$4,750 as of April 1, 2026, on the taxes due on the residential property of any veteran who has been honorably discharged or an officer honorably separated from military service and; who has a total and permanent service-connected disability; OR is a double amputee or

paralegic because of the service-connected injury; OR is the surviving spouse of a qualified veteran and has not remarried.

OPTION 2:

Amend the optional Tax Credit for Service-Connected Total Disability to \$5,000 as of April 1, 2026, on the taxes due on the residential property of any veteran who has been honorably discharged or an officer honorably separated from military service and; who has a total and permanent service-connected disability; OR is a double amputee or paralegic because of the service-connected injury; OR is the surviving spouse of a qualified veteran and has not remarried.

OPTION 3:

Do nothing. Beginning with April 1, 2026, tax year, qualified applicants choosing to receive the optional Tax Credit for Service-Connected Total Disability, will not be eligible to receive a tax credit under RSA's 72:28, 72:28-b, and 72:28-c, or an exemption under 72:36-a. The optional Tax Credit for Service-Connected Total Disability will remain at the current amount of \$4,000.00

E. PUBLIC HEARING AND ADOPTION of Resolution Pursuant to RSA 72:39-b Regarding the Elderly Exemption on Assessed Value for Qualified Taxpayers

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

OPTION 1:

Proposed increase of Elderly Exemption by the Social Security cost-of-living increase

Single	\$57,089 (increase of \$1,555)
Married	\$74,843 (increase of \$2,039)
Asset Limit	\$500,000

OPTION 2:

Proposed increase of Elderly Exemption by the November to November consumer price index

Single \$57,072 (increase of \$1,538)
Married \$74,821 (increase of \$2,017)
Asset Limit \$500,000

OPTION 3

Proposed increase of Elderly Exemption

Do Nothing

The elderly exemption shall remain unchanged except as amended hereby

F. PUBLIC HEARING AND ADOPTION of Resolution Pursuant to RSA 72:37-b regarding the disabled exemption based on assessed value for qualified taxpayers

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

OPTION 1:

Proposed increase of Disabled Exemption by the Social Security cost-of-living increase

Single \$57,089 (increase of \$1,555)
Married \$74,843 (increase of \$2,039)
Asset Limit \$500,000

OPTION 2:

Proposed increase of Disabled Exemption by the November to November consumer price index

Single \$57,072 (increase of \$1,538)
Married \$74,821 (increase of \$2,017)
Asset Limit \$500,000

OPTION 3:

Proposed increase of Disabled Exemption

Do Nothing

The disabled exemption shall remain unchanged except as amended hereby

G. PUBLIC HEARING AND SECOND READING of Ordinance amendment to Chapter 10, ZONING ORDINANCE, be amended as follows: Article 5 - Dimensional and Intensity Standards, Section 10.515.14, Power Generators; Article 15 - Definitions, Section 10.1530 - Terms of General Applicability, amending Building Coverage, Mechanical System, Power Generator and Structure (**Sample motion – move to pass second reading and hold third and final reading at the March 2, 2026**)

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

H. PUBLIC HEARING AND SECOND READING of Ordinance amendment to Chapter 10, ZONING ORDINANCE, be amended as follows: Article I – Purpose and Applicability, Section 10.122 (1), Sustainability Objectives; Article 4 – Zoning and Use Regulations, Section 10.440 – amending Table of Uses for Ground Mounted Solar Energy Systems; Article 8 – Supplemental Use Standards, Section 10.811 – amending Accessory Uses to Permitted Residential Uses; and Article 15 – Definitions, Section 10.1530 – Terms of General Applicability, amending Solar Energy Systems and Structure (**Sample motion – move to pass second reading and hold third and final reading at the March 2, 2026**)

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

I. PUBLIC HEARING AND SECOND READING of Ordinance amendment to Chapter 10, ZONING ORDINANCE, be amended as follows: Article 8 – Supplemental Use Standards, Section 10.814 – Accessory Dwelling Units, amending ordinance to comply with state law; and amendments to Article 4 – Zoning and Use Regulations, Section 10.440 – amending Table of Uses for Accessory Dwelling Units (**Sample motion – move to pass second reading and hold third and final reading at the March 2, 2026**)

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

J. PUBLIC HEARING AND SECOND READING of Ordinance amendment to Chapter 10, ZONING ORDINANCE, Article 11 – Site Development Standards, Section 10.1112.311 – Off-Street Parking Requirements (**Sample motion – move to pass second reading and hold third and final reading at the March 2, 2026**)

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

11. City Manager’s Items Which Require Action

- A. *Request for Community Revitalization Tax Relief Incentive Work Session
- B. Access Easement for Water Services for Property Located at 4 Sagamore Road
- C. Request to Schedule Public Hearing on Refunding Bond Authorization on March 2nd
- D. Request to Schedule a Public Hearing on Supplemental Appropriation for Outside Counsel on March 2nd

12. Consent Agenda

- A. Letter from Warren Widener, Seacoast Lacrosse Club, requesting permission to affix and display banners on the fences at the Recreation Athletic Field for the spring 2026 lacrosse season (**Anticipated action – move to refer to the City Manager with Authority to Act**)
- B. Letter from Heidi Carrington Heath, New Hampshire Outright, requesting permission to hold the Weekend of Love celebrating Pride and Fill-the-Hall on June 20, 2026 (**Anticipated action – move to refer to the City Manager with Authority to Act**)
- C. Letter for IAPP, requesting permission to hold the Navigate 2026: Digital Policy Leadership Summit on Wednesday, June 24, 2026 and Thursday, June 25, 2026 at several locations in downtown Portsmouth (**Anticipated action – move to refer to the City Manager with Authority to Act**)
- D. Letter from Rich Clyborne, Gundalow Company, requesting permission to conduct the Round Island Regatta on Saturday, August 8, 2026 (**Anticipated action – move to refer to the City Manager with Authority to Act**)

- E. Letter from Chris Maden, Portsmouth Maritime Folk Festival, requesting permission to hold the Portsmouth Maritime Folk Festival on Saturday, September 26, 2026 and Sunday, September 27, 2026 (***Anticipated action – move to refer to the City Manager with Authority to Act***)

13. Presentations and Written Communications

- A. Email Correspondence

14. Mayor McEachern

- A. Boards, Commissions, and Committees 2025 Attendance Records (***Sample motion – move to accept and approve the 2025 Attendance Records as presented***)
- B. *Appointments to be Voted:
- Appointment of Sarah Illingworth as an Alternate to the Arts & Cultural Commission
 - Appointment of Mary Claire Rodriguez-Abbott to the Portsmouth Energy Advisory Committee
 - Appointment of Heather Krans to the Public Art Review Committee
 - Appointment of Christopher Clement, Sr. to the Trustees of the Trust Funds

15. City Council Members

A. Assistant Mayor Kelley

- City Council Principles for Legislative Policies (***Sample motion – move to approve the City Council Principles for Legislative Positions as presented, which authorize the City to take positions on legislation consistent with these principles***)
- Legislative Subcommittee's Procedures for Submission of Testimony (***Sample motion – move to approve the Legislative Subcommittee's Procedures for Submission of Testimony as presented***)

B. Councilor Cook

- Housing Action Plan (***Sample motion – move to develop a Housing Action Plan by July 2026, as specified by the Council's 2026-2027 Goals***)

C. Councilor Blalock

- *Requesting a Quarterly Committee to meet and review the work of the Behavioral Health Organizations in Portsmouth (***Sample motion – move to evaluate the current community health needs, identify service gaps, and develop coordinated, equitable, and sustainable recommendations aimed at improving mental health for all Portsmouth residents***)

16. Approval of Grants/Donations

- A. Approval of Grant Agreement with the U.S. Department of Housing and Urban Development (HUD) - \$850,000.00 (***Sample motion – move to accept up to \$850,000.00 from the U.S. Department of Housing and Urban Development and to authorize the City Manager to enter into a Grant Agreement, including any future schedule modifications, to support design and construction services for two trailhead facilities***)
- B. Approval of Grant Agreement with the U.S. Environmental Protection Agency (EPA) – to Protect the Water Quality of the Bellamy Reservoir - \$714,000.00 (***Sample motion – move to accept up to \$714,000.00 from the U.S. Environmental Protection Agency and to authorize the City Manager to enter into the Grant Agreement as presented***)

17. City Manager’s Informational Items

- A. *Update on FlashVote Survey Regarding Public Art

18. Miscellaneous Business Including Business Remaining Unfinished At Previous Meeting

19. Adjournment (At 10:30 pm or earlier)

*Indicates verbal report with no attachments

KELLI L. BARNABY, MMC/CNHMC
CITY CLERK

ORDINANCE

THE CITY OF PORTSMOUTH ORDAINS

That Chapter 1, ADMINISTRATIVE CODE, Article IV – COMMISSIONS AND AUTHORITIES, Section 1.415, be added to establish a permanent Sister City Committee, of the Ordinances of the City of Portsmouth, as follows (deletions from existing language **stricken**; additions to existing language **bolded**; remaining language unchanged from existing):

A. Mission: The mission of the Sister City Committee is to foster international friendship and understanding through cultural, educational, and economic exchanges with our sister cities and friendship cities. Our goal is to enrich our community's global perspective, promote cultural awareness, and build lasting relationships that benefit both Portsmouth and our international partners.

B. Membership and Term: The Sister City Committee will consist of one City Councilor to be designated by the Mayor to serve concurrently with their two year Council term, and three community members to serve three year terms each. As attrition causes the number of community members to drop below three, the Mayor will appoint, with Council approval, new members to three year staggered terms. In addition, the Library Director will serve as a member of the committee.

C. Qualifications: Members will have demonstrated knowledge of and interest in the City's history and affiliation with its sister and friendship cities.

D. Powers and Duties: The Sister City Committee will provide advice, guidance and assistance to the City Council, the City Manager, and City Boards with respect to the following goals and shall, with the advice and consent of the City Council;

1. Organize and promote cultural events that celebrate traditions, arts, and heritage of our sister and friendship cities.
2. Facilitate artist and performer exchanges to showcase diverse cultural expressions.
3. Develop student exchange programs that allow local youth to experience life in sister and friendship cities, enhancing their global awareness and understanding.
4. Create opportunities for local businesses to connect with counterparts in our sister and friendship cities, thereby fostering trade and collaboration.
5. Promote tourism initiatives that encourage residents and visitors to explore the unique offerings of our sister and friendship cities.
6. Engage Portsmouth residents through volunteer opportunities.

7. Support initiatives that address global challenges and encourage global citizenship.
8. Foster healthy international relationships through common international languages, such as sports and mathematics.

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 passage.

APPROVED:

Deaglan McEachern, Mayor

ADOPTED BY COUNCIL:

Kelli L. Barnaby, City Clerk

ORDINANCE # -26
THE CITY OF PORTSMOUTH ORDAINS

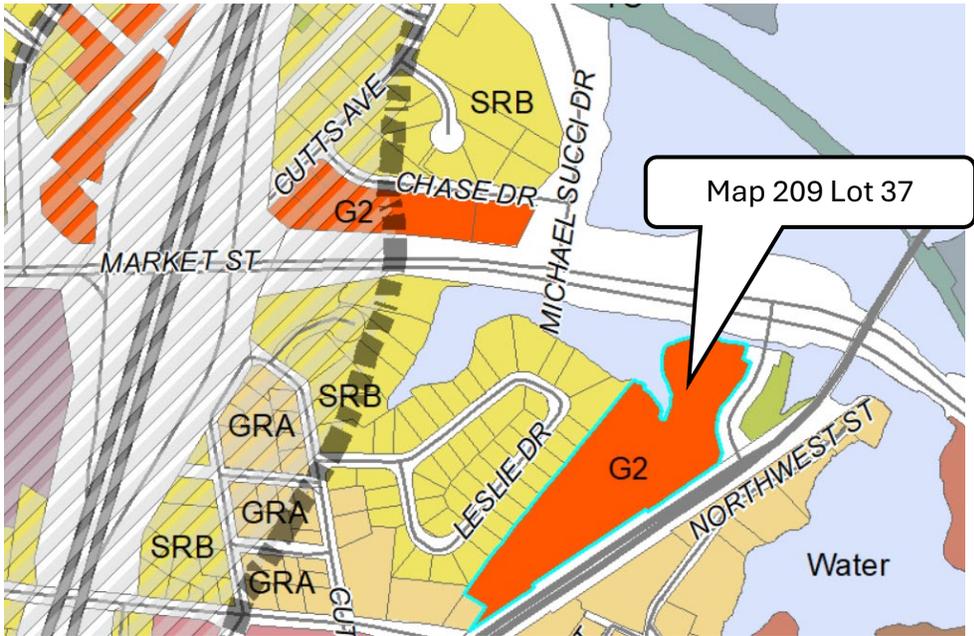
That Chapter 10, ZONING ORDINANCE, CITY OF PORTSMOUTH ZONING MAP be amended as follows: rezone parcel described on the City Tax Map 209 Lot 87 from Single Residence B (SRB) to Gateway Neighborhood Mixed Use Center (G2); and Article 4 Zoning Districts and Use Regulations, Section 10.440, Use 3.40 "Museum" to be changed from "S", Special Exception to "P", Permitted in Gateway Neighborhood Mixed Use Corridor (G1) and G2. 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, collectively the "Zoning Maps".

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

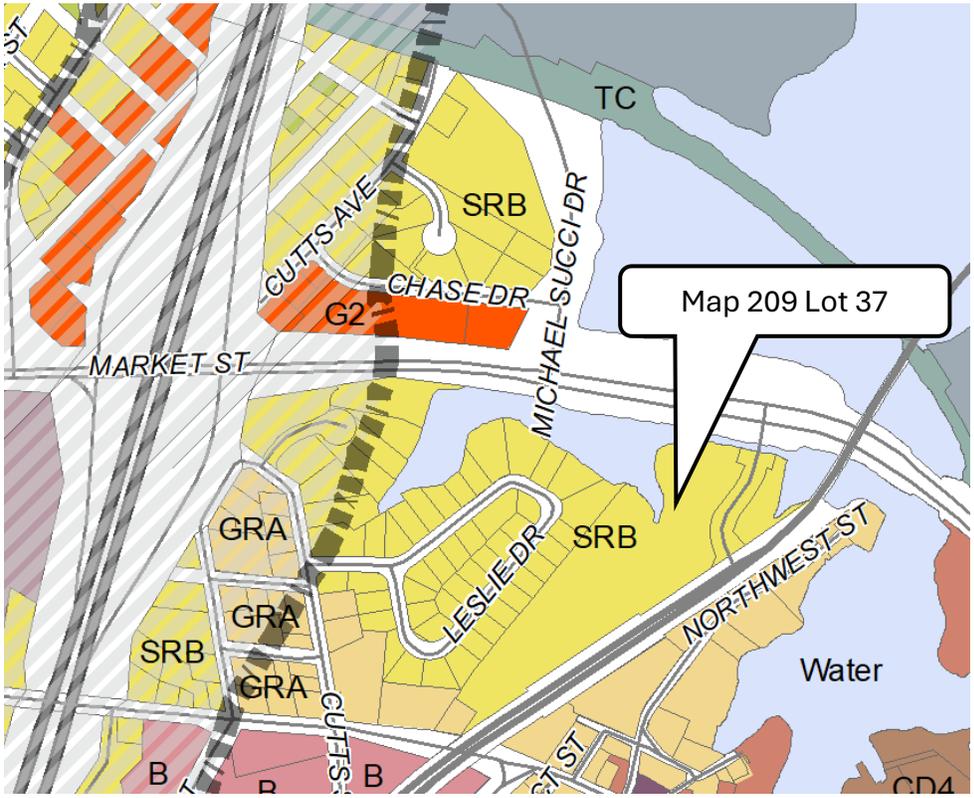
Section 10.440

Use	R SRA SRB	GR A GR C (A) B	GA/ MH	MR O CD4 -L1	CD4 -L2 B	MR B	CD5 CD4	GB	G1	G2	B CD4 -W	WB	OR	I	WI	Supplemental Regulations		
3. Educational, Religious, Charitable, Cultural and Public Uses																		
3.10 Place of assembly																		
3.11 Religious	S	S	S	N	N	S	S	S	S	S	S	S	S	N	N	N	N	
3.12 Other nonprofit	N	N	N	N	N	S	S	S	S	S	S	S	S	N	N	N	N	
3.20 School																		
3.21 Primary or secondary	N	N	N	N	N	S	S	P	P	P	S	S	P	P	N	N	N	
3.30 Post-secondary	N	N	N	N	N	S	S	P	P	P	S	S	P	N	P	P	N	
3.30 Historic preservation building	S	S	S	S	S	P	P	P	P	P	P	P	P	N	P	N	N	10.821 (Historic Preservation Buildings and Museums)
3.40 Museum	N	N	N	N	N	P	P	N	P	P	S	S	P	N	P	N	N	10.821 (Historic Preservation Buildings and Museums)
3.50 Performance facility																		

Proposed



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



ALBACORE PARK

National Historic Landmark site

569 Submarine Way, Portsmouth, NH 03801

603-436-3680 | www.ussalbacore.org



October 17, 2025

Mayor Deaglan McEachern
City of Portsmouth
1 Junkins Avenue
Portsmouth, NH 03801

Dear Mayor McEachern,

The Portsmouth Submarine and Maritime Association (PSMA), also known as Albacore Park, respectfully submits this request for a zoning change for the property located at 569 Submarine Way, Portsmouth, NH.

PSMA is a nonprofit organization established in 1981 and dedicated to preserving and interpreting the naval and maritime heritage of the Portsmouth region. We are proud stewards of the historic research submarine USS ALBACORE (AGSS-569)—a pioneering vessel that played a vital role in advancing modern submarine design.

As caretakers of the USS *Albacore*, PSMA oversees the management, maintenance, and public display of the submarine, its visitor center, museum, and the surrounding park grounds. Our mission is to honor the legacy of the United States Submarine Force, educate the public on local shipbuilding and naval history, and inspire future generations through engaging learning experiences.

Beyond our preservation work, Albacore Park serves as a hub for community and educational engagement. We host events honoring veterans and active-duty personnel, provide space for military ceremonies and reenactments, and offer maritime- and STEM-focused programs that enrich the public's understanding of naval innovation and service.

Looking ahead, PSMA has developed plans to expand and enhance the visitor experience at Albacore Park through the following initiatives:

- Development of an outdoor museum featuring naval and maritime artifacts.
- Creation of an outdoor science education center to complement our newly established *Center of Excellence* promoting careers in Science, Technology, Engineering, Mathematics (STEM), and the Skilled Trades.
- Establishment of an expanded public-access picnic area for community use.



Portsmouth Submarine & Maritime Association
Fleet Member — Historic Naval Ships Association



These improvements may involve the construction of small accessory structures and/or other ground disturbing activities to support the new uses and amenities.

Currently, Albacore Park is zoned Single Residence B (SRB) and has operated under a variance since its establishment. As the site has no foreseeable intent for single-family residential development, and future enhancements would likely require additional variances, PSMA respectfully requests that the property be rezoned to Gateway Neighborhood Mixed Use Corridor (G1). Additionally, we request that the definition of the G1 zone be amended to include "museum use" as a permitted use by right.

Enclosed for your reference is a site plan of the Albacore Park property. We would welcome the opportunity to discuss this request further with you and the appropriate city staff.

Thank you for your time, consideration, and continued support of Portsmouth's rich maritime legacy.

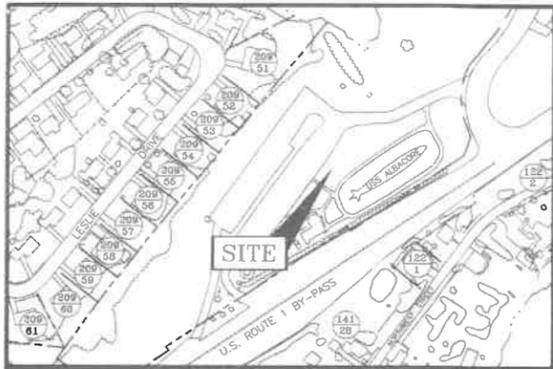
Sincerely,



Dean J. Savramis
Executive Director
Portsmouth Submarine and Maritime Association (Albacore Park)
569 Submarine Way
Portsmouth, NH 03801

dsavramis@ussalbacore.org
603-436-3680 x407

Enclosure



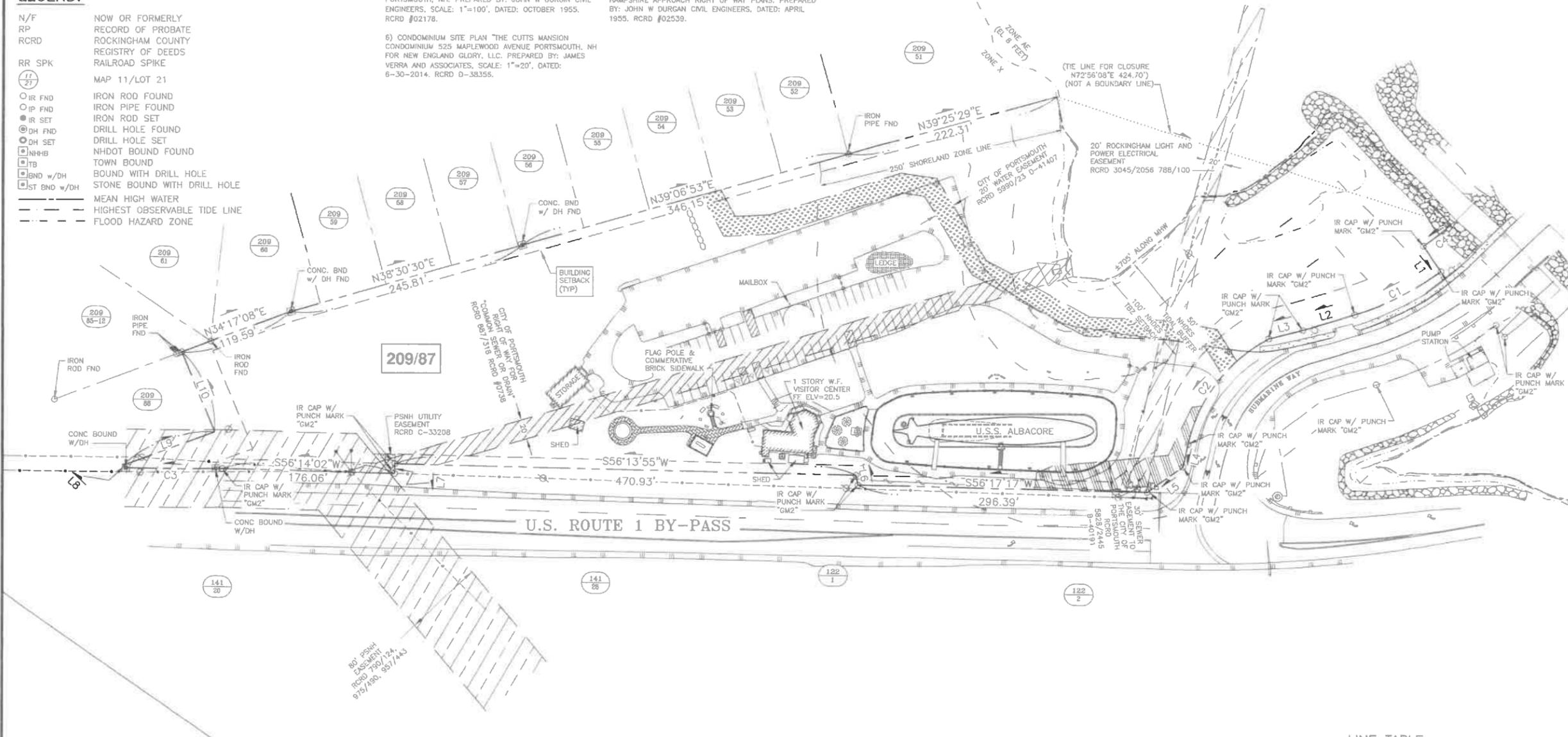
LOCATION MAP SCALE: 1" = 200'

LEGEND:

- N/F NOW OR FORMERLY
- RP RECORD OF PROBATE
- RCRD ROCKINGHAM COUNTY
- RR SPIK REGISTRY OF DEEDS
- RR SPIK RAILROAD SPIKE
- MAP 11/LOT 21
- IR FND IRON ROD FOUND
- IP FND IRON PIPE FOUND
- IR SET IRON ROD SET
- DH FND DRILL HOLE FOUND
- DH SET DRILL HOLE SET
- NHNB NHDOT BOUND FOUND
- TB TOWN BOUND
- BND w/DH BOUND WITH DRILL HOLE
- ST BND w/DH STONE BOUND WITH DRILL HOLE
- MEAN HIGH WATER
- HIGHEST OBSERVABLE TIDE LINE
- FLOOD HAZARD ZONE

PLAN REFERENCES:

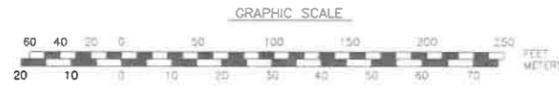
- 1) LAND OF INTERSTATE BRIDGE AUTHORITY FOR ALBACORE MEMORIAL PARK ROUTE 1-BYPASS PORTSMOUTH, NH. PREPARED BY: RICHARD P MILLETTE AND ASSOCIATES, SCALE: 1"=60', DATED: 11/16/84. RCRD D-13159.
- 2) STATE OF NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY PLANS X-5379(025) NH PROJECT NO. 13455 US ROUTE 1 BYPASS OVER PISCATAQUIA RIVER BRIDGE NO. 251/108. PREPARED BY: GM2 ASSOCIATES, SCALE: 1"=20', DATED: JULY 17, 2019. RCRD D-41603.
- 3) EASEMENT PLAN FOR MUDFLAT & SALT MARSH MITIGATION SITES ALONG INNER INNER CUTTS COVE ADJACENT TO MARKET STREET EXTENSION PORTSMOUTH, NH. PREPARED BY: KIMBALL CHASE FOR BALSAM ENVIRONMENTAL CONSULTANTS, INC. DATED: APRIL, 1994. SCALE: 1"=60'. NOT RECORDED.
- 4) SITE PLAN FOR MUDFLAT & SALT MARSH MITIGATION SITES ALONG INNER INNER CUTTS COVE ADJACENT TO MARKET STREET EXTENSION PORTSMOUTH, NH. PREPARED BY: KIMBALL CHASE FOR NEW HAMPSHIRE PORT AUTHORITY, DATED: APRIL 14, 1994. SCALE: 1"=60'. NOT RECORDED.
- 5) PLAN OF BERSUM GARDENS FOR MARGO CONST. CO. PORTSMOUTH, NH. PREPARED BY: JOHN W DURGIN CIVIL ENGINEERS, SCALE: 1"=100', DATED: OCTOBER 1955. RCRD #02178.
- 6) CONDOMINIUM SITE PLAN "THE CUTTS MANSION CONDOMINIUM 525 MAPLEWOOD AVENUE PORTSMOUTH, NH FOR NEW ENGLAND GLORY, LLC. PREPARED BY: JAMES VERRA AND ASSOCIATES, SCALE: 1"=20', DATED: 6-30-2014. RCRD D-38355.
- 7) PORTSMOUTH POWER COMPANY POWER TRANSMISSION LINE ACROSS LAND OF RICHARD H HAM PORTSMOUTH, NH. SCALE: 1"=200', DATED: MARCH 21, 1924. RCRD #0353.
- 8) CITY OF PORTSMOUTH, NH BOARD OF PUBLIC WORKS LAYOUT OF PROPOSED SEWER ON PROPERTY OF R.H. HAM MAPLEWOOD AVENUE. PREPARED BY: JOHN W DURGIN, SCALE: 1"=200', DATED: FEBRUARY 1929. RCRD #0738.
- 9) WATER EASEMENT PLAN ACROSS LAND OF ALBACORE TRUST LESLIE DRIVE COUNTY OF ROCKINGHAM PORTSMOUTH, NH. PREPARED BY: RICHARD P MILLETTE AND ASSOCIATES, SCALE: 1"=10', DATED: JULY 26, 1984. RCRD C-12849.
- 10) EASEMENT PLAN PORT OF PORTSMOUTH MARITIME MUSEUM ASSOCIATION & PUBLIC SERVICE OF NEW HAMPSHIRE ALBACORE PARK PORTSMOUTH, NH. PREPARED BY: WILLIAM T WORMELL, SCALE: 1"=50', DATED: 11/2/05. RCRD C-33208.
- 11) NEW HAMPSHIRE GAS & ELECTRIC COMPANY PLAN SHOWING REROUTING OF TRANSMISSION LINE ROUTE T503 FROM JACKSON HILL SUB STATION THROUGH POLE T21-5038 SHOWING RIGHT OF WAY CHANGES. SCALE: 1"=40', DATED: 12-9-1939, PLAN Y368A. RCRD #03429.
- 12) ME NH INTERSTATE BRIDGE AUTHORITY NEW HAMPSHIRE APPROACH RIGHT OF WAY PLANS. PREPARED BY: JOHN W DURGIN CIVIL ENGINEERS, DATED: APRIL 1955. RCRD #02539.



I CERTIFY THAT THIS PLAN WAS PREPARED UNDER MY DIRECT SUPERVISION, THAT IT IS THE RESULT OF A FIELD SURVEY BY THIS OFFICE AND HAS AN ACCURACY OF THE CLOSED TRAVERSE THAT EXCEEDS THE PRECISION OF 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.

JOHN W. CHAGNON, L.L.S. 738
DATE: 4.19.24



CURVE TABLE:

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	325.00'	98.66'	98.28'	S28°00'59" W	17°23'37"
C2	165.00'	140.18'	136.01'	S01°51'33" W	48°40'43"
C3	2915.00'	98.67'	98.66'	S55°13'39" W	1°56'22"
C4	280.00'	36.07'	36.05'	S17°02'20" W	7°22'52"

LINE TABLE:

LINE	BEARING	DISTANCE
L1	S69°16'14" E	32.00'
L2	S38°45'23" W	57.13'
L3	S40°26'15" W	35.88'
L4	S22°28'48" E	24.15'
L5	S19°49'28" W	45.11'
L6	N46°29'25" W	10.31'
L7	S33°36'34" E	10.00'
L8	N82°03'04" W	3.84'
L9	N34°27'30" E	99.58'
L10	N57°20'18" W	88.89'

- NOTES:
- 1) PARCEL IS SHOWN ON THE CITY OF PORTSMOUTH ASSESSOR'S MAP 209 AS LOT 87.
 - 2) OWNERS OF RECORD: PORTSMOUTH SUBMARINE MEMORIAL ASSOCIATION 569 SUBMARINE WAY PORTSMOUTH, N.H. 03801 2532/1623, 5551/1278
 - 3) PARCEL IS PARTIALLY IN SPECIAL FLOOD HAZARD AREA (AE EL. 8) AS SHOWN ON FIRM PANEL 33015C0259F. DATED JANUARY 29, 2021.
 - 4) EXISTING LOT AREA: 302,176 S.F.± 6,9370 AC.± 705'± ALONG MEAN HIGH WATER
 - 5) PARCEL IS LOCATED IN SINGLE RESIDENCE B DISTRICT.
 - 6) DIMENSIONAL REQUIREMENTS: MIN. LOT AREA: 15,000 S.F. FRONTAGE: 100 FEET SETBACKS: FRONT 30 FEET SIDE 10 FEET REAR 30 FEET MAXIMUM STRUCTURE HEIGHT: 35 FEET MAXIMUM BUILDING COVERAGE: 20% MINIMUM OPEN SPACE: 40%
 - 7) THE PURPOSE OF THIS PLAN IS TO SHOW THE RESULTS OF A STANDARD BOUNDARY SURVEY OF ASSESSOR'S MAP 209 LOT 87 IN THE CITY OF PORTSMOUTH.
 - 8) VERTICAL DATUM IS NAVD88. BASIS OF VERTICAL DATUM IS REDUNDANT GNSS OBSERVATIONS.
 - 9) MEAN HIGH WATER SHOWN AT ELEVATION 3.81' (NAVD88) PER NOAA STATION 8419870 SEAVY ISLAND, PORTSMOUTH HARBOR TIDAL DATUM.
 - 10) PARCEL IS BURDENED BY AN 80' WIDE UTILITY EASEMENT TO PUBLIC SERVICE OF NEW HAMPSHIRE, SEE RCRD 790/124, 975/490, 957/443.
 - 11) PARCEL IS BURDENED BY A PUBLIC SERVICE UTILITY EASEMENT "A" SEE RCRD C-33208.
 - 12) PARCEL IS BURDENED BY A 30' SEWER EASEMENT TO THE CITY OF PORTSMOUTH, SEE RCRD 5828/2445 AND RCRD B-40191.
 - 13) PARCEL IS BURDENED BY A 20' WATER EASEMENT TO THE CITY OF PORTSMOUTH, SEE RCRD 5990/23 AND RCRD D-41407.
 - 14) PARCEL IS BURDENED BY A RIGHT OF WAY FOR COMMON SEWER OR DRAIN TO THE CITY OF PORTSMOUTH, SEE RCRD 887/318 AND RCRD #0738.
 - 15) PARCEL IS BURDENED BY A 20' POWER AND ELECTRIC EASEMENT TO ROCKINGHAM LIGHT AND POWER, SEE RCRD 3045/2056 AND 788/100.



200 Griffin Road, Unit 3 Portsmouth, NH 03801 603-430-0292

WWW.HALEYWARD.COM

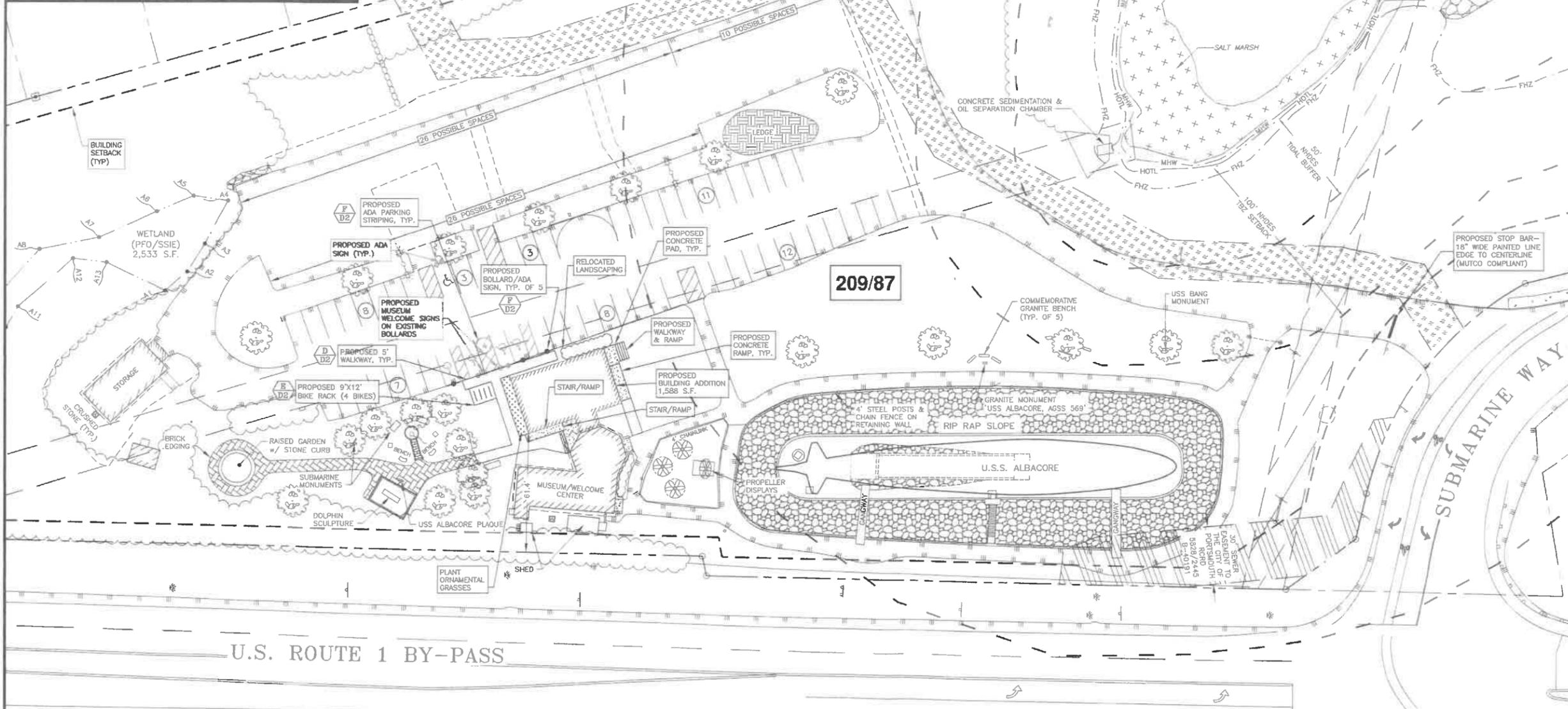
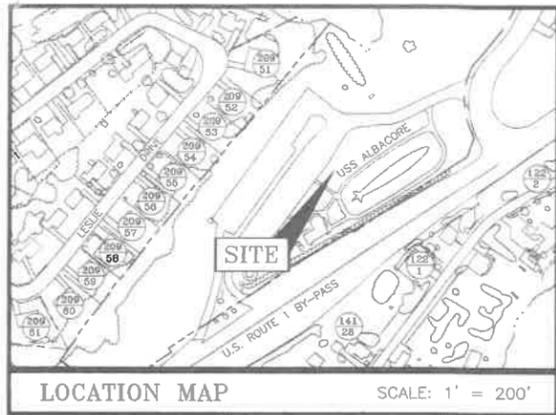
PROJECT: ALBACORE PARK BUILDING ADDITION 569 SUBMARINE WAY PORTSMOUTH, NEW HAMPSHIRE OWNER: PORTSMOUTH SUBMARINE MEMORIAL ASSOCIATION

BOUNDARY PLAN AMENDED SITE PLAN

DATE: OCTOBER 2023	SCALE: 1" = 60'
DRAWN BY: RJB	DESIGNED BY: JRC
PROJECT NO: 5010373-452.02	FIELD BOOK & PAGE: FB 347 PG 20
SHEET NO:	DWG NO:



SHEET 1 C1



- NOTES:**
- 1) PARCEL IS SHOWN ON THE CITY OF PORTSMOUTH ASSESSOR'S MAP 209 AS LOT 87.
 - 2) OWNERS OF RECORD:
PORTSMOUTH SUBMARINE MEMORIAL ASSOCIATION
569 SUBMARINE WAY
PORTSMOUTH, N.H. 03801
2532/1623, 5551/1278
 - 3) PARCEL IS PARTIALLY IN SPECIAL FLOOD HAZARD AREA (AE, EL. B) AS SHOWN ON FIRM PANEL 33015C0259F, DATED JANUARY 29, 2021.
 - 4) EXISTING LOT AREA:
302,176 S.F. ±
6.9370 AC. ±
 - 5) PARCEL IS LOCATED IN SINGLE RESIDENCE B DISTRICT
 - 6) DIMENSIONAL REQUIREMENTS:
MIN. LOT AREA: 15,000 S.F.
FRONTAGE: 100 FEET
SETBACKS: FRONT 30 FEET
SIDE 10 FEET
REAR 30 FEET
MAXIMUM STRUCTURE HEIGHT: 35 FEET
MAXIMUM BUILDING COVERAGE: 20%
MINIMUM OPEN SPACE: 40%
 - 7) THE PURPOSE OF THIS PLAN IS TO SHOW THE PROPOSED MUSEUM BUILDING ADDITION ON ASSESSOR'S TAX MAP 209 LOT 87 IN THE CITY OF PORTSMOUTH. ADDITION TO BE OVER CRAWL SPACE.
 8. ADD MOTION ACTIVATED BUILDING MOUNTED DARK SKY LIGHTS TO ILLUMINATE THE NEW WALKWAYS.
 9. CONTRACTOR TO PROVIDE SHOP DRAWINGS OF PROPOSED CONCRETE BUILDING EXIT PADS, CONCRETE RAMPS, AND STEPS TO ENGINEER & ARCHITECT PRIOR TO CONSTRUCTION.
 10. ADA PARKING SPACE REQUIREMENT:
TOTAL SPACES: 119
REQUIRED ADA: 5

LEGEND:

N/F	NOW OR FORMERLY
RP	RECORD OF PROBATE
RCRD	ROCKINGHAM COUNTY
	REGISTRY OF DEEDS
(11/21)	MAP 11 / LOT 21
---	BOUNDARY
---	SETBACK
○	RAILROAD SPIKE FOUND
○	IRON ROD/PIPE FOUND
○	DRILL HOLE FOUND
○	STONE/CONCRETE BOUND FOUND
○	RAILROAD SPIKE SET
○	IRON ROD SET
○	DRILL HOLE SET
○	GRANITE BOUND SET

No.	DATE	DESCRIPTION	BY	CHK.
5	02/06/25	ADA PARKING	EDS	JRC
4	03/20/24	FOR RECORDING	SJR	JRC
3	12/22/23	ADA PARKING SIGNAGE	SJR	JRC
2	12/5/23	PARKING VARIANCE	SJR	JRC
1	11/20/23	ISSUED FOR TAC APPROVAL	SJR	JRC
0	11/7/23	ISSUED FOR COMMENT	RJB	JRC

RECORDING PLAN

AMBIT ENGINEERING, INC.
A DIVISION OF HALEY WARD, INC.

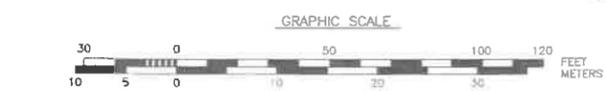
200 Griffin Road, Unit 3
Portsmouth, NH 03801
603.430.9282

WWW.HALEYWARD.COM
PROJECT
ALBACORE PARK BUILDING ADDITION
569 SUBMARINE WAY, PORTSMOUTH, NEW HAMPSHIRE
OWNER: PORTSMOUTH SUBMARINE MEMORIAL ASSOCIATION

TITLE
BOUNDARY PLAN
AMENDED SITE PLAN

DATE	OCTOBER 2023	SCALE	1" = 30'
DRAWN BY	OMS	DESIGNED BY	JRC
		CHECKED BY	JRC
PROJECT NO.	5010373-452.02	FIELD BOOK & PAGE	FB 347 PG. 20
SHEET NO.		DWG NO.	

SHEET 2 **C2**



ZONING BOARD OF ADJUSTMENT APPROVAL:
REQUEST TO CONSTRUCT AN ADDITION TO THE EXISTING BUILDING TO SUBSTANTIALLY INCREASE THE USE WHICH REQUIRES THE FOLLOWING:
1. VARIANCE FROM SECTION 10.440 USE #3.40 TO ALLOW A MUSEUM WHERE THE USE IS NOT PERMITTED.
APPROVAL GRANTED: OCTOBER 17, 2023.

CONDITIONS OF APPROVAL:

1. ALL CONDITIONS ON THIS PLAN SHALL REMAIN IN PERPETUITY PURSUANT TO THE REQUIREMENTS OF THE SITE PLAN REVIEW REGULATIONS.
2. THIS SITE PLAN SHALL BE RECORDED IN THE ROCKINGHAM COUNTY REGISTRY OF DEEDS.
- 2.1 THE APPLICANT WILL PROVIDE DOCUMENTATION THAT IT HAS ISSUED AND RECORDED A LICENSE AUTHORIZING THE CITY TO UTILIZE ITS EXISTING WATER LINE EASEMENT, THE TERMS AND CONDITIONS TO BE APPROVED BY THE PLANNING & SUSTAINABILITY DIRECTOR.
3. ALL IMPROVEMENTS SHOWN ON THIS SITE PLAN SHALL BE CONSTRUCTED AND MAINTAINED IN ACCORDANCE WITH THE PLAN BY THE PROPERTY OWNER AND ALL FUTURE PROPERTY OWNERS. NO CHANGES SHALL BE MADE TO THIS SITE PLAN WITHOUT THE EXPRESS APPROVAL OF THE PORTSMOUTH PLANNING DIRECTOR.

ZONING DATA	REQUIRED	PROPOSED
MIN. LOT AREA	15,000 S.F.	302,176 S.F.
FRONTAGE	100 FEET	>100 FEET
SETBACKS		
	FRONT 30 FEET	62 FEET
	SIDE 10 FEET	>10 FEET
	REAR 30 FEET	>30 FEET
MAXIMUM STRUCTURE HEIGHT	35 FEET	TO CONFORM
MAXIMUM BUILDING COVERAGE	20%	1%
MINIMUM OPEN SPACE	40%	>40%

SPECIAL EXCEPTION FOR MUSEUM USE - GRANTED 10/17/2023

APPROVED BY THE PORTSMOUTH PLANNING BOARD
CHAIRMAN _____ DATE _____

THE CITY OF PORTSMOUTH ORDAINS

That Chapter 10, ZONING ORDINANCE, CITY OF PORTSMOUTH ZONING MAP of the Ordinances of the City of Portsmouth, be amended to change the zoning designation of the following parcels pursuant to Chapter 10, Article 4, Zoning and District Use Regulations, Section 10.421, District Location and Boundaries, Section 10.421.10 of the Zoning Ordinance as follows:

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

That the Zoning Map be amended so that the following described parcels are rezoned from Office Research (OR) to **Gateway Neighborhood Mixed Use Corridor (G1)**:

City Tax Map 219, Lot 63

That the Zoning Map be amended so that the following described parcels are rezoned from Industrial (I) to **Gateway Neighborhood Mixed Use Corridor (G1)**:

City Tax Map 285, Lot 4

City Tax Map 285, Lot 9

City Tax Map 285, Lot 11-A2

City Tax Map 285, Lot 11-B

City Tax Map 285, Lot 16-3

That the Zoning Map be amended so that the following described parcels are rezoned from Industrial (I) to **Gateway Neighborhood Mixed Use Center (G2)**:

City Tax Map 253, Lot 6

City Tax Map 253, Lot 7

City Tax Map 253, Lot 8

That the Zoning Map be amended so that the following described parcel is rezoned from Mixed Residential Business (MRB) to **Gateway Neighborhood Mixed Use Corridor (G1)**:

City Tax Map 268, Lot 13

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.

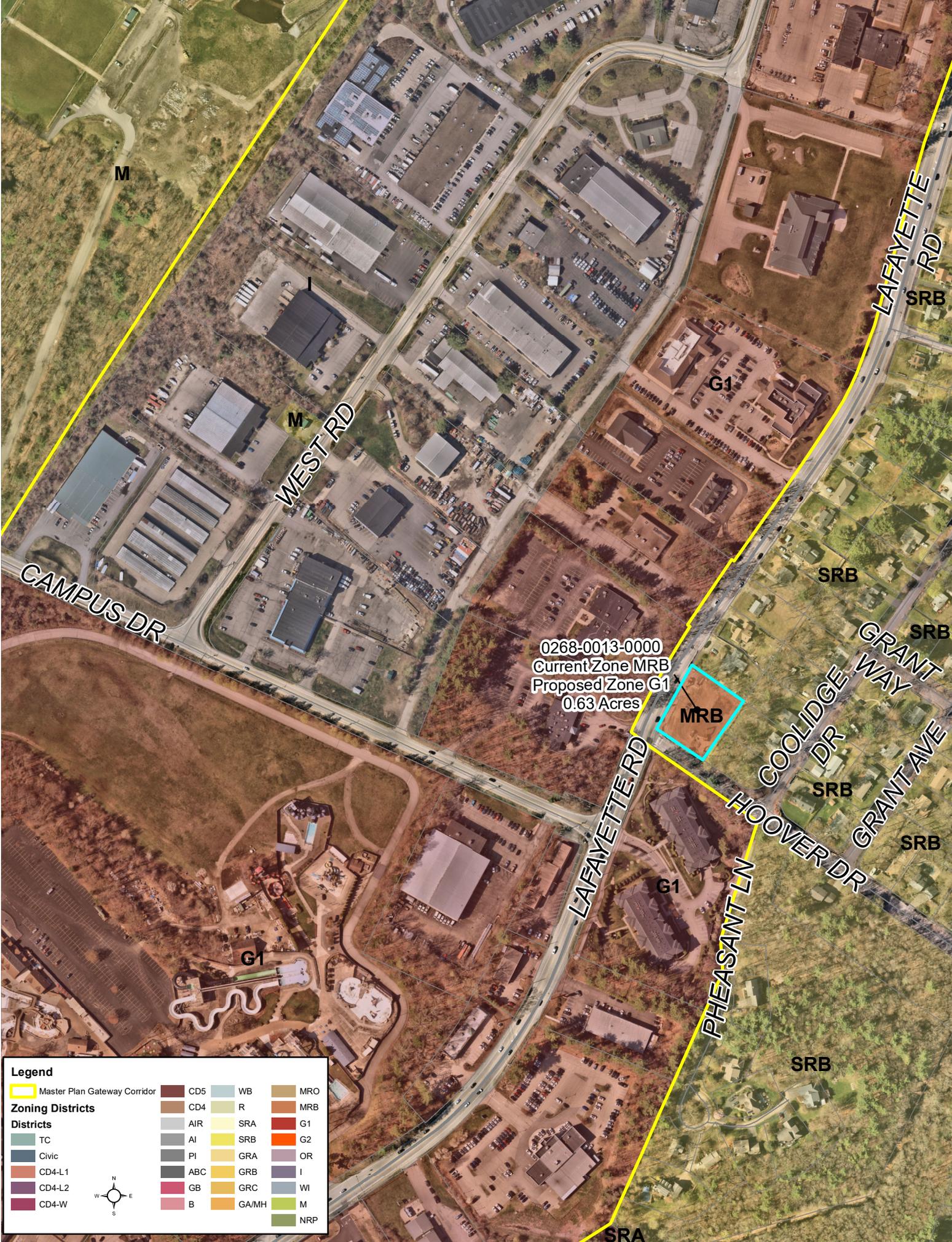
This ordinance shall take effect upon its passage.

APPROVED:

Deaglan McEachern, Mayor

ADOPTED BY COUNCIL:

Kelli L. Barnaby, City Clerk



0268-0013-0000
 Current Zone MRB
 Proposed Zone G1
 0.63 Acres

Legend

Master Plan Gateway Corridor

Zoning Districts

TC	CD5	WB	MRO
Civic	CD4	R	MRB
CD4-L1	AIR	SRA	G1
CD4-L2	AI	SRB	G2
CD4-W	PI	GRA	OR
	ABC	GRB	I
	GB	GRC	WI
	B	GA/MH	M
			NRP

N
E
S
W

NRP

0285-0016-3000
Current Zone I
Proposed Zone G1
8.5 Acres

M

0285-0009-0000
Current Zone I
Proposed Zone G1
8.35 Acres

0285-0011-000B
Current Zone I
Proposed Zone G1
7.17 Acres

0285-0011-00A2
Current Zone I
Proposed Zone G1
4.83 Acres

0285-0004-0000
Current Zone I
Proposed Zone G1
2.68 Acres

HERITAGE AVE
POST RD

Legend

Master Plan Gateway Corridor

Zoning Districts

Districts

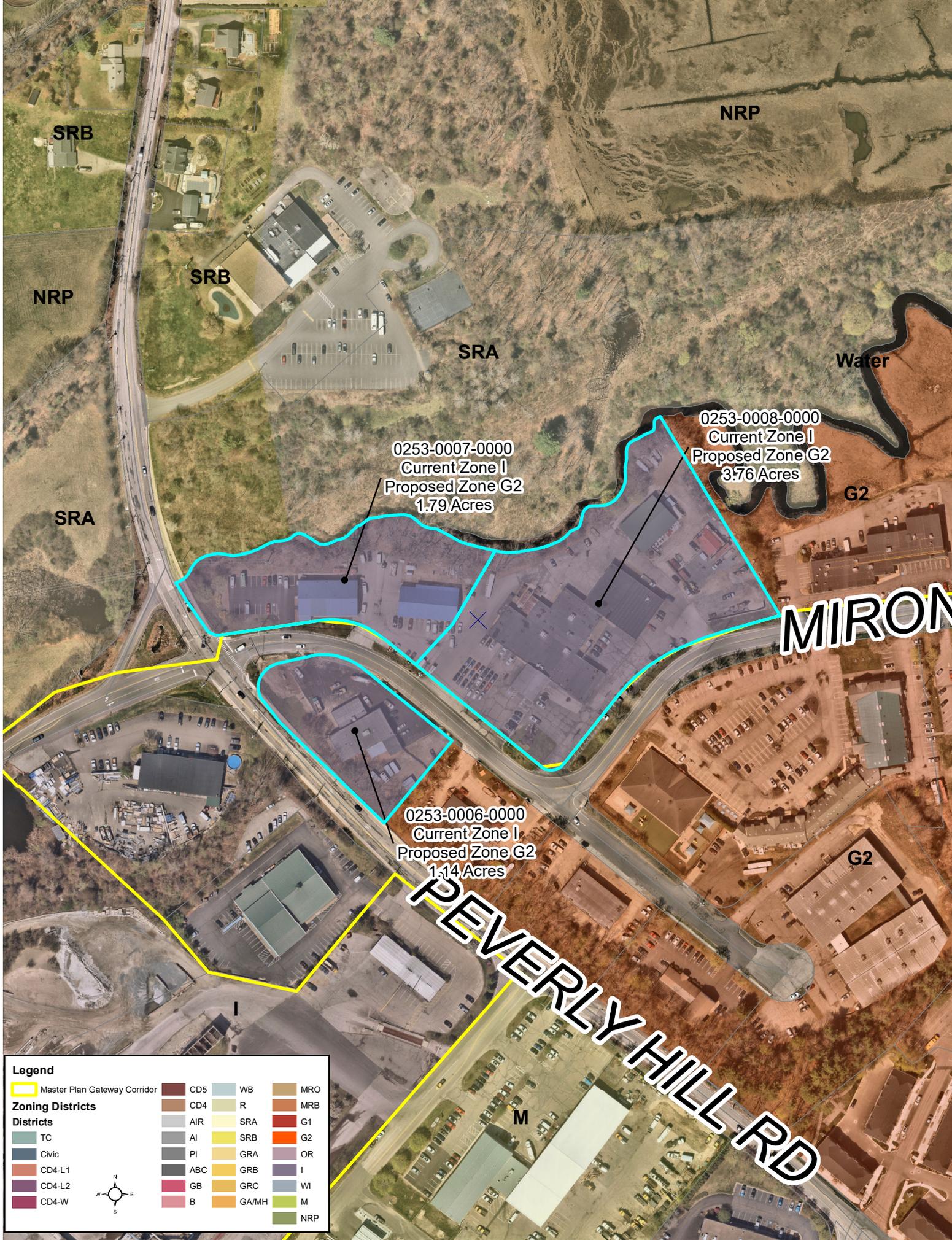
- TC
- Civic
- CD4-L1
- CD4-L2
- CD4-W

- CD5
- CD4
- AIR
- AI
- PI
- ABC
- GB
- B
- WB
- R
- SRA
- SRB
- GRA
- GRB
- GRC
- GA/MH
- MRO
- MRB
- G1
- G2
- OR
- I
- WI
- M
- NRP



G1

GA/MH



Legend

 Master Plan Gateway Corridor

Zoning Districts

 TC	 AI	 ABC	 GB	 B	 CD5	 CD4	 AIR	 AI	 PI	 GB	 B	 WB	 R	 SRA	 SRB	 GRA	 GRB	 GRC	 GA/MH	 MRO	 MRB	 G1	 G2	 OR	 I	 WI	 M	 NRP
--	--	---	--	---	---	---	---	--	--	--	---	--	---	---	---	---	---	---	---	---	---	--	--	--	---	--	---	---

Districts

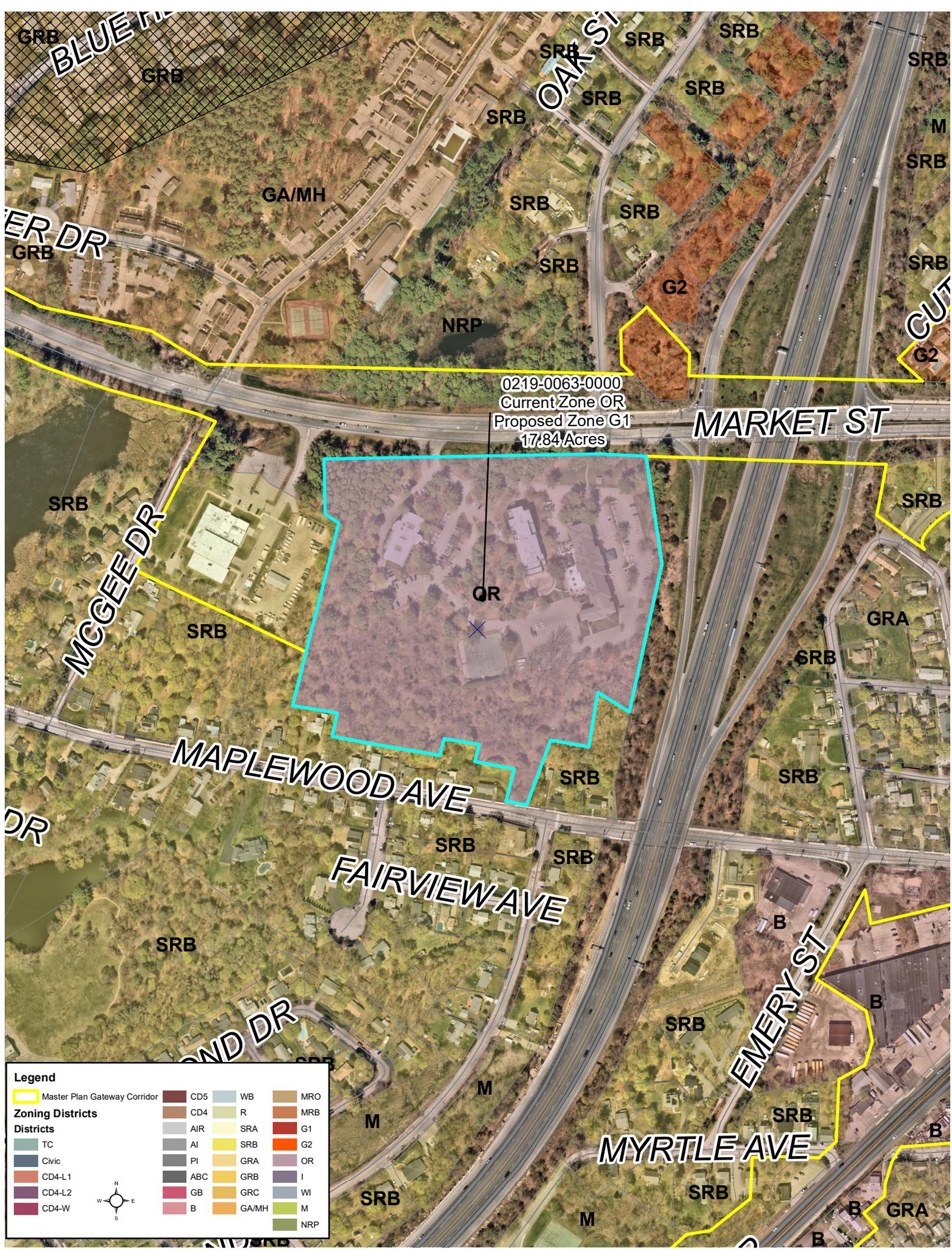
Civic

CD4-L1

CD4-L2

CD4-W

Map Orientation: N (North), S (South), E (East), W (West)



0219-0063-0000
 Current Zone OR
 Proposed Zone G1
 17.84 Acres

Legend

Master Plan Gateway Corridor

Zoning Districts

TC	CD5	WB	MRO
Civic	CD4	R	MRB
CD4-L1	AIR	SRA	G2
CD4-L2	AI	SRB	OR
CD4-W	PI	GRA	I
	ABC	GRB	WI
	GB	GRC	M
	B	GA/MH	NRP

North

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Tuesday, February 17, 2026, at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH regarding a Resolution Pursuant to RSA 72:35.

Option 1:

Amend the optional Tax Credit for Service-Connected Total Disability to \$4,750 as of April 1, 2026, on the taxes due on the residential property of any veteran who has been honorably discharged or an officer honorably separated from military service and; who has a total and permanent service-connected disability; OR is a double amputee or paraplegic because of the service-connected injury; OR is the surviving spouse of a qualified veteran and has not remarried.

Option 2:

Amend the optional Tax Credit for Service-Connected Total Disability to \$5,000 as of April 1, 2026, on the taxes due on the residential property of any veteran who has been honorably discharged or an officer honorably separated from military service and; who has a total and permanent service-connected disability; OR is a double amputee or paraplegic because of the service-connected injury; OR is the surviving spouse of a qualified veteran and has not remarried.

Option 3:

Do nothing. Beginning with April 1, 2026, tax year, qualified applicants choosing to receive the optional Tax Credit for Service-Connected Total Disability, will not be eligible to receive a tax credit under RSA's 72:28, 72:28-b, and 72:28-c, or an exemption under 72:36-a. The optional Tax Credit for Service-Connected Total Disability will remain at the current amount of \$4,000.00.

KELLI L. BARNABY, MMC/CNHMC
PORTSMOUTH CITY CLERK

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KELLI L. BARNABY,
MMC/CNHMC
PORTSMOUTH CITY CLERK

**THE CITY OF PORTSMOUTH
TWO THOUSAND TWENTY-SIX
PORTSMOUTH, NEW HAMPSHIRE**

TAX CREDIT FOR SERVICE-CONNECTED TOTAL DISABILITY

RESOLUTION # - 2026

BE IT RESOLVED:

Pursuant to RSA 72:35, the City hereby amends the optional tax credit for Service-Connected Total Disability in the amount of \$4,750 as of April 1, 2026, on the taxes due on the residential property of any veteran who has been honorably discharged or an officer honorably separated from military service and; who has a total and permanent service-connected disability; OR is a double amputee or paraplegic because of the service-connected injury; OR is the surviving spouse of a qualified veteran and has not remarried.

BE IT FURTHER RESOLVED that this Resolution shall take effect upon its passage.

APPROVED:

DEAGLAN MCEACHERN, MAYOR

**ADOPTED BY THE CITY COUNCIL:
, 2026**

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

Option 1

**THE CITY OF PORTSMOUTH
TWO THOUSAND TWENTY-SIX
PORTSMOUTH, NEW HAMPSHIRE**

TAX CREDIT FOR SERVICE-CONNECTED TOTAL DISABILITY

RESOLUTION # - 2026

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BE IT FURTHER RESOLVED that this Resolution shall take effect upon its passage.

APPROVED:

DEAGLAN MCEACHERN, MAYOR

**ADOPTED BY THE CITY COUNCIL:
, 2026**

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

Option 2

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Tuesday, February 17, 2026 at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH regarding a Resolution Pursuant to RSA 72:39-b the City hereby amends the elderly exemption based on assessed value for qualified taxpayers, such that the exemption shall be available only when the qualifying taxpayers(s) have a net income of not more than

OPTION 1:

Proposed increase of Elderly Exemption by the Social Security cost-of-living increase

Single	\$57,089 (increase of \$1,555)
Married	\$74,843 (increase of \$2,039)
Asset Limit	\$500,000

OPTION 2:

Proposed increase of Elderly Exemption by the November to November consumer price index

Single	\$57,072 (increase of \$1,538)
Married	\$74,821 (increase of \$2,017)
Asset Limit	\$500,000

OPTION 3

Proposed increase of Elderly Exemption

Do Nothing

The elderly exemption shall remain unchanged except as amended hereby. The complete Resolution is available for review in the Office of the City Clerk during regular business hours and on the city website.

KELLI L. BARNABY, MMC/CNHMC
PORTSMOUTH CITY CLERK

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Tuesday, February 17, 2026 at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH regarding a Resolution Pursuant to RSA 72:39-b the City hereby amends the elderly exemption based on assessed value for qualified taxpayers, such that the exemption shall be available only when the qualifying taxpayers(s) have a net income of not more than

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KELLI L. BARNABY, MMC/CNHMC
PORTSMOUTH CITY CLERK

Option 1

**THE CITY OF PORTSMOUTH
TWO THOUSAND TWENTY-SIX
PORTSMOUTH, NEW HAMPSHIRE**

ELDERLY EXEMPTION

RESOLUTION # - 2026

BE IT RESOLVED:

Pursuant to RSA 72:39-b the City hereby amends the elderly exemption from property tax, based on assessed value for qualified taxpayers, such that the exemptions shall be available only when the qualifying taxpayer(s) have a net income of not more than \$57,089 for a single taxpayer or \$74,843 for married taxpayers, inclusive of social security payments.

The elderly exemption shall remain unchanged except as amended hereby.

THAT this Resolution shall take effect upon its passage.

APPROVED:

DEAGLAN MCEACHERN, MAYOR

**ADOPTED BY THE CITY COUNCIL:
, 2026**

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

NOTE: This exemption becomes effective for the tax year April 1, 2026

Option 2

**THE CITY OF PORTSMOUTH
TWO THOUSAND TWENTY-SIX
PORTSMOUTH, NEW HAMPSHIRE**

ELDERLY EXEMPTION

RESOLUTION # - 2026

BE IT RESOLVED:

Pursuant to RSA 72:39-b the City hereby amends the elderly exemption from property tax, based on assessed value for qualified taxpayers, such that the exemptions shall be available only when the qualifying taxpayer(s) have a net income of not more than \$57,072 for a single taxpayer or \$74,821 for married taxpayers, inclusive of social security payments.

The elderly exemption shall remain unchanged except as amended hereby.

THAT this Resolution shall take effect upon its passage.

APPROVED:

DEAGLAN MCEACHERN, MAYOR

**ADOPTED BY THE CITY COUNCIL:
, 2026**

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

NOTE: This exemption becomes effective for the tax year April 1, 2026

Elderly Exemption Comparison Single Income - RSA 72:39(b)

	Single Income:	Married Income:	Single Assets:	Married Assets:	Exemption 65-74 years old	Exemption 75-79 years old	Exemption 80+ years old
Bedford	\$62,600	\$84,600	\$150,000	\$150,000	\$117,100	\$124,900	\$184,100
Nashua	\$57,000	\$67,000	\$162,000	\$171,000	\$305,000	\$350,000	\$430,000
Portsmouth	\$55,534	\$72,804	\$500,000	\$500,000	\$375,000	\$450,000	\$525,000
Dover	\$52,600	\$71,600	\$206,200	\$206,200	\$206,000	\$291,000	\$373,000
North Hampton	\$50,000	\$65,000	\$250,000	\$250,000	\$170,000	\$225,000	\$275,000
Manchester	\$47,000	\$63,000	\$100,000	\$130,000	\$156,000	\$210,000	\$280,000
Hanover	\$46,000	\$65,000	\$145,000	\$145,000	\$145,000	\$205,000	\$285,000
Greenland	\$45,000	\$72,000	\$125,000	\$125,000	\$143,000	\$183,000	\$230,000
Concord	\$44,100	\$63,000	\$150,000	\$150,000	\$80,000	\$131,000	\$223,000
Hampton	\$42,000	\$75,000	\$250,000	\$250,000	\$175,000	\$225,000	\$300,000
Salem	\$41,000	\$55,000	\$140,000	\$140,000	\$120,000	\$140,000	\$245,000
Rye	\$40,000	\$59,900	\$199,000	\$199,000	\$140,000	\$170,000	\$200,000
Rochester	\$40,000	\$57,000	\$124,000	\$124,000	\$187,500	\$225,000	\$262,500
Somersworth	\$35,000	\$50,000	\$100,000	\$100,000	\$110,000	\$135,000	\$150,000
Londonderry	\$51,200	\$63,000	\$171,600	\$171,600	\$205,000	\$265,000	\$300,000
Keene	\$32,000	\$43,000	\$61,000	\$87,000	\$33,000	\$45,000	\$60,000

State of NH Min.	\$13,400	\$20,400	\$35,000	\$35,000	\$5,000	\$5,000	\$5,000
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Elderly Exemption Comparison Married Income - RSA 72:39(b)

	Single Income:	Married Income:	Single Assets:	Married Assets:	Exemption 65-74 years old	Exemption 75-79 years old	Exemption 80+ years old
Bedford	\$62,600	\$84,600	\$150,000	\$150,000	\$117,100	\$124,900	\$184,100
Hampton	\$42,000	\$75,000	\$250,000	\$250,000	\$175,000	\$225,000	\$300,000
Portsmouth	\$55,534	\$72,804	\$500,000	\$500,000	\$375,000	\$450,000	\$525,000
Greenland	\$45,000	\$72,000	\$125,000	\$125,000	\$143,000	\$183,000	\$230,000
Dover	\$52,600	\$71,600	\$206,200	\$206,200	\$206,000	\$291,000	\$373,000
Nashua	\$57,000	\$67,000	\$162,000	\$171,000	\$305,000	\$350,000	\$430,000
North Hampton	\$50,000	\$65,000	\$250,000	\$250,000	\$170,000	\$225,000	\$275,000
Hanover	\$46,000	\$65,000	\$145,000	\$145,000	\$145,000	\$205,000	\$285,000
Manchester	\$47,000	\$63,000	\$100,000	\$130,000	\$156,000	\$210,000	\$280,000
Concord	\$44,100	\$63,000	\$150,000	\$150,000	\$80,000	\$131,000	\$223,000
Rye	\$40,000	\$59,900	\$199,000	\$199,000	\$140,000	\$170,000	\$200,000
Rochester	\$40,000	\$57,000	\$124,000	\$124,000	\$187,500	\$225,000	\$262,500
Salem	\$41,000	\$55,000	\$140,000	\$140,000	\$120,000	\$140,000	\$245,000
Somersworth	\$35,000	\$50,000	\$100,000	\$100,000	\$110,000	\$135,000	\$150,000
Londonderry	\$51,200	\$63,000	\$171,600	\$171,600	\$205,000	\$265,000	\$300,000
Keene	\$32,000	\$43,000	\$61,000	\$87,000	\$33,000	\$45,000	\$60,000

State of NH Min.	\$13,400	\$20,400	\$35,000	\$35,000	\$5,000	\$5,000	\$5,000
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Elderly Exemption Comparison Asset Limit Single - RSA 72:39(b)

	Single Income:	Married Income:	Single Assets:	Married Assets:	Exemption 65-74 years old	Exemption 75-79 years old	Exemption 80+ years old
Portsmouth	\$55,534	\$72,804	\$500,000	\$500,000	\$375,000	\$450,000	\$525,000
Hampton	\$42,000	\$75,000	\$250,000	\$250,000	\$175,000	\$225,000	\$300,000
North Hampton	\$50,000	\$65,000	\$250,000	\$250,000	\$170,000	\$225,000	\$275,000
Dover	\$52,600	\$71,600	\$206,200	\$206,200	\$206,000	\$291,000	\$373,000
Rye	\$40,000	\$59,900	\$199,000	\$199,000	\$140,000	\$170,000	\$200,000
Londonderry	\$51,200	\$63,000	\$171,600	\$171,600	\$205,000	\$265,000	\$300,000
Nashua	\$57,000	\$67,000	\$162,000	\$171,000	\$305,000	\$350,000	\$430,000
Bedford	\$62,600	\$84,600	\$150,000	\$150,000	\$117,100	\$124,900	\$184,100
Concord	\$44,100	\$63,000	\$150,000	\$150,000	\$80,000	\$131,000	\$223,000
Hanover	\$46,000	\$65,000	\$145,000	\$145,000	\$145,000	\$205,000	\$285,000
Salem	\$41,000	\$55,000	\$140,000	\$140,000	\$120,000	\$140,000	\$245,000
Greenland	\$45,000	\$72,000	\$125,000	\$125,000	\$143,000	\$183,000	\$230,000
Rochester	\$40,000	\$57,000	\$124,000	\$124,000	\$187,500	\$225,000	\$262,500
Manchester	\$47,000	\$63,000	\$100,000	\$130,000	\$156,000	\$210,000	\$280,000
Somersworth	\$35,000	\$50,000	\$100,000	\$100,000	\$110,000	\$135,000	\$150,000
Keene	\$32,000	\$43,000	\$61,000	\$87,000	\$33,000	\$45,000	\$60,000
State of NH Min.	\$13,400	\$20,400	\$35,000	\$35,000	\$5,000	\$5,000	\$5,000

Elderly Exemption Comparison Asset Limit Married - RSA 72:39(b)

	Single Income:	Married Income:	Single Assets:	Married Assets:	Exemption 65-74 years old	Exemption 75-79 years old	Exemption 80+ years old
Portsmouth	\$55,534	\$72,804	\$500,000	\$500,000	\$375,000	\$450,000	\$525,000
Hampton	\$42,000	\$75,000	\$250,000	\$250,000	\$175,000	\$225,000	\$300,000
North Hampton	\$50,000	\$65,000	\$250,000	\$250,000	\$170,000	\$225,000	\$275,000
Dover	\$52,600	\$71,600	\$206,200	\$206,200	\$206,000	\$291,000	\$373,000
Rye	\$40,000	\$59,900	\$199,000	\$199,000	\$140,000	\$170,000	\$200,000
Londonderry	\$51,200	\$63,000	\$171,600	\$171,600	\$205,000	\$265,000	\$300,000
Nashua	\$57,000	\$67,000	\$162,000	\$171,000	\$305,000	\$350,000	\$430,000
Bedford	\$62,600	\$84,600	\$150,000	\$150,000	\$117,100	\$124,900	\$184,100
Concord	\$44,100	\$63,000	\$150,000	\$150,000	\$80,000	\$131,000	\$223,000
Hanover	\$46,000	\$65,000	\$145,000	\$145,000	\$145,000	\$205,000	\$285,000
Salem	\$41,000	\$55,000	\$140,000	\$140,000	\$120,000	\$140,000	\$245,000
Manchester	\$47,000	\$63,000	\$100,000	\$130,000	\$156,000	\$210,000	\$280,000
Greenland	\$45,000	\$72,000	\$125,000	\$125,000	\$143,000	\$183,000	\$230,000
Rochester	\$40,000	\$57,000	\$124,000	\$124,000	\$187,500	\$225,000	\$262,500
Somersworth	\$35,000	\$50,000	\$100,000	\$100,000	\$110,000	\$135,000	\$150,000

Keene	\$32,000	\$43,000	\$61,000	\$87,000	\$33,000	\$45,000	\$60,000
State of NH Min.	\$13,400	\$20,400	\$35,000	\$35,000	\$5,000	\$5,000	\$5,000

Elderly Exemption Comparison Exemption Amount 65-74 Years Old - RSA 72:39(b)

	Single Income:	Married Income:	Single Assets:	Married Assets:	Exemption 65-74 years old	Exemption 75-79 years old	Exemption 80+ years old
Portsmouth	\$55,534	\$72,804	\$500,000	\$500,000	\$375,000	\$450,000	\$525,000
Nashua	\$57,000	\$67,000	\$162,000	\$171,000	\$305,000	\$350,000	\$430,000
Dover	\$52,600	\$71,600	\$206,200	\$206,200	\$206,000	\$291,000	\$373,000
Londonderry	\$51,200	\$63,000	\$171,600	\$171,600	\$205,000	\$265,000	\$300,000
Rochester	\$40,000	\$57,000	\$124,000	\$124,000	\$187,500	\$225,000	\$262,500
Hampton	\$42,000	\$75,000	\$250,000	\$250,000	\$175,000	\$225,000	\$300,000
North Hampton	\$50,000	\$65,000	\$250,000	\$250,000	\$170,000	\$225,000	\$275,000
Manchester	\$47,000	\$63,000	\$100,000	\$130,000	\$156,000	\$210,000	\$280,000
Hanover	\$46,000	\$65,000	\$145,000	\$145,000	\$145,000	\$205,000	\$285,000
Greenland	\$45,000	\$72,000	\$125,000	\$125,000	\$143,000	\$183,000	\$230,000
Rye	\$40,000	\$59,900	\$199,000	\$199,000	\$140,000	\$170,000	\$200,000
Salem	\$41,000	\$55,000	\$140,000	\$140,000	\$120,000	\$140,000	\$245,000
Bedford	\$62,600	\$84,600	\$150,000	\$150,000	\$117,100	\$124,900	\$184,100
Somersworth	\$35,000	\$50,000	\$100,000	\$100,000	\$110,000	\$135,000	\$150,000
Concord	\$44,100	\$63,000	\$150,000	\$150,000	\$80,000	\$131,000	\$223,000
Keene	\$32,000	\$43,000	\$61,000	\$87,000	\$33,000	\$45,000	\$60,000
State of NH Min.	\$13,400	\$20,400	\$35,000	\$35,000	\$5,000	\$5,000	\$5,000

Elderly Exemption Comparison Exemption Amount 75-79 Years Old - RSA 72:39(b)

	Single Income:	Married Income:	Single Assets:	Married Assets:	Exemption 65-74 years old	Exemption 75-79 years old	Exemption 80+ years old
Portsmouth	\$55,534	\$72,804	\$500,000	\$500,000	\$375,000	\$450,000	\$525,000
Nashua	\$57,000	\$67,000	\$162,000	\$171,000	\$305,000	\$350,000	\$430,000
Dover	\$52,600	\$71,600	\$206,200	\$206,200	\$206,000	\$291,000	\$373,000
Londonderry	\$51,200	\$63,000	\$171,600	\$171,600	\$205,000	\$265,000	\$300,000
Rochester	\$40,000	\$57,000	\$124,000	\$124,000	\$187,500	\$225,000	\$262,500
Hampton	\$42,000	\$75,000	\$250,000	\$250,000	\$175,000	\$225,000	\$300,000
North Hampton	\$50,000	\$65,000	\$250,000	\$250,000	\$170,000	\$225,000	\$275,000
Manchester	\$47,000	\$63,000	\$100,000	\$130,000	\$156,000	\$210,000	\$280,000
Hanover	\$46,000	\$65,000	\$145,000	\$145,000	\$145,000	\$205,000	\$285,000
Greenland	\$45,000	\$72,000	\$125,000	\$125,000	\$143,000	\$183,000	\$230,000
Rye	\$40,000	\$59,900	\$199,000	\$199,000	\$140,000	\$170,000	\$200,000
Salem	\$41,000	\$55,000	\$140,000	\$140,000	\$120,000	\$140,000	\$245,000
Somersworth	\$35,000	\$50,000	\$100,000	\$100,000	\$110,000	\$135,000	\$150,000
Concord	\$44,100	\$63,000	\$150,000	\$150,000	\$80,000	\$131,000	\$223,000
Bedford	\$62,600	\$84,600	\$150,000	\$150,000	\$117,100	\$124,900	\$184,100

Keene	\$32,000	\$43,000	\$61,000	\$87,000	\$33,000	\$45,000	\$60,000
State of NH Min.	\$13,400	\$20,400	\$35,000	\$35,000	\$5,000	\$5,000	\$5,000

Elderly Exemption Comparison Exemption Amount 80+ Years Old - RSA 72:39(b)

	Single Income:	Married Income:	Single Assets:	Married Assets:	Exemption 65-74 years old	Exemption 75-79 years old	Exemption 80+ years old
Portsmouth	\$55,534	\$72,804	\$500,000	\$500,000	\$375,000	\$450,000	\$525,000
Nashua	\$57,000	\$67,000	\$162,000	\$171,000	\$305,000	\$350,000	\$430,000
Dover	\$52,600	\$71,600	\$206,200	\$206,200	\$206,000	\$291,000	\$373,000
Hampton	\$42,000	\$75,000	\$250,000	\$250,000	\$175,000	\$225,000	\$300,000
Londonderry	\$51,200	\$63,000	\$171,600	\$171,600	\$205,000	\$265,000	\$300,000
Hanover	\$46,000	\$65,000	\$145,000	\$145,000	\$145,000	\$205,000	\$285,000
Manchester	\$47,000	\$63,000	\$100,000	\$130,000	\$156,000	\$210,000	\$280,000
North Hampton	\$50,000	\$65,000	\$250,000	\$250,000	\$170,000	\$225,000	\$275,000
Rochester	\$40,000	\$57,000	\$124,000	\$124,000	\$187,500	\$225,000	\$262,500
Salem	\$41,000	\$55,000	\$140,000	\$140,000	\$120,000	\$140,000	\$245,000
Greenland	\$45,000	\$72,000	\$125,000	\$125,000	\$143,000	\$183,000	\$230,000
Concord	\$44,100	\$63,000	\$150,000	\$150,000	\$80,000	\$131,000	\$223,000
Rye	\$40,000	\$59,900	\$199,000	\$199,000	\$140,000	\$170,000	\$200,000
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Somersworth	\$35,000	\$50,000	\$100,000	\$100,000	\$110,000	\$135,000	\$150,000
Keene	\$32,000	\$43,000	\$61,000	\$87,000	\$33,000	\$45,000	\$60,000
State of NH Min.	\$13,400	\$20,400	\$35,000	\$35,000	\$5,000	\$5,000	\$5,000

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Tuesday, February 17, 2026, at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH regarding a Resolution Pursuant to RSA 72:37-b the City hereby amends the disabled exemption based on assessed value for qualified taxpayers, such that the exemption shall be available only when the qualifying taxpayers(s) have a net income of not more than

OPTION 1:

Proposed increase of Disabled Exemption by the Social Security cost-of-living increase

Single	\$57,089 (increase of \$1,555)
Married	\$74,843 (increase of \$2,039)
Asset Limit	\$500,000

OPTION 2:

Proposed increase of Disabled Exemption by the November to November consumer price index

Single	\$57,072 (increase of \$1,538)
Married	\$74,821 (increase of \$2,017)
Asset Limit	\$500,000

OPTION 3

Proposed increase of Disabled Exemption

Do Nothing

The disabled exemption shall remain unchanged except as amended hereby. The complete Resolution is available for review in the Office of the City Clerk during regular business hours and on the city website.

KELLI L. BARNABY, MMC/CNHMC
PORTSMOUTH CITY CLERK

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Tuesday, February 17, 2026, at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH regarding a Resolution Pursuant to RSA 72:39-b the City hereby amends the disabled exemption based on assessed value for qualified taxpayers, such that the exemption shall be available only when the qualifying taxpayers(s) have a net income of not more than

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Asset Limit	\$500,000

OPTION 2:

Proposed increase of Disabled Exemption by the November to November consumer price index

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Married	\$74,821 (increase of \$2,017)
Asset Limit	\$500,000

OPTION 3

Proposed increase of Disabled Exemption

Do Nothing

The disabled exemption shall remain unchanged except as amended hereby. The complete Resolution is available for review in the Office of the City Clerk during regular business hours and on the city website.

KELLI L. BARNABY, MMC/CNHMC
PORTSMOUTH CITY CLERK

Option 1

**THE CITY OF PORTSMOUTH
TWO THOUSAND TWENTY-SIX
PORTSMOUTH, NEW HAMPSHIRE**

DISABLED EXEMPTION

RESOLUTION # - 2026

BE IT RESOLVED:

Pursuant to RSA 72:37-b the City hereby amends the disabled exemption from property tax, based on assessed value for qualified taxpayers, such that the exemptions shall be available only when the qualifying taxpayer(s) have a net income of not more than \$57,089 for a single taxpayer or \$74,843 for married taxpayers, inclusive of social security payments.

The disabled exemption shall remain unchanged except as amended hereby.

THAT this Resolution shall take effect upon its passage.

APPROVED:

DEAGLAN MCEACHERN, MAYOR

**ADOPTED BY THE CITY COUNCIL:
, 2026**

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

NOTE: This exemption becomes effective for the tax year April 1, 2026.

Option 2

**THE CITY OF PORTSMOUTH
TWO THOUSAND TWENTY-SIX
PORTSMOUTH, NEW HAMPSHIRE**

DISABLED EXEMPTION

RESOLUTION # - 2026

BE IT RESOLVED:

Pursuant to RSA 72:37-b the City hereby amends the disabled exemption from property tax, based on assessed value for qualified taxpayers, such that the exemptions shall be available only when the qualifying taxpayer(s) have a net income of not more than \$57,072 for a single taxpayer or \$74,821 for married taxpayers, inclusive of social security payments.

The disabled exemption shall remain unchanged except as amended hereby.

THAT this Resolution shall take effect upon its passage.

APPROVED:

DEAGLAN MCEACHERN, MAYOR

**ADOPTED BY THE CITY COUNCIL:
, 2026**

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

NOTE: This exemption becomes effective for the tax year April 1, 2026.

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Tuesday, February 17, 2026, at 7:00 p.m. at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH, on the proposed Ordinance amendment to Chapter 10, ZONING ORDINANCE, be amended as follows: Article 5 - Dimensional and Intensity Standards, Section 10.515.14, Power Generators; Article 15 - Definitions, Section 10.1530 - Terms of General Applicability, amending Building Coverage, Mechanical System, Power Generator and Structure. The complete Ordinance is available for review in the Office of the Portsmouth 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 Tuesday, February 17, 2026, at 7:00 p.m. at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH, on the proposed Ordinance amendment to Chapter 10, ZONING ORDINANCE, be amended as follows: Article 5 - Dimensional and Intensity Standards, Section 10.515.14, Power Generators; Article 15 - Definitions, Section 10.1530 - Terms of General Applicability, amending Building Coverage, Mechanical System, Power Generator and Structure. The complete Ordinance is available for review in the Office of the Portsmouth City Clerk and Portsmouth Public Library, during regular business hours.

KELLI L. BARNABY,
MMC/CNHMC
PORTSMOUTH CITY CLERK

ORDINANCE #
THE CITY OF PORTSMOUTH ORDAINS

That Chapter 10, ZONING ORDINANCE, be amended as follows: Article 5 - Dimensional and Intensity Standards, Section 10.515.14, Power Generators; Article 15 - Definitions, Section 10.1530 - Terms of General Applicability, amending Building Coverage, Mechanical System, Power Generator and Structure, be amended as follows (deletions from existing language ~~stricken~~; additions to existing language **bolded**; remaining language unchanged from existing):

10.515.10 Yards

- 10.515.11 For a **corner lot** or **through lot**, all requirements related to the **front yard** shall apply to the **principal front yard** and all **secondary front yards**.
- 10.515.12 Determinations of **yards** shall not include:
- (a) gutters, **cornices** or eaves projecting not more than 30 inches from a vertical wall; or
 - (b) balconies, bay windows or awnings projecting not more than 2 feet from a vertical wall, not exceeding 4 feet in width, and cumulatively not exceeding 50% of the width of the **building** face; or
 - (c) **structures** (such as decks and patios) less than 18 inches above ground level.
 - (d) **mechanical systems**
- 10.515.13 Fences not over 4 feet in height shall be exempt from **front yard** requirements, and fences not over 8 feet in height shall be exempt from side and **rear yard** requirements.
- 10.515.14 **Power generators shall be setback a minimum of 5 feet from any lot line in all Districts.**

Building coverage

- The aggregate horizontal area or percentage (depending on context) of a **lot** or **development site** covered by all **buildings** and **structures** on the **lot**, excluding
- (a) gutters, **cornices** and eaves projecting not more than 30 inches from a vertical wall, and
 - (b) **structures** less than 18 inches above ground level (such as decks and patios);
 - (c) balconies, bay windows or awnings projecting not more than 2 feet from a vertical wall, not exceeding 4 feet in width, and cumulatively not exceeding 50% of the width of the **building** face;
 - (d) fences; and
 - (e) **mechanical system** (i.e. HVAC, power generator, etc.) ~~that is less than 36 inches above the ground level with a mounting pad not exceeding 10 square feet.~~

Mechanical system

Equipment used to provide a **structure's** heating, cooling, ventilation or electrical services.

Power generator

A stationary or portable mechanical device using an internal combustion engine to generate electrical power to a **structure**.

Structure (including roof structure)

Any production or piece of work, artificially built up or composed of parts and joined together in some definite manner. **Structures** include, but are not limited to, **buildings**, fences over 4 feet in height, **signs**, and swimming pools. (See also: **temporary structure**.) Structures shall not include **mechanical systems** or **power generators**.

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

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Tuesday, February 17, 2026, at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH, on the proposed Ordinance amendment to Chapter 10, ZONING ORDINANCE, be amended as follows: Article I – Purpose and Applicability, Section 10.122 (1), Sustainability Objectives; Article 4 – Zoning and Use Regulations, Section 10.440 – amending Table of Uses for Ground Mounted Solar Energy Systems; Article 8 – Supplemental Use Standards, Section 10.811 – amending Accessory Uses to Permitted Residential Uses; and Article 15 – Definitions, Section 10.1530 – Terms of General Applicability, amending Solar Energy Systems and Structure. The complete Ordinance is available for review in the Office of the Portsmouth 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 Tuesday, February 17, 2026, at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH, on the proposed Ordinance amendment to Chapter 10, ZONING ORDINANCE, be amended as follows: Article I - Purpose and Applicability, Section 10.122 (1), Sustainability Objectives; Article 4 - Zoning and Use Regulations, Section 10.440 - amending Table of Uses for Ground Mounted Solar Energy Systems; Article 8 - Supplemental Use Standards, Section 10.811 - amending Accessory Uses to Permitted Residential Uses; and Article 15 - Definitions, Section 10.1530 - Terms of General Applicability, amending Solar Energy Systems and Structure. The complete Ordinance is available for review in the Office of the Portsmouth City Clerk and Portsmouth Public Library, during regular business hours.

KELLI L. BARNABY,
MMC/CNHMC
PORTSMOUTH CITY CLERK

ORDINANCE #0-25
THE CITY OF PORTSMOUTH ORDAINS

That Chapter 10, ZONING ORDINANCE, be amending as follows: Article I - Purpose and Applicability, Section 10.122 (1), Sustainability Objectives; Article 4- Zoning and Use Regulations, Section 10.440 - amending Table of Uses for Ground Mounted Solar Energy Systems; Article 8- Supplemental Use Standards, Section 10.811 – amending Accessory Uses to Permitted Residential Uses; and Article 15, Definitions, Section 10.1530 - Terms of General Applicability, amending Solar Energy Systems and Structure, be amended as follows (deletions from existing language **stricken**; additions to existing language **bolded**; remaining language unchanged from existing):

10.122 Sustainability Objectives

This Ordinance is intended to promote **sustainable** and balanced **development** in support of the following **sustainability** objectives:

1. Reduce dependence upon fossil fuels, extracted underground metals and minerals **and promote and preserve the use of alternative energy sources such as solar and wind**;
2. Reduce dependence on chemicals and other manufactured substances that accumulate in nature;
3. Reduce dependence on activities that harm life-sustaining ecosystems; and
4. Meet the hierarchy of present and future human needs fairly and efficiently.

Section 10.810 Residential and Institutional Residence or Care Uses

10.811 Accessory Uses to Permitted Residential Uses

10.811.10 The following **uses** are permitted as **accessory uses** to permitted residential **uses**, in addition to those **accessory uses** listed in Section 10.440:

- (a) The keeping of dogs and cats and other **household pets**, but not including **kennels**.
- (b) **Yard sale**.
- (c) The **outdoor storage** of one travel trailer or camper that is not used for occupancy or business purposes. The connection of any utility or service such as electrical, water, gas or sewage to the travel trailer or camper for any continuous period exceeding 48 hours shall be prima facie evidence that it is being used for habitation or business purposes.
- (d) Roadside stand or display area in conjunction with a farm for the sale of products raised on the premises by the owner or lessee thereof provided that all the following conditions are met:

- (1) Such stand or display area shall not cover more than 150 square feet of **gross floor area** or ground area.
 - (2) Such stand or display area shall be located at least 30 feet from the **street** right-of-way.
 - (3) Adequate **off-street parking** shall be provided and arranged in such a way that vehicles will not back into the **street**.
- (e) **EV fueling space A.**
- (f) **Roof-mounted Solar Energy Systems**, less than or equal in area to the roof area of the **structures on the lot.**
- (g) **Ground-mounted Solar Energy Systems**, provided: 1) Its solar panels are less than or equal in area to 25% of the footprint (SF) of the principal **structure on the lot**; and 2) that the area for the structural portion attached directly to the ground, together with the other coverage for existing and any proposed buildings and structures, does not exceed the maximum lot coverage allowed in that zone.

Article 15 Definitions

Roof appurtenance

A device or **structure** not designed for human occupancy, attached to the exterior of the roof of a **building**, such as a stair or elevator tower, cooling tower, mechanical equipment housing, storage tank, antenna, **roof-mounted solar energy system** or similar equipment.

Solar Energy Systems

Any device or structural design feature, including accessory equipment associated with the system, whose primary purpose is to provide for the collection, generation, storage, or distribution of solar energy. This includes **Roof-mounted Solar Energy Systems** and **Ground-mounted Solar Energy Systems**.

Roof-mounted Solar Energy System

A solar energy system that is structurally mounted to the roof of a building or structure.

Ground-mounted Solar Energy System

A solar energy system that is structurally mounted to the ground and is not roof-mounted. The horizontal setback requirement shall be to that part of the **Ground-Mounted Solar Energy System** nearest to a property line, but not less than the vertical height of the highest element of the **Ground-Mounted Solar Energy System**.

Structure (including roof structure)

Any production or piece of work, artificially built up or composed of parts and joined together in some definite manner. **Structures** include, but are not limited to, **buildings**, fences over 4 feet in height, **signs**, swimming pools and **Ground-mounted Solar Energy Systems**. (See also: **temporary structure**.)

P = Permitted AP = Administrative Approval S = Special Exception CU = Conditional Use Permit N = Prohibited

Use	SRA SRB	GRA GRB (A)	GRC	GA/ MH	MROCD4- CD4-L2 L1	MRB	CD5 CD4	GB	G1	G2	B CD4- W	WB	OR	I	WI	Supplemental Regulations
14.90 Storage (other than normal accessory use), processing, disposal, or transfer of petroleum, petrochemicals, natural gas and liquid petroleum products, coal, alcohol, wood pulp, solid or liquid waste, junk or hazardous waste as classified by Federal or State law	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	
15. Transportation and Utilities																
15.10 Public or private transformer station, substation, pumping station or automatic telephone exchange, not including any business office, storage yard or storage building																
15.11 Essential to service the area in which it is located	S	S	S	S	S	S	S	S	S	S	S	S	S	S	P	S
15.12 Providing community-wide or regional service	N	N	N	N	N	N	N	S	N	N	N	N	N	S	S	

Use	R	SRA SRB	GRA GRB (A)	GRC (A)	GA/ MH	MRO CD4-L2 L1	CD4- MRB	CD5 CD4	GB	G1	G2	B CD4- W	WB	OR	I	WI		
15.20 Heliport or helipad																		
15.21 Helipad, as an accessory use to a permitted hospital use	N	N	N	N	N	N	N	N	N	N	N	N	N	S	S	S		
15.22 Heliport	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N		
15.30 Ground-mounted Solar Energy System	CU	CU	N	N	N	N	N	CU	N	CU	CU	CU	N	N	CU	CU	CU	Installations that exceed the footprint area of the principal structure on a lot or those installed as a principal use.

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

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Tuesday, February 17, 2026, at 7:00 p.m. at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH, on the proposed Ordinance amendment to Chapter 10, ZONING ORDINANCE, be amended as follows: Article 8 – Supplemental Use Standards, Section 10.814 – Accessory Dwelling Units, amending ordinance to comply with state law; and amendments to Article 4 – Zoning and Use Regulations, Section 10.440 – amending Table of Uses for Accessory Dwelling Units. The complete Ordinance is available for review in the Office of the Portsmouth 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 Tuesday, February 17, 2026, at 7:00 p.m. at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH, on the proposed Ordinance amendment to Chapter 10, ZONING ORDINANCE, be amended as follows: Article 8 – Supplemental Use Standards, Section 10.814 – Accessory Dwelling Units, amending ordinance to comply with state law; and amendments to Article 4 – Zoning and Use Regulations, Section 10.440 – amending Table of Uses for Accessory Dwelling Units. The complete Ordinance is available for review in the Office of the Portsmouth City Clerk and Portsmouth Public Library, during regular business hours.

KELLI L. BARNABY,
MMC/CNHMC
PORTSMOUTH CITY CLERK

ORDINANCE #
THE CITY OF PORTSMOUTH ORDAINS

That Chapter 10, ZONING ORDINANCE, be amended as follows: Article 8- Supplemental Use Standards, Section 10.814 – Accessory Dwelling Units, amending ordinance to comply with state law; and amendments to Article 4 - Zoning and Use Regulations, Section 10.440 - amending Table of Uses for Accessory Dwelling Units be amended as follows (deletions from existing language ~~stricken~~; additions to existing language **bolded**; remaining language unchanged from existing):

P = Permitted AP = Administrative Approval S = Special Exception CU = Conditional Use Permit N = Prohibited

Use	R		SRA		GRA		GRC		GA/	MRO		CD5		GB		G1		G2		B		I	WI	Supplemental Regulations
	SRB	GRB	GRB	(A)	MH	CD4-L1	CD4-L2	MRB	CD4	GB	G1	G2	CD4-W	WB	OR									
1.22 Detached necessary dwelling unit (DADU)																								
1.221 Up to 600 sq. ft. GLA and entirely within an existing accessory building that conforms with the dimensional requirements of this Ordinance.	CU	CU	AP	AP	N	AP	AP	N	N	AP	AP	AP	N	N	N	N	N	N	N	N	N	N	N	N
1.222 Up to 750 sq. ft. GLA and entirely within an existing accessory building that conforms with the dimensional requirements of this Ordinance.	CU	CU	CU	CU	N	CU	CU	N	N	CU	CU	CU	N	N	N	N	N	N	N	N	N	N	N	N
1.223 Up to 600 sq. ft. GLA in an existing accessory building that does not conform with the dimensional requirements of this Ordinance or includes the expansion of the existing accessory building.	CU	CU	CU	CU	N	CU	CU	N	N	CU	CU	CU	N	N	N	N	N	N	N	N	N	N	N	N
1.224 Up to 750 sq. ft. GLA on a lot and in a new building that complies with all lot and building dimensional standards of this Ordinance for a single-family dwelling	CU	CU	CU	CU	N	CU	CU	N	N	CU	CU	CU	N	N	N	N	N	N	N	N	N	N	N	N

10.814 Accessory Dwelling Units

10.814.10 Purpose and Eligibility

10.814.11 The purpose of this section is to provide for additional **dwelling units** within single-family neighborhoods in order to: increase the supply of smaller, more affordable housing units with less need for more municipal infrastructure or further land development; contribute to local housing needs; and provide opportunities for adapted reuse of existing **accessory structures**. The standards in this section are intended to integrate more housing options into the community with minimal impact on the surrounding neighborhood.

10.814.12 Only one **accessory dwelling unit (ADU)** (either an **attached accessory dwelling unit (AADU)** or a **detached accessory dwelling unit (DADU)**) shall be allowed on any **lot** containing a **single-family dwelling**. An **accessory dwelling unit** shall not be allowed under this Section 10.814 on a **lot** that contains more than one **dwelling unit, multi-family dwellings or on rented or leased land**.

10.814.13 Except as provided elsewhere in this Section 10.814, in order for a **lot** to be eligible for an **accessory dwelling unit**, the **lot** and all proposed **structures** and additions to existing **structures** shall conform to all zoning regulations as follows:

10.814.131 Any municipal regulation applicable to **single-family dwellings** shall also apply to the combination of a **principal dwelling unit** and an **accessory dwelling unit**. However, an **accessory dwelling unit** shall be allowed without additional requirements for **lot area, lot area per dwelling unit, or frontage** beyond those required for a **single-family dwelling** without an ADU in the same zoning district.

10.814.132 An **attached accessory dwelling unit** is permitted on existing **nonconforming lots** and within an existing **nonconforming building** provided no increased or new nonconformity is created.

10.814.133 Newly constructed **detached accessory dwelling units** shall be governed by the provisions of this Ordinance and the **side** and **rear yard** requirements for the applicable zoning or Character District.

10.814.14 Notwithstanding all of the above provisions, an **accessory building** existing on the effective date of this ordinance may be converted to a **detached accessory dwelling unit** as provided in this Ordinance.

10.814.20 Standards for All Accessory Dwelling Units

All **accessory dwelling units** shall comply with the following standards:

- 10.814.21 The **principal dwelling unit** and the **accessory dwelling unit** shall not be separated in ownership (including by condominium ownership).
- 10.814.22 Either the **principal dwelling unit** or the **accessory dwelling unit** shall be occupied by the owner's principal place of residence. The owner shall provide documentation demonstrating compliance with this provision to the satisfaction of the City.
- 10.814.221 When the property is owned by an entity, one of the **dwelling units** shall be the principal place of residence of one or more principals of that entity, such as a member or beneficiary.
- 10.814.23 **Accessory dwelling units** shall not have more than two bedrooms.
- 10.814.24 Neither the **principal dwelling unit** nor the **accessory dwelling unit** shall be used for any business, except that the property owner may have a **home occupation** use in the unit that he or she occupies as allowed or permitted elsewhere in this Ordinance.
- 10.814.25 Where municipal sewer service is not provided, the septic system shall meet NH Water Supply and Pollution Control Division requirements for the combined system demand for total occupancy of the premises.
- 10.814.26 1 **off-street parking** space shall be provided for an ADU in addition to the spaces that are required for the principal **single-family dwelling**.
- 10.814.27 **Accessory dwelling units** shall comply with the drainage requirements of this Ordinance.
- 10.814.28 **Accessory dwelling units** shall comply with the lighting requirements of this Ordinance.
- 10.814.29 **Accessory dwelling units** located in the Historic District are subject to review and approval by the Historic District Commission.

~~10.814.30 — **Additional Standards for Attached Accessory Dwelling Units**~~

~~The following standards are intended to ensure proportionality and aesthetic continuity between the AADU and the principal dwelling unit.~~

~~An **attached accessory dwelling unit (AADU)** shall comply with the following additional standards:~~

- ~~10.814.301 An **attached accessory dwelling unit** shall have either an independent means of ingress and egress or ingress and egress through a common~~

shared space with the principal dwelling. interior door shall be provided between the **principal dwelling unit** and the **AADU**.

10.814.312 All **accessory dwelling units** ~~The **AADU**~~ shall not be larger than 750 sq. ft. in **gross living area (GLA)**. For the purpose of this provision, the **gross living area** of the **AADU** shall not include storage space, shared entries, or other spaces not exclusive to the **AADU**.

10.814.32 ~~—~~ A newly constructed **DADU** shall be separated no less than 5 feet from the **principal structure** or as required by the Building Code, whichever is greater. ~~The **AADU** shall be subordinate to the principal dwelling unit in scale, height and appearance, as follows:~~

~~10.814.331 — If there are two or more doors in the front of the principal dwelling unit, one door shall be designed as the principal entrance and the other doors shall be designed to appear to be secondary.~~

~~10.814.332 An addition to or expansion of an existing building for the purpose of creating an **AADU** shall be recessed or projected at least 18 inches from the existing front wall of the principal dwelling unit. Where the addition includes the construction of an attached, street-facing garage, it shall be set back at least 10 feet from the front wall of the principal dwelling unit.~~

~~10.814.333 The **building height** of any addition or expansion that includes an increase in **building footprint** shall be no greater than 75% of the height of the existing **building**. In the case of a single-story **building**, an addition or expansion may include either an additional story to the existing **building** or a single-story addition at the same height as the existing **building**.~~

~~10.814.40 — Additional Standards for Detached Accessory Dwelling Units~~

~~The following standards are intended to ensure proportionality and aesthetic continuity between the **DADU** and the principal dwelling unit.~~

~~— A **detached accessory dwelling unit (DADU)** shall comply with the following additional standards:~~

~~10.814.41 — The **DADU** shall not be larger than 750 sq. ft. in **gross living area**.~~

~~10.814.411 — A **DADU** that is created from an existing **accessory building** that does not comply with its minimum **yard**~~

requirements shall not exceed 750 sq. ft. in **gross living area**.

10.814.42 A **DADU** that is created from an ~~existing accessory building~~ that does not comply with its minimum ~~yard~~ requirements shall comply with the following additional requirements:

10.814.421 ~~The existing accessory building shall not be expanded either vertically or horizontally, other than through the addition of a front entry not to exceed 50 sq. ft., or a side or rear deck not to exceed 300 sq. ft.; except that the Planning Board may grant a conditional use permit to allow the gross living area of the accessory building to be expanded up to a total of 600 sq. ft. as provided in this Ordinance.~~

10.814.422 ~~A DADU that is within a required side yard or rear yard setback for the zoning district shall not have any windows, balconies, or doors higher than eight feet above grade facing adjacent property.~~

10.814.43 ~~The DADU shall be subordinate to the principal single-family dwelling in scale, height and appearance as follows:~~

10.814.431 ~~The front wall of a DADU that is not created within an existing accessory building shall be set back at least 10 feet further from the front lot line than the existing front wall of the principal dwelling unit.~~

10.814.432 ~~The building height of the building containing the DADU shall be no greater than 22 feet.~~

10.814.433 ~~When the building containing the DADU is taller than the principal building, its required setback from all property lines shall be increased by the difference in building height between the DADU and the principal building.~~

10.814.434 ~~The building footprint of the building containing the DADU shall be no greater than 750 sq. ft.~~

10.814.435 ~~The gross floor area of the building containing the DADU shall be no greater than 1,600 sq. ft. gross floor area or 75 percent of the gross floor area of the principal dwelling unit, whichever is less.~~

10.814.436 ~~The DADU may include roof dormers provided they are located outside the required setbacks from all property lines and occupy no greater than 33% of any individual roof plane.~~

~~10.814.437—The **DADU** shall comply with the drainage requirements of this Ordinance.~~

~~10.814.438—The **DADU** shall comply with the lighting requirements of this Ordinance.~~

~~10.814.44—A newly constructed **DADU** shall be separated no less than 5 feet from the **principal structure** or as required by the Building Code, whichever is greater.~~

~~10.814.50—Architectural Design Standards~~

~~Where the creation of an **accessory dwelling unit** involves the construction of a new **building** or an addition to or expansion of an existing **building**, the exterior design shall be architecturally consistent with or similar in appearance to the **principal building** using the following design standards:~~

~~10.814.51—The new **building**, addition or expansion shall be architecturally consistent with or similar in appearance to the existing **principal building** with respect to the following elements:~~

- ~~●—Massing, including the shape and form of the **building footprint**, roof or any projecting elements;~~
- ~~●—Architectural style, design, and overall character;~~
- ~~●—Roof forms, slopes, and projections;~~
- ~~●—Siding material, texture, and profile;~~
- ~~●—Window spacing, shapes, proportions, style and general detailing;~~
- ~~●—Door style, material and general detailing;~~
- ~~●—Trim details, including window and door casings, cornices, soffits, eaves, dormers, shutters, railings and other similar design elements;~~
- ~~●—Exposed foundation materials and profiles.~~

~~10.814.52—If provided, the following elements shall be architecturally consistent with or similar in appearance to the corresponding elements on the **principal building** in terms of proportions, materials, style and details:~~

- ~~●—Projections such as dormers, porticos, bays, porches and door canopies;~~
- ~~●—Chimneys, balconies, railings, gutters, shutters and other similar design elements.~~

~~10.814.53—If provided, all street-facing garage doors shall be limited to 9 feet in width.~~

10.814.60—Review and Approval Process

~~10.814.61—When Section 10.440 indicates that an **attached** or **detached ADU** is permitted by administrative approval (“AP”), the following shall apply:~~

~~10.814.611—For a period of at least 30 days following the date of application to the City, the applicant shall post a notice, in the form of a sign provided by the city, that describes the proposed **ADU** application subject to the following:~~

~~(1) Such sign(s) shall be located on the perimeter of the lot where it can easily be viewed and readable from all abutting public ways.~~

~~(2) The applicant shall also provide the sign notice information to the City. The City shall send notice by certified mail to all owners of any property located within 100 feet of the lot.~~

~~10.814.612—Any person may submit written comments on the **ADU** application. In order to be considered by the Planning Director, such comments shall be submitted to the Planning Director within the 30-day notice period, which begins on the date the certified mailing is sent by the City.~~

~~10.814.613—The determination as to whether the **ADU** complies with all requirements shall be made as an Administrative Approval by the Planning Director. The Planning Director may approve, deny, or request additional information from the applicant. The Planning Director may refer the application to the Planning Board for a conditional use permit, if appropriate.~~

~~10.814.614—The Planning Director shall not approve an application for an **ADU** until the conclusion of the 30-day notice period.~~

~~10.814.62—When Section 10.440 requires a conditional use permit for an **attached** or **detached ADU**, the Planning Board shall make the following findings before granting approval:~~

~~10.814.621—The **ADU** complies with all applicable standards of this Section 10.814 or as may be modified by the conditional use permit.~~

~~10.814.622—The exterior design of the **ADU** is architecturally consistent with or similar in appearance to the existing **principal dwelling** on the lot.~~

~~10.814.623—The site plan provides adequate and appropriate **open space** and landscaping for both the **ADU** and the principal~~

~~dwelling unit and complies with the off-street parking requirements of Section 10.814.26.~~

~~10.814.624 The ADU will maintain a compatible relationship with the character of adjacent and neighborhood properties in terms of location, design, and off-street parking layout, and will not significantly reduce the privacy of adjacent properties.~~

~~10.814.63 In granting a conditional use permit for an accessory dwelling unit, the Planning Board may modify a specific standard set forth in Sections 10.814.26 and 10.814.30 through 10.814.50 (except the size and height of any ADU), including requiring additional or reconfigured off-street parking spaces, provided that the Board finds such modification will be consistent with the required findings in Section 10.814.62.~~

~~10.814.70 Post-Approval Requirements~~

~~10.814.71 Documentation of the conditional use permit approval shall be recorded at the Rockingham County Registry of Deeds, together with an affidavit that either the principal dwelling unit or the accessory dwelling unit will be occupied by the owner of the dwelling as the owner's principal place of residence, as required by Section 10.814.22.~~

10.814.33 A certificate of use issued by the Planning Department is required to verify compliance with the standards of this Section, including the owner-occupancy and principal residency requirements. Said certificate shall be issued by the Planning Department upon issuance of a certificate of occupancy by the Inspection Department. A certificate of use shall not be issued prior to recording of documentation as required by this Ordinance.

10.814.34 The certificate of use shall be renewed annually upon submission of such documentation as the Planning Department may require to verify continued compliance with the standards of this Section. Failure to comply with this requirement shall be deemed a violation of the ordinance and may be enforced as provided in Article 2.

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

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Tuesday, February 17, 2026, at 7:00 p.m. at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, Portsmouth, NH, on the proposed Ordinance amendment to Chapter 10, ZONING ORDINANCE, Article 11 – Site Development Standards, Section 10.1112.311 – Off-Street Parking Requirements. The complete Ordinance is available for review in the Office of the Portsmouth City Clerk and Portsmouth Public Library, during regular business hours.

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

LEGAL NOTICE

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

ORDINANCE #
THE CITY OF PORTSMOUTH ORDAINS

That Chapter 10, ZONING ORDINANCE, Article 11 Site Development Standards, Section 10.1112.311 to be amended as follows (deletions from existing language ~~stricken~~; additions to existing language **bolded**; remaining language unchanged from existing):

Article 11 Site Development Standards

Section 10.1110 Off-Street Parking

10.1112.30 Off-Street Parking Requirements

10.1112.31 Parking Requirements for Residential Uses

10.1112.311 The required minimum number of **off-street parking** spaces for **uses** 1.10 through 1.90, including **dwelling units** in mixed-use developments, shall be based on the gross floor area of each **dwelling unit**, as follows:

Dwelling Unit Floor Area	Required Parking Spaces
Less than 500 sq. ft. 500 sq. ft. or less	0.5 spaces per unit
Over 500-750 sq. ft. Over 500 sq. ft.	1.0 space per unit
Over 750 sq. ft. Over 750 sq. ft.	1.3 spaces per unit

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



Karen S. Conard
City Manager

CITY OF PORTSMOUTH

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

Date: February 12, 2026

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 February 17, 2026

10. Public Hearings and Vote on Ordinances and/or Resolutions:

A. **First Reading of Ordinance Amending Chapter 1, Administrative Code, Article IV – Commissions and Authorities, Section 1.415, be added to Establish a Permanent Sister City Committee:**

Attached please find a proposed ordinance to create a permanent Sister Cities Committee. At the January 20, 2026 City Council meeting, the Council vote to hold first reading on the proposed ordinance at this evening's meeting. The Sister Cities Committee has now had an opportunity to review the ordinance and make any changes and additions.

I recommend that the City Council move to schedule a public hearing and second reading at the March 16, 2026 City Council meeting.

B. **First Reading of Ordinance Amending Chapter 10, Zoning Ordinance as follows: rezone parcel described on the City Tax Map 209, Lot 87 from Single Residence B (SRB) to Gateway Neighborhood Mixed Use Center (G2); and Article 4 Zoning Districts and Use Regulations, Section 10.440, Use 3.40 "Museum" to be changed from "S", Special Exception to "P", Permitted in Gateway Neighborhood Mixed Use Corridor (G1) and G2. The Zoning Maps to be amended are referenced in the City's Zoning Ordinance at Chapter 10, Article 4, Zoning and District Use Regulations, 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, Collectively the "Zoning Maps":**

A letter from the Executive Director of the Portsmouth Submarine and Maritime Association was sent to the City Council with a request to change the zoning of their property at 569 Submarine Way from Single Residence B (SRB) to one of the two Gateway Districts. At the November 17, 2025 City Council meeting, the Council referred this request to the Planning Board for a report back.

The property has been a museum since 1981, which is not a permitted use in the SRB District. Any expansion of the use requires a variance and as recently as 2023, they were before the Board of Adjustment to add an addition to the visitor center. The letter requests rezoning the property to Gateway-1 or Gateway-2, and touches on future plans for the property to expand the use. [Maps are attached](#) and show the parcel and zoning, with Gateway-2 nearby on Market Street, which would be the more appropriate change of the two Districts.

At their January 21, 2026 meeting, the Planning Board considered the request to rezone the property and voted unanimously to recommend City Council hold first reading on changing the zoning from SRB to Gateway-2.

In addition, the Board voted to recommend City Council hold first reading on changing the museum use (Use 3.40) from Special Exception to Permitted in Gateway 1 and 2.

I recommend that the City Council move to pass first reading and schedule a public hearing and second reading at the March 16, 2026 City Council meeting.

C. First Reading of Ordinance Amending Chapter 10, Zoning Ordinance to Change the Zoning Designation of the Following Parcels Pursuant to Chapter 10, Article 4, Zoning and District Use Regulations, Section 10.421, District Location and Boundaries, Section 10.421.10 of the Zoning Ordinance:

At the September 24, 2025 meeting, the City Council voted to refer to the Planning Board a request to rezone certain parcels from Industrial and Commercial to Gateway. These map amendments are a continuation of the rezoning efforts the Land Use Committee, Housing Committee, Planning Board, and City Council have been engaged in which implement recommendations of the 2025 Master Plan to create more opportunities for housing. The Planning Board considered the map changes at their November 20, 2025 meeting and recommended the City Council hold first reading on the amendments at this evening’s meeting.

In 2023 the Land Use Committee (LUC) looked at potential parcels to rezone to Gateway in order to create more opportunities for housing development. The LUC reviewed the current Gateway District and identified parcels adjacent to existing Gateway parcels that could extend or connect the District. There was a broader discussion about eliminating some of the outdated districts such as Office Research (OR) and General Business (GB). The LUC identified close to 60 parcels for consideration and split the list into short-term and long-term, with the short-term list consisting of parcels the LUC came to a consensus on rezoning. Map amendments were adopted in April of 2024, and the changes before the Council this evening are the remainder of the list originally considered by the LUC and since forwarded by the Housing Committee in late 2025 for consideration.

The information below from the Master Plan was provided to the Planning Board in 2024 for the initial batch of map amendments and is still relevant:

Below are some excerpts from the results of the public outreach process for the current Master Plan that are relevant to the map amendment discussion. Page 24 states the following:

“The Study Circles described the need for diversity in the form of mixed-use neighborhood zoning, housing that meets the needs of all ages and incomes, and less reliance on tourism as an economic driver. Specific priorities included:

- Equity throughout the community, with as much focus on the neighborhoods as downtown;
- A diverse supply of housing for all economic levels and types from young to old; single or families; abled or disabled;
- A diverse built environment, not just replicating the past, but authentic to Portsmouth, new and old;
- Diverse modes of transportation that is affordable, intermodal and regional; and
- A balanced local economy that includes opportunities for small businesses and entrepreneurship as well as tourism.”

Page 26 states the following:

“Participants responded to three potential strategies to increase the availability of housing in Portsmouth and marked on maps where each strategy should be used:

- Redevelopment of gateway commercial areas;
- Densification with second units or parcel splits; and
- Greenfield development on unbuilt parcels.

Residents overwhelmingly supported redevelopment of existing commercial areas over greenfield development or increasing density in existing neighborhoods. Some residents spoke in favor of in-law or accessory dwelling units as a strategy for both providing affordable housing and increasing income for residents with larger homes and fixed incomes.”

“During the corridor development meeting, participants consistently gave higher ratings to more activated streetscapes, with multistory buildings close to the streets, landscaping, and bicycle and pedestrian amenities.” (Page 27)

“Every group chose to include a mix of residential and commercial uses on their site, and most designs were at least two stories tall and placed buildings closer to the street than existing development.” (Page 28)

The Master Plan contains a section on Corridors on pages 121 – 133 which speaks to promoting more mixed-use development along the corridors. See link below to the Master Plan to review this section: <https://view.publitas.com/city-of-portsmouth/portsmouth-master-plan-adopted-2-16-2017/page/1>.

Among the goals in the Corridor section, Goal 1.2 below supports mixed-use development along the commercial corridors:

- Goal 1.2 – Encourage walkable mixed-use development along existing commercial corridors.
 - 1.2.1 – Encourage mixed-use development in existing commercial areas by adopting new and enhancing existing flexible zoning techniques such as Gateway Planned Development option.
 - 1.2.2 – Promote redevelopment along the Route 1 Bypass north of the traffic circle that is compatible with adjoining neighborhoods.

The series of maps included in the City Council’s packet show the remaining ten parcels on the list with their current zoning, acreage, and proposed zoning. The maps show the subject parcels in relation to the corridors outlined in the Master Plan. The corridor boundary in the Master Plan is broad and not parcel specific. Most of the parcels fall entirely within the corridor areas, and several are located adjacent to the corridor areas identified in the Plan.

I recommend that the City Council move to pass first reading and schedule a public hearing and second reading at the March 16, 2026 City Council meeting.

D. Public Hearing and Adoption of Resolution for the Optional Veterans Tax Credit for Service-Connected Total Disability:

During the 2025 legislative session, the New Hampshire General Court passed, and Governor Ayotte signed into law House Bill 99, amending RSA 72:35. This new law became effective on July 13, 2025, changing the maximum amount of the optional tax credits for those veterans receiving the [Service-Connected Total Disability tax credit](#).

The language of the statute was clarified to emphasize that the credit is for persons who have total and permanent service-connected disability, and further that the optional tax credit for Service-Connected Total Disability may no longer be claimed in addition to credits received under RSA 72:28, 72:28-c, or an exemption under 72:36-a. In other words, the veteran credits could not be stacked with other veterans credits, which allowed for a higher tax credit deduction for those certain veterans.

Additionally, the maximum amount of the optional tax credit for Service-Connected Total Disability was increased to \$5,000 and may be adopted by municipalities to ensure no loss in total credits will be felt by these veterans due to the changes in the law.

Currently, there are approximately 50 veterans in the City of Portsmouth who are receiving the Service-Connected Total Disability tax credit. If the City does not re-adopt the optional tax credit and expand the amount to a minimum of \$4,750, those receiving the credit will see an increase in their tax bills of approximately \$750. This is due to the change that will no longer allow them to receive both the Optional Veterans Tax Credit of \$750 and the Optional Tax Credit for Service-Connected Total Disability of \$4,000.

The City Council may want to consider one of the following three options:

- Do nothing. Beginning with the April 1, 2026, tax year, qualified applicants choosing to receive the optional Tax Credit for Service-Connected Total Disability, will not be eligible to receive a tax credit under RSAs 72:28, 72:28-b, and 72:28-c, or an exemption under 72:36-a. The optional Tax Credit for Service-Connected Total Disability will remain at the current amount of \$4,000. This may cause a \$750 increase in property taxes for most of those veterans currently receiving multiple veterans credits.
- Amend the optional Tax Credit for Service-Connected Total Disability to \$4,750. Most veterans currently receiving both credits would not see an increase in property taxes.
- Amend the optional Tax Credit for Service-Connected Total Disability to the new maximum amount of \$5,000.

Provisions within RSA 72:35 for the Optional Tax Credit for Service-Connected Total Disability state:

The “optional tax credit under this section may be applied only to property which is occupied as the principal place of abode by the disabled person or the surviving spouse.” – RSA 72:35, II; and

“Any person applying for the standard or optional tax credit under this section shall furnish to the assessors or selectmen certification from the United States Department of Veterans' Affairs that the applicant is rated totally and permanently disabled from service connection.” – RSA 72:35, III (a)

E. Public Hearing and Adoption of Resolution Pursuant to RSA 72:39-b Regarding the Elderly Exemption on Assessed Value for Qualified Taxpayers:

Annually, the City of Portsmouth reviews income and asset levels for the elderly exemption and makes recommendations as to these levels pursuant to RSA 72:39-b.

Last year, the City Council adopted Resolution #01-2025 which increased the income level for qualifying elderly taxpayers. The current elderly exemption income levels are \$55,534 for a single taxpayer, \$72,804 for married taxpayers; the current asset limit is \$500,000.

If qualified, for elderly taxpayers the exemption off the assessed value of the property is as follows:

- Age 65 to 74 \$375,000
- Age 75-79 \$450,000
- Age 80 + \$525,000

Here are three potential options for the City Council to consider:

Option 1:

This year the 2026 increase for Social Security recipients is 2.8%.

If the City Council wishes to adjust the income limits for those who qualify for the elderly exemption by the Social Security cost-of-living increase, this would increase the limits as follows:

- Single \$57,089 increase of \$1,555
- Married \$74,843 increase of \$2,039
- Asset Limit \$500,000

Option 2:

This year the ten-year rolling average of the November-to-November Boston-Cambridge-Newton, MA-NH Consumer Price Index (CPI-U) is 2.77%.

If the City Council wishes to adjust the income level for those who qualify for the elderly exemption by the ten-year rolling average CPI-U, this would increase the limits as follows:

- Single \$57,072 increase of \$1,538
- Married \$74,821 increase of \$2,017
- Asset Limit \$500,000

Option 3:

If the City Council wishes, exemptions can remain the same.

Statute does not require an annual adjustment in income, assets or exemption amounts. Existing levels can remain capped as they currently exist.

Option 4 (new):

Below please find a further review conducted by the Assessor's Office on those individuals who were denied the elderly and disabled exemptions for Fiscal Years 2024 and 2025, which yielded an additional option based on this review.

This option would adjust the income and asset limits as follows:

- Single \$65,000 increase of \$9,466
- Married \$85,000 increase of \$12,196
- Asset Limit \$750,000 increase of \$250,000

Any adjustment if approved would be for assessments as of April 1, 2026, for Tax Year 2026 (FY27).

Estimated Elderly & Disabled Exemption Impact				
Exemption Type	Exemption Amount	Number Currently Receiving Exemption	Value Loss	Revenue Loss
65 through 74	\$ 375,000	43	\$ 16,125,000.00	\$ 185,598.75
75 through 79	\$ 450,000	45	\$ 20,250,000.00	\$ 233,077.50
80 and over	\$ 525,000	95	\$ 49,875,000.00	\$ 574,061.25
Disabled	\$ 375,000	3	\$ 1,125,000.00	\$ 12,948.75
Totals		186	\$ 87,375,000.00	\$ 1,284,412.50

Assuming 20% more taxpayers may qualify for the exemption based on Option 4 for each exemption type and receive 100% of the exemption amount, the current tax rate of \$11.51 would decrease by an additional 11 cents on the current tax rate if the elderly and disabled exemptions were not granted.

Elderly & Disabled Income/Asset Requirements for 2024

			Single	\$54,000.00			
			Married	\$70,793.00			
			Assets	\$500,000.00			

2024 Denied Due to Assets

Exemption Type	Reason Denied	Age	Single/Married	Income Reported	Income Over/Under	Assets Reported	Asset Over/Under
80+ ELDERLY	ASSET	80	SINGLE	\$45,388.00	UNDER	\$ 508,452.00	OVER
80+ ELDERLY	ASSET	81	MARRIED	\$56,366.00	UNDER	\$ 520,268.00	OVER
75-79 ELDERLY	ASSET	79	SINGLE	\$35,058.00	UNDER	\$ 661,957.00	OVER

2024 Single Filers Denied Due to Income

Exemption Type	Reason Denied	Age	Single/Married	Income Reported	Income Over/Under	Assets Reported	Asset Over/Under
75-79 ELDERLY	INCOME	80	SINGLE	\$54,404.00	OVER	\$ 119,194.00	UNDER
65-74 ELDERLY	INCOME	69	SINGLE	\$54,565.00	OVER	\$ 8,334.00	UNDER
75-79 ELDERLY	INCOME	77	SINGLE	\$56,529.00	OVER	\$ 169,174.00	UNDER
75-79 ELDERLY	INCOME	78	SINGLE	\$60,350.00	OVER	\$ 372,210.00	UNDER
65-74 ELDERLY	INCOME	67	SINGLE	\$63,441.00	OVER	\$ 89,638.00	UNDER
80+ ELDERLY	INCOME	91	SINGLE	\$64,210.00	OVER	\$ 169,361.00	UNDER
80+ ELDERLY	INCOME	81	SINGLE	\$67,684.00	OVER	\$ 28,320.00	UNDER
75-79 ELDERLY	INCOME	77	SINGLE	\$72,264.00	OVER	\$ 357,066.00	UNDER

2024 Married Filers Denied Due to Income

Exemption Type	Reason Denied	Age	Single/Married	Income Reported	Income Over/Under	Assets Reported	Asset Over/Under
80+ ELDERLY	INCOME	84	MARRIED	\$77,773.00	OVER	\$ 289,986.00	UNDER
65-74 ELDERLY	INCOME	75	MARRIED	\$78,934.00	OVER	\$ 23,052.00	UNDER

2024 Married/Single Filers Denied Due to Income & Assets

Exemption Type	Reason Denied	Age	Single/Married	Income Reported	Income Over/Under	Assets Reported	Asset Over/Under
65-74 ELDERLY	BOTH	69	SINGLE	\$141,055.00	OVER	\$ 502,069.00	OVER

Elderly & Disabled Income/Asset Requirement for 2025							
			Single	\$55,534.00			
			Married	\$72,804.00			
			Assets	\$500,000.00			
2025 Denied Due to Assets							
Exemption Type	Reason Denied	Age	Single/Married	Income Reported	Income Over/Under	Assets Reported	Asset Over/Under
80+ ELDERLY	ASSET	82	SINGLE	\$ 41,913.00	UNDER	\$ 613,672.00	OVER
DISABLED	ASSET	64	SINGLE	\$ 32,785.00	UNDER	\$ 628,152.00	OVER
65-74 ELDERLY	ASSET	68	SINGLE	\$ 46,575.00	UNDER	\$ 756,193.00	OVER
2025 Single Filers Denied Due to Income							
Exemption Type	Reason Denied	Age	Single/Married	Income Reported	Income Over/Under	Assets Reported	Asset Over/Under
80+ ELDERLY	INCOME	92	SINGLE	\$ 56,531.00	OVER	\$ 175,423.00	UNDER
75-79 ELDERLY	INCOME	75	SINGLE	\$ 56,802.00	OVER	\$ 258,404.00	UNDER
75-79 ELDERLY	INCOME	78	SINGLE	\$ 56,877.00	OVER	\$ 330,696.00	UNDER
65-74 ELDERLY	INCOME	73	SINGLE	\$ 60,281.00	OVER	\$ 217,247.00	UNDER
75-79 ELDERLY	INCOME	75	SINGLE	\$ 60,420.00	OVER	\$ 28,698.00	UNDER
75-79 ELDERLY	INCOME	77	SINGLE	\$ 65,139.00	OVER	\$ 117,466.00	UNDER
80+ ELDERLY	INCOME	82	SINGLE	\$ 66,818.00	OVER	\$ 14,320.00	UNDER
65-74 ELDERLY	INCOME	72	SINGLE	\$ 112,901.00	OVER	\$ 326,641.00	UNDER
2025 Married Filers Denied Due to Income							
Exemption Type	Reason Denied	Age	Single/Married	Income Reported	Income Over/Under	Assets Reported	Asset Over/Under
80+ ELDERLY	INCOME	81	MARRIED	\$ 80,341.00	OVER	\$ 419,330.00	UNDER
80+ ELDERLY	INCOME	84	MARRIED	\$ 82,150.00	OVER	\$ 235,342.00	UNDER
75-79 ELDERLY	INCOME	75	MARRIED	\$ 82,269.00	OVER	\$ 22,444.00	UNDER
65-74 ELDERLY	INCOME	67	MARRIED	\$ 83,017.00	OVER	\$ 114,119.00	UNDER
DISABLED	INCOME	57	MARRIED	\$ 98,014.00	OVER	\$ 130,867.00	UNDER
80+ ELDERLY	INCOME	81	MARRIED	\$ 113,034.00	OVER	\$ 246,318.00	UNDER
2025 Married/Single Filers Denied Due to Income & Assets							
Exemption Type	Reason Denied	Age	Single/Married	Income Reported	Income Over/Under	Assets Reported	Asset Over/Under
65-74 ELDERLY	BOTH	71	SINGLE	\$ 66,268.00	OVER	\$ 783,883.00	OVER

Comparisons of Portsmouth’s exemption amounts to other communities similar in population, number of parcels, and within the Seacoast are [attached](#).

I recommend that the City Council move to reschedule the public hearing and second reading to the March 16, 2026 City Council meeting.

F. Public Hearing and Adoption of Resolution Pursuant to RSA 72:37-b Regarding the Disabled Exemption Based on Assessed Value for Qualified Taxpayers:

Annually, the City of Portsmouth reviews income and asset levels for the disabled exemption and makes recommendations as to these levels pursuant to RSA 72:37-b.

Last year, the City Council adopted Resolution #02-2025 which increased the income level for qualifying disabled. The current disabled exemption income levels are \$55,534 for a single taxpayer, \$72,804 for married taxpayers; the current asset limit is \$500,000.

If qualified, for disabled taxpayers the exemption off the assessed value of the property is \$375,000.

Here are three potential options for the City Council to consider:

Option 1:

This year the 2026 increase for Social Security recipients is 2.8%.

If the City Council wishes to adjust the limits for those who qualify for the disabled exemption by the Social Security cost-of-living increase, this would increase the limits as follows:

- Single \$57,089 increase of \$1,555
- Married \$74,843 increase of \$2,039
- Asset Limit \$500,000

Option 2:

This year the ten-year rolling average of the November-to-November Boston-Cambridge-Newton, MA-NH Consumer Price Index (CPI-U) is 2.77%.

If the City Council wishes to adjust the income level for those who qualify for the disabled exemption by the ten-year rolling average CPI-U, this would increase the limits as follows:

- Single \$57,072 increase of \$1,538
- Married \$74,821 increase of \$2,017
- Asset Limit \$500,000

Option 3:

If the City Council wishes, exemptions can remain the same.

Statute does not require an annual adjustment in income, assets or exemption amounts. Existing levels can remain capped as they currently exist.

Option 4 (new):

Below please find a further review conducted by the Assessor’s Office on those individuals who were denied the elderly and disabled exemptions for Fiscal Years 2024 and 2025, which yielded an additional option based on this review.

This option would adjust the income and asset limits as follows:

- Single \$65,000 increase of \$9,466
- Married \$85,000 increase of \$12,196
- Asset Limit \$750,000 increase of \$250,000

Any adjustment if approved would be for assessments as of April 1, 2026, for Tax Year 2026 (FY27).

Estimated Elderly & Disabled Exemption Impact				
Exemption Type	Exemption Amount	Number Currently Receiving Exemption	Value Loss	Revenue Loss
65 through 74	\$ 375,000	43	\$ 16,125,000.00	\$ 185,598.75
75 through 79	\$ 450,000	45	\$ 20,250,000.00	\$ 233,077.50
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Totals		186	\$ 87,375,000.00	\$ 1,284,412.50

Assuming 20% more taxpayers may qualify for the exemption based on Option 4 for each exemption type and receive 100% of the exemption amount, the current tax rate of \$11.51 would decrease by an additional 11 cents on the current tax rate if the elderly and disabled exemptions were not granted.

Elderly & Disabled Income/Asset Requirements for 2024

			Single	\$54,000.00			
			Married	\$70,793.00			
			Assets	\$500,000.00			

2024 Denied Due to Assets

Exemption Type	Reason Denied	Age	Single/Married	Income Reported	Income Over/Under	Assets Reported	Asset Over/Under
80+ ELDERLY	ASSET	80	SINGLE	\$45,388.00	UNDER	\$ 508,452.00	OVER
80+ ELDERLY	ASSET	81	MARRIED	\$56,366.00	UNDER	\$ 520,268.00	OVER
75-79 ELDERLY	ASSET	79	SINGLE	\$35,058.00	UNDER	\$ 661,957.00	OVER

2024 Single Filers Denied Due to Income

Exemption Type	Reason Denied	Age	Single/Married	Income Reported	Income Over/Under	Assets Reported	Asset Over/Under
75-79 ELDERLY	INCOME	80	SINGLE	\$54,404.00	OVER	\$ 119,194.00	UNDER
65-74 ELDERLY	INCOME	69	SINGLE	\$54,565.00	OVER	\$ 8,334.00	UNDER
75-79 ELDERLY	INCOME	77	SINGLE	\$56,529.00	OVER	\$ 169,174.00	UNDER
75-79 ELDERLY	INCOME	78	SINGLE	\$60,350.00	OVER	\$ 372,210.00	UNDER
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75-79 ELDERLY	INCOME	77	SINGLE	\$72,264.00	OVER	\$ 357,066.00	UNDER

2024 Married Filers Denied Due to Income

Exemption Type	Reason Denied	Age	Single/Married	Income Reported	Income Over/Under	Assets Reported	Asset Over/Under
80+ ELDERLY	INCOME	84	MARRIED	\$77,773.00	OVER	\$ 289,986.00	UNDER
65-74 ELDERLY	INCOME	75	MARRIED	\$78,934.00	OVER	\$ 23,052.00	UNDER

2024 Married/Single Filers Denied Due to Income & Assets

Exemption Type	Reason Denied	Age	Single/Married	Income Reported	Income Over/Under	Assets Reported	Asset Over/Under
65-74 ELDERLY	BOTH	69	SINGLE	\$141,055.00	OVER	\$ 502,069.00	OVER

Elderly & Disabled Income/Asset Requirement for 2025							
			Single	\$55,534.00			
			Married	\$72,804.00			
			Assets	\$500,000.00			
2025 Denied Due to Assets							
Exemption Type	Reason Denied	Age	Single/Married	Income Reported	Income Over/Under	Assets Reported	Asset Over/Under
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DISABLED	ASSET	64	SINGLE	\$ 32,785.00	UNDER	\$ 628,152.00	OVER
65-74 ELDERLY	ASSET	68	SINGLE	\$ 46,575.00	UNDER	\$ 756,193.00	OVER
2025 Single Filers Denied Due to Income							
Exemption Type	Reason Denied	Age	Single/Married	Income Reported	Income Over/Under	Assets Reported	Asset Over/Under
80+ ELDERLY	INCOME	92	SINGLE	\$ 56,531.00	OVER	\$ 175,423.00	UNDER
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DISABLED	INCOME	57	MARRIED	\$ 98,014.00	OVER	\$ 130,867.00	UNDER
80+ ELDERLY	INCOME	81	MARRIED	\$ 113,034.00	OVER	\$ 246,318.00	UNDER
2025 Married/Single Filers Denied Due to Income & Assets							
Exemption Type	Reason Denied	Age	Single/Married	Income Reported	Income Over/Under	Assets Reported	Asset Over/Under
65-74 ELDERLY	BOTH	71	SINGLE	\$ 66,268.00	OVER	\$ 783,883.00	OVER

Comparisons of Portsmouth’s exemption amounts to other communities similar in population, number of parcels, and within the Seacoast are outlined below:

Disabled Exemption - RSA 72:37(b)		
	Disabled Income/Asset Limits	Disabled Amount
Portsmouth	Same as Elderly	\$375,000
Nashua	Same as Elderly	\$305,000
Hanover	Same as Elderly	\$285,000
Dover	Same as Elderly	\$206,000
Londonderry	Same as Elderly	\$205,000
Rochester	Same as Elderly	\$187,500
Hampton	Same as Elderly	\$175,000
Manchester	Same as Elderly	\$156,000
Salem	Same as Elderly	\$120,000
Bedford	Same as Elderly	\$67,600
Keene	Same as Elderly	\$33,000
Concord	None	\$0
Rye	None	\$0
North Hampton	None	\$0
Greenland	None	\$0
Somersworth	None	\$0
		Single/Married
State of NH Min.	Determined by City	\$13,400 / \$20,400

I recommend that the City Council move to reschedule the public hearing and second reading to the March 16, 2026 City Council meeting.

G. Public Hearing and Second Reading of Ordinance Amendment to Chapter 10, Zoning Ordinance, be amended as follows: Article 5 - Dimensional and Intensity Standards, Section 10.515.14, Power Generators; Article 15 - Definitions, Section 10.1530 - Terms of General Applicability, amending Building Coverage, Mechanical System, Power Generator and Structure:

In early 2025, the Planning Board considered zoning amendments referred by the City Council regarding accessory structures, fences and mechanical units. The Planning Board recommended removal of Section 10.515.14, which related to setbacks for mechanical units. That section was struck and adopted by the City Council in March, along with changing the fence height exempted from side and rear yard setbacks from 6 to 8 feet.

To further clarify the intent of the amendment adopted in March 2025, the Planning Board [proposes amendments to Section 10.515.14](#) to clarify the types of mechanical systems that are exempt from setbacks and coverage, and to add new definitions and setback requirements for power generators to be consistent with the Fire Code. The Planning Board voted to recommend City Council hold first reading on the draft amendments at their November 20, 2025 meeting. In preparation for Council review, the Legal and Planning and Sustainability Departments added 10.515.12(d), which exempts mechanical units from yard requirements and clarifies the intent of the amendment adopted in March 2025.

The City Council passed first reading at the January 20, 2026 meeting, and scheduled a public hearing and second reading for this evening’s meeting.

I recommend that the City Council move to pass second reading and schedule a third and final reading at the March 2, 2026 City Council meeting.

H. **Public Hearing and Second Reading of Ordinance Amendment to Chapter 10, Zoning Ordinance, be amended as follows: Article I – Purpose and Applicability, Section 10.122 (1), Sustainability Objectives; Article 4 – Zoning and Use Regulations, Section 10.440 – amending Table of Uses for Ground Mounted Solar Energy Systems; Article 8 – Supplemental Use Standards, Section 10.811 – amending Accessory Uses to Permitted Residential Uses; and Article 15 – Definitions, Section 10.1530 – Terms of General Applicability, amending Solar Energy Systems and Structure:**

The City Council voted to refer solar zoning amendments to the Planning Board at their December 16, 2024 meeting. Portsmouth currently holds a bronze designation from SolSmart, a national program that assists cities, towns, and counties to become solar energy leaders. The Planning Board worked throughout the year drafting amendments to our zoning ordinance with input from the Sustainability Committee and recommend adding alternative energy sources, such as solar and wind, to our sustainability objectives reflected in [the attached amendment to Section 10.122](#).

Currently, solar installations are permitted throughout the City as an accessory use, with some restrictions in the Historic District. The proposed amendments add definitions in Chapter 15 for roof-mounted and ground-mounted systems. Ground mounted systems are free standing systems not attached to a structure. The Planning Board also recommends [amending Article IV, Section 10.440, Table of Uses](#), to allow ground-mounted installations as a principal use through a conditional use permit from the Planning Board. The Planning Board voted to recommend City Council hold first reading on the draft amendments at their November 20, 2025 meeting.

I recommend that the City Council move to pass second reading and schedule a third and final reading at the March 2, 2026 City Council meeting.

I. **Public Hearing and Second Reading of Ordinance amendment to Chapter 10, Zoning Ordinance, be amended as follows: Article 8 – Supplemental Use Standards, Section 10.814 – Accessory Dwelling Units, amending ordinance to comply with state law; and amendments to Article 4 – Zoning and Use Regulations, Section 10.440 – amending Table of Uses for Accessory Dwelling Units:**

House Bill 577, which took effect July 1, 2025, amended the statute governing Accessory Dwelling Units (ADU). The new statute provides flexibility related to the size of an ADU, which allows a maximum square footage of 950 square feet or more if authorized by local ordinance. A municipality cannot limit the size of an ADU to less than 750 square feet. The Planning Board recommends keeping the maximum size at 750 square feet for any ADU.

The Planning and Sustainability and Legal Departments provided the Planning Board with a [draft ordinance that complies with the new law](#). These amendments include the removal of requirements for administrative approval because ADUs are permitted by right. In addition, the amendments remove separate height and design requirements for attached and detached ADUs (except in the HDC) and delete the requirement for an internal door connecting the primary unit to the attached ADU. The Planning Board voted at their November 20, 2025 meeting to recommend the City Council hold first reading on [the attached draft amendment](#).

I recommend that the City Council move to pass second reading and schedule a third and final reading at the March 2, 2026 City Council meeting.

J. **Public Hearing and Second Reading of Ordinance Amendment to Chapter 10, Zoning Ordinance, Article 11 – Site Development Standards, Section 10.1112.311 – Off-Street Parking Requirements:**

Senate Bill 284, which took effect September 13, 2025, prohibits municipalities from requiring more than one parking space per dwelling unit. The parking requirement in the City’s existing ordinance for dwelling units is determined by the gross floor area of the unit which requires 0.5 spaces for less than 500 square feet, 1 space for units between 500 square feet and 750 square feet and 1.3 spaces for units 750 square feet or greater.

[The attached draft amendment](#) removes the requirement for 1.3 spaces for units 750 square feet or greater to comply with the new law, and clarifies units 500 square feet or less require 0.5 spaces and units greater than 500 square feet require 1 space.

I recommend that the City Council move to pass second reading and schedule a third and final reading at the March 2, 2026 City Council meeting.

11. City Manager’s Items Which Require Action:

A. **Request for Community Revitalization Tax Relief Incentive Work Session:**

In response to Councilor Moreau’s request for a Work Session regarding RSA 79-E Community Revitalization Tax Relief Incentive at the January 20th City Council meeting, I would like to schedule this meeting for Monday, March 16th at 6:00 p.m.

I recommend that the City Council move to schedule a Work Session regarding RSA 79-E Community Revitalization Tax Relief Incentive on March 16, 2026 at 6:00 p.m.

B. **Access Easement for Water Services for Property Located at 4 Sagamore Road:**

At the January 20, 2026 City Council meeting, the Council voted to refer Attorney Derek Durbin’s request regarding an Access Easement for Water Services from property owners at 4 Sagamore Road in Rye to the City’s Legal Department.

As noted in Attorney Durbin’s letter to the City Council, the Legal Department previously reviewed the proposed Access Easement and recommend its acceptance. [The Access Easement for Water Services](#) is required by the Department of Public Works in order to provide municipal water service to the new condominiums on the property. The Access Easement presented by Attorney Durbin conforms to the City’s standard form for such easements.

Given the routine nature of this Access Easement, its conformance with a form routinely accepted by the City Council, and the property owner’s need to record the Easement in order to proceed with pending work and related transactions, the Legal Department recommends that the City Manager execute the Access Easement for Water Services.

I recommend that the City Council ratify acceptance of the Access Easement for Water Services from 4 Sagamore Development, LLC as presented.

C. **Request to Schedule Public Hearing on Refunding Bond Authorization on March 2nd:**

In review of the City’s debt service schedule, it has been determined that the City has existing bond issues eligible for refunding (refinancing) which will result in future interest savings. The original bond terms included a call provision that enables the City to pay off the bonds prior to the full maturity date by issuing replacement bonds at a lower interest rate.

The original bonds issued that are eligible for Current Refunding were issued on June 25, 2014 for the following projects:

- Middle School Renovations;
- Hobbs Hill Water Tank;
- Pierce Island Wastewater Treatment Plant; and
- Pease Wastewater Treatment Plant.

By opting to call and refinance these bonds in the current market, the City could realize savings in excess of \$443,000, net of all issuance costs, over the remaining life of the bonds.

I recommend that the City Council move to schedule a Public Hearing on March 2, 2026 for a Current Refunding Bond Resolution of up to Eight Million Five Hundred Thousand Dollars (\$8,500,000) to refinance the remaining portion of the aforementioned callable bonds and all related costs. The refunding resolution requires a public hearing and a two-thirds vote of the City Council for adoption.

D. Request to Schedule Public Hearing on Supplemental Appropriation for Outside Counsel on March 2nd:

The City is involved in a complex litigation matter that is being handled by outside counsel and requires additional funds. The case of Banfield Road LLC v. the City, et al. is an environmental claim filed in the Spring of 2023 against the City and several other parties in Federal Court. The City is represented in this litigation by the McLane law firm. The City and our outside counsel anticipated that the City would be excused from this matter by the Summer of 2025, so there was no new funding included in the FY26 Budget. That outcome has not been realized yet, and the funds appropriated in December 2023 were exhausted early in this fiscal year.

The City’s outside counsel has provided us with an educated approximation of their anticipated fees for the remainder of this fiscal year. There is no dedicated fund from which to pay the on-going monthly invoices from outside counsel. Based on these estimates, the Legal Department is requesting an additional \$400,000.

I recommend that the City Council move to schedule a Public Hearing at the March 2, 2026 City Council meeting regarding the Proposed Supplemental Appropriation from Unassigned Fund Balance of \$400,000 for Outside Counsel Legal Fees.

16. Approval of Grants/Donations:

A. Approval of Grant Agreement with the U.S. Department of Housing and Urban Development (HUD) - \$850,000:

The City has been awarded a grant for \$850,000 in Congressionally Directed Spending through the U.S. Department of Housing and Urban Development (HUD) to construct two trailhead facilities located on City-owned land that will connect the public to the New Hampshire Seacoast Greenway Railtrail. One trailhead will be located along Borthwick Avenue and another will be located on Banfield Road.

Depending on bid pricing, the trailheads could include amenities such as paved parking areas for trail users, concrete pads and enclosures for portable restrooms, bicycle racks, trailhead kiosks, wayfinding signage, landscaping, and seating areas. Design, drainage improvements, and related impacts on utilities will all need to be designed as part of the effort.

I recommend that the City Council move to accept up to \$850,000 from the U.S. Department of Housing and Urban Development, and to authorize the City Manager to enter into a Grant Agreement, including any future schedule modifications, to support design and construction services for two trailhead facilities.

B. Approval of Grant Agreement with the U.S. Environmental Protection Agency (EPA) – to Protect the Water Quality of the Bellamy Reservoir - \$714,000:

The City has been awarded a \$714,000 Congressionally Directed Spending grant through the United States Environmental Protection Agency (EPA). The funding will reimburse the Water Enterprise Funds that were used to purchase a 44.6-acre conservation easement adjacent to the Bellamy Reservoir in 2025 (Fernald Easement). This easement will help protect the water quality of the Bellamy Reservoir, which serves as the primary drinking water source for the City of Portsmouth's water system.

I recommend that the City Council move to accept up to \$714,000 from the U.S. Environmental Protection Agency and to authorize the City Manager to enter into the Grant Agreement as presented.

17. City Manager's Informational Items:

A. Update on FlashVote Survey Regarding Public Art:

The Public Art Review Committee and the City's Communications team recently distributed a FlashVote survey on public art. The survey ran from Wednesday, February 11th through Friday, February 13th.

I will provide a verbal update on the survey results at this evening's meeting and these results will also be available on [the FlashVote section of the City's website](#).

ACCESS EASEMENT FOR WATER SERVICES

KNOW ALL MEN BY THESE PRESENTS, that **4 Sagamore Development LLC**, with a principal place of business at 273 Corporate Drive, Suite 150, Portsmouth, County of Rockingham, State of 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, State of New Hampshire 03801, with **QUITCLAIM COVENANTS** an easement over, below, along, and across the premises described herein, located at 4 Sagamore Road, Rye, County of Rockingham, State of New Hampshire, 03870 (Tax Assessor's Map No. 24, Lot 72), and being more particularly described as follows:

A certain tract or parcel of land with the buildings therein as shown on a plan prepared by Altus Engineering, LLC, dated December 22, 2025, entitled, "Proposed Residential Development, 4 Sagamore Road, Rye, NH, Tax Map 24, Lot 72", recorded in the Rockingham County Registry of Deeds as Plan D- [REDACTED].

Meaning and intending to convey an easement over the premises conveyed by Quitclaim Deed of Barbara E. Scammon, dated September 12, 2006, and recorded in the Rockingham County Registry of Deeds at Book 4708, Page 1009.

Purpose and Rights: The Grantee shall have a perpetual, permanent uninterrupted and unobstructed nonexclusive easement for the purpose of enabling the Grantee 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 _____ 2026.

4 Sagamore Development LLC

By: _____
Eric Katz, Manager

STATE OF NEW HAMPSHIRE
COUNTY OF ROCKINGHAM

Personally appeared this ____ day of _____ 2026 the above-named, Eric Katz, in his capacity as Manager of 4 Sagamore Development LLC, duly authorized, and executed the foregoing instrument for the purposes therein contained.

Before me,

Notary Public/Justice of the Peace
My commission expires: _____
Executed this ____ day of May 2020.

ACCEPTANCE OF DEED

CITY OF PORTSMOUTH

By: _____
Karen Conard, City Manager

Per vote of the City Council on
_____, 2026

STATE OF NEW HAMPSHIRE
COUNTY OF ROCKINGHAM

This instrument was acknowledged before me on _____, 2026 by Karen Conard, City
Manager of Portsmouth, New Hampshire.

Notary Public / Justice of the Peace
(My commission expires: _____)

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

RESOLUTION # XX - 2026

A RESOLUTION AUTHORIZING THE ISSUANCE OF REFUNDING BONDS OF UP TO EIGHT MILLION FIVE HUNDRED THOUSAND DOLLARS (\$8,500,000) TO REFINANCE CERTAIN OUTSTANDING BONDS OF THE CITY SO AS TO REDUCE INTEREST COSTS, AND TO PAY ALL COSTS INCIDENTAL AND RELATED THERETO.

BE IT RESOLVED:

THAT in order to reduce interest costs associated with the outstanding portion of the various City's General Obligation Bonds dated June 25, 2014 (the "Refunded Bonds"), the City is authorized to issue refunding bonds in the amount of up to **EIGHT MILLION FIVE HUNDRED THOUSAND DOLLARS (\$8,500,000)** to refinance all or any portion of the Refunded Bonds, and to pay associated interest costs, redemption premium and all issuance expenses associated therewith, such refunding bonds to be issued by the City Treasurer, with the approval of the City Manager, and otherwise in accordance with the Municipal Finance Act.

THAT the discretion of fixing the dates, maturities, rates of interest, forms and other details of such refunding bonds is hereby delegated to the City Treasurer with the approval of the City Manager.

THAT this resolution shall take effect upon its passage.

APPROVED BY:

DEAGLAN MCEACHERN, MAYOR

**ADOPTED BY THE CITY COUNCIL:
MARCH 2, 2026**

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

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
SUPPLEMENTAL APPROPRIATION
FOR THE FISCAL YEAR ENDING JUNE 30, 2026**

RESOLUTION # XX - 2026

A RESOLUTION AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM UNASSIGNED FUND BALANCE FOR NECESSARY EXPENDITURES RELATED TO OUTSIDE COUNSEL.

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

THAT, the City Council has determined that the sum of **FOUR HUNDRED THOUSAND (\$400,000.00) DOLLARS** is to be appropriated from Unassigned Fund Balance to defray the expenditures related to Outside Counsel for the Fiscal Year ending June 30, 2026.

THAT, to meet this appropriation, the City Manager is authorized to transfer these funds from Unassigned Fund Balance.

APPROVED BY:

DEAGLAN MCEACHERN, MAYOR

**ADOPTED BY CITY COUNCIL
MARCH 2, 2026**

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

CITY CHARTER

ARTICLE VII SECTION 7.14 – AMENDMENTS TO BUDGET AFTER ADOPTION

No appropriation shall be made for any purpose not included in the annual budget as adopted unless voted by a two-thirds (2/3) majority of the Council after a public hearing held to discuss said appropriation. The Council shall, by resolution, designate the source of any money so appropriated.



Seacoast Lacrosse Club
PO Box 1540
Portsmouth, NH 03801
SeacoastLacrosse.org

January 29, 2026

RE: Temporary Signage at Portsmouth Recreation Athletic Field

Karen Conard
City Manager
City of Portsmouth
1 Junkins Ave
Portsmouth, NH 03801

Dear Ms. Conard,

Seacoast Lacrosse Club, Inc. (Seacoast Lacrosse) respectfully requests permission to exhibit temporary signage on the fences at the Portsmouth Recreation Athletic Field for the spring 2026 lacrosse season.

Seacoast Lacrosse is an independent, all volunteer, non-profit organization committed to providing a high-quality youth lacrosse program for players aged 6-15 years old who reside within the Portsmouth, NH High School Administrative Unit (SAU 50 & 52; Portsmouth, Greenland, Newington, Rye, New Castle). We are dedicated to the instruction of lacrosse, teamwork, sportsmanship, and competition in a safe and respectful environment, while promoting personal responsibility, and offering participants an opportunity to enjoy all that is best about youth sports. Seacoast Lacrosse is grateful for the City of Portsmouth's support. The Athletic Field at 100 Campus Drive in Portsmouth is an amazing facility used by thousands of local young athletes each year. We deeply appreciate use of the Athletic Field as our program's home turf.

Seacoast Lacrosse seeks authorization to affix and display banners on the fences at the Athletic Field in the same manner that we did during the 2024 and 2025 seasons. The placement of these banners have been a huge success with our sponsors and have allowed us to raise over \$7,000 for our program. The banners this year would be advertisements for local businesses that have donated to the program, and contributions will be used to support the mission of Seacoast Lacrosse. We respectfully request permission to display the signs from approximately March 20, 2026 to June 30, 2026; roughly the beginning of practices to the end of the season. I've included photos of past banners below.



In the past 25+ years, Seacoast Lacrosse has grown from an experimental backyard activity to a program with over 350 participants per season that competes in local and statewide leagues. With the City's support, we have built a quality program that helps develop healthy and strong young people for our community and skilled athletes for our successful High School teams. Seacoast Lacrosse is committed to providing a safe and inclusive activity for local youth. The City's assistance in pursuing our mission and goals is much appreciated.

Please let us know if any additional information would assist your consideration of our request. We appreciate your time and attention.

Sincerely,

Warren Widener
President, Board Chair
Seacoast Lacrosse Club
PO Box 1540
Portsmouth, NH 03801
(415) 283-5015

Warren.Widener@SeacoastLacrosse.org
SeacoastLacrosse.org

Cc: Jessica Griffin, Todd Henley, Kjersten Baker, Morgen Healy



nh outright

February 2, 2026

Honorable Mayor Deaglan McEachern
Portsmouth City Council
City Hall, 1 Junkins Avenue
Portsmouth, NH 03801

Dear Mayor McEachern and Council Members:

I am writing on behalf of New Hampshire Outright (formerly Seacoast Outright), our Board of Directors, LGBTQ youth and allies, and residents of Portsmouth and surrounding towns, to thank the City for its ongoing support of our annual Portsmouth PRIDE Celebration. We are grateful for the efforts of the Council and staff to ensure a joyful (and safe) event each and every year.

This is our 12th year hosting this signature event, as we welcome thousands of folks to Portsmouth as a celebration of our community – adults, youth, families parade; our non-profit partners and local businesses gather and offer their services and wares; Throwback Brewery hosts our annual beer tent; and of course, it is also our primary fundraising event. Last year's event was our best and biggest yet. Rain, or shine, Portsmouth is indeed the City of the Open Door on our Weekend of Love celebrating Pride and Fill-the-Hall.

We have already begun planning, working with Strawberry Banke Museum, and can't wait to celebrate with our whole community on June 20, 2026. Thank you for all of your ongoing support, and we look forward to planning again with the city for another wonderful, joyous year.

Thank you,

Heidi Carrington Heath
Executive Director

Executive Director: Rev. Heidi Carrington Heath

Board of Directors:

Michael Haley, Chair
Kelsey Boucher, Board Member
Sarah Buckley, Board Member

Caitlin Thayer, Vice Chair and, Treasurer
Alissa Cannon, Board Member
Christine Stillwell, Board Member

Kim Trippodo, Secretary
Linda Fishbaugh, Board Member

Toscana Italian
Chophouse & Wine Bar
Steak • \$\$\$



Cure
American • \$\$



Fezziwig's Food
and Fountain



Domo Jap
Japanese • \$



Aldrich Park

 **6 min**
0.3 miles

Buff + File Nail
Bar - Downtown

Portsmouth Book & Bar

Clipper Tavern
American • \$\$



Church Unitarian
List Church

Court St

Court St

Court St

Jefferson St

Washington St

Governor John
Langdon House

To:

Mayor's Office
1 Junkins Ave,
Portsmouth, NH 03801

Dear Mayor McEachern & Portsmouth City Counsel,

We are writing this letter on behalf of the IAPP, a local Portsmouth not-for-profit association located at 75 Rochester Ave, on the Pease Development Authority. The IAPP is requesting permission to host a VIP event on Wednesday, June 24th and Thursday, June 25th at several locations in downtown Portsmouth. Here's an overview of the event:

- Event name: Navigate 2026: Digital Policy Leadership Summit in collaboration with the Berkman Klein Center for Internet & Society at Harvard University
- Expected number of attendees: 315
- Venues Contracted:
 - o The Music Hall Historic Theater
 - o The Music Hall Lounge
 - o Jimmys Jazz and Blues Club & The Gallery
 - o Strawberry Banke Museum
- Type of attendees: A global mix of VIP leaders in digital policy from industry, government, academia, and civil society.
- Goals of the event: To engage leaders in digital policy and to showcase the IAPP's hometown of Portsmouth, NH. We hope that our attendees will leave Portsmouth with new knowledge and insight on the latest developments in the privacy industry as well as a newfound adoration for the Seacoast of New Hampshire.

Due to the size of the event we have secured room blocks at the following hotel locations:

- o The AC Hotel Portsmouth Downtown / Waterfront
- o Hampton Inn & Suites Portsmouth Downtown
- o Residence Inn Portsmouth Downtown / Waterfront

Due to the nature of the event, it will require the following special requests:

- o Signage outside the main entrance of each venue
- o Chestnut street closure from approximately 8:00 AM – 4:00 PM on June 24th, and June 25th, 2025.
- o Outside guidance in the form of cross walk attendants to be available during high traffic times when attendees will be transitioning between the Historic Theater, The Lounge, and Jimmys Jazz Club. *Note: IAPP is equipped to handle this task if need be.*
- o Outside guidance to direct attendees from their hotel locations to the Strawberry Banke Museum. *Note: IAPP is equipped to handle this task if need be.*

GLOBAL HEADQUARTERS

Pease International Tradeport
75 Rochester Ave.
Portsmouth, NH 03801 USA
Tel: +1 603.427.9200 | 800.266.6501

EUROPEAN OFFICE

Avenue des Arts 56
1000 Brussels, Belgium
Tel: +32 (0)2 486 41 66

ANZ OFFICE

Sydney, Australia 2000

The professional home for privacy, AI governance
and digital responsibility globally.

Navigate 2026: Digital Policy Leadership Summit agenda at a glance:

Wednesday June 24th: Main Conference Day 1

Activity	Timeframe	Location
Registration / Event Check In	7:00 – 16:00	Jimmys Gallery Space
Networking Breakfast	7:00 – 9:00	Jimmys Gallery Space
Dialogue Sessions	9:00 – 12:00	MH Theater, Lounge, Jimmys
Networking Lunch	12:00 – 13:30	Nichinan, Moxie & Jumpin' Jays
Dialogue Sessions	13:30 – 16:00	MH Theater, Lounge, Jimmys
Free time	16:00 – 18:00	Downtown Portsmouth
Lobster Bake	18:00 – 20:00	Strawbery Banke Museum

Thursday, June 25th: Main Conference Day 2

Activity	Timeframe	Location
Registration / Check In	8:30 – 1:30	Jimmys Gallery Space
Networking Breakfast	8:30 – 9:30	Jimmys Gallery Space
Dialogue Session	9:30 – 12:15	The MH Theater, Lounge, Jimmys
Networking Lunch	12:15 – 13:30	Nichinan, Moxie & Jumpin' Jays
Dialogue Session	13:30 – 15:00	The Music Hall Theater

Main Conference Routes: Wed, June 24-Thurs, June 25th, 2026





Gundalow COMPANY

Protecting the Piscataqua region's
maritime heritage and environment
through education and action

Board of Directors

Jeffrey Binder
David Carlson
Janet Dinan
Peter Driscoll
Brendan Flavin
Kerry Houlihan
Jeffrey Hughes
John Lamson
Jeff Musk
Jeff Nahas
Catharine Newick
George Samuels

Staff

Rich Clyborne
Executive Director

Amanda Komarek
Program Manager

Jared Felker
*Program Assistant/Camp
Director*

Matt Glenn
Captain

Andy Goodell
Operations Manager

Jo Maden
Events Coordinator

Michele Lechner
Accountant

John Moynihan
Development Coordinator

Heather Froumy
Volunteer Coordinator

Izzie Flynn
Marketing Coordinator

www.gundalow.org
info@gundalow.org
(603) 433-9505
60 Marcy St.
Portsmouth, NH 03801

06 February 2026

To Whom it May Concern,

We are requesting permission to conduct our 2026 Round Island Regatta event on Saturday 08 August 2026 from 10:00 AM to 3:00 PM at the Peirce Island Boat Ramp area. This event will be similar in scope to the event we have held in previous years.

Thank you in advance for your consideration in this matter. Please feel free to contact me at the number below or reach out via email: director@gundalow.org.

Sincerely,

A handwritten signature in black ink, appearing to be 'Rich Clyborne'.

Rich Clyborne
Executive Director



Portsmouth Maritime Folk Festival
106 Langford Rd.
Raymond, NH 03077
+1.415.845.8202
info@pmffest.org
Friday 6 February 2026

City of Portsmouth
1 Junkins Ave.
Portsmouth, NH 03801

Mr. Mayor and City Councilors,

Greetings from PMFF! Once again, our 2025 festival was very successful, and the Portsmouth waterfront continues to be a highlight of the weekend. Thank you for your help making the festival a hit for 25 years!

We would like to repeat that winning formula this year, the 26th and 27th of September 2026.

We are requesting the use of the space in Prescott Park, in the public forum area near Marcy St. and the power outlets, on Saturday the 26th, 11 am to 3 pm, and Sunday the 27th, 1 pm to 5 pm. We plan to have amplified sound there.

The designation of the northern Prescott Park parking lot as handicap parking worked very well, and we would request that again.

We would also like to be in Market Square again, at the same times, in the space in front of the North Church that we used the last three years. We understand that amplification is not allowed there.

We are partnering again with the Gundalow Company to use Sheafe Warehouse and the lawn in front of their dock under their auspices.

Respectfully,

Chris Maden
President, PMFF

City Council Emails – February 3, 2026 through February 12, 2026

Submitted on Tue, 02/03/2026 - 08:30

Submitted by: Anonymous

Submitted values are:

First Name

Robin

Last Name

Schnell

Email

r.hary.schnell@gmail.com

Subject

A Housing Plan forPortsmouth

Address

109 Spring St

Portsmouth, New Hampshire. 03801

Message

Without nearby affordable housing for workers, no business or town can thrive. Lack of affordable housing near work is one reason young couples are choosing not to have children. The book "Paper Girl" about the demise of the middle class in towns, cites the end of mixed socioeconomic neighborhoods as a reason high school graduates don't see an education as a means to escape poverty and maybe it's a reason the wealthy don't understand what poverty looks like. Housing is clearly a problem America needs to solve, and that will require careful planning that looks at the big picture of the future being created. The Portsmouth Housing Action Plan is a tool that presents that broader view.

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, 02/07/2026 - 13:46

Submitted by: Anonymous

Submitted values are:

First Name

Margaret

Last Name

O'Neil

Email

peggyooo@icloud.com

Subject

Snow Ban

Address

87 Cabot St
Portsmouth, New Hampshire. 03801

Message

Hello everyone,

It would appear that those who ignored the city parking ban were rewarded today!

Those of us who followed the city's instructions were fined \$8.00.

If the city makes a weather error they (meaning We) should just eat the cost. The residents who move their cars should not have to pay while those who ignore the ban get off for free. The lesson in that is to just ignore the next parking ban, unless the city spends even more money putting green notices on every windshield in town again. The other thing I'll ask is where did the \$8.00 fee come from? It has been \$3.00 until this past year. That is an increase of over double the amount! Why not \$4.00 or \$5.00.

I don't care about how much you charge tourists in this town for parking. But for older residents who just pay more and more for services in our city it is becoming very irritating.

Okay, sorry for spouting off. I know you're not trying to make Portsmouth more of a hassle and an expense. But, it's kind of getting there.

Sincerely,
Margaret O'Neil
2/7/2026

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, 02/09/2026 - 16:27

Submitted by: Anonymous

Submitted values are:

First Name

Emmy

Last Name

Ham

Email

director@seacoastwhc.org

Subject

Support for Creation of a Housing Action Plan

Address

500 Market St UNIT 16A
Portsmouth, New Hampshire. 03801

Message

Dear Mayor McEachern, Vice Mayor Kelley, and Members of the Portsmouth City Council,

On behalf of the Workforce Housing Coalition of the Greater Seacoast, I am writing to express our strong support for the City Council's 2026–2027 Goal to create a Housing Action Plan, as outlined in the third strategic objective of the Council's Goal Categories.

Housing affordability and availability remain among the most pressing challenges facing Portsmouth's workforce, employers, and community institutions. A Housing Action Plan represents an important and proactive step toward aligning local policies, data, and community priorities to expand housing options for the people who live and work in the city.

We commend the City Council for elevating housing to this level of strategic importance and for recognizing the value of a clear, actionable framework to guide future decision-making. A thoughtfully developed Housing Action Plan can help identify barriers, prioritize solutions, and support policies that advance a diverse mix of housing types while preserving the character and economic vitality of Portsmouth.

As a regional nonprofit dedicated to advancing attainable housing opportunities across the Greater Seacoast, the Workforce Housing Coalition stands ready to support this effort in any way that may be helpful, including sharing regional data, best practices from peer communities, and facilitating stakeholder engagement.

Thank you for your leadership and continued commitment to ensuring that Portsmouth remains a place where people of all incomes can afford to call home.

Sincerely,
Emmy Ham
Executive Director
Workforce Housing Coalition of the Greater Seacoast

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Submitted on Wed, 02/11/2026 - 14:24

Submitted by: Anonymous

Submitted values are:

First Name

Effie

Last Name

Malley

Email

effie.malley@gmail.com

Subject

Amendments to the Zoning Ordinance for solar

Address

428 Pleasant Street, Unit 3
Portsmouth, New Hampshire. 03801-4533

Message

I urge you to support the amendments to the zoning ordinance that define solar energy systems and their uses. The Council passed the first reading of these amendments at the January 20 meeting. It is important for the City to have the tools to support solar energy, as represented by the amendments that expand sustainability objectives, add solar to accessory uses, and add solar definitions. (Specifically the subject amendments are Chapter 10, Zoning Ordinance Article I – Purpose and Applicability, Section 10.122 (1), Sustainability Objections; Article 4 – Zoning and Use Regulations, Section 10.440 – amending Table of Uses for Ground Mounted Solar Energy Systems; Article 8 – Supplemental Use Standards, Section 10.811 – amending Accessory Uses to Permitted Residential Uses; and Chapter 15, Definitions, Section 10.1530.) Thank you for your consideration.

Please indicate if you would like your comment to be part of the public record for the upcoming City Council meeting.

Yes

Arts & Cultural Commission			
2025 Calendar year Attendance (11)			
Commissioner	Present	Absent	Attendance %
Linnea Grimm	10	1	91%
Emma Stratton	10	1	91%
Ken Golden	11	0	100%
Jeffrey Cooper	11	0	100%
Eli Kanter	11	0	100%
Genevieve Aichele	10	1	91%
Theresa MacDowell	11	0	100%
Karen Rosania	10	1	91%
Jason Goodrich	10	1	91%
Kate Cook	10	1	91%
Catherine Saarella*	4	7	n/a
Mandela Pruett*	2	4	n/a
Cassandra Lund*	3	1	n/a
Courtney Perkins*	3	11	n/a
* resigned			

Annual Attendance Record - 2025

Cable and Broadband Internet Commission

Total Number of meetings held in 2025: Nine (9)

Meeting Date	Committee Attendees Present	Committee Attendees Absent	Excused Absence
January 22, 2025	Rob Capone, Chair Jeff Abrams Luis Rodriguez	Amrishi Chicooree Gary Lowe	Yes Yes
March 5, 2025	Rob Capone, Chair Jeff Abrams Amrishi Chicooree Gary Lowe Luis Rodriguez		
April 2, 2025	Rob Capone, Chair Jeff Abrams Amrishi Chicooree Gary Lowe Luis Rodriguez		
April 23, 2025	Rob Capone, Chair Jeff Abrams Amrishi Chicooree Gary Lowe Luis Rodriguez		
June 25, 2025	Rob Capone, Chair Jeff Abrams Gary Lowe Luis Rodriguez	Amrishi Chicooree	Yes
August 6, 2025	Rob Capone, Chair Jeff Abrams Amrishi Chicooree Gary Lowe Luis Rodriguez		
October 1, 2025	Rob Capone, Chair Jeff Abrams Amrishi Chicooree Gary Lowe Luis Rodriguez		
November 5, 2025	Rob Capone, Chair Jeff Abrams Amrishi Chicooree Gary Lowe Luis Rodriguez		

Meeting Date	Committee Attendees Present	Committee Attendees Absent	Excused Absence
December 10, 2025	Rob Capone, Chair Jeff Abrams Amrishi Chicooree Gary Lowe Luis Rodriguez Jim Wilson		

CEMETERY COMMITTEE ATTENDANCE 2025 Chair: Susan Sterry/Dee Dee Forte

Chair: Susan Sterry, Deirdre (DeeDee) Forte, Stephen Buzzell, Celeste Brooks, Michael Griffin, Sue Polidura. Peter Splaine, Brigid "Briggs" Brady (Nov), Tara Rix (Nov), Corin Hallowell. Staff: Barbara Zulkiewicz, Stephanie Seacord

Dates	Members	Attending	Excused	Unexcused
Jan 9	10: Chair Susan Sterry, Co-Chair Dee Forte, Peter Splaine, Sue Polidura, Michael Griffin, Steve Buzzell, Duncan MacCallum, Eva Boice, Celeste Brooks. Staff: Corin Hallowell.	9: Chair Susan Sterry, Co-Chair Dee Forte, Peter Splaine, Sue Polidura, Michael Griffin, Steve Buzzell, Duncan MacCallum, Eva Boice (via Zoom). Staff: Corin Hallowell.	1: Celeste Brooks	0
Feb 6		CANCELLED		
Mar 6	10: Chair Susan Sterry, Co-Chair Dee Forte, Peter Splaine, Sue Polidura, Michael Griffin, Steve Buzzell, Duncan MacCallum, Eva Boice, Celeste Brooks. Staff: Corin Hallowell.	9: Chair Susan Sterry, Celeste Brooks, Peter Splaine, Sue Polidura, Michael Griffin, Steve Buzzell, Duncan MacCallum, Eva Boice (via Zoom). Staff: Suzanne Woodland.	1: Dee Forte	0
Apr 3	9: Chair Susan Sterry, Co-Chair Dee Forte, Peter Splaine, Sue Polidura, Michael Griffin, Steve Buzzell, Duncan MacCallum, Celeste Brooks. Staff: Corin Hallowell.	8: Chair Susan Sterry, Dee Forte (via Zoom), Celeste Brooks, Steve Buzzell, Michael Griffin, Peter Splaine, Sue Polidura. Staff: Corin Hallowell.	1: Duncan MacCallum	0
May 1	8: Chair Dee Forte, Peter Splaine, Sue Polidura, Michael Griffin, Steve Buzzell, Duncan MacCallum, Celeste Brooks. Staff: Corin Hallowell.	7: Chair Dee Forte (Forte); Steve Buzzell (Buzzell); Michael Griffin (Griffin); Peter Splaine (Splaine);	1: Duncan MacCallum	0

		and Sue Polidura (Polidura		
Jun 5	8: Chair Dee Forte, Peter Splaine, Sue Polidura, Michael Griffin, Steve Buzzell, Duncan MacCallum, Celeste Brooks. Staff: Corin Hallowell.	6: Chair: Dee Forte, Celeste Brooks, Peter Splaine, Sue Polidura, Steve Buzzell. Staff: Corin Hallowell, Stephanie Seacord (recording secretary).	2: Michael Griffin, Duncan McCallum.	0
Jul 3		CANCELLED		
Aug 7		CANCELLED		
Sep 6	7: Chair Dee Forte, Peter Splaine, Sue Polidura, Michael Griffin, Steve Buzzell, Celeste Brooks. Staff: Corin Hallowell.	6: Chair Dee Forte, Celeste Brooks, Peter Splaine, Steve Buzzell, Sue Polidura. Staff: Suzanne Woodland, Corin Hallowell, Stephanie Seacord (recording secretary).	1: Michael Griffin	0
Oct 2	7: Chair Dee Forte, Peter Splaine, Sue Polidura, Michael Griffin, Steve Buzzell, Celeste Brooks. Staff: Corin Hallowell.	7: Chair Dee Forte, Peter Splaine, Celeste Brooks, Steve Buzzell, Mike Griffin, Sue Polidura, Corin Hallowell. Staff: Stephanie Seacord (recording secretary)	0	0
Nov 6	9: Chair Dee Forte, Peter Splaine, Sue Polidura, Michael Griffin, Steve Buzzell, Celeste Brooks, Briggs Brady, Tara Rix. Staff: Corin Hallowell.	8: Chair Dee Forte, Celeste Brooks (via Zoom), Steve Buzzell, Michael Griffin, Peter Splaine, Sue Polidura, Brigid Brady. Staff: Corin Hallowell, Stephanie Seacord (recording secretary)	1: Tara Rix	0

Dec 4	9: Chair Dee Forte, Peter Splaine, Sue Polidura, Michael Griffin, Steve Buzzell, Briggs Brady, Tara Rix, Celeste Brooks. Staff: Corin Hallowell.	8: Chair Dee Forte, Celeste Brooks (via Zoom), Steve Buzzell, Michael Griffin, Peter Splaine, Sue Polidura, Brigid Brady. Staff: Corin Hallowell, Stephanie Seacord (recording secretary).	1: Tara Rix	0
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Board Name: Citizens Advisory Committee	Meetings Attended	Not Attended - Excused	Not Attended - Unexcused
# of Meetings Held - 2025: _6_			
List Current Members			
Barton, Kristen	3	3	
Decourcy, Kelly	6	0	
Durling, Susan	6	0	
Hartley, Annelise	6	0	
Meade, Hannah	6	0	
Board Name: Portsmouth Housing Endowment Fund Advisory Committee	Meetings Attended	Not Attended - Excused	Not Attended - Unexcused
# of Meetings Held - 2025: _1_			
List Current Members			
Berg, Steven	1	0	
Lukacz, Christine	1	0	
Mountjoy, Jeffrey	1	0	
Poubeau, Anne	1	0	
Welch, Craig - PHA Director	1	0	

Conservation Commission 2025 (14 Meetings - 2 Special)														Total Excused Absences	Total Unexcused Absences	Attendance Record (%)
1/8/2025	2/12/2025	3/12/2025	4/9/2025	4/23/2025	5/14/2025	6/11/2025	7/9/2025	7/21/2025	8/13/2025	9/10/2025	10/8/2025	11/13/2025	12/10/2025	Total Excused Absences	Total Unexcused Absences	Attendance Record (%)
Samantha Collins	✓	✓	✓	✓	Excused	✓	✓	✓	✓	✓	✓	✓	✓	1	0	0.928571429
Barbara McMillan	✓	Excused	✓	✓	✓	Excused	✓	✓	✓	✓	✓	✓	✓	1	0	0.928571429
Jessica Blasko	✓	Excused	✓	✓	✓	Excused	✓	✓	✓	✓	✓	✓	✓	1	0	0.928571429
Lynn Vaccaro	Excused	Excused	✓	✓	✓	Excused	Excused	✓	✓	✓	✓	Excused	Excused	2	2	0.857142857
Stewart Sheppard	Excused	Excused	Excused	✓	Excused	Excused	Excused	✓	✓	✓	✓	Excused	Excused	5	2	0.5
Alice Carey	Excused	✓	✓	✓	Excused	✓	Excused	✓	✓	✓	✓	✓	✓	3	0	0.785714286
Brian Gibb	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	0	0	1
Talia Sperduto	✓	✓	✓	Excused	✓	✓	✓	✓	✓	✓	✓	✓	✓	1	0	0.928571429
Oliver Chajr*	✓	✓	✓	Excused	Excused	Excused	Excused	Excused	Excused	Excused	Excused	Excused	Excused	2	0	0.75

*Oliver's first meeting was on 6/11/2025

Economic Development Commission				
2025 Calendar year Attendance (11)				
Commissioner	Present	Absent	Excused Absence	Attendance %
Cohen, Philip	9	2		82%
Eaton, Everett* Resigned	4	1		80%
Lachance, Sarah	10		1	91%
Lehoux, Jacob	10	1		91%
Marchewka, Robert	11			100%
Ward, Andrew	9	1	1	82%
Watson, Thomas	10		1	91%
Weidman, Anne	9	1	1	82%
Howard, Anna	9	1	1	82%

Historic District Commission (12 meetings) 2025	Attended	Excused	Unexcused	Attendance %
Reagan Ruedig- Chair	11	1		92
Margot Doering- Vice Chair	12			100
Rich Blalock- City Council Rep.	10	2		83
Jon Wyckoff	11	1		92
David Adams	12			100
Dan Brown	10	2		83
Martin Ryan	11	1		92
Joy Curth (Started in August)	5			100
Larry Booz- Alt.	11	1		92
Susan Strauss- Alt. (Started in August)	5			100

Portsmouth Housing Authority

2025 Attendance Totals

Total Meetings Held: 11

Portsmouth Housing Authority Commissioners	<u>Attended</u>	<u>Excused</u>	<u>Unexcused</u>	<u>Attendance %</u>
Ferrini, Thomas, Chair	9	2	0	82%
Bergeron, Kathleen	11	0	0	100%
Griffin, Michael	11	0	0	100%
Main, Daniel, Treasurer	11	0	0	100%
Pickering, Robin, Resident Rep.	9	2	0	82%
Rodenhizer, Kara, Vice Chair	10	1	0	91%
Welch, Craig, PHA Director	11	0	0	100%

Annual Attendance Record - 2025

Legislative Subcommittee

Total Number of meetings held in 2025: Two (2)

Meeting Date	Committee Attendees Present	Committee Attendees Absent	Excused Absence
February 7, 2025	Mayor Deaglan McEachern Councilor Katherine Cook Councilor John Tabor	Assistant Mayor Joanna Kelley	Yes
April 4, 2025	Mayor Deaglan McEachern Assistant Mayor Joanna Kelley Councilor Katherine Cook Councilor John Tabor		

PARKING & TRAFFIC SAFETY COMMITTEE ATTENDANCE 2025

Chair: Councilor Andrew Bagley; Vice Chair: Erica Wygonik

Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen, Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Barbara Sadick (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant

Dates	Members	Attending	Excused	Unexcused
Jan CANCELLED				
Feb 6	10: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen, Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Dave Allen (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant	9: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Dave Allen (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant	1: Fire Chief William McQuillen	0
Mar 6	10: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen,	9: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen,	1: Dave Allen	

	Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Dave Allen (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant	Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Dave Allen (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant		
Apr 3	10: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen, Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Dave Allen (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant	8: Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen, Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant	1: Andrew Bagley, Dave Allen	0
May 1	10: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen,	10: Chair: Andrew Bagley (via Zoom); Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen,	0	0

	Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Dave Allen (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant	Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Dave Allen (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant		
Jun 5	10: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen, Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Dave Allen (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant	9: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen, Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant	1: Dave Allen	
Aug 7	10: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen,	10: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen,	0	0

	Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Barbara Sadick (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant	Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Barbara Sadick (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant		
Sep 4	10: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen, Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Barbara Sadick (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant	10: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen, Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Barbara Sadick (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant	0	0
Oct 2	10: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen,	9: Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen, Deputy Police Chief Mike Maloney,	1: Chair: Andrew Bagley	0

	Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Barbara Sadick (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant	Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Barbara Sadick (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant		
Nov 6	10: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen, Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Barbara Sadick (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant	10: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen, Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Barbara Sadick (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant	0	0
Dec 4	10: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen,	8: Chair: Andrew Bagley; Vice Chairwoman Erica Wygonik, Public Works Director Peter Rice, Fire Chief William McQuillen,	2: Chairman Andrew Bagley, Jane Mitchell- Pate	0

	<p>Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Barbara Sadick (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant</p>	<p>Deputy Police Chief Mike Maloney, Stefanie Casella, Planning Department Mark Syracuse, Mary Lou McElwain, Barbara Sadick (alternate, voting), Jane Mitchell-Pate Staff: Eric Eby, City Engineer; Ben Fletcher, Parking Director; Tyler Reese, Project Manager; Jefferson Lane, DPW Administrative Assistant</p>		
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Planning Board (12 meetings) 2026	<u>Attended</u>	<u>Excused</u>	<u>Unexcused</u>	<u>Attendance %</u>
Rick Chellman, Chair	12	0	0	100
Anthony Coviello, Vice Chair (1-16-2025)	8	4	0	66.67
Karen Conard, City Manager	6	6	0	50
Joe Almieda (Appointed to replace Ray)	9	3	0	75
Beth Moreau	11	1	0	91.67
Paul Giuliano	10	2	0	88.33
Andrew Samonas	11	1	0	91.67
William (Bill) Bowen	10	2	0	88.33
Ryann Wolf (1-16-2025)	7	4	0	63.64
Frank Perier (Alternate - 1-16-2025)	10	1	0	90.91
Logan Roy (Alternate - (May 2025)	6	1	0	85.7

Zoning Board of Adjustment (17 meetings) 2026	<u>Attended</u>	<u>Excused</u>	<u>Unexcused</u>	<u>Attendance %</u>
Phyllis Eldridge, Chair	14	3	0	82.35
Beth Margeson, Vice Chair	15	2	0	88.24
David Rheume	17	0	0	100
Thomas Rossi	11	5	1	64.71
Paul Mannle	16	1	0	94.12
Thomas Nies	17	0	0	100
Jeffrey Mattson	17	0	0	100
Jody Record, Alternate (Resigned 5/25)	5	0	1	N/A

Public Art Review Committee			
2025 Calendar year Attendance (11)			
Commissioner	Present	Absent	Attendance %
Dwyer, Chris	10	1	91%
Fineberg, Ellen	9	2	82%
Greenslade, Ernie	11	0	100%
Hartnett, Beth	10	1	91%
Lurie-Meyerkopf, Robin	8	3	73%
Meister, Jennifer	10	1	91%
Mullaney, Lennie	9	2	82%
Pearson, Nancy	9	2	82%
Witzling, Mara	11	0	100%
Alyssa Murphy*	3	5	n/a
* resigned			

Recreation Board Attendance - 2025

Member	1/22/2025	3/19/2025	4/16/2025	6/18/2025	9/17/2025	10/15/2025	11/19/2025	12/17/2025
Rich Blalock, Council Rep	x	x	x	x	ex	x	x	x
Elizabeth Barrett, School Board	ex	uex						
Kerry Notte, School Board			x	x	x	uex	uex	uex
Rich Duddy, Chair	x	x	ex	x	x	x	x	x
Lauren Krans, Vice Chair	x	x	x	ex	x	x	x	ex
Jacqueline Cali-Pitts	x	ex	x	ex	x	x	x	x
Scott Chaudoin	x	x	x	x	ex	x	x	ex
Amy-Mae Court	x	x	x	x	x	ex	x	x
Kathryn Lynch	x	x	x	ex	x	x	ex	x
Kory Sirmaian	x	x	x	x	x	x	x	x

canx - cancelled

ex - excused absence

x - attended meeting

uex - unexcused absence

Meeting	1/23/2025	2/27/2025	3/27/2025	4/24/2025	5/22/2025	6/26/2025	7/24/2025	8/28/2025	9/25/2025	10/23/2025	11/20/2025	12/18/2025	Total Excused Absences	Total Unexcused Absences	Attendance Record (%)
Sustainability Committee 2025 (12 Meetings)															
Torey Brooks	✓	Excused	Unexcused	Unexcused	Unexcused	✓	Unexcused	Unexcused	✓	✓	Unexcused	Unexcused	1	2	0.3333333333
Josh Denton	✓	✓	✓	✓	Excused	✓	Excused	✓	✓	✓	Excused	Excused	2	0	0.8333333333
Maxson Ward*	✓	✓	✓	Unexcused	Excused	Unexcused	Unexcused	Unexcused	Unexcused	Unexcused	Unexcused	Unexcused	1	7	0.3333333333
Fred Calcinarì	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	0	0	100%
Colleen Spear	✓	Excused	Excused	Excused	Excused	✓	✓	✓	✓	Excused	✓	✓	3	0	0.75
Chas Sullivan**	✓	✓	✓	Excused	Unexcused	Unexcused	Unexcused	Excused	Excused	Excused	Excused	Excused	2	3	0.5833333333
Bert Cohen	✓	✓	✓	✓	✓	✓	✓	Excused	Excused	Excused	✓	✓	1	0	0.9166666667
Bill Lyons	✓	✓	✓	✓	✓	✓	✓	Excused	Excused	Excused	✓	✓	2	0	0.8333333333
Effe Malley	✓	✓	✓	✓	Excused	Excused	Excused	Excused	Excused	Excused	Excused	Excused	2	0	0.8333333333
Rhianne Talarico	✓	Excused	✓	✓	✓	Excused	✓	✓	✓	Excused	✓	✓	2	0	0.8333333333
Jessica Blasko	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Excused	Excused	2	0	0.8333333333
Nancy Clayburgh	✓	✓	Excused	Excused	✓	✓	Excused	✓	✓	Excused	Excused	Excused	1	0	0.9166666667
													5	0	0.5833333333

*Maxson Ward resigned prior to the December meeting (I believe)

**Chas Sullivan submitted letter of resignation on 8/28

TREES & GREENERY COMMITTEE ATTENDANCE 2025

Chair: Patricia Bagley. Vice-Chair: Michael Griffin

Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; Assistant Mayor Joanna Kelley-Adams; City Tree Supervisor/Arborist Maxwell Wiater; A. J. Dupere (via Zoom), Dennis Souto, Deborah Chag, Scott McDermott and Ian Hanley

Dates	Members	Attending	Excused	Unexcused
Jan 8	9: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; Assistant Mayor Joanna Kelley-Adams; City Tree Supervisor/Arborist Maxwell Wiater; A. J. Dupere (via Zoom), Dennis Souto, Deborah Chag, Scott McDermott	6: Chair Patricia Bagley; Director of Public Works Peter Rice; City Tree Supervisor/Arborist Maxwell Wiater; Members A. J. Dupere, Deborah Chag, and Scott McDermott	3: Assistant Mayor Joanna Kelley-Adams, Dennis Souto, and Michael Griffin	0
Feb 12	9: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; Assistant Mayor Joanna Kelley-Adams; City Tree Supervisor/Arborist Maxwell Wiater; A. J. Dupere (via Zoom), Dennis Souto, Deborah Chag, Scott McDermott	9: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; City Tree Supervisor/Arborist Maxwell Wiater; Assistant Mayor Joanna Kelley-Adams; Members A. J. Dupere, Dennis Souto, Deborah Chag, and Scott McDermott	0	0
Mar 12	9: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; Assistant Mayor Joanna Kelley-Adams;	8: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; City Tree	1: Assistant Mayor Joanna Kelley-Adams	

	City Tree Supervisor/Arborist Maxwell Wiater; A. J. Dupere (via Zoom), Dennis Souto, Deborah Chag, Scott McDermott	Supervisor/Arborist Maxwell Wiater; Members Dennis Souto, Michael Griffin, A. J. Dupere, Deborah Chag, and Scott McDermott		
Apr 9	9: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; Assistant Mayor Joanna Kelley-Adams; City Tree Supervisor/Arborist Maxwell Wiater; A. J. Dupere (via Zoom), Dennis Souto, Deborah Chag, Scott McDermott	9: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; City Tree Supervisor/Arborist Maxwell Wiater; Assistant Mayor Joanna Kelley-Adams; Members Dennis Souto, Michael Griffin, A. J. Dupere, Deborah Chag, and Scott McDermott	0	0
May 14	10: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; Assistant Mayor Joanna Kelley-Adams; City Tree Supervisor/Arborist Maxwell Wiater; A. J. Dupere (via Zoom), Dennis Souto, Deborah Chag, Scott McDermott and Ian Hanley	10: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; City Tree Supervisor/Arborist Maxwell Wiater; Assistant Mayor Joanna Kelley-Adams; Members Dennis Souto, Michael Griffin, A. J. Dupere, Deborah Chag, Scott McDermott, and Ian Hanley	0	0
Jun 11	10: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public	10: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public	0	

	Works Peter Rice; City Tree Supervisor/Arborist Maxwell Wiater; Assistant Mayor Joanna Kelley-Adams (via Zoom); Members Dennis Souto, Michael Griffin, A. J. Dupere, Deborah Chag, Scott McDermott, and Ian Hanley	Works Peter Rice; City Tree Supervisor/Arborist Maxwell Wiater; Assistant Mayor Joanna Kelley-Adams (via Zoom); Members Dennis Souto, Michael Griffin, A. J. Dupere, Deborah Chag, Scott McDermott, and Ian Hanley		
Aug 13	10: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; Assistant Mayor Joanna Kelley-Adams; City Tree Supervisor/Arborist Maxwell Wiater; A. J. Dupere (via Zoom), Dennis Souto, Deborah Chag, Scott McDermott and Ian Hanley	7: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; City Tree Supervisor/Arborist Maxwell Wiater; Members Dennis Souto, Michael Griffin, Deborah Chag, and Ian Hanley	3: Assistant Mayor Joanna Kelley-Adams, A. J. Dupere, Scott McDermott	0
Sep 10	10: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; Assistant Mayor Joanna Kelley-Adams; City Tree Supervisor/Arborist Maxwell Wiater; A. J. Dupere (via Zoom), Dennis Souto, Deborah Chag, Scott McDermott and Ian Hanley	9: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; City Tree Supervisor/Arborist Maxwell Wiater; Members A.J. Dupere, Dennis Souto, Deborah Chag, Scott McDermott and Ian Hanley	01: Assistant Mayor Joanna Kelley-Adams	0
Oct 8	10: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public	9: Chair Patricia Bagley; Vice-Chair Michael Griffin;	1: Dennis Souto	0

	<p>Works Peter Rice; Assistant Mayor Joanna Kelley-Adams; City Tree Supervisor/Arborist Maxwell Wiater; A. J. Dupere (via Zoom), Dennis Souto, Deborah Chag, Scott McDermott and Ian Hanley</p>	<p>Director of Public Works Peter Rice; Assistant Mayor Joanna Kelley- Adams; City Tree Supervisor/Arboris t Maxwell Wiater; Members A. J. Dupere, Deborah Chag (via Zoom), Scott McDermott and Ian Hanley</p>		
Nov 12	<p>10: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; Assistant Mayor Joanna Kelley-Adams; City Tree Supervisor/Arborist Maxwell Wiater; A. J. Dupere (via Zoom), Dennis Souto, Deborah Chag, Scott McDermott and Ian Hanley</p>	<p>10: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; City Tree Supervisor/Arboris t Maxwell Wiater; Assistant Mayor Joanna Kelley- Adams (via Zoom); Members Dennis Souto, Michael Griffin, A. J. Dupere, Deborah Chag, Scott McDermott, and Ian Hanley</p>	0	0
Dec 10	<p>10: Chair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; Assistant Mayor Joanna Kelley-Adams; City Tree Supervisor/Arborist Maxwell Wiater; A. J. Dupere (via Zoom), Dennis Souto, Deborah Chag, Scott McDermott and Ian Hanley</p>	<p>10:cChair Patricia Bagley; Vice-Chair Michael Griffin; Director of Public Works Peter Rice; Assistant Mayor Joanna Kelley- Adams; City Tree Supervisor/Arboris t Maxwell Wiater; A. J. Dupere (via Zoom), Dennis Souto, Deborah Chag, Scott McDermott and Ian Hanley</p>	0	0

Annual Attendance Record - 2025

Governance Committee

Total Number of meetings held in 2025: Fifteen (15)

Meeting Date	Committee Attendees Present	Committee Attendees Absent	Excused Absence
January 13, 2025	Councilor Katherine Cook Councilor Vincent Lombardi Councilor John Tabor	Assistant Mayor Joanna Kelley	Yes
February 10, 2025	Assistant Mayor Joanna Kelley Councilor Katherine Cook Councilor Vincent Lombardi Councilor John Tabor		
February 24, 2025	Assistant Mayor Joanna Kelley Councilor Katherine Cook Councilor Vincent Lombardi Councilor John Tabor		
March 10, 2025	Councilor Katherine Cook Councilor Vincent Lombardi Councilor John Tabor	Assistant Mayor Joanna Kelley	Yes
March 31, 2025	Councilor Katherine Cook Councilor Vincent Lombardi Councilor John Tabor	Assistant Mayor Joanna Kelley	Yes
May 12, 2025	Councilor Katherine Cook Councilor Vincent Lombardi Councilor John Tabor	Assistant Mayor Joanna Kelley	Yes
June 2, 2025	Councilor Katherine Cook Councilor Vincent Lombardi Councilor John Tabor	Assistant Mayor Joanna Kelley	Yes

Annual Attendance Record - 2025

Governance Committee

June 23, 2025	Assistant Mayor Joanna Kelley Councilor Katherine Cook Councilor Vincent Lombardi Councilor John Tabor		
July 14, 2025	Councilor Katherine Cook Councilor Vincent Lombardi Councilor John Tabor	Assistant Mayor Joanna Kelley	Yes
August 11, 2025	Councilor Katherine Cook Councilor Vincent Lombardi Councilor John Tabor	Assistant Mayor Joanna Kelley	Yes
September 15, 2025	Assistant Mayor Joanna Kelley Councilor Katherine Cook Councilor Vincent Lombardi Councilor John Tabor		
September 29, 2025	Assistant Mayor Joanna Kelley Councilor Katherine Cook Councilor Vincent Lombardi Councilor John Tabor		
October 6, 2025	Assistant Mayor Joanna Kelley Councilor Katherine Cook Councilor Vincent Lombardi Councilor John Tabor		
November 10, 2025	Councilor Katherine Cook Councilor Vincent Lombardi	Assistant Mayor Joanna Kelley Councilor John Tabor	Yes Yes

Annual Attendance Record - 2025

Governance Committee

December 15, 2025	Assistant Mayor Joanna Kelley Councilor Katherine Cook Councilor Vincent Lombardi Councilor John Tabor		
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Annual Attendance Record - 2025

African Burying Ground Memorial Park Committee

Total Number of meetings held in 2025: Four (4)

The Membership of this Committee is structured to include reps of the following entities: Black Heritage Trail, Seacoast African American Cultural Center, Black Lives Matter New Hampshire; Seacoast NAACP and Cemetery Committee. Consequently, attendance is noted as to whether a representative was present. Only one representative is required but sometimes the organization sent multiple representatives.

Meeting Date	Committee Attendees Present	Absent	Excused Absence
January 27, 2025	Assistant Mayor Joanna Kelley Black Heritage Trail (reps Dariya Steele, JerriAnne Boggis, Gina Bowler) Seacoast African American Cultural Commission (reps Dzifa (Joyce) Patterson, Jill Minot-Seabrook) Black Lives Matter (rep Jason Green) Seacoast NAACP (rep Rev. Robert Thompson) Cemetery Committee (reps Susan Sterry, Dierdre Forte)	Ron Baisden	yes
March 3, 2025	Assistant Mayor Joanna Kelley Ron Baisden (Portsmouth resident) Black Heritage Trail (reps Dariya Steele, Gina Bowler) Seacoast African American Cultural Commission (reps Dzifa (Joyce) Patterson, Jill Minot-Seabrook) Black Lives Matter (rep Jason Green)		

	Seacoast NAACP (rep Rev. Robert Thompson) Cemetery Committee (reps Susan Sterry, Dierdre Forte)		
April 21, 2025	Assistant Mayor Joanna Kelley Ron Baisden (Portsmouth resident) Black Heritage Trail (rep Dariya Steele) Seacoast African American Cultural Commission (rep Dzifa (Joyce) Patterson) Black Lives Matter (rep Jason Green) Cemetery Committee (rep Dierdre Forte)	Seacoast NAACP	yes
November 17, 2025	Assistant Mayor Joanna Kelley Ron Baisden (Portsmouth resident) Black Heritage Trail (rep Dariya Steele) Seacoast African American Cultural Commission (rep Dzifa (Joyce) Patterson) Black Lives Matter (rep Jason Green) Cemetery Committee (rep Dierdre Forte)	Seacoast NAACP	yes

Municipal Building Blue Ribbon Committee

Meeting Attendance Record

Calendar Year 2025

Attendance was recorded based on official Municipal Building Blue Ribbon Committee meeting minutes for all regular meetings held during calendar year 2025. Absences are recorded below; all other committee members were present for each meeting listed below.

January 16, 2025 – Absent: Renee Plummer.

January 31, 2025 – Absent: Renee Plummer, Kate Coyle

February 12, 2025 – All members present – no absences.

February 26, 2025 – Absent: Renee Plummer

March 26, 2025 – Absent: Kate Coyle, Peter G. Weeks, Rick Chellman

May 14, 2025 – Absent: Kate Coyle, Renee Plummer

May 28, 2025 – Absent: Chair John Tabor, Renee Plummer

June 11, 2025 – Absent: City Manager Karen Conard

June 24, 2025 – Absent: Kate Coyle

July 23, 2025 – Absent: Chair John Tabor, City Manager Karen Conard, Kate Coyle, Peter G. Weeks,
Cameron Horack

August 27, 2025 – Absent: Police Chief Mark Newport, Renee Plummer

October 1, 2025 – Absent: City Manager Karen Conard, Cameron Horack

November 5, 2025 – Absent: City Manager Karen Conard, Rick Chellman, Buzz Scherr, John O’Leary,
Mary Lou McElwain

December 10, 2025 – Absent: City Manager Karen Conard

Respectfully submitted,



Jacqueline Burnett, Executive Assistant
Portsmouth Police Department

PORTSMOUTH ENERGY ADVISORY COMMITTEE 2025

Chair, Councilor John Tabor. Designee: Councilor Kate Cook

Committee members: Chair Councilor John Tabor, Councilor Kate Cook, Kevin Charette, Tom Rooney, Herb Lloyd, Tracey Camerson, Peter Somssich, Betsy Blaisdell, Ben D’Antonio. Staff: Jillian Harris (Planning & Sustainability Department), Stephanie Seacord (PIO and recording secretary)

Dates	Members	Attending	Excused	Unexcused
Feb 5	9: Councilor John Tabor, Councilor Kate Cook, Tom Rooney, Ben D’Antonio, Kevin Charette, Peter Somssich, Tracey Cameron, Betsy Blaisdell, Herb Lloyd. Staff: Peter Britz, Stephanie Seacord (recording secretary).	7: Chair Councilor John Tabor, Councilor Kate Cook, Kevin Charette, Tom Rooney, Herb Lloyd, Tracey Cameron, Peter Somssich.. Staff: Peter Britz, Stephanie Seacord (recording secretary).	2: Betsy Blaisdell, Ben D’Antonio.	0
Mar	9: Councilor John Tabor, Councilor Kate Cook, Tom Rooney, Ben D’Antonio, Kevin Charette, Peter Somssich, Tracey Cameron, Betsy Blaisdell, Herb Lloyd. Staff: Jillian Harris, Stephanie Seacord (recording secretary).	6: Councilor Tabor, chair. Tom Rooney, Tracey Cameron, Kevin Charette. Herb Lloyd. By zoom: Ben Antonio. Staff: Jillian Harris, Stephanie Seacord (recording secretary).	3: Councilor Cook, Peter Somssich, Betsy Blaisdell.	0
Apr 2	9: Councilor John Tabor, Councilor Kate Cook, Tom Rooney, Ben	9: Councilor John Tabor, chair; Councilor Kate Cook, Ben	0	0

	D'Antonio, Kevin Charette, Peter Somssich, Tracey Cameron, Betsy Blaisdell, Herb Lloyd. Staff: Jillian Harris, Stephanie Seacord (recording secretary).	D'Antonio, Betsy Blaisdell (zoom), Tracey Cameron, Kevin Charette, Herb Lloyd, Tom Rooney, Peter Somssich. Staff: Jillian Harris (zoom) Stephanie Seacord (recording secretary).		
May 7	9: Councilor John Tabor, Councilor Kate Cook, Tom Rooney, Ben D'Antonio, Kevin Charette, Peter Somssich, Tracey Cameron, Betsy Blaisdell, Herb Lloyd. Staff: Peter Britz, Stephanie Seacord (recording secretary).	8: Councilor John Tabor, chair; Councilor Kate Cook, Ben D'Antonio, Betsy Blaisdell, Tracey Cameron, Kevin Charette, Herb Lloyd, Peter Somssich. Staff: Peter Britz, Peter Rice, Stephanie Seacord (recording secretary).	1: Tom Rooney	0
Jun 4	9: Councilor John Tabor, Councilor Kate Cook, Tom Rooney, Ben D'Antonio, Kevin Charette, Peter Somssich, Tracey Cameron, Betsy Blaisdell, Herb Lloyd. Staff: Jillian Harris, Stephanie Seacord (recording secretary).	6: Councilor John Tabor, chair; Ben D'Antonio, Tracey Chapman, Kevin Charette, Herb Lloyd, Tom Rooney. Staff: Jillian Harris, Seacord (recording secretary).	3: Councilor Kate Cook, Peter Somssich, Betsy Blaisdell.	0
Jul 2	9: Councilor John Tabor, Councilor Kate Cook, Tom Rooney, Ben D'Antonio, Kevin	5: Councilor John Tabor, chair; Kevin Charette, Herb Lloyd, Tom Rooney, Peter Somssich.	4: Ben D'Antonio, Tracey Cameron, Councilor	0

	Charette, Peter Somssich, Tracey Cameron, Betsy Blaisdell, Herb Lloyd. Staff: Peter Britz, Stephanie Seacord (recording secretary).	Staff: Peter Britz, Stephanie Seacord (recording secretary).	Kate Cook, Betsy Blaisdell.	
Sep 3	9: Councilor John Tabor, Councilor Kate Cook, Tom Rooney, Ben D'Antonio, Kevin Charette, Peter Somssich, Tracey Cameron, Betsy Blaisdell, Herb Lloyd, Fred Calcinari (Sustainability). Staff: Jillian Harris, Stephanie Seacord (recording secretary).	7: Councilor John Tabor, chair; Kevin Charette, Tom Rooney, Peter Somssich, Tracey Cameron, Councilor Kate Cook, Betsy Blaisdell, Fred Calcinari. Staff: Jillian Harris.	2: Herb Lloyd, Ben D'Antonio.	0
Oct 1	9: Councilor John Tabor, Councilor Kate Cook, Tom Rooney, Ben D'Antonio, Kevin Charette, Peter Somssich, Tracey Cameron, Betsy Blaisdell, Herb Lloyd, Fred Calcinari (Sustainability). Staff: Jillian Harris, Stephanie Seacord (recording secretary).	6: Councilor Tabor, chair; Councilor Cook, Kevin Charette, Peter Somssich, Tracey Cameron, Ben D'Antonio. Staff: Jillian Harris, Stephanie Seacord (recording secretary)	3: Tom Rooney, Betsy Blaisdell, Ben D'Antonio.	0

Nov 5	8: Councilor John Tabor, Councilor Kate Cook, Tom Rooney, Ben D'Antonio, Kevin Charette, Peter Somssich, Tracey Cameron, Betsy Blaisdell, Fred Calcinari (Sustainability). Staff: Jillian Harris, Stephanie Seacord (recording secretary).	5: Councilor Tabor, chair; Peter Somssich, Ben D'Antonio. Sustainability Committee: Fred Calcinari. Via Zoom: Betsy Blaisdell, Kevin Charette.	3: Tom Rooney, Councilor Kate Cook, Tracey Cameron	0
Dec 3	8: Councilor John Tabor, Councilor Kate Cook, Tom Rooney, Ben D'Antonio, Kevin Charette, Peter Somssich, Tracey Cameron, Betsy Blaisdell, Fred Calcinari (Sustainability). Staff: Jillian Harris, Stephanie Seacord (recording secretary).	6: Councilor Tabor, chair; Peter Somssich, Tom Rooney, Councilor Kate Cook, Tracey Cameron, Betsy Blaisdell. Staff: Jillian Harris (zoom), Peter Rice, Christine Sproviero, Stephanie Seacord (recording secretary).	2: Kevin Charette, Ben D'Antonio, Sustainability Committee: Fred Calcinari.	0

Housing Committee (10 meetings 2025	16-Jan	13-Feb	13-Mar	10-Apr	8-May	12-Jun	10-Jul	14-Aug	11-Sep	16-Oct	16-Dec	Attended	Excused	Unexcused	Attendance %
Councilor John Tabor, Co-Chair	X	X	O	X	X	X		X	X	X	X	9	1	0	90%
Assistant Mayor JoAnna Kelley, Co-Chair	X	X	X	X	O	X		O	X	O	O	6	4	0	60%
Councilor Beth Moreau	X	X	X	X	X	O		X	X	X	X	9	1	0	90%
Jen Stebbins Thomas	X	X	X	X	O	X		O	X	X	X	8	2	0	80%
Erik Anderson	X	X	X	X	X	X		X	O	X	X	9	1	0	90%
Megan Corsetti	X	X	O	X	O	O		O	O	X	X	5	5	0	50%
Tracy Kozak	X	X	O	X	O	X		O	X	X	X	7	3	0	70%
Mary Loane	X	X	O	X	X	X		O	X	X	X	9	1	0	90%
Byron Matto	X	X	O	X	O	O		X	O	X	X	6	4	0	60%
Dagan Migirditch	X	X	X	X	O	X		X	O	X	X	8	2	0	80%
John O'Leary	X	X	X	X	X	X		X	X	X	X	10	0	0	100%
Andrew Samonas	X	X	X	O	X	X		X	O	X	X	8	2	0	80%

SAFE WATER ADVISORY GROUP 2025 ATTENDANCE

Committee Members: Co-chairs Andrea Amico and Al Pratt, Councilor Rich Blalock, Councilor Vince Lombardi, Fire Chief William McQuillen, Rich DiPentima, Health Officer Kim McNamara, Laurel Shaider, Rep. David Meuse, James Hewitt, Katrie Hillman, Elizabeth Barrett. Staff: Mason Caceres.

Dates	Members	Attending	Excused	Not Excused
Mar 5	12: Co-chairs Andrea Amico and Al Pratt, Councilor Rich Blalock, Councilor Vince Lombardi, Fire Chief William McQuillen, Rich DiPentima, Health Officer Kim McNamara, Laurel Shaider, Rep. David Meuse, James Hewitt, Katrie Hillman, Elizabeth Barrett. Staff: Mason Caceres.	7: Co-chairs Andrea Amico and Al Pratt, Councilor Lombardi, Chief McQuillen, Rich DiPentima, Kim McNamara, Laurel Shaider (via Zoom). Staff: Mason Caceres, Stephanie Seacord (recording secretary)	Rep. Meuse, James Hewitt, Councilor Rich Blalock, Katrie Hillman, Elizabeth Barrett.	0
Jun 18	12: Co-chairs Andrea Amico and Al Pratt, Councilor Rich Blalock, Councilor Vince Lombardi, Fire Chief William McQuillen, Rich DiPentima, Health Officer Kim McNamara, Laurel Shaider, Rep. David Meuse, James Hewitt, Katrie Hillman, Elizabeth Barrett. Staff: Mason Caceres.	8: Co-chair: Andrea Amico and Al Pratt, Fire Chief Bill McQuillen, Katrie Hillman, James Hewitt. Councilor Vince Lombardi, Rich DiPentima. Staff: Mason Caceres, Stephanie Seacord (recording secretary)	4: Kim McNamara, Rep. David Meuse, Laurel Schaider, Councilor Rich Blalock	0
Oct 7	11: Co-chairs Andrea Amico and Al Pratt, Councilor Rich Blalock, Councilor Vince	Co-Chairs Andrea Amico and Al Pratt, Fire Chief Bill McQuillen, Katrie Hillman,	2: Rich DiPentima, Kim McNamara	0

	<p>Lombardi, Fire Chief William McQuillen, Rich DiPentima, Health Officer Kim McNamara, Laurel Shaider, Rep. David Meuse, Katrie Hillman, Genevieve Becksted Muskie. Staff: Mason Caceres.</p>	<p>Genevieve Becksted Muskie, Councilor Rich Blalock, Councilor Vince Lombardi, Rep. David Meuse, Laurel Shaider (zoom). Staff: Mason Caceres, Mariah Habershaw, Stephanie Seacord (recording secretary via zoom).</p>		
Dec 4	<p>11: Co-chairs Andrea Amico and Al Pratt, Councilor Rich Blalock, Councilor Vince Lombardi, Fire Chief William McQuillen, Rich DiPentima, Health Officer Kim McNamara, Laurel Shaider, Rep. David Meuse, Katrie Hillman, Genevieve Becksted Muskie. Staff: Mason Caceres.</p>	<p>8: Co-Chairs Andrea Amico and Al Pratt, Genevieve Becksted Muske, Councilor Rich Blalock, Councilor Vince Lombardi, Rep. David Meuse, Rich DiPentima, Kim McNamara. Staff: Mason Caceres, Stephanie Seacord (recording secretary).</p>	<p>3: Fire Chief Bill McQuillen, Katrie Hillman, Laurel Schaide</p>	0

SISTER CITIES COMMITTEE ATTENDANCE 2025

Chair: Councilor Rich Blalock

Councilor Rich Blalock, chair; Ben Van Camp, Mary Carey Foley, Robert Conard, Bob Sullivan, Stephanie Seacord, Steve Chinosi. Staff: Christine Friese.

Dates	Members	Attending	Excused	Unexcused
Jan 15	8: Councilor Rich Blalock, chair; Ben Van Camp, Mary Carey Foley, Robert Conard, Bob Sullivan, Stephanie Seacord, Steve Chinosi. Staff: Christine Friese.	7: Councilor Rich Blalock, chair; Ben Van Camp, Mary Carey Foley, Robert Conard, Bob Sullivan, Stephanie Seacord. Staff: Christine Friese.	1: Steve Chinosi	0
Feb 19	8: Councilor Rich Blalock, chair; Ben Van Camp, Mary Carey Foley, Robert Conard, Bob Sullivan, Stephanie Seacord, Steve Chinosi. Staff: Christine Friese.	7: Councilor Rich Blalock, chair; Christine Friese, Atty. Bob Sullivan, Mary Carey Foley, Robert Conard, Ben VanCamp, Stephanie Seacord	1: Steve Chinosi	0
Apr 17 (postponed from Mar 19)	8: Councilor Rich Blalock, chair; Ben Van Camp, Mary Carey Foley, Robert Conard, Bob Sullivan, Stephanie Seacord, Steve Chinosi. Staff: Christine Friese.	7: Councilor Rich Blalock, chair; Christine Friese, Atty. Bob Sullivan, Ben Van Camp, Steve Chinosi, Mary Carey Foley, Stephanie Seacord	1: Robert Conard	0
May 15	8: Councilor Rich Blalock, chair; Ben Van Camp, Mary Carey Foley, Robert Conard, Bob Sullivan, Stephanie Seacord, Steve Chinosi. Staff: Christine Friese.	6: Councilor Rich Blalock, chair; Christine Friese, Atty. Bob Sullivan, Mary Carey Foley, Steve Chinosi. Stephanie Seacord	2: Robert Conard, Ben VanCamp	0
Jul 17	8: Councilor Rich Blalock, chair; Ben Van Camp, Mary Carey Foley, Robert Conard, Bob Sullivan, Stephanie Seacord,	5: Councilor Rich Blalock, chair; Christine Friese, Mary Carey Foley, Stephanie Seacord., Ben Van	3: Robert Conard, Atty. Bob Sullivan, Steve	0

	Steve Chinosi. Staff: Christine Friese.	Camp	Chinosi	
Aug 21	8: Councilor Rich Blalock, chair; Ben Van Camp, Mary Carey Foley, Robert Conard, Bob Sullivan, Stephanie Seacord, Steve Chinosi. Staff: Christine Friese.	6: Councilor Rich Blalock, chair; Christine Friese, Bob Sullivan, Mary Carey Foley, Robert Conard, Stephanie Seacord	2: Ben Van Camp, Steve Chinosi	0
Sep 24	8: Councilor Rich Blalock, chair; Ben Van Camp, Mary Carey Foley, Robert Conard, Bob Sullivan, Stephanie Seacord, Steve Chinosi. Staff: Christine Friese.	8: Councilor Rich Blalock, chair; Christine Friese, Bob Sullivan, Ben Van Camp, Mary Carey Foley, Steve Chinosi, Robert Conard, Stephanie Seacord	0	0
Oct 1	8: Councilor Rich Blalock, chair; Ben Van Camp, Mary Carey Foley, Robert Conard, Bob Sullivan, Stephanie Seacord, Steve Chinosi. Staff: Christine Friese.	5: Councilor Rich Blalock, Christine Friese, Mary Carey Foley, Bob Sullivan, Stephanie Seacord	3: Robert Conard, Steve Chinosi, Ben VanCamp	0
Nov 20	8: Councilor Rich Blalock, chair; Ben Van Camp, Mary Carey Foley, Robert Conard, Bob Sullivan, Stephanie Seacord, Steve Chinosi. Staff: Christine Friese.	5: Councilor Rich Blalock, Robert Conard, Mary Carey Foley, Stephanie Seacord, Christine Friese	3: Bob Sullivan, Ben VanCamp, Steve Chinosi	0
Dec 16	8: Councilor Rich Blalock, chair; Ben Van Camp, Mary Carey Foley, Robert Conard, Bob Sullivan, Stephanie Seacord, Steve Chinosi. Staff: Christine Friese.	6: Councilor Rich Blalock, chair; Christine Friese, Mary Carey Foley, Stephanie Seacord, Robert Conard, Atty. Bob Sullivan	2: Ben Van Camp, Steve Chinosi	0

CITY COUNCIL PRINCIPLES FOR LEGISLATIVE POSITIONS:

PRINCIPLES FOR LEGISLATIVE POLICIES

The City Council has adopted Principles for Legislative Positions listed below in order for the Mayor and City Staff to be able to offer testimony to the Legislature in a timely manner on bills of interest to the City. The Principles for Legislative Positions are as follows:

1. Advocate to maintain local authority
2. Authorize local options
3. Support revenue streams to aid municipalities, specifically those that name Portsmouth or will directly support Portsmouth
4. Advocate for municipal representation on state committees
5. Support incentives for regional cooperation
6. Support plans to fund/support infrastructure
7. Support ~~incentives for~~ **policies that encourage resiliency and sustainability, protect, enhance and preserve the natural and built environment** and increasing energy efficiency and increasing renewable energy production.
8. Support directing revenues to the purposes for which they are raised
9. Support measures that increase the efficiency of local government operations
10. Maintain and improve health, life and safety issues including protecting the safety of our First Responders
11. Encourage citizens to vote and support eliminating barriers to voting
12. Rely on locally generated financial data for decisions relating to local taxes and assessments
13. Protect local decision making about local zoning
14. Require the State to honor existing financial commitments to communities before new financial commitments are awarded, e.g. infrastructure reimbursements
15. Support the civil rights of individuals and oppose discrimination against any individual because of age, sex, race, creed, color, marital status, familial status, physical or mental disability, national origin, sexual orientation or gender identity
16. Use expertise and research in decision making

17. Support policies that create affordable housing as well as incentives for the construction of affordable housing and oppose any policies that block efforts to create affordable housing
18. Support lobbying efforts of organizations and associations to which the City belongs and supports as a municipality, unless contrary to other city policies
19. Oppose legislation that does not apply scientific and technical standards that are broadly accepted by peer reviewed scientific study and can reasonably be achieved by sustainable best management practices and technology
20. Support legislation that provides education funding based on an equitable and sustainable framework and oppose the return of the donor town concept
- 21. Support legislation that expands the development, availability and affordability of childcare**
- 22. Support legislation that supports public transportation**
- 23. Support policies or legislation that support local businesses and nonprofits**

Legislative Subcommittee's Procedures for Submission of Testimony

The City Council authorizes the Legislative Subcommittee, or their designees, to take positions on legislation they believe to be in the best interest of the City based on Legislative Principles adopted by the Council, as amended from time to time.

Testimony on behalf of the Legislative Subcommittee may be presented by the Mayor, Members of the Legislative Subcommittee, or their designees, which may include Members of the City Council and City Staff.

City Staff, who are members of State Associations and Professional Boards, may submit testimony on behalf of their Associations or Boards. The testimony will state that it is being submitted on behalf the Association or Board, not the City of Portsmouth. All such testimony will be reviewed by the City Manager before submission.

The City is a member of Coalitions with other communities that may submit testimony on legislative issues. (Examples of these types of Coalitions include, but are not limited to, New Hampshire Water Works Association, Education Coalition Communities 2.0 ("ECC2") and the Municipal Alliance for Adaptive Management ~~Great Bay Municipal Coalition~~). The City may submit or join in testimony on behalf of these Coalitions, provided the testimony is consistent with the City's Legislative Principles.

There will be rare occasions when it is the City's best interest to testify on legislative issues that fall outside the scope of the Council's Legislative Principles before a meeting of the Legislative Subcommittee or Council Meeting can be convened. Under these circumstances, the Mayor is authorized to provide testimony on behalf of the City.

Housing Action Plan Explanation:

It often takes government years to act on viable solutions to identified problems due to a lengthy process of review and limited staff hours to complete tasks outside the regular course of business. We are facing a housing crisis in Portsmouth that requires immediate action. By leveraging outside resources available to the City, we can move forward in an expedited way to provide solutions to this challenging issue.

This work cannot wait for the completion of the City's Master Planning process, which could take another year. The City's Master Plan establishes long-term policy guidance, including land use and zoning frameworks, but is not intended to function as an operational or accountability document. A Housing Action Plan will serve as a parallel and complementary plan, translating the Council's housing goals and policy direction into executable actions. This is the reason we should start this planning process now.

The City has long benefitted from the input of our citizens who have expertise that the City cannot afford to duplicate in staffing. We were fortunate to have a Housing Navigator who developed plans for the City, but we now need to turn those plans into a comprehensive action tool. There are organizations on the Seacoast with specific expertise in housing planning, and we should utilize that expertise to avoid delays. Just as the Portsmouth Design Professionals Alliance provided the basis for the City's outdoor dining plan during the pandemic, the housing advocacy community has developed a draft Housing Action Plan that can serve as the basis for the City's plan. It incorporates the work of our Housing Navigator. The reasoning behind the plan can be found here:

https://www.progressportsmouth.com/hubfs/portsmouth_housing_action_narrative_reviewed.html

The draft plan can be found here:

https://www.progressportsmouth.com/hubfs/portsmouth_hap_brainstorm.html

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
FEDERAL AWARD AGREEMENT

A. General Federal Award Information

1. Recipient name (must match Unique Entity Identifier name) and address: City of Portsmouth	12. Assistance listing number and title: 14.251 Economic Development Initiative, Community Project Funding, and Miscellaneous grants
2. Recipient's Unique Entity Identifier: XTL2C874AZN7	13. Amount of federal funds obligated by this action: \$850,000.00
3. Tax Identification Number: 026000714	14. Total amount of federal funds obligated: \$850,000.00
4. Federal Award Identification Number (FAIN): B-24-CP-NH-1376	15. Total approved cost sharing (if applicable):
5. Instrument type: Grant <input checked="" type="checkbox"/> Cooperative agreement <input type="checkbox"/> Loan Guarantee <input type="checkbox"/>	16. Total federal award amount, including approved cost sharing: \$850,000.00
6. Period of performance start and end dates: 08/13/2024 - 08/31/2032	17. Budget approved by HUD: \$850,000.00
7. Budget period start and end dates: 08/13/2024 - 08/31/2032	18. Fiscal year: FY 2024
8. Initial Agreement <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> #	19. Statutory authority: FY 2024 Consolidated Appropriations Act
9. Indirect cost rate (per § 200.414):	20. Applicable appropriations act(s): FY 2024 Consolidated Appropriations Act
10. Is this award for research and development (per 2 C.F.R. § 200.1)? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	21. Notice/notice of funding opportunity this award is made under (if applicable): Not Applicable
11. Administering official name and contact information: Mark Sorbo, Acting CPD Regional Director	22. Program regulations (if applicable): Not Applicable
23. Federal award description: <ul style="list-style-type: none"> • Addendum 1. Policy Requirements • Addendum 2. Program-Specific Requirements • Addendum 3. Indirect Cost Rate Schedule 	

Authority and Agreement. This agreement between the U.S. Department of Housing and Urban Development (HUD) and the Recipient is made pursuant to the statutory authority above (box 19) and is subject to the applicable appropriations act(s) (box 20). This agreement incorporates by reference the Terms and Conditions outlined in Section B below, all of Recipient's required grant package documents, and the attached addenda (box 23).

B. Terms and Conditions

1. *General terms and requirements.* The Recipient must comply with all applicable federal laws, regulations, and requirements, unless otherwise provided through HUD's formal waiver authorities. This agreement, including any attachments and addenda, may only be amended in writing executed by parties to this agreement and any addenda.
2. *Administrative requirements.* The Recipient must comply with the following requirement(s) if checked below:
 - The administrative requirements in the HUD General Administrative, National, and Departmental Policy Requirements and Terms for HUD's Financial Assistance Programs 2025, as indicated in the relevant NOFO, apply to this agreement.
 - The grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Unique Entity Identifier (UEI); the System for Award Management (SAM.gov.); the Federal Funding Accountability and Transparency Act as provided in 2 C.F.R. part 25, Universal Identifier and General Contractor Registration; and 2 C.F.R. part 170, Reporting Subaward and Executive Compensation Information.
3. *Applicability of 2 C.F.R. part 200.*
 - The Recipient must comply with the applicable requirements at 2 C.F.R. part 200, as may be amended from time to time. If any previous or future amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.
 - The Recipient must comply with the applicable requirements at 2 C.F.R. part 200. If any previous amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.
4. *Future budget periods.* If the period of performance spans multiple budget periods, subsequent budget periods are subject to the availability of funds, program authority, satisfactory performance, and compliance with the terms and conditions of the Federal award.
5. *Indirect Cost Rate.* If the Recipient intends to use a negotiated or de minimis rate for indirect costs, the Recipient must submit an Indirect Cost Rate form to HUD with this agreement using "Addendum #3 "Indirect Cost Rate Schedule" (formula and congressional grants). The submitted form/addendum will be incorporated into and made part of this agreement, provided that the rate information is consistent with the applicable requirements under 2 C.F.R. § 200.414. If there is any change in the Recipient's indirect cost rate, it must immediately notify HUD and execute an amendment to this agreement to reflect the change if necessary.
6. *Recipient integrity and performance matters.* If the Federal share of this award is more than \$500,000 over the period of performance (box 6), the terms and conditions in 2 C.F.R. part 200 Appendix XII apply to this agreement.
7. *Recordkeeping and Access to Records.* The Recipient hereby agrees to maintain complete and accurate books of account for this award and award activities in such a manner as to permit the preparation of statements and reports in accordance with HUD requirements, and to permit timely and effective audit. The Recipient agrees to furnish HUD such financial and project reports, records, statements, subrecipient data, and documents at such times, in such form, and accompanied by such reporting data as required by HUD. HUD and its duly authorized representative shall have full and free access to all Recipient offices and facilities, and to all books, documents, and records of the Recipient relevant to the administration, receipt,

and use of this award and award activities, including the right to audit and make copies. The Recipient agrees to maintain records that identify the source and application of funds, including relevant subrecipient data, in such a manner as to allow HUD to determine that all funds are and have been expended in accordance with program requirements and in a manner consistent with applicable law.

Further, the Recipient hereby acknowledges that HUD is in the process of implementing new grants management and reporting tools, which will be made available for the Recipient's use in the future. The Recipient agrees to report on grant performance and financial activities (including vendor and cash disbursement supporting details for the Recipient and its subrecipients) using these new tools when they are released. HUD will work with the Recipient to support the Recipient's transition to this new reporting environment. Once implemented, timely reporting in this new environment will be mandatory. HUD reserves the right to exercise all of its available rights and remedies for any noncompliance with these grants management and financial reporting requirements, to include, without limitation, requiring 100% review, suspension of disbursements, and all other legally available remedies, to the furthest extent permitted by law, as amended.

8. *Noncompliance.* If the Recipient fails to comply with the provisions of this agreement, HUD may take one or more of the actions provided in program statutes, regulations or 2 C.F.R. § 200.339, as applicable. Nothing in this agreement shall limit any remedies otherwise available to HUD in the case of noncompliance by the Recipient. No delay or omissions by HUD in exercising any right or remedy available to it under this agreement shall impair any such right or remedy or constitute a waiver of or acquiescence in any Recipient noncompliance.
9. *Termination provisions.* Unless superseded by program statutes, regulations or NOFOs, the termination provisions in 2 C.F.R. § 200.340 apply.
10. *Build America, Buy America.* The Recipient must comply with the requirements of the Build America, Buy America (BABA) Act, 41 U.S.C. § 8301 note, and all applicable rules and notices, as may be amended, if applicable. Pursuant to HUD's Notice, "Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance" (88 Fed. Reg. 17001), BABA requirements apply to any infrastructure projects HUD has obligated funds for after the effective dates, unless excepted by a waiver.
11. *Waste, Fraud, Abuse, and Whistleblower Protections.* Any person who becomes aware of the existence or apparent existence of fraud, waste, or abuse of any HUD award must report such incidents to both the HUD official responsible for the award and to HUD's Office of Inspector General (OIG). Allegations of fraud, waste, and abuse related to HUD programs can be reported to the HUD OIG hotline via phone at 1-800-347-3735 or online hotline form. The Recipient must comply with 41 U.S.C. § 4712, which includes informing employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C. § 4712, employees of a government contractor, subcontractor, recipient, and subrecipient—as well as a personal services contractor—who make a protected disclosure about a Federal award or contract cannot be discharged, demoted, or otherwise discriminated against if they reasonably believe the information they disclose is evidence of (1) gross mismanagement of a Federal contract or award; (2) waste of Federal funds; (3) abuse of authority relating to a Federal contract or award; (4) substantial and specific danger to public health and safety; or (5) violations of law, rule, or regulation related to a Federal contract or award.
12. *Third-Party Claims.* Nothing in this agreement shall be construed as creating or justifying any claim against the federal government or the Recipient by any third party.
13. *Rule of Construction and No Construction Against Drafter.* Notwithstanding anything contained in this agreement, the terms and conditions hereof are to be construed to have full and expansive effect in both interpretation and application, and the parties agree that the principle of interpretation that holds that ambiguities in terms or conditions are construed against the drafter shall not apply in interpreting this agreement.

C. Federal Award Performance Goals

The Recipient must meet any applicable performance goals, indicators, targets, and baseline data as required by applicable program requirements.

D. Specific Terms and Conditions

Not applicable Attached

For the U.S. Department of HUD (name and title of authorized official)	Signature	Date/ Federal Award Date
For the Recipient (name and title of authorized official)	Signature	Date

ADDENDUM 1. POLICY REQUIREMENTS

If applicable:

1. The Recipient shall not use grant funds to promote “gender ideology,” as defined in Executive Order (E.O.) 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government;
2. The Recipient agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government’s payment decisions for purposes of section 3729(b)(4) of title 31, United States Code;
3. The Recipient certifies that it does not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964;
4. The Recipient shall not use any grant funds to fund or promote elective abortions, as required by E.O. 14182, Enforcing the Hyde Amendment; and that,
5. Notwithstanding anything in the NOFO or Application, this Grant shall not be governed by Executive Orders revoked by E.O. 14154, including E.O. 14008, or NOFO requirements implementing Executive Orders that have been revoked.
6. The Recipient must administer its grant in accordance with all applicable immigration restrictions and requirements, including the eligibility and verification requirements that apply under title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, as amended ([8 U.S.C. 1601-1646](#)) (PRWORA) and any applicable requirements that HUD, the Attorney General, or the U.S. Citizenship and Immigration Services may establish from time to time to comply with PRWORA, [Executive Order 14218](#), or other Executive Orders or immigration laws.
7. No state or unit of general local government that receives funding under this grant may use that funding in a manner that by design or effect facilitates the subsidization or promotion of illegal immigration or shields illegal aliens from deportation, including by maintaining policies or practices that materially impede enforcement of federal immigration statutes and regulations.
8. The Recipient must use SAVE, or an equivalent verification system approved by the Federal government, to prevent any Federal public benefit from being provided to an ineligible alien who entered the United States illegally or is otherwise unlawfully present in the United States.
9. Faith-based organizations may be subrecipients for funds on the same basis as any other organization. Recipients may not, in the selection of subrecipients, discriminate against an organization based on the organization’s religious character, affiliation, or exercise.

ADDENDUM 2. PROGRAM-SPECIFIC REQUIREMENTS

Assistance Listing Number 14.251, Economic Development Initiative, Community Project Funding, and Miscellaneous Grants

1. **Approved Budget.** The Grantee must use the Federal funds as provided by the Approved Budget to carry out the Grantee's "Project." The Approved Budget shall be the line-item budget that is approved by HUD as of the date that HUD signs this Grant Agreement. The Grantee's Project shall be as described in the Project Narrative that is approved by HUD as of the date that HUD signs this Grant Agreement.
2. **Project and Budget Changes.** All changes to the Grantee's Project or Approved Budget must be made in accordance with 2 CFR 200.308 and this Agreement. To request HUD's approval for a change in the approved Project Narrative and/or Budget, the Grantee must follow HUD's instructions for amending the Project Narrative and/or Project Budget found in the applicable Community Project Funding Grant Guide. The Grantee must submit a formal letter to HUD's Office of Economic Development - Congressional Grants Division (CGD) Director through the assigned Grant Officer.
3. **Pre-Award Costs.** Funds may be used to reimburse costs (including administrative, planning, operations and maintenance, and other costs) incurred before execution of the grant agreement, provided that:
 - a. The soft costs are covered by HUD's nationwide environmental review for CPF soft costs and are incurred on or after the enactment date of the respective Appropriation Act, or hard costs incurred on or after the enactment of the respective Appropriation Act have completed the required project-specific environmental review; and
 - b. The costs would otherwise meet the allowability criteria in 2 CFR 200.403(a) through (g).
4. **Eminent Domain.** No Federal funds provided under this award may be used to support any Federal, state, or local project that seeks to use the power of eminent domain, unless eminent domain is employed only for a public use. Public use includes use of funds for mass transit, railroad, airport, seaport, or highway projects, and utility projects which benefit or serve the general public (including energy-related, communication-related, water-related, and waste water-related infrastructure), other structures designated for use by the general public or with other common-carrier or public-utility functions that serve the general public and are subject to regulation and oversight by the government, and projects for the removal of an immediate threat to public health and safety or brownfields, as defined in the Small Business Liability Relief and Brownfields Revitalization Act (Pub. L. 107-118). Public use does not include economic development that primarily benefits private entities.
5. **Restriction on Use of Funds for Computer Networks.** No Federal funds provided under this award may be used to maintain or establish a computer network that does not block the viewing, downloading, and exchanging of pornography. This requirement does not limit the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.
6. **Environmental Review Requirements (24 CFR Part 50 or Part 58).** All projects funded by HUD are subject to requirements under the National Environmental Policy Act (NEPA) and HUD's NEPA-implementing regulations at 24 CFR Part 50 or 24 CFR Part 58. The Grantee must comply with applicable environmental review requirements. Environmental reviews must be completed, and a Request for Release of Funds and Certification must be approved by HUD CPD Field Office Director through issuance of the Authority to Use Grant Funds (HUD-7015.16), as applicable, prior to taking any choice limiting action, to avoid violations under 24 CFR 58.22 which prohibits limitations on activities pending clearance, and Section 110(k) of the National

Historic Preservation Act which prohibits anticipatory demolition or significant harm of historic properties prior to completion of the historic preservation review process known as Section 106 review.

7. **Section 3 Requirements (24 CFR Part 75).** The Grantee must comply with Section 3 of the Housing and Urban Development Act of 1968 (Section 3), 12 U.S.C. 1701u, and HUD's regulations at 24 CFR part 75, as applicable, including the reporting requirements in 24 CFR 75.25. Grantees that are not exempt from Section 3 must submit annual reports of Section 3 accomplishment Performance Measures in DRGR in January of the calendar year.
8. **Uniform Relocation Assistance and Real Property Acquisitions Policies Act.** Unless the Grantee is a Federally recognized Tribe, the Grantee must comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) as implemented by regulations at 49 CFR Part 24. The URA applies to acquisitions of real property and relocation occurring as a direct result of the acquisition, rehabilitation, or demolition of real property for Federal or Federally funded programs or projects. Real property acquisition that receives Federal financial assistance for a program or project, as defined in 49 CFR 24.2, must comply with the acquisition requirements contained in 49 CFR part 24, subpart B. Unless otherwise specified in law, the relocation requirements of the URA and its implementing regulations at 49 CFR part 24, cover any displaced person who moves from real property or moves personal property from real property as a direct result of acquisition, rehabilitation, or demolition for a program or project receiving HUD financial assistance.
9. **Generally Applicable HUD requirements (24 CFR Part 5, subpart A and 24 CFR 1000.12).** Grantees and their subrecipients must comply with the generally applicable HUD and CPD requirements in 24 CFR Part 5, subpart A, including all applicable fair housing, and civil rights requirements. Grants to Tribes and TDHEs are subject to the nondiscrimination requirements in 24 CFR 1000.12 in lieu of the nondiscrimination requirements in 24 CFR 5.105(a).
10. **Suspension and Debarment.** The Grantee must comply with the governmentwide debarment and suspension requirements in 2 CFR part 180 as incorporated and supplemented by HUD's regulations at 2 CFR part 2424.
11. **Drug-Free Workplace.** The Grantee must comply with drug-free workplace requirements in Subpart B of 2 CFR Part 2429, which adopts the governmentwide implementation (2 CFR Part 182) of sections 5152-5158 of the Drug-Free Workplace Act of 1988, Pub. L. 100-690, Title V, Subtitle D (41 U.S.C. 701-707).
12. **Trafficking in Persons.** The Grantee must comply with the award term in Appendix A of 2 CFR part 175, which is also included in the applicable Community Project Funding Grant Guide.
13. **Conflicts of Interest.** In the procurement of property or services by recipients and subrecipients, the conflict-of-interest rules in 2 CFR 200.317 and 2 CFR 200.318(c) shall apply. In all cases not governed by 2 CFR 200.317 and 2 CFR 200.318(c), recipients and subrecipients must follow the requirements contained in paragraphs ii-v of the "Conflict of Interest" section in the applicable Community Project Funding Grant Guide.
14. **Lead Based Paint Requirements.** If grant funds are used for purchase, lease, support services, operation, or work that may disturb painted surfaces, of pre-1978 housing, the Grantee must comply with the lead-based paint evaluation and hazard reduction requirements of HUD's lead-based paint rules (Lead Disclosure; and Lead Safe Housing (24 CFR part 35)), and EPA's lead-based paint rules (e.g., Repair, Renovation and Painting; Pre-Renovation Education; and Lead Training and Certification (40 CFR part 745)).
15. **Program Income Conditions.** In accordance with 2 CFR 200.307, costs incidental to the generation of program income may be deducted from gross income to determine program income, provided these costs

have not been charged to the grant. As authorized under 2 CFR 200.307, program income may be treated as an addition to the Federal award, provided that the Grantee uses that income for allowable costs under this Grant Agreement. Any program income that cannot be expended on allowable costs under this Grant Agreement must be reported and paid to HUD within 120 days after the period of performance, unless otherwise specified by an applicable Federal statute.

16. **Prohibition Against Lobbying Activities.** Section 319 of Public Law 101-121, 31 U.S.C. 1352, (the Byrd Amendment) and 24 CFR Part 87 apply to all CPF grantees except Federally recognized Indian tribes and TDHEs established by Federally recognized Indian tribes as a result of the exercise of the tribe's sovereign power. The Byrd Amendment and 24 CFR part 87 prohibit recipients of federal awards from using appropriated funds for lobbying the executive or legislative branches of the Federal government in connection with a Federal award.
17. **Drawdown Requirements.** CPF grant funds may be used to reimburse costs incurred during the performance period given in the grant agreement. The Grantee must expend all Grant Funds in accordance with the approved project narrative and budget attached with the grant agreement.
18. **Performance and Financial Reporting Requirements.** The Grantee must submit a performance and financial report on a semi-annual basis. Performance reports shall consist of a narrative of work accomplished during the reporting period. Financial reports must be submitted using DRGR or such future collections HUD may require and as approved by OMB and listed on the Grants.gov website (<https://grants.gov/forms/forms-repository/post-award-reporting-forms>). During the Period of Performance, the Grantee must submit these reports no later than 30 calendar days after the end of the 6-month reporting period. The first of these reporting periods begins on the first of January or June (whichever occurs first) after the date this Grant Agreement is signed by HUD. No drawdown of funds will be allowed while the Grantee has an overdue performance or financial report.
19. **Real and personal property reporting requirements.** The Grantee must report and account for all property acquired or improved with Grant Funds as provided by 2 CFR part 200 using the applicable common forms approved by OMB and provided on the Grants.gov website (<https://grants.gov/forms/forms-repository/post-award-reporting-forms>). This reporting obligation includes submitting status reports on real property at least annually as provided by 2 CFR 200.330, accounting for real and personal property acquired or improved with Grant Funds as part of Project Closeout, and promptly submitting requests for disposition instructions as provided by 2 CFR 200.311, 200.312, and 200.314.
20. **Project Closeout.** The grant will be closed out in accordance with 2 CFR part 200, as may be amended from time to time, except as otherwise specified in this Grant Agreement. The Grantee must submit to HUD a written request to close out the grant no later than 30 calendar days after the Grantee has drawn down all Grant Funds and completed the Project as described in the Project Narrative and Budget attached to the Grant Agreement. HUD will then send the Closeout Agreement to the Grantee. The Grantee recognizes that the closeout process may entail a review by HUD to determine compliance with the Grant Agreement by the Grantee and all participating parties. The Grantee agrees to cooperate with any HUD review, including reasonable requests for on site inspection of property acquired or improved with grant funds. No later than 120 calendar days after the Period of Performance, Grantees shall provide to HUD the Grant closeout agreement, as well as the final financial, performance and property reports.

ADDENDUM 3. INDIRECT COST RATE SCHEDULE

As the duly authorized representative of the Grantee, I certify that the Grantee:

- Will not use an indirect cost rate to calculate and charge indirect costs under the grant.

- Will calculate and charge indirect costs under the grant by applying a *de minimis* rate as provided by 2 CFR 200.414(f), as may be amended from time to time.

- Will calculate and charge indirect costs under the grant using the indirect cost rate(s) listed below, and each rate listed is included in an indirect cost rate proposal developed in accordance with the applicable appendix to 2 CFR part 200 and, *if required*, was approved by the cognizant agency for indirect costs.

Agency/Dept./Major Function	Indirect cost rate	Direct Cost Base

Instructions for the Recipient:

The Recipient must mark the one (and only one) checkbox above that best reflects how the Grantee’s indirect costs will be calculated and charged under the grant. Do not include indirect cost rate information for subrecipients.

The table following the third box must be completed only if that box is checked. When listing a rate in the table, enter both the percentage amount (e.g., 10%) and the type of direct cost base to be used. For example, if the direct cost base used for calculating indirect costs is Modified Total Direct Costs, then enter “MTDC” in the “Type of Direct Cost Base” column.

If using the Simplified Allocation Method for indirect costs, enter the applicable indirect cost rate and type of direct cost base in the first row of the table.

If using the Multiple Allocation Base Method, enter each major function of the organization for which a rate was developed and will be used under the grant, the indirect cost rate applicable to that major function, and the type of direct cost base to which the rate will be applied.

If the Grantee is a government and more than one agency or department will carry out activities under the grant, enter each agency or department that will carry out activities under the grant, the indirect cost rate(s) for that agency or department, and the type of direct cost base to which each rate will be applied.

To learn more about the indirect cost requirements, see 2 C.F.R. part 200, subpart E and Appendix VII to Part 200 (for state and local governments).

NARRATIVE

Portsmouth, NH Seacoast Greenway Trailhead Access Scope of Work The Project Area includes a 17.5 acre City-owned parcel located at 445 Borthwick Avenue and a 7 acre City-owned parcel located at 850 Banfield Road.

1. TASK 1: DATA COLLECTION: Survey of the existing conditions showing all elevations, structures, easements, observable landmarks (i.e. edge of road, centerline, driveways, sidewalks, buildings, trees, structures with inverts, etc.) and utilities. The survey and datum will need to be tied into the New Hampshire State Plane Coordinate System. The consultant shall investigate and determine the existing property boundaries and show it on the plan. Prior to the survey commencing, the Engineer shall locate and survey all probable locations for drainage opportunities. All areas shall include a baseline wetland delineation and all wetlands shall be flagged and field located.

2. BASE PLAN PREPARATION: The City can provide aerial imagery and GIS utility data for the area as needed. This data is to be used supplementary to the survey data acquired by the consultant. If additional data is required beyond the City's base maps, the Consultant will be responsible for obtaining that data.

3. ENGINEERING STUDY: The Consultant will perform an engineering study in order to determine the appropriate design of the trailhead facilities. The Consultant shall also provide a drainage study of the area to determine any required drainage design for the project.

4. CONCEPTUAL PLAN: The Consultant should use the data acquired in the Engineering Study to compile conceptual plans for presentation to City Staff which should show multiple design alternatives. After approval of the conceptual plans by City Staff, the consultant shall develop colorized graphic conceptual plans of proposed improvements of sufficient quality and size for public presentation purposes. The plans should include information such as proposed cross sections, drainage areas, ROW takings or easements required, and landscape treatments. The consultant should plan on attending at least two public meetings for this project.

5. PRELIMINARY DESIGN: Based on an approved conceptual plan, the consultant will then develop preliminary design plans for City of Portsmouth approval prior to proceeding to final design. The preliminary plans will include, but not be limited to:

- Location plan
- General plan
- Typical details
- Typical Cross Sections
- Handicapped Access details
- Utility plan, if required
- R.O.W., easement, alignments, and Curb Ties as needed
- Pavement Markings and Signage
- Signalization Plan if required
- Documentation of proposed variance from minimum city, state, or federal design standards (if applicable)
- Itemized cost estimate

6. RIGHT OF WAY AND EASEMENT PLANS: Following the approval of the Preliminary Plans, the Consultant shall prepare all plans and deed descriptions as needed to secure any easements and/or acquisitions to construct the project, if necessary.

7. ENVIRONMENTAL & CULTURAL DOCUMENTATION AND PERMITTING: The Consultant will be responsible for identifying any impacts on the environment caused by the project. Existing natural, cultural, and social resources will be reviewed and documented by the consultant as described in the latest version of the Community Project Funding Manual. A satisfactory environmental review must include analysis of the applicable environmental laws and authorities, a

determination that the project activities will not result in environmental harm that cannot be mitigated, and consultation with federal/state agencies in a manner that allows for mitigation measures/conditions to be implemented. EDI/CPF grants, like all projects funded by HUD, are subject to requirements under the National Environmental Policy Act (NEPA), HUD's NEPA-implementing regulations at 24 CFR Part 50 or 24 CFR Part 58, and appropriate federal environmental and historic preservation laws, regulations, and Executive Orders. To be eligible, activities and expenses must comply with applicable Federal requirements. This includes administrative requirements under 2 CFR Part 200, environmental laws, statutes and Executive Orders, and other "cross-cutting" federal requirements adhered to by HUD. The Consultant will be responsible for preparing all applications and obtaining all pertinent environmental permits or approvals on behalf of the City. The following permits should be expected although this is not a complete list:

- Project review/approval from Portsmouth Conservation Commission and Planning Board, if necessary
- Project review from NH Department of Fish and Game, if necessary
- Project review from Natural Heritage Bureau, if necessary
- Project review from NH Division of Historical Resources, if necessary

All permit fees incurred will be considered a reimbursable expense by the City.

8. FINAL DESIGN: Following the preliminary plan and environmental permitting approvals, the Consultant will prepare final design plans, specifications, and estimate for City final review and approval. The final design plans will consist of two separate submissions: - Preliminary Design - Final Design The Preliminary design submission shall be reviewed by City staff and any changes will be completed before proceeding to final design. Following the review of the Final design submission, the Consultant shall make any minor revisions and submit a copy of the plans with a copy of the calculations, which shall be stamped by a Professional Engineer in the State of New Hampshire for use in construction bidding. All design computation sheets and plans shall also be submitted in electronic format for the City's future use. Original construction plans will become the property of the City of Portsmouth. A professional engineer licensed in the State of New Hampshire will stamp all plans. The consultant will also provide the City with electronic files containing all engineering data in AutoCAD format.

9. MEETINGS: It is assumed that eight (8) meetings will require the consultant's attendance as provided below. The Consultant shall be responsible for providing presentation plans as requested by the City.

- Progress Meetings with City Staff (Assume 3 meetings)
- Public Land Use Board Meetings (Assume 3)
- Utility Coordination Meeting (Assume 1)
- Pre-Bid meeting with City/ Prospective Contractors (Assume 1)

10. CONSTRUCTION SERVICES: Construction Engineering & Inspection of the Final Design.

The project is intended to create two trailhead facilities located on City-owned land that will connect users to the New Hampshire Seacoast Greenway; one located along Borthwick Avenue and another on Banfield Road that will include paved parking areas for trail users, concrete pads and enclosures for portable restrooms, bicycle racks, trailhead kiosks and wayfinding signage, landscaping and a seating area.

Project Address : 445 Borthwick Avenue and 850 Banfield Road, Portsmouth, NH

CPF funding will allow for the construction of two accessible trailhead facilities which will provide trail access to the portion of the East Coast Greenway that falls within the City of Portsmouth, along with the construction of a 10' wide multi-use path making a crucial connection between an existing trailhead and Downtown Portsmouth. The trailheads project includes construction of two facilities with paved parking areas, concrete pads for portable restrooms, bicycle racks, signage, landscaping and seating areas.

APPROVED BUDGET**SF424 – ESTIMATED FUNDING**

Funding Name	Amount
Federal Estimated Funding	\$850,000.00
Applicant Estimated Funding	\$0.00
State Estimated Funding	\$0.00
Local Estimated Funding	\$0.00
Other Estimated Funding	\$937,927.54
Program Income Estimated Funding	\$0.00
Total	\$1,787,927.54

CPF – ESTIMATED FUNDING

Funding Source	Estimated Funding
Excavation and sitework	\$159,000.00
Driveway and parking	\$219,000.00
Walk/pathways	\$9,500.00
Landscaping and stormwater	\$139,000.00
Electricity/lighting/other utilities	\$63,000.00
Signage and kiosks	\$58,000.00
Contingency	\$82,500.00
PM, survey and engineering	\$115,000.00
Environmental Review	\$5,000.00
Total	\$850,000.00

 <p align="center">U.S. ENVIRONMENTAL PROTECTION AGENCY Grant Agreement</p>	GRANT NUMBER (FAIN): 00A01779 MODIFICATION NUMBER: 0 PROGRAM CODE: CG	DATE OF AWARD 08/20/2025
	TYPE OF ACTION: New	MAILING DATE 08/25/2025
	PAYMENT METHOD: ASAP - EPA Prior Approval	ACH# 10062
	Send Payment Request to: Contact EPA RTPFC at: rtpfc-grants@epa.gov	
RECIPIENT TYPE: Municipal	PAYEE:	
RECIPIENT: CITY OF PORTSMOUTH NH 1 Junkins Avenue Portsmouth, NH 03801-4555 EIN: 02-6000714	CITY OF PORTSMOUTH NH 1 Junkins Avenue Portsmouth, NH 03801	
PROJECT MANAGER Albert Pratt 680 Peverly Hill Road Portsmouth, NH 03801 Email: anpratt@cityofportsmouth.com Phone: 603-520-0622	EPA PROJECT OFFICER Michelle Jenks 5 Post Office Square, Suite 100 Boston, MA 02109 Email: Jenks.Michelle@epa.gov Phone: 617-918-1453	EPA GRANT SPECIALIST Trevor Tavano Grants Management Branch 5 Post Office Square, Suite 100 Boston, MA 02109 Email: Tavano.Trevor@epa.gov Phone: 617-918-1235
PROJECT TITLE AND DESCRIPTION Bellamy Reservoir Project This agreement provides funding to City of Portsmouth, NH to implement its project for Bellamy Reservoir as directed in the 2024 Consolidated Appropriations Act or as identified in an approved Technical Correction if one has been approved for this project. The activities to be performed include the execution and implementation of a project to purchase a conservation easement adjacent to the Bellamy Reservoir. Workplan activities consist of purchasing a conservation easement on 44.6 acres of property owned by Jodi Fernald of Madbury NH in order to protect the water quality of the adjacent Bellamy Reservoir which is the primary source of drinking water for the City of Portsmouth, NH Water System. The anticipated deliverables include purchasing a conservation easement adjacent to the Bellamy Reservoir. The expected outcomes include the City of Portsmouth owning the easement and performing maintenance of the property that will not cause any change in its influence on the Bellamy Reservoir's water quality. The intended beneficiaries include the citizens of the City of Portsmouth, NH. No subawards are included in this assistance agreement.		
BUDGET PERIOD 05/01/2025 - 04/30/2030	PROJECT PERIOD 05/01/2025 - 04/30/2030	TOTAL BUDGET PERIOD COST \$ 892,500.00
		TOTAL PROJECT PERIOD COST \$ 892,500.00
<p align="center">NOTICE OF AWARD</p> <p>Based on your Application dated 06/10/2025 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$ 714,000.00. EPA agrees to cost-share <u>80.00%</u> of all approved budget period costs incurred, up to and not exceeding total federal funding of \$ 714,000.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.</p>		
ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)		AWARD APPROVAL OFFICE
ORGANIZATION / ADDRESS U.S. EPA, Region 1, EPA New England 5 Post Office Square, Suite 100 Boston, MA 02109-3912		ORGANIZATION / ADDRESS U.S. EPA, Region 1, EPA New England R1 - Region 1 5 Post Office Square, Suite 100 Boston, MA 02109-3912
<p align="center">THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY</p>		
Digital signature applied by EPA Award Official Arthur Johnson - Director, Mission Support Division		DATE 08/20/2025

EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$ 0	\$ 714,000	\$ 714,000
EPA In-Kind Amount	\$ 0	\$ 0	\$ 0
Unexpended Prior Year Balance	\$ 0	\$ 0	\$ 0
Other Federal Funds	\$ 0	\$ 0	\$ 0
Recipient Contribution	\$ 0	\$ 0	\$ 0
State Contribution	\$ 0	\$ 178,500	\$ 178,500
Local Contribution	\$ 0	\$ 0	\$ 0
Other Contribution	\$ 0	\$ 0	\$ 0
Allowable Project Cost	\$ 0	\$ 892,500	\$ 892,500

Assistance Program	Statutory Authority	Regulatory Authority
66.202 - Congressionally Mandated Projects	2024 Consolidated Appropriations Act (PL118-42)	2 CFR 200, 2 CFR 1500 and 40 CFR 33

Fiscal									
Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
-	25010NG052	24	E5	0124CMC	000B80	4192	-	-	\$ 714,000
									\$ 714,000

Budget Summary Page

Table A - Object Class Category (Non-Construction)	Total Approved Allowable Budget Period Cost
1. Personnel	\$ 0
2. Fringe Benefits	\$ 0
3. Travel	\$ 0
4. Equipment	\$ 0
5. Supplies	\$ 0
6. Contractual	\$ 0
7. Construction	\$ 0
8. Other	\$ 892,500
9. Total Direct Charges	\$ 892,500
10. Indirect Costs: 0.00 % Base -	\$ 0
11. Total (Share: Recipient <u>20.00</u> % Federal <u>80.00</u> %)	\$ 892,500
12. Total Approved Assistance Amount	\$ 714,000
13. Program Income	\$ 0
14. Total EPA Amount Awarded This Action	\$ 714,000
15. Total EPA Amount Awarded To Date	\$ 714,000

Administrative Conditions

National Administrative Terms and Conditions

The recipient agrees to comply with the current Environmental Protection Agency (EPA) general terms and conditions available at: https://www.epa.gov/system/files/documents/2024-10/fy_2025_epa_general_terms_and_conditions_effective_october_1_2024_or_later.pdf

These terms and conditions are in addition to the assurances and certifications made as a part of the award and the terms, conditions, or restrictions cited throughout the award.

The EPA repository for the general terms and conditions by year can be found at: <https://www.epa.gov/grants/grant-terms-and-conditions#general>.

A. Correspondence Condition

The terms and conditions of this agreement require the submittal of reports, specific requests for approval, or notifications to EPA. Unless otherwise noted, all such correspondence should be sent to the following email addresses:

- Federal Financial Reports (SF-425): rtpfc-grants@epa.gov
- All other forms/certifications/assurances, Indirect Cost Rate Agreements, Requests for Extensions of the Budget and Project Period, Amendment Requests, Requests for other Prior Approvals, updates to recipient information (including email addresses, changes in contact information or changes in authorized representatives) and other notifications: **Grants Specialist and Project Officer on Page 1 of Award Document**
- Workplan revisions, equipment lists, programmatic reports and deliverables: **Project Officer on Page 1 of Award Document**
- Quality Assurance documents: **Project Officer on Page 1 of Award Document AND R1QAPPs@epa.gov**

B. Pre-Award Costs

In accordance with 2 CFR 1500.9, the recipient may charge otherwise allowable pre-award costs (both Federal and non-Federal cost sharing) incurred from **05/01/2025** to the actual award date provided that such costs were contained in the approved application and all costs are incurred within the approved budget period.

C. New Recipient Training Requirement

The recipient agrees to complete the [EPA Grants Management Training for Applicants and Recipients](#) and the [How to Develop a Budget](#) training within 90 calendar days of the date of award of this agreement. The recipient must notify the Grant Specialist via email when the required training is complete. For additional information on this training requirement, the recipient should refer to [RAIN-2024-G01](#).

D. Prior Approval of Payments for EPA Community Grants

Payment Requests are to be completed on Standard Form 270, "Request for Advance or Reimbursement" and submitted to the EPA Grants Office with a copy to the EPA Project Officer. This form and instructions for

completing it can be found at <https://www.epa.gov/grants/epa-grantee-forms>. The requests will report cumulative expenditures both (federal and non-federal) incurred under the grant. EPA will approve payments for allowable expenditures at the ratio shown in the latest Agreement.

Under this payment mechanism, the recipient submits for EPA approval the Standard Form 270 along with supporting cost documentation via email to the EPA Project Officer and the EPA Grants Management Specialist listed on this award document. Attachments must be submitted in pdf or other acceptable software format (e.g., DocuSign) and the Standard Form 270 must be electronically or digitally signed by your organization's authorized representative or their designee in accordance with EPA's Recipient/Applicant Information Notice (RAIN), [Establishment of Standards for Submission of Administrative and Financial Assistance Agreement Forms/Documents with Electronic or Digital Signatures by Email](#). Documentation to support costs claimed for reimbursement include copies of bills (vouchers, invoices, etc.), along with a description of services rendered, time spent, and charges. The table below provides examples of acceptable documentation. Also, as a reminder, please refer to the Grant-Specific Programmatic Terms and Conditions of this award for additional information regarding procurement documentation submission requirements.

After review and written notification of EPA's approval, the recipient will request funds via the U.S. Treasury's Automated Standard Application for Payment (ASAP) system for **80.00%** of the total allowable expenditures shown on the Standard Form 270 (i.e., the Federal share) for the period covered by the request. EPA may pay 100% of the allowable expenditures reported for the period of the request for grants for which the cost share requirement has been waived by EPA. Payment for costs approved by EPA and authorized for drawdown by the recipient via the ASAP System will be credited to the recipient's designated financial institution (See Financial Information in the [EPA General Terms and Conditions](#) applicable to this award). Any questioned or disallowed costs will be detailed in writing by EPA's Grants Management Officer.

SUPPORTING DOCUMENTATION BY BUDGET CATEGORY	
BUDGET CATEGORY	ACCEPTABLE DOCUMENTATION
<p>1. PERSONNEL (for both EPA-funded and non-EPA funded employees whose services will count towards the recipient's cost share) Records must:</p> <ul style="list-style-type: none"> •meet the requirements in 2 CFR 200.430 (g) for producing accurate information regarding actual hours an employee worked performing the EPA agreement. •reflect 100% of actual hours worked daily and the projects, programs or activities worked, not estimated amounts or percentages. They must also reflect non-working hours used during the pay period. •be certified by an appropriate recipient manager indicating that the hours shown as worked in support of the EPA assistance agreement were actually spent on activities approved and eligible under the agreement for which the costs are claimed •contain names of employees charging time to the agreement, with explicit indication of number of hours charged, the hourly rate, and the total amount thereof charged. 	

<p>1a. Working Hours</p>	<ul style="list-style-type: none"> • Copies of time sheets or equivalent records
<p>1b. Non-Working Hours (e.g., sick leave, annual leave, holiday pay, etc.) being charged to the agreement if not covered by a leave rate or included in fringe benefits.</p>	<ul style="list-style-type: none"> • A schedule or report showing the non-working hour cost calculations and amounts claimed, including the applicable accruals and distribution methodologies for the periods used in the calculations.
<p>2. FRINGE BENEFITS – if applicable, approved fringe rate or actual costs per employee.</p>	<ul style="list-style-type: none"> • A schedule or report showing the fringe benefit cost calculations per employee, per pay period being claimed for payment and charged to the assistance agreement. Individual items included in approved fringe benefit rates must be identified.
<p>3. INDIRECT COSTS – must have an approved indirect cost rate agreement covering the period for the indirect costs being claimed or opt to use up to a 15% de minimis rate of Modified Total Direct Costs. See the General Terms and Conditions for additional information.</p>	<ul style="list-style-type: none"> • A schedule or report showing the indirect costs calculations and amounts claimed and charged to the assistance agreement, including the applicable rates and cost basis for the periods used in the calculations.
<p>4. TRAVEL Note: First class/business class travel costs are not allowable.</p>	<ul style="list-style-type: none"> • listing of trips taken, trip dates, location, purpose, and actual costs incurred. • copy of signed and dated authorization documents for each trip. • written certification by employee's supervisor or other authorized official that the trip took place. • copy of signed and dated travel vouchers showing actual expenditures
<p>5. EQUIPMENT – records must show equipment items, quantity, unit cost, and total amount consistent with the PO and RFP.</p>	<ul style="list-style-type: none"> • copy of procurement requests • copy of vendor invoices • quotes or bid announcements as required
<p>6. SUPPLIES</p>	<ul style="list-style-type: none"> • invoices showing supply items, quantity, unit cost, and total amount consistent with the Purchase Order. • copy of procurement requests • copy of vendor invoices • quotes or bid announcements as required
<p>7. CONTRACTUAL The contract agreement must include all applicable clauses stipulated at 2 CFR Part 200.327 and Appendix II. NOTE: per the grant-specific programmatic Terms and Conditions of the award, all contracts should have already been reviewed and approved by the project officer. Contracts for Architectural and Engineering services are included in this category. The costs for consultant compensation that are charged to the EPA assistance agreement (including cost shares) must not exceed the consultant cap (Level IV of the Executive Schedule) as described at 2 CFR 1500.10</p>	<ul style="list-style-type: none"> • documents showing quotes or bid announcements as required. • evidence of the selection decision and a cost and price analysis • copy of contractor invoices
<p>8. CONSTRUCTION This category includes contracts for general construction and other</p>	<ul style="list-style-type: none"> • documents showing quotes or bid announcements as applicable. • evidence of the

<p>contractor costs for activities described in EPA's Small and Disadvantaged Business (DBE) rule at 40 CFR 33.103.</p>	<p>selection decision and a cost and price analysis• copy of contractor and vendor invoices</p>
<p>9. OTHERIf subaward costs are being claimed, a copy of the executed subaward agreement must be provided. The subaward agreement must comply with the requirements of the subaward term and condition of the EPA award and 2 CFR 200.331 and 200.332.</p>	<ul style="list-style-type: none"> • invoices showing items, quantity, unit cost, and total amount. As applicable ensure there are: • copies of procurement requests• copy of vendor invoices• quotes or bid announcements as required• documentation of participant support cost payments approved in the budget• cost Calculations/Allocations of shared costs like rent, utilities, etc.

Programmatic Conditions

GRANT-SPECIFIC PROGRAMMATIC TERMS AND CONDITIONS FOR EPA COMMUNITY GRANTS **(Updated 04/30/25)**

A. Performance Reporting ([2 CFR 200.329](#))

The recipient agrees to submit performance reports to the EPA Project Officer *on a semi-annual basis, no later than April 30 and October 30 of each year. The final performance report must be submitted no later than 120 calendar days after the period of performance.*

Performance reports must relate financial data and project or program accomplishments to performance goals and objectives and include brief information on each of the following areas, as applicable:

- 1) a comparison of accomplishments to the outputs/outcomes established in the assistance agreement workplan for the reporting period;
- 2) explanations on why established outputs/outcomes were not met; and
- 3) additional information, analysis, and explanation of cost overruns or higher-than-expected unit costs.

Additionally, the recipient agrees to notify the EPA when a significant development occurs that could impact the award. Significant developments include events that enable meeting milestones and objectives sooner or at less cost than anticipated or that produce different beneficial results than originally planned. Significant developments also include problems, delays, or adverse conditions which will impact the ability to meet the milestones or objectives of the award, including outputs/outcomes specified in the assistance agreement work plan. If the significant developments negatively impact the award, the recipient must include information on their plan for corrective action and any assistance needed to resolve the situation.

B. Project changes ([2 CFR 200.308](#))

Consistent with 2 CFR 200.308, the recipient must request prior written approval from EPA for the following program and budget-related reasons, including but not limited to: changes which alter the project performance standards; changes in the scope or objectives of the project (even if there is no associated budget revision requiring prior written approval) or substantially altering the design of the project; changes in key personnel (including employees and contractors) that are identified by name or position in the Federal award; the disengagement from a project for more than three months, or a 25% reduction in time and effort devoted to the Federal award over the course of the period of performance, by the approved project director or principal investigator; the inclusion, unless waived by the EPA, of costs that require prior approval in accordance with subpart E to 2 CFR Part 200 as applicable; the transfer funds between construction and non-construction budget categories; significantly delaying or accelerating the project schedule; or substantially altering the facilities plan, design drawings and specifications, or the location, size, capacity, or quality of any major part of the project. Note, depending on the type of change, the Agency Award Official or Grant Management Officer may need to make the final determination.

C. Right of Access ([2 CFR 200.337](#))

EPA will have access to all records which are pertinent to the assistance agreement (including fiscal, procurement, and engineering data and files), and EPA may conduct site visits and inspections related to progress of the assistance agreement workplan activities. This term and condition supplements the requirements in the "Access to

Records” General Term and Condition.

• **Procurement Document Submission**

(1) With the exception of projects that qualify for the procurement flexibilities in the FY 2024 Consolidated Appropriations Act (P.L. 118-42) discussed below in term and condition D. Procurement, the recipient shall submit a copy of all proposed and/or executed contracts for services (including professional and construction), supplies, and equipment over \$250,000 to the EPA Project Officer for review. The submittal of the proposed and/or executed contracts must include procurement records.

(a) Recipient agrees to submit plans and specifications, requests for proposals, invitations for bids, scopes of work, and/or plans and specifications to the EPA Project Officer for review prior to advertising for bids, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun. Recipient will also submit any addenda to these documents to the EPA Project Officer for review prior to the opening of bids, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun.

(b) Recipient agrees to submit to the EPA Project Officer, within ten calendar days after a bid opening, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun, the bid package of the lowest responsive, responsible bidder for review prior to the award of a contract, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun. The bid package will include a bid tabulation, a copy of the proof of advertising, the bid bond of the low bidder, the Minority Business Enterprise (MBE) / Women's Business Enterprise (WBE) proposed utilization by the low bidder with a statement from Recipient that the efforts taken by the low bidder meet the statutory/regulatory requirements, and the recommendation to award a contract to the low bidder.

(c) Recipient agrees to submit to the EPA Project Officer for review any proposed and/or executed contract for services, such as architectural/engineering or grant management or construction, prior to signing each contract, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun, as well as any change orders executed after the award of the contract. A description of the process used to procure those services will also be submitted. To be accepted as allowable project costs, such procurements/contracts must comply with all statutory and regulatory requirements, including [40 U.S.C. 1101 et seq. \(the Brooks Act\)](#) or an equivalent State qualifications-based procurement requirement, as applicable; [2 CFR Part 200](#); [2 CFR Part 1500](#); and/or [40 CFR Part 33](#).

(2) Recipients that qualify for the procurement flexibilities discussed below in term and condition D. Procurement, must provide to the EPA upon request solicitation documents (e.g., Request for Proposals or Request for Qualifications), contracts, and/or any other pertinent documents relating to the process used to enter the contract.

(3) All recipients, to include those that qualify for the procurement flexibilities in the FY 2024 Consolidated Appropriations Act (P.L. 118-42) discussed below in term and condition D. Procurement must comply with the requirements in the Davis-Bacon Act, American Iron and Steel (AIS), and Build America, Buy America (BABA) in any procurements and resulting contracts as applicable. These requirements include incorporating the appropriate prevailing wage determinations and AIS/BABA in the solicitation documents.

D. Procurement

The FY 2024 Consolidated Appropriations Act (P.L. 118-42), which was signed into law on March 9, 2024,

states:

Provided further, That the funds made available under this heading for Community Project Funding/Congressionally Directed Spending grants in this or prior appropriations Acts are not subject to compliance with Federal procurement requirements for competition and methods of procurement applicable to Federal financial assistance, if a Community Project Funding/Congressionally Directed Spending recipient has procured services or products through contracts entered into prior to the date of enactment of this legislation that complied with state and/or local laws governing competition.

This provision was carried forward in the FY 2025 Full-Year Continuing Appropriations and Extensions Act (P.L. 119-4). Accordingly, “prior to the date of enactment of this legislation” means contracts entered into prior to March 15, 2025.

(a) Recipients with projects identified in the FY 2024 or prior (i.e., FY 2022 and FY 2023) Appropriations Acts are not subject to compliance with Federal procurement requirements for competition and methods of procurement applicable to Federal financial assistance if the recipient has:

- procured services or products through contracts entered into prior to March 15, 2025; and
- complied with state and/or local laws governing competition (including laws/policies relating to participation by disadvantaged business enterprises or equivalent, as applicable, and method of procurement).

The recipient must provide a written statement to the EPA Project Officer affirming any contracts entered into prior to March 15, 2025, complied with state and/or local laws governing competition (including laws/policies relating to participation by disadvantaged business enterprises or equivalent as applicable, and method of procurement). The statement must also include the date the contracts were entered into. The contract will be considered covered by the provision upon receipt of written confirmation from EPA.

The recipient must retain documentation (e.g., solicitation documents, procurement certifications from state and/or local officials) demonstrating compliance of such contracts with state and/or local laws governing competition, including such laws relating to participation by disadvantaged business enterprises or equivalent as applicable.

(a)(1) Contract Amendments after March 15, 2025, and FY 2024 Procurement Flexibility

Recipients with projects identified in the FY 2024 or prior (i.e., FY 2022 and FY 2023) Appropriations Acts may not be subject to compliance with Federal procurement requirements for competition and methods of procurement applicable to Federal financial assistance (with the exception noted below in paragraph (a)(2) for contract modifications over the Simplified Acquisition Threshold in effect at the time of award) for contract amendments that occur after March 15, 2025, if the recipient has:

- (i) procured services or products through contracts entered into prior to March 15, 2025;
- (ii) entered into said contracts in compliance with state and/or local laws governing competition (including laws/policies relating to participation by disadvantaged business enterprises or equivalent, as applicable, and method of procurement); and
- (iii) complied with state and/or local laws relating to contract amendments as applicable.

The recipient must provide a written statement to the EPA Project Officer affirming any contracts entered into prior to March 15, 2025, and contract amendments after that date, complied with state and/or local laws governing competition (including laws/policies relating to participation by disadvantaged business enterprises or equivalent as applicable, and method of procurement). The statement must also include the date the contracts and contract amendments were entered into. The contracts and contract amendments will be considered covered by the provision upon receipt of written confirmation from EPA.

The recipient must retain documentation (e.g., solicitation documents, procurement certifications from state and/or local officials) demonstrating compliance of such contracts and amendments with state and/or local laws governing competition, including such laws relating to participation by disadvantaged business enterprises or equivalent as applicable.

(2) Consistent with 2 CFR 200.324, the recipient further agrees that for all contract modifications/amendments in excess of the Simplified Acquisition Threshold in effect at the time of award, the recipient will perform a cost or price analysis.

(b) All other recipients who do not qualify for the procurement flexibilities discussed in section (a) must procure all services (professional, construction, etc.), supplies, and equipment awarded under this grant in accordance with all applicable federal requirements, including: [40 U.S.C. 1101 et seq. \(the Brooks Act\)](#) or an equivalent State qualifications-based procurement requirement, as applicable; [2 CFR Part 200](#); [2 CFR Part 1500](#); and/or [40 CFR Part 33](#). This includes all services (professional, construction, etc.), supplies, and equipment for which costs are approved as preaward costs.

E. Cybersecurity Condition

Cybersecurity Grant Condition for Other Recipients, Including Intertribal Consortia and Non-profit Organizations

(a) The recipient agrees that when collecting and managing environmental data under this assistance agreement, it will protect the data by following all applicable State or Tribal law cybersecurity requirements.

(b) (1) EPA must ensure that any connections between the recipient's network or information system and EPA networks used by the recipient to transfer data under this agreement, are secure. For purposes of this Section, a connection is defined as a dedicated persistent interface between an Agency IT system and an external IT system for the purpose of transferring information. Transitory, user-controlled connections such as website browsing are excluded from this definition.

If the recipient's connections as defined above do not go through the Environmental Information Exchange Network or EPA's Central Data Exchange, the recipient will contact the EPA Project Officer no later than 90 days after the date of this award and work with the designated Regional/Headquarters Information Security Officer to ensure that the connections meet EPA security requirements, including entering into Interconnection Service Agreements as appropriate. This condition does not apply to manual entry of data by the recipient into systems operated and used by EPA's regulatory programs for the submission of reporting and/or compliance data.

(2) The recipient agrees that any subawards it makes, under this agreement will require the subrecipient to comply with the requirements in (b)(1) if the subrecipient's network or information system is connected to EPA networks to transfer data to the Agency using systems other than the Environmental Information Exchange Network or EPA's Central Data Exchange. The recipient will be in compliance with this condition: (i) by including this requirement in subaward agreements; and (ii) during subrecipient monitoring deemed necessary by the recipient under 2 CFR

200.332(e), by inquiring whether the subrecipient has contacted the EPA Project Officer. Nothing in this condition requires the recipient to contact the EPA Project Officer on behalf of a subrecipient or to be involved in the negotiation of an Interconnection Service Agreement between the subrecipient and EPA.

F. Signage

The FY 2022 Consolidated Appropriations Act (Pub. Law 117-103), FY 2023 Consolidated Appropriations Act (Pub. Law 117- 328), and FY 2024 Consolidated Appropriations Act (Pub. Law 118-42) provide that those federal requirements that would apply to a Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF) project grant recipient shall apply to a grantee receiving a Community Grant. Consequently, these Appropriations Acts extend Signage requirements applicable to SRF projects to Community Grants. The recipient agrees to comply with the SRF Signage Guidelines in order to enhance public awareness of EPA assistance agreements nationwide.

Basic Requirements

Recipients should note that they have the option of selecting different implementation options depending on the location, project type, and available resources. The costs of compliance with the signage requirements are allowable under the grant, provided the costs are reasonable.

Summary of Options

The SRF Signage Guidelines present a number of options which communities can explore to implement EPA's signage policy. The option selected should meet all of the Basic Requirements above while remaining cost-effective and accessible to a broad audience. The following strategies are acceptable options for communities to follow:

Standard signage

- Posters or wall signage in a public building or location
- Newspaper or periodical advertisement for project construction, groundbreaking ceremony, or operation of the new or improved facility
- Online signage placed on community website or social media outlet
- Press release

Each of these options is described in more detail in the sections below.

Implementation Option: Standard Signage

EPA recommends that large projects that involve significant expansion or construction of a new facility elect to publicize through standard signage. This option should be selected for projects where the sign would be near a major road or thoroughfare or where the facility is in a location at which this would effectively publicize the upgrades. Some facilities will not find this an appropriate or cost-effective solution. For example, investing in a large road sign for a facility that is located in a rural area or where access is limited to a smaller service road would likely not be an optimal solution.

Signs can also be located away from the project site if there is another reasonable alternative. For example, a

community may elect to place a sign advertising the project near a body of water that receives discharge from a particular facility.

Recipients selecting projects that will implement this requirement through use of a traditional sign should ensure the following are included:

- The name of the facility, project, and community
- Project cost (total grant award amount, i.e., federal share plus recipient contribution)
- The EPA and Recipient logos (EPA logo may only be used on a sign)

If the EPA logo is displayed along with logos of other participating entities, the EPA logo must not be displayed in a manner that implies that EPA itself is conducting the project. Instead, the EPA logo must be accompanied with a statement indicating that the recipient received financial assistance from EPA for the project. As provided in the sign specifications from the EPA Office of Public Affairs (OPA), the EPA logo is the identifier for assistance agreement projects. Recipients are responsible to comply with the sign specifications provided by the OPA, available at <https://www.epa.gov/grants/epa-logo-seal-specifications-signage-produced-epa-assistance-agreement-recipients>. To obtain the appropriate EPA logo graphic file, the recipient should send a request directly to OPA and include the EPA Project Officer in the communication; contact information can be found at <https://www.epa.gov/aboutepa/using-epa-seal-and-logo#download>.

Implementation Option: Posters, Brochures, and/or Pamphlets

Smaller projects, projects located in rural areas, and other efforts may find that it is more cost-effective and practical to advertise efforts through creation of a poster or smaller sign. If the project involves nonpoint source or green infrastructure components, those can be described at the discretion of the recipient.

The poster or brochure and acknowledgement should be visible, as well as a website or other source of information for individuals that may be curious about the Community Grants program. The recipient may also implement this option as a short pamphlet that is placed in one of the locations noted below for community members to read.

Posters, brochures, and/or pamphlets should be placed in a public location that is accessible to a wide audience of community members. This can include, but is not limited to:

- Town or City Hall
- Community Center
- Locally owned or operated park or recreational facility
- Public Library
- County/municipal government facilities
- Court house or other public meeting space

Given the low cost for producing multiple copies of the same poster, brochure, and/or pamphlet, communities can explore options for displaying these posters in several locations simultaneously. This would achieve the overall

objective of reaching a broad audience and publicizing the project.

Projects that will implement this requirement through use of posters, brochures, and/or pamphlets should ensure the following are included:

- Name of facility, project, and community
- Project is wholly or partially funded with EPA funding
- Brief description of project
- Brief description of the water quality benefits the project will achieve

Implementation Option: Newsletters, Periodicals, and/or Press Releases

For communities where there is no suitable public space or where advertisement through signage is unlikely to reach community members effectively, projects can be advertised in a community newsletter or similar periodical. States can use guidelines from their standard public notice practices. For new construction, if a groundbreaking ceremony is to be held, an announcement could publicize or accompany publicity for this event.

In some cases, it may be appropriate for the recipient to issue a formal press release announcing construction of a new facility. Distributing a single prepared statement concisely summarizing the project purpose and the joint funding from EPA and community resources can reach a wide audience as the statement goes through multiple news outlets.

If the recipient decides on a public and/or media event to publicize the accomplishment of significant events related to the project as a result of EPA support, the recipient must provide EPA with at least ten working days' notice of the event and the opportunity to attend and participate in the event.

Recipients that will implement this requirement through use of a newsletter, periodical, or press release should ensure the following are included:

- Name of facility, project, and community
- Project is wholly or partially funded with EPA funding
- Brief description of the project
- Brief listing of water quality benefits to be achieved

Implementation Option: Inserts and/or Pamphlets in Water/Sewer Bills

Utilities can consider including a single-page insert within water and sewer bills that are mailed to residents and users in the affected community. This approach would effectively publicize the project to those individuals directly benefitting from the project. The flyer or insert could emphasize the environmental and public health benefits to the community.

Recipients that will implement this requirement through use of inserts and/or pamphlets in water/sewer bills should ensure the following are included:

- Name of facility, project, and community
- Project is wholly or partially funded with EPA funding
- Brief description of the project
- Brief listing of water quality benefits to be achieved

Implementation Option: Online and/or Social Media Publicity

Many communities are increasingly finding that the internet is the most cost-effective approach to publicizing their projects and reaching a broad audience of stakeholders. Online “signage” should follow the minimum information guidelines above and may appear on the town, community, and/or facility website if available. In some cases, communities may be active on social media sites such as Facebook or X, formally known as Twitter. These can be used as an opportunity for publicizing projects and information about how EPA funds are being used in the community.

These online announcements/notices may be appropriate for settings where physical signage would not be visible to a wide audience. They can be a more cost-effective option than traditional signs or publicity in print media outlets. This option may be most useful where the community's website is a well-recognized source of information for its residents.

In the case of some projects, such as nonpoint source, there might be additional opportunities for online publicity through partner agencies or organizations. This could take place either on the organization's website or through other social media outlets.

Projects that will implement this requirement through use of online and/or social media publicity should ensure the following are included:

- Name of facility, project, and community
- Project was wholly or partially funded with EPA funding
- Brief description of the project
- Brief listing of water quality benefits to be achieved

Suggested Language for Alternate Options

For any of the alternate implementation options listed above, recipients have discretion to structure their signage as they see appropriate. The language below is offered as an option for use in posters, pamphlets, brochures, press releases, and/or online materials. Communities may consider using the following:

“Construction of upgrades and improvements to the [Name of Facility, Project Location, or WWTP] were financed by the grant funding administered by the U.S. Environmental Protection Agency (EPA). EPA's Community Grant Program. This project will (description of project) and will provide water quality benefits [details specifying particular benefits] for community residents and businesses in and near (name of town, city, and/or water body or watershed to benefit from project.)

For projects in certain areas, recipients should consider whether it is appropriate to include additional details about the project. Specific benefits, such as reduction of CSO events, lessening of nutrient pollution, reducing contaminant levels or water pumping costs, or improvements to a particular water body, may be of interest to community residents. In these cases, including additional detail would further serve to showcase positive efforts financed by EPA. Additionally, recipients may elect to detail improvements in energy efficiency or water conservation achieved by project upgrades. If the project includes green infrastructure components such as rain gardens and green roofs that have environmental and aesthetic benefits to the community, these can be described briefly as well. Again, this additional information can be included at the discretion of the recipient when it is appropriate, given the project type, location, and the type of signage or publicity effort selected.

G. Public or Media Events

The recipient will notify the EPA Project Officer listed in this award document of public or media events publicizing the accomplishment of significant events related to the project as a result of EPA support and provide the opportunity for attendance and participation by federal representatives with at least ten working days notice.

H. Federal Cross-cutting Requirements/Other Applicable Federal Laws

Recipient must comply with federal cross-cutting requirements as well as other applicable federal laws as provided in EPA's [Community Grants Program Final Implementation Guidance](#). For additional information on cross-cutting requirements, as well as applicability for recipients and subrecipients, visit <https://www.epa.gov/grants/epa-subaward-cross-cutter-requirements>.

I. American Iron and Steel (AIS)

AIS requirements apply to this award agreement based on the directive Congressional language in the FY 2022, FY 2023, and FY 2024 Consolidated Appropriations Acts' (i.e., "Applicable Federal requirements that would apply to a Clean Water State Revolving Fund or Drinking Water State Revolving Fund project grant recipient shall apply to a grantee receiving a CPF grant under this section"). AIS requirements apply to State Revolving Fund assistance agreements signed on or after January 17, 2014, including all treatment works projects funded by a CWSRF assistance agreement and all public water system projects funded by a DWSRF assistance agreement.

(a) *Definitions.* As used in this award term and condition—

(1) "iron and steel products" mean the following products made primarily of iron or steel, where "primarily" means 50% or greater iron/steel, measured by materials costs: lined or unlined pipes and fittings, manhole covers and other municipal castings, hydrants, tanks, flanges, pipe clamps and restraints, valves, structural steel, reinforced precast concrete, and ferrous construction materials.

(2) "steel" means an alloy that includes at least 50 percent iron, between .02 and 2 percent carbon, and may include other elements.

(b) *Domestic preference.*

(1) This award term and condition requires that all iron and steel products used for a project for the construction, alteration, maintenance or repair of a public water system or treatment work are produced in the United States except as provided in paragraph (b)(2) of this section and condition. "Produced in the United States means all manufacturing processes, beginning with initial melting, must occur in the United States.

(2) This requirement shall not apply in any case or category of cases in which the Administrator of the Environmental Protection Agency finds that—

- (i) applying the requirement would be inconsistent with the public interest;
- (ii) iron and steel products are not produced in the United States in sufficient and reasonably available quantities and of a satisfactory quality; or
- (iii) inclusion of iron and steel products produced in the United States will increase the cost of the overall project by more than 25 percent.

(3) The Build America, Buy America (BABA) Act requirements do not supersede the AIS requirements, and both provisions still apply and work in conjunction. Compliance with AIS requirements meets the BABA requirements for iron and steel.

(c) Request for a Waiver under (b)(2) of this section

(1) Any recipient request to use foreign iron or steel products in accordance with paragraph

(b)(2) of this section shall include adequate information for federal Government evaluation of the request, including—

- (i) A description of the foreign and domestic iron and/or steel, ;
- (ii) Unit of measure;
- (iii) Quantity;
- (iv) Cost;
- (v) Time of delivery or availability;
- (vi) Location of the project;
- (vii) Name and address of the proposed supplier; and
- (viii) A detailed justification of the reason for use of foreign iron or steel products cited in accordance with paragraph (b)(2) of this section.

(2) If the Administrator receives a request for a waiver under this section, the waiver request shall be made available to the public for at least 15 days prior to making a finding based on the request.

(3) Unless the Administrator issues a waiver of this term, use of foreign iron and steel products is noncompliant with Section 608 of the Clean Water Act and Section 1452(a)(4) of the Safe Drinking Water Act.

(d) This term and condition shall be applied in a manner consistent with United States obligations under international agreements.

J. Build America, Buy America Act (BABA)

This term and condition supplements the “Build America, Buy America” term and condition included in EPA's [General Terms and Conditions](#).

(a) Definitions.

For legal definitions and sourcing requirements, the recipient must consult the EPA Build America, Buy America website, 2 CFR Part 184, and the Office of Management and Budget's (OMB) Memorandum M-24-02 Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure.

(b) Waiver Request.

- (1) When necessary, recipients may apply for a waiver from these requirements.
- (2) A request to waive the application of the domestic content procurement preference must be in writing and submitted following the waiver instructions under the Water Programs section at <https://www.epa.gov/baba/build-america-buy-america-baba-epa-programs>.
- (3) Waiver requests are subject to public comment for at least 15 days prior to making a finding based on the request.
- (4) Waiver requests are subject to review by the Office of Management and Budget's Made in America Office.
- (5) There may be instances where an award qualifies, in whole or in part, for an existing waiver described at <https://www.epa.gov/baba/build-america-buy-america-baba-approved-waivers>.
- (6) The U.S. Environmental Protection Agency may grant a waiver based upon one of the exceptions as established in Section 70914(b) of the Infrastructure Investment and Jobs Act and further described in the Office of Management and Budget Memorandum M-24-02.
- (7) Any recipient waiver request to use foreign iron, steel, manufactured products, and/or construction materials in an infrastructure project shall include adequate information for the Federal Government evaluation of the request, including—
 - i. The Federal Award Identification Number (FAIN);
 - ii. Location and description of the project;
 - iii. Total cost of infrastructure expenditures, including federal and non-federal funds, as well as the source of any additional federal funds, if any;
 - iv. List of iron or steel item(s), manufactured products, and construction material(s) proposed to be excepted from Buy America requirements, including name, cost, country(ies) of origin (if known), relevant Product Services Code (PSC) and North American Industry Classification System (NAICS) code for each, unit of measure, quantity, time of delivery or availability, and name and address of the proposed supplier;
 - v. Project schedule including earliest targeted installation dates of items requested to be waived;

vi. A detailed justification of the reason for use of foreign iron, steel, manufactured products, and/or construction materials;

vii. Recipient's Unique Entity Identifier (UEI);

vii. Anticipated impact if no waiver is issued; and

viii. A certification that the federal official or assistance recipient made a good faith effort to solicit bids for domestic products supported by terms included in requests for proposals, contracts, and nonproprietary communications with the prime contractor.

(8) Unless a waiver applies, use of foreign iron, steel, manufactured products, and/or construction materials that are consumed in, incorporated into, or affixed to an infrastructure project is noncompliant with this term and condition pursuant to the Infrastructure Investment and Jobs Act, Pub. L. No. 117-58, including Build America, Buy America Act, Pub. L. No. 117-58 §§70901-52.

(c) Waiver Evidence Submission.

(1) The recipient must maintain documentation of any use of materials which are considered de minimis and are covered by an [existing waiver](#) (e.g. miscellaneous, generally low-cost products that are essential for construction and are incorporated into the physical structure of the project) with grant project files for a period of three years from the date of submission of the final expenditure report, in accordance with [2 CFR 200.334](#).

(2) If the recipient seeks coverage under an existing general applicability [BABA waiver](#), the recipient agrees to submit available evidence to the EPA Project Officer to support such a determination as identified in the BABA waiver. The recipient shall maintain this evidence with grant project files for a period of three years from the date of submission of the final expenditure report, in accordance with [2 CFR 200.334](#).

K. Environmental Review

This project consists of activities listed in paragraphs 40 C.F.R. 6.204(a)(2)(i)-(x)). No separate NEPA documentation needs to be developed for use of a NEPA CATEX determination under 40 C.F.R. 6.204(a)(2) and the recipient may only draw down funds for activities listed in paragraphs 40 C.F.R. 6.204(a)(2)(i)-(x). Recipient shall not draw down the EPA funds or make any expenditures to meet a cost share obligation, for construction-related activities such as destruction, excavation, modification of existing structures, ground-disturbing work including rehabilitation and replacement activities, modifying, removing or demolishing structures, or other improvements to real property. If the scope of the project changes, the recipient understands that additional environmental review may be necessary.

L. Davis-Bacon Labor Standards

1. Program Applicability

- a. Program Name: Community Grants Program
- b. Statutes requiring compliance with Davis-Bacon:

Consolidated Appropriations Act, 2022 (P.L. 117-103);
Consolidated Appropriations Act, 2023 (P.L. 117-328); and

Consolidated Appropriations Act, 2024 (P.L. 118-42)

c. Activities subject to Davis-Bacon:

For Community Grants Projects that are inclusive of CWSRF-eligible activities: Treatment works constructed in whole or in part with assistance made available by the FY 2022, FY 2023, and/or FY 2024 Consolidated Appropriations Acts discussed in section b.

For Community Grants Projects that are inclusive of DWSRF-eligible activities: Any construction project carried out in whole or part with assistance made available by the FY 2022, FY 2023, and/or FY 2024 Consolidated Appropriations Acts discussed in section b.

- d. The recipient must work with the appropriate authorities to determine wage classifications for the specific project(s) or activities subject to Davis Bacon under this grant (or cooperative agreement).

2. Davis-Bacon and Related Acts

Davis-Bacon and Related Acts (DBRA) is a collection of labor standards provisions administered by the Department of Labor, that are applicable to grants involving construction. These labor standards include the:

- Davis-Bacon Act, which requires payment of prevailing wage rates for laborers and mechanics on construction contracts of \$2,000 or more;
- Copeland “Anti-Kickback” Act, which prohibits a contractor or subcontractor from inducing an employee into giving up any part of the compensation to which he or she is entitled; and
- Contract Work Hours and Safety Standards Act, which requires overtime wages to be paid for over 40 hours of work per week, under contracts in excess of \$100,000

3. Recipient Responsibilities When Entering Into and Managing Contracts:

a. Solicitation and Contract Requirements:

i. Include the Correct Wage Determinations in Bid Solicitations and Contracts: Recipients are responsible for complying with the procedures provided in [29 CFR 1.6](#) when soliciting bids and awarding contracts.

ii. Include DBRA Requirements in All Contracts: Include the following text on all contracts under this grant:

“By accepting this contract, the contractor acknowledges and agrees to the terms provided in the [DBRA Requirements for Contractors and Subcontractors Under EPA Grants](#).”

b. After Award of Contract:

i. Approve and Submit Requests for Additional Wages Rates: Work with contractors to request

additional wage rates if required for contracts under this grant, as provided in [29 CFR 5.5\(a\)\(1\)\(iii\)](#).

ii. Provide Oversight of Contractors to Ensure Compliance with DBRA Provisions: Ensure contractor compliance with the terms of the contract, as required by [29 CFR 5.6](#).

4. Recipient Responsibilities When Establishing and Managing Additional Subawards:

a. Include DBRA Requirements in All Subawards (including Loans):

Include the following text on all subawards under this grant:

“By accepting this award, the EPA subrecipient acknowledges and agrees to the terms and conditions provided in the [DBRA Requirements for EPA Subrecipients](#).”

b. Provide Oversight to Ensure Compliance with DBRA Provisions: Recipients are responsible for oversight of subrecipients and must ensure subrecipients comply with the requirements in [29 CFR 5.6](#).

5. The contract clauses set forth in this Term & Condition, along with the correct wage determinations, will be considered to be a part of every prime contract covered by Davis-Bacon and Related Acts (see [29 CFR 5.1](#)), and will be effective by operation of law, whether or not they are included or incorporated by reference into such contract, unless the Department of Labor grants a variance, tolerance, or exemption. Where the clauses and applicable wage determinations are effective by operation of law under this paragraph, the prime contractor must be compensated for any resulting increase in wages in accordance with applicable law.

M. Real Property

In accordance with [2 CFR 200.311](#), title to real property acquired or improved under this agreement will vest upon acquisition in the recipient. The property must be used for the originally authorized purpose as long as needed for that purpose, during which time the recipient must not dispose of or encumber its title or other interests.

The regulations at [49 CFR Part 24](#) apply to purchases of real property and the relocation of persons. Further, for Community Grants projects that are inclusive of Drinking Water State Revolving fund eligible activities, under section 1452(a)(2)(E) of the [Safe Drinking Water Act](#), funds shall not be used for the acquisition of real property or interests therein, unless the acquisition is integral to a project and the purchase is from a willing seller.

Recordation

As authorized by [2 CFR 200.316](#), if the recipient uses EPA funding to purchase real property or to improve real property, the recipient must record a lien or similar notice which reflects the Federal interest in the real property records for the jurisdiction in which the real property is located. The lien or similar notice must indicate that the real property has been acquired or improved with federal funding and that use and disposition conditions apply to the real property. The lien or similar notice must also provide the percentage of the purchase price funded by the EPA. The federal interest in the property cannot be defeated by recipient's failure to file an appropriate notice.

The recipient shall ensure that the federal interest in the real property has been protected in accordance with

applicable State and local law when acquiring and recording the property. The statement of federal interest must be approved in form and substance to the EPA Award Official prior to recordation.

The recipient must provide the EPA with a written statement from a licensed attorney in the jurisdiction where the property is located, certifying that the federal interest in the real property has been protected in accordance with applicable State and local law in obtaining and recording the property. The attorney's statement, along with a certified copy of the deed reflecting the recordation of the Federal Interest, must be returned to the EPA Award Official. The EPA Award Official may not release any or a portion of the Federal award funds until the recipient has complied with this provision, unless other arrangements satisfactory to the Award Official are made.

Without releasing or excusing the recipient from these obligations, the recipient, by execution of the financial assistance award or by expending Federal financial assistance funds (in the case of a subrecipient), authorizes the EPA Award Official to file such notices and continuations as it determines to be necessary or convenient to disclose and protect the Federal Interest in the property.

Disposition

Disposition. When real property is no longer needed for the originally authorized purpose, the recipient must obtain disposition instructions from EPA. The instructions will provide for one of the following alternatives:

- a. Retain title after compensating EPA. The amount paid to EPA will be computed by applying EPA's percentage of participation in the cost of the original purchase (and costs of any improvements) to the fair market value of the property. However, in those situations where recipient is disposing of real property acquired or improved with a federal award and acquiring replacement real property under the same federal award, the net proceeds from the disposition may be used as an offset to the cost of the replacement property.
- b. Sell the property and compensate EPA. The amount due to EPA will be calculated by applying EPA's percentage of participation in the cost of the original purchase (and cost of any improvements) to the proceeds of the sale after deduction of any actual and reasonable selling and fixing-up expenses. If the federal award has not been closed out, the net proceeds from sale may be offset against the original cost of the property. When recipient is directed to sell property, sales procedures must be followed that provide for competition to the extent practicable and result in the highest possible return.
- c. Transfer title to EPA or to a third party designated/approved by EPA. The recipient is entitled to be paid an amount calculated by applying the recipient's percentage of participation in the purchase of the real property (and cost of any improvements) to the current fair market value of the property.

Reporting

Consistent with [2 CFR 200.330](#), the recipient (or subrecipient) must submit reports at least annually on the status of real property in which EPA retains an interest, unless the Federal interest in the real property extends 15 years or longer.

In those instances where the Federal interest attached is for a period of 15 years or more, the Federal awarding agency or pass-through entity, at its option, may require the non-Federal entity to report at various multi-year frequencies, not to exceed a five-year reporting period;

N. Sites, Easements, and Rights-of-Way

The recipient must submit a written legal opinion from a licensed attorney in the State where the real property is located (i.e., a title opinion) that the necessary sites, easements, and/or rights-of-way have been obtained and that they are free of any restrictions or encumbrances that might restrict their use for the purpose intended to be carried out under the assistance agreement. The opinion shall address:

- the title examination conducted;
- the validity of the form and substance of the legal instruments creating the sites, easements, and/or rights-of-way for the purposes intended;
- whether the legal instruments adequately confer upon the recipient the necessary sites, easements, and/or rights-of-way to carry out the project for the purposes intended; and
- whether the legal instruments have been properly recorded in the appropriate public land records of each county, town, district, province, etc. in which any of the land affected thereby is situated.

The recipient must submit the opinion to EPA no later than the time at which the recipient requests approval to award contracts where sites, easements, or rights-of-way are involved, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun.

O. Operation and Maintenance

The recipient agrees that that it will properly operate and maintain all facilities that are partially or wholly funded by this grant for the useful life of the facilities as described below.

Useful Life Timeframes

- Land - Permanent
- Wastewater/Water Conveyance Structures: collection systems, pipes, interceptors, force mains, tunnels, distribution lines, etc. - 40 years
- Other Structures: plant buildings, concrete tankage, basins, lift stations and pump station structures, inlet structures, etc. - 30 years
- Wastewater and Drinking Water Process Equipment - 15 years
- Auxiliary Equipment - 10 years