



# Portsmouth, NH City Council

Eileen Dondero Foley Council Chambers  
Municipal Complex  
1 Junkins Avenue  
Portsmouth, NH

May 4, 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\\_A6cyKX20QgaGn153ZH6nkg](https://us06web.zoom.us/webinar/register/WN_A6cyKX20QgaGn153ZH6nkg)

## Agenda

1. **Work Session (when applicable)**
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**
  - A. Minutes and Actions of the April 6, 2026 City Council meeting (**Sample motion – move to accept and approve the minutes of the April 6, 2026 City Council meetings**)
  - B. Minutes and Actions of the April 20, 2026 City Council meeting (**Sample motion – move to accept and approve the minutes of the April 20, 2026 City Council meetings**)
8. **Recognitions and Volunteer Committee Reports**
  - A. Recognitions:
    - \*Crossing Guard Appreciation Day
    - \*Public Service Recognition Week
    - \*Donation in Honor of Frankie

B. Proclamations:

- Progressive Supranuclear Palsy & Corticobasal Degeneration Awareness Month
- Affordable Housing Week
- Mental Health Awareness Month
- Kids to Parks Day

**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**

A. Public Hearing and Second Reading of Ordinance Amending Chapter 11, Article II, Section 11.216 (B) Relative to Sewer Use Charges (**Sample motion – move to pass second reading of the amendment to Chapter 11, Article II, Section 11.216 (B) relative to the establishment of sewer fees and hold third and final reading at the May 18, 2026 City Council meeting**)

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

B. Public Hearing and Second Reading of Ordinance Amending Chapter 7, Parking, Article I - Parking Meters, Section 7.102, Parking Meter Rates, to establish parking rates for the Resident Access Parking Program (RAPP) Pilot (**Sample motion - move to pass second reading and hold third and final reading at the May 18, 2026 City Council meeting**)

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

**11. City Manager's Items Which Require Action**

- A. \*Adoption of Three-Tier Water and Sewer Rate Structure for FY27 (**Sample motion-move to adopt the recommended three-tier rate structure for water and sewer service for FY27**)
- B. Street Naming for 550 Sagamore Avenue (**Sample motion - move to authorize the use of Spruce Street as the private street name for the new private street originating at the former street address known as 550 Sagamore Avenue**)

- C. Request for First Reading Regarding Ordinance Amendment to Chapter 5, Fire Department and Prevention Regulations, Article IX: Adopted Fire Codes (**Sample motion - move to schedule first reading of the amendment to Chapter 5, Fire Department and Prevention Regulations, Article IX: Adopted Fire Codes, at the May 18, 2026 City Council meeting**)
- D. Open Enrollment Policy for Portsmouth School District/SAU 52 (**Sample motion - move to schedule a public hearing on the Open Enrollment Policy for Portsmouth School District/ SAU 52 at the May 18, 2026 City Council meeting**)

**12. Consent Agenda** (*Sample motion – move to adopt the consent agenda as presented*)

- A. Letter from Ian Coughlan of Coureur Goods Requesting the Go Skate Day Event on June 21, 2026 (**Sample motion – move to refer to the City Manager with the authority to act**)
- B. Active City Encumbrances Report from Peter Rice, Director of Public Works dated April 23, 2026 (**Sample motion - move to accept the Active City Encumbrances Report as presented**)
- C. Letter from Phil von Hemert and Nancy Cassidy of Sail Portsmouth Requesting the Sail Portsmouth Maritime Event on July 23, July 24, July 25, and July 26, 2026 (**Sample motion – move to refer to the City Manager with the authority to act**)
- D. Letter from Julien Icher of the Lafayette Trail Requesting a Lafayette250 Program on May 27, 2026 (**Sample motion – move to refer to the City Manager with the authority to act**)

**13. Presentations and Written Communications**

- A. Email Correspondence (**Sample motion – move to accept and place on file**)
- B. Presentation from David Allen, President of New Hampshire Seacoast Greenway Alliance, Regarding Railtrail

**14. Mayor McEachern**

- A. \*Appointment of Sally Kellar as City Clerk of the City of Portsmouth. This appointment is made in accordance with the City Charter, Section 4.2 and NH RSA 48:2 (**Sample motion – move to appoint Sally Kellar as City Clerk of the City of Portsmouth**)
- B. Appointments to be Considered and Voted (**Sample motion - move to appoint the following as presented**):
  - Appointment of Amy Michaels to the Behavioral Health Blue Ribbon Committee
  - Appointment of Kelly Hartnett to the Behavioral Health Blue Ribbon Committee

- Appointment of Lisa Jacobus to the Behavioral Health Blue Ribbon Committee
- Appointment of Olivia Harris to the Behavioral Health Blue Ribbon Committee
- Appointment of Whitney Brown to the Behavioral Health Blue Ribbon Committee
- Appointment of Anne Poubeau to the Bicycle & Pedestrian Blue Ribbon Committee
- Appointment of Patrick Daley to the Bicycle & Pedestrian Blue Ribbon Committee
- Appointment of Stella Whitehouse to the Bicycle & Pedestrian Blue Ribbon Committee
- Appointment of Matthew Glenn to the Bicycle & Pedestrian Blue Ribbon Committee
- Appointment of Robin Lurie-Meyerkopf to the Bicycle & Pedestrian Blue Ribbon Committee
- Appointment of Colleen Garcia to the Bicycle & Pedestrian Blue Ribbon Committee
- Appointment of Stephen Longstaffe to the Bicycle & Pedestrian Blue Ribbon Committee
- Appointment of Dawn Przychodzien to the Bicycle & Pedestrian Blue Ribbon Committee
- Appointment of William Lyons to the Bicycle & Pedestrian Blue Ribbon Committee
- Appointment of Anne Torrez to the Bicycle & Pedestrian Blue Ribbon Committee
- Appointment of Freddy Petrone to the Bicycle & Pedestrian Blue Ribbon Committee

## 15. City Council Members

### A. Councilor Cook

- \*Municipal Arts & Cultural Banner Policy Report Back

### B. Councilor Bagley/Councilor Moreau

- \*Report Back on On-Street Parking (**Sample motion - move that the City Manager be directed to report back to the City Council with an analysis of on-street parking rates and policies in light of the anticipated garage parking rate increase, with the understanding that any recommended adjustments shall not result in increased on street parking costs for Portsmouth residents**)

C. Councilor Flynn

- **\*School Food Insecurity Taskforce (Sample motion – move to direct City staff to coordinate with the Portsmouth School Board and staff to jointly establish a School Food Insecurity Taskforce as specified by the Council's 2026-2027 Strategic Goals, and report back/offer preliminary findings by September 2026)**

**16. Approval of Grants/Donations**

- A. **\*Acceptance of Wellness Reward from Health Trust - \$2,000 (Sample motion – move to accept the donation as presented)**
- B. **Acceptance of Grant for Household Hazardous Waste Collection Day from New Hampshire Department of Environmental Services (NHDES) - \$4,204 (Sample motion – move to authorize the City Manager to enter into a Grant Agreement with New Hampshire Department of Environmental Services to accept \$4,204 from the Household Hazardous Waste Collection Grant Program and execute any contracts or documents which may be necessary for this grant agreement)**

**17. City Manager's Informational Items**

- A. \*Upcoming Budget Meetings
- B. \*Dog Licensing
- C. \*Update on SchoolCare
- D. **Draft City Council Policy No. 2026-01 – Resident Access Parking Program (RAPP) Pilot**

**18. Miscellaneous Business Including Business Remaining Unfinished At Previous Meeting**

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

\*Indicates verbal report with no attachments

**Mayor McEachern called the meeting to order at 7:04 p.m.**

1. **Non-Public Session**

**Councilor Moreau moved to close the Non-Public Session and seal the minutes. Seconded by Councilor Cook.**

**On a unanimous vote, motion passed.**

2. **Roll Call**

Present: Mayor McEachern, Councilors Cook, Tabor, Blalock, Bagley, Moreau, Flynn and Hopkins.

Absent: Assistant Mayor Kelley

Mayor McEachern introduced the students participating in 2026 Student Government Day.

3. **Invocation**

Mayor McEachern requested that community members continue to keep our service members in our thoughts.

4. **Pledge of Allegiance**

Mayor McEachern introduced Cub Scouts Den 166 to lead the Pledge of Allegiance.

5. **Recognitions and Volunteer Committee Reports**

- a. **Proclamations** – Clean Water Week, Poetry Month, Public Safety Telecommunication Week, Sexual Assault Awareness Month

Mayor McEachern called for a five-minute recess and called the meeting back to order at 7:34 p.m.

6. **Public Comment Session** – There were eleven speakers: Deborah Van Patten (Frankie the dog), Monique Shevlin (Frankie), Andrew Houldsworth (Support for School Custodial and School Cafeteria Agreements), Barbara MacMillan (Frankie), Karen Jacoby (Frankie), Ann Mordecai (Frankie), Nancy Lehoux (Frankie), Beth Margeson (April is Child Abuse Prevention Month), Rick Becksted (Trust), Caroline Turk (Frankie), Peter Beaman (Frankie).

Discussion occurred among City Council members with contributions from community members, and the Deputy City Attorney Legal regarding the topic of Frankie.

Councilor Tabor moved to suspend the rules to open discussion on the City Council donating to the NHSPCA in memory of Frankie. Seconded by Councilor Cook.

On a unanimous vote, motion passed.

Councilor Tabor moved for a resolution that the Council would wish the City to donate to the NHSPCA in memory of Frankie in an amount to be determined in discussions with Deborah Van Patten. Seconded by Councilor Cook.

Deliberation took place among City Council members, noting there will need to be conversation internally on an amount and making this an action item at a future meeting.

On a unanimous vote, motion passed.

Councilor Moreau moved to suspend the rules and bring forward Item 11. City Manager's Items Which Require Action, Item C. Tentative Agreement with the School Custodial Employees and the School Cafeteria Employees Bargaining Units. Seconded by Councilor Cook.

On a unanimous vote, motion passed.

7. 11. C. Tentative Agreement with the School Custodial Employees and the School Cafeteria Employees Bargaining Units

Councilor Flynn moved to approve the Agreement as presented. Seconded by Councilor Moreau.

Motion passed, 7-1. Councilor Bagley voted opposed.

8. First Reading of Amendment to Chapter 11, Article II, Section 11.216 (B) Relative to Sewer Use Changes

Councilor Tabor moved to pass first reading of the amendment to Chapter 11, Article II, Section 11.216 (B) relative to the establishment of sewer fees and schedule a public hearing and second reading for May 4, 2026. Seconded by Councilor Flynn.

On a unanimous vote, motion passed.

9. Third and Final 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

Councilor Bagley moved to pass third reading as presented. Seconded by Councilor Blalock.

On a unanimous vote, motion passed.

**10. Approval of Seacoast Eat Local Farmers' Market License Agreement**

Councilor Moreau moved to authorize the City Manager to execute the License Agreement as presented, allowing Seacoast Eat Local to operate a Farmers' Market at the Municipal Complex on Saturday mornings from May 2, 2026, through October 31, 2026, and that the City Manager is further authorized to negotiate and execute any amendment to the Agreement that she deems consistent with its purpose. Seconded by Councilor Cook.

On a unanimous vote, motion passed.

**11. Updated Resident Access Parking Program (RAPP) Pilot – 2026 & Downtown Workforce Parking Pilot on Parrott Avenue**

Councilor Moreau moved to schedule a first reading for an ordinance amending Chapter 7, Parking, Article I – Parking Meters, Section 7.102, Parking Meter Rates, to establish parking rates for the Resident Access Parking Program (RAPP) Pilot at the April 20, 2026, City Council meeting. Seconded by Councilor Hopkins.

On a unanimous vote, motion passed.

**12. Request for Public Hearing to Participate in the Clean Water State Revolving Fund – Fleet Street Area Reconstruction Phase 2B**

Councilor Cook moved to schedule a public hearing and vote at the April 20, 2026, City Council meeting to participate in the NHDES Clean Water State Revolving Fund loan program for the Fleet Street Area Reconstruction Phase 2B project as presented. Seconded by Councilor Tabor.

On a unanimous vote, motion passed.

**13. Request for Public Hearing to Participate in the State Drinking Water Revolving Fund – Greenland Well PFAS Treatment**

Councilor Blalock moved to schedule a public hearing and vote at the April 20, 2026, City Council meeting to participate in the NHDES Drinking Water State Revolving Fund loan program for Greenland Well Treatment and rescind bonding authority as described in the draft resolution as presented. Seconded by Councilor Bagley.

On a unanimous vote, motion passed.

**14. 134 Pleasant Street Revocable License Request**

**Councilor Blalock moved to request a report back from the Legal Department at the April 20, 2026, City Council meeting. Seconded by Councilor Bagley.**

**On a unanimous vote, motion passed.**

**15. Consent Agenda:**

- a. Letter from JerriAnne Boggis on behalf of the Black Heritage Trail to hold the Juneteenth celebration events on June 19th, 21st, 27th, and 28th, at various locations in the City of Portsmouth
- b. Letter from Jodie Tsekrekas on behalf of Cystic Fibrosis Foundation requesting to hold 35/65/100-mile one-day bicycle tour on Saturday, October 3, 2026
- c. Letter from Caleb and Samantha Ginsberg request for permission to Host Youth (Court Soccer) Tournament on the Basketball and Tennis Courts at South Mill Pond Recreational Complex on Saturday, August 1, 2026 (Rain Date: August 8, 2026)
- d. Letter from Joe Gleason on behalf of the Music Hall requesting the closure of Chestnut Street for the following events:
  - Emerging Artist Benefit Concert on Saturday, May 2, 2026, from 9:00 am to 7:00 pm
  - TEDxPortsmouth on Friday, May 8, 2026
  - Seacoast LitFest on Thursday, June 11, 2026, and Sunday, June 14, 2026
  - Telluride by the Sea Film Festival on Friday, September 25, 2026, through Sunday, September 27, 2026
  - New Hampshire Film Festival Film Festival from Thursday, October 15, 2026, through Sunday, October 18, 2026 8:00 am to 11:00 pm
- e. Letter from Brian Miller on behalf of New England Run for the Fallen requesting to hold the 4th Annual Run which will come through the City of Portsmouth on Sunday, August 16, 2026
- f. Letter from Russ Grazier on behalf of PMAC requesting to hold a small parade from Friday, April 17, 2026
- g. Letter from Stephan Infascelli on behalf of Marathon Sports request to hold the Portsmouth 5K on Saturday, May 2, 2026
- h. Letter from Greg Vaillancourt on requesting the approval of temporary signage to be located at Leary Field during the 2026 baseball season from May 1, 2026, through the end of October 2026
- i. Letter from Bruce Hurley on behalf of Seacoast Half Marathon Organizing Committee requesting to hold the 21st Annual Seacoast Half Marathon on Sunday, October 25, 2026
- j. Letter from Seacoast African American Cultural Center requesting to hold the Juneteenth Freedom Walk on June 19, 2026

- k. Letter from Robinson Family Foundation to request to hold an RFF Basketball Weekend from Friday, July 10, 2026, through Sunday, July 12, 2026

Councilor Moreau moved to adopt the Consent Agenda as presented, referring items to the City Manager with Authority to Act. Seconded by Councilor Cook.

On a unanimous vote, motion passed.

**16. Presentations and Written Communications**

- a. Email Correspondence

Councilor Cook moved to accept and place on file. Seconded by Councilor Moreau.

On a unanimous vote, motion passed.

- 17. Appointment of Katelyn Griggs as Acting City Clerk (Clerk Pro Tempore) of the City of Portsmouth, effective April 7, 2026, to serve until a permanent City Clerk is hired. This appointment is made in accordance with the City Charter, Section 4.2, NH RSA 48:8, and NH RSA 669:65 to fill the current vacancy in the office**

Councilor Bagley moved to appoint Katelyn Griggs as Acting City Clerk (Clerk Pro Tempore) of the City of Portsmouth, effective April 7, 2026, to serve until a permanent City Clerk is hired. This appointment is made in accordance with the City Charter section 4.2, NH RSA 48.8, and NH RSA 669:65, to fill the current vacancy in the office. Seconded by Councilor Hopkins.

On a unanimous vote, motion passed.

- 18. Request for a Joint Work Session with the School Board and School Department Regarding the FY27 Operating Budget**

Councilor Tabor moved to approve a Joint Work Session with the School Board and School Department Regarding the FY27 Operating Budget to be held Monday, April 13<sup>th</sup> at 6:00 pm in Council Chambers. Seconded by Councilor Blalock.

On a unanimous vote, motion passed.

**19. Appointments to be Considered**

**To be voted upon at the April 20, 2026, City Council meeting**

- Appointment of Elissa Margolin to the Board of Commissioners Portsmouth Housing Authority
- Appointment of Paula Glynn to the Citywide Neighborhood Committee
- Appointment of Colleen Ovecka to the Citywide Neighborhood Committee

- Appointment of Jessica Blasko to the Conservation Commission
- Reappointment of Mary Loane to the Housing Blue Ribbon Committee
- Reappointment of Jen Stebbins Thomas to the Housing Blue Ribbon Committee
- Reappointment of Dagan Migirditch to the Housing Blue Ribbon Committee
- Reappointment of Andrew Samonas to the Housing Blue Ribbon Committee
- Reappointment of Byron Matto to the Housing Blue Ribbon Committee
- Appointment of Eric Weinrieb to the Housing Blue Ribbon Committee
- Appointment of Caitlin McGrath-Levesque to the Housing Blue Ribbon Committee
- Reappointment of Richard Duddy to the Recreation Board
- Reappointment of Lauren Krans to the Recreation Board
- Reappointment of Erik Anderson to the Housing Blue Ribbon Committee
- Appointment of Shan Zuidema to the Safe Water Advisory Group

**20. Appointments to be Voted**

- Reappointment of Jacqueline Cali-Pitts to the Recreation Board

**Councilor Blalock moved to reappoint Jacqueline Cali-Pitts to the Recreation Board. Seconded by Councilor Flynn.**

**On a unanimous vote, motion passed.**

Mayor McEachern requested to have all Housing Blue Ribbon Committee Members appointed at the same time:

- Appointment of Angus MacDonald to the Housing Blue Ribbon Committee ***to be voted on at the April 20, 2026, City Council meeting***
- Appointment of Oliver Chag to the Housing Blue Ribbon Committee ***to be voted on at the April 20, 2026, City Council meeting***

**21. Resignation of Torey Brooks from the Sustainability Committee**

**Councilor Flynn moved to accept with regret the resignation of Torey Brooks from the Sustainability Committee and send a letter thanking Torey for her service. Seconded by Councilor Cook.**

**On a unanimous vote, motion passed.**

**22. Resignation of Jason Goodrich from the Arts and Cultural Commission**

**Councilor Cook moved to accept with regret the resignation of Jason Goodrich from the Arts and Cultural Commission and send a letter thanking Jason for his service. Seconded by Councilor Flynn.**

On a unanimous vote, motion passed.

**23. Prescott Park Master Plan Implementation**

Councilor Cook moved to request a report back from staff on changes to Prescott Park renovations in Phase 1A of the Prescott Park Master Plan, and given these changes, how Prescott Park Arts Festival in partnership with the City, could privately fund a covered stage and any ancillary structures to serve the Festival for the long term future. Seconded by Councilor Tabor.

On a unanimous vote, motion passed.

**24. Acceptance of Donation from Liberty Mutual for Liberty Mutual Day Volunteers**

Councilor Flynn moved to accept the donations from Liberty Mutual for Liberty Mutual Day Volunteers to participate in Day of Service activities and restoration projects to be held on Friday, May 8, 2026, and Friday, May 15, 2026, at the direction of the Cemetery Committee as presented. Seconded by Councilor Cook.

On a unanimous vote, motion passed.

**25. Acceptance of Portsmouth Certified Local Government Grant - \$27,000**

Councilor Cook moved to accept up to \$27,000 from the Portsmouth Certified Local Government Grant and authorize the City Manager to enter into a Grant Agreement as presented. Seconded by Councilor Moreau.

On a unanimous vote, motion passed.

**26. City Manager's Informational Items**

- FlashVote Heat Resilience Survey – City Manager Conard stated that the Planning & Sustainability Department has been studying vulnerabilities to extreme heat across the City and recently conducted a FlashVote survey to better understand how residents cope with high temperatures and the impacts they face and identify cooling resources or policies that may be lacking.
- Master Plan Open House Reminder – City Manager Conard reminded the public that the Master Plan Open House will take place on April 22<sup>nd</sup> at 6:00 p.m. at the Community Campus.

**27. Adjournment**

At 9:19 p.m. Councilor Moreau moved to adjourn the meeting. Seconded by Councilor Blalock.

**On a unanimous vote, motion passed.**

Prepared by:

June H. Philbrook, CNHDMC

Submitted to City Council by:

Approved by the City Council

Katelyn Griggs

Acting City Clerk

Date: \_\_\_\_\_

The Portsmouth City Council meeting of April 6, 2026, can be viewed in its entirety on the City of Portsmouth You Tube Channel.

MEETING MINUTES AND ACTIONS OF THE PORTSMOUTH CITY COUNCIL  
APRIL 20, 2026, 7:00 PM  
MUNICIPAL COMPLEX, 1 JUNKINS AVENUE, PORTSMOUTH, NEW HAMPSHIRE

**Mayor McEachern called the meeting to order at 7:13 PM**

**1. Non-Public Session**

**Councilor Moreau moved to close the Non-Public Session and seal the minutes, seconded by Councilor Bagley.**

**On a unanimous vote, motion passed.**

**2. Roll Call**

Present: Mayor McEachern, Councilors Cook, Tabor, Blalock, Bagley, Moreau, Flynn, and Hopkins

Absent: Assistant Mayor Kelley

**3. Invocation**

Mayor McEachern took a moment to acknowledge the passing of long-time Portsmouth resident, Beverly Splaine, extending his condolences to the Splaine family.

**4. Pledge of Allegiance**

Mayor led the Pledge of Allegiance

**5. Recognitions and Volunteer Committee Reports**

- a. Proclamation(s) – National Library Week in Portsmouth: Library Director Christine Friese was presented the Proclamation by Mayor McEachern
- b. Recognition(s) – Portsmouth Police Department Awarded New Hampshire Law Enforcement Accreditation: Police Chief Mark Newport spoke to the City's accomplishment, accompanied by Accreditation Manager Kate Young
- c. Volunteer Committee Report(s) – Report Back from Public Art Review Committee (PARC) Regarding Plans for Jay Smith Park

**Councilor Cook moved to accept report from the Public Art Review Committee and send it to the Trustees of Trust Funds to disburse the funds from the Jay Smith Park Trust, seconded by Councilor Moreau.**

**On a unanimous vote, motion passed.**

6. **Public Comment Session** – There were fourteen speakers: Karina Quintans (West Bank Town Hall), Beth Margeson (Prescott Park), Linnea Grim (Prescott Park), Theodore Porter (Crossing Guard Appreciation Day), Tyler Goodwin (Prescott Park), Jameson French (Prescott Park), Sean Mahoney (Prescott Park), Lee Frank (Prescott Park), Jim Lee (School Board Budget), Petra Huda (Prescott Park), Rick Becksted (Meeting Minutes/Prescott Park), Esther Kennedy (Administrative Assistants Week/Prescott Park/School Board Budget), Colin McKenna (Prescott Park), Patti Gormley (Prescott Park)

**Councilor Cook moved to suspend the rules and bring forward Item 13. B. Presentation Regarding Report Back on Prescott Park Master Plan Implementation Phase 1A, seconded by Councilor Tabor.**

**On a unanimous vote, motion passed.**

7. **13. B. Presentation Regarding Report Back on Prescott Park Master Plan Implementation Phase 1A**

City Manager Conard directed the Council's attention to Public Works Director Peter Rice, who provided the presentation. Director Rice gave background to the Master Plan's origins, current progress, and future recommendations for design.

Councilor Tabor inquired whether there is room for a stage with the current plan for the Shaw Building, to which Director Rice explained there are multiple options for a stage from a grading standpoint, but nothing had been solidified.

Further comments from Councilors Hopkins, Cook, Bagley, Flynn, and Mayor McEachern explored the implications of a stage and ancillary structures with respect to the current design—as well as concerns of whether Prescott Park maintenance items were being adequately addressed.

**Councilor Cook moved to temporarily suspend implementation of the Prescott Park Master Plan after Phase 1A, to focus on basic functions and improvements in the park, seconded by Councilor Tabor.**

Following parliamentary inquiry from Councilor Moreau as to why the plan would need to be suspended to address maintenance items, Acting City Attorney McCourt suggested an alternate motion approach that merged infrastructure maintenance into the CIP.

**Councilor Cook amended her motion, now moving to request DPW incorporate infrastructure maintenance at Prescott Park into the CIP. Councilor Tabor agreed to the amendment.**

**On a unanimous vote, motion passed.**

**Councilor Cook moved to suspend the rules and bring forward Item 15. A. Prescott Park Improvements, seconded by Councilor Bagley.**

**On a unanimous vote, motion passed.**

**8. 15. A. Prescott Park Improvements**

**Councilor Cook moved for the City to collaborate with Prescott Park Arts Festival, to plan for and initiate improvements to the Park infrastructure, including a stage and ancillary structures, funded by the Festival to support the long-term needs of the organization, seconded by Councilor Tabor.**

Councilor Tabor proposed a friendly amendment to the motion's language, **modifying "stage" to specify a "covered stage"**. Discussion ensued, with Councilors expressing support and requesting opportunities for public input.

**On a unanimous vote, motion passed.**

**Councilor Bagley moved to suspend the rules and open public comment, seconded by Councilor Cook.**

**On a unanimous vote, motion passed.**

There were four speakers, all in response to Prescott Park Improvements: Beth Margeson, Rick Becksted, Petra Huda, and Courtney Perkins.

**Following public comment, Councilor Cook's motion for the City to collaborate with Prescott Park Arts Festival, to plan for and initiate improvements to the Park infrastructure, including a covered stage and ancillary structures, funded by the Festival to support the long-term needs of the organization, seconded by Councilor Tabor, went to a vote.**

**On a unanimous vote, motion passed.**

**Mayor McEachern called for a five-minute recess at 9:29 PM**

**Mayor McEachern called the meeting back to order at 9:36 PM**

**9. First Reading of Ordinance amending Chapter 7, Parking, Article I - Parking Meters, Section 7.102, Parking Meter Rates, to establish parking rates for the Resident Access Parking Program (RAPP) Pilot**

**Councilor Tabor moved to pass first reading and schedule public hearing and second reading at the May 4, 2026, City Council meeting, seconded by Councilor Blalock.**

Councilors discussed the exploration of whether community partner volunteers could be included in the scope of the program, asking staff to report back.

**On a unanimous vote, motion passed.**

**10. Public Hearing Regarding Resolution Authorizing \$6,000,000 to Participate in the Clean Water State Revolving Fund for Fleet Street Area Reconstruction Phase 2B**

Water Resource Director Al Pratt provided a brief presentation on the reconstruction project. Councilor Bagley noted he was happy to see this opportunity. Mayor McEachern opened the public hearing to speakers for or against. There were no speakers. Mayor McEachern closed the hearing.

**Councilor Bagley moved to adopt the Resolution as presented, seconded by Councilor Flynn.**

**Following a roll call vote, the motion passed 8-0.**

**11. Public Hearing Regarding Resolution Authorizing \$6,500,000 to Participate in the Drinking Water State Revolving Fund for Greenland Well PFAS Treatment**

Water Resource Director Al Pratt provided a brief presentation on the resolution. With no comments from Councilors, Mayor McEachern opened the public hearing to speakers for or against. There were no speakers. Mayor McEachern closed the hearing.

**Councilor Moreau moved to adopt the Resolution as presented, seconded by Councilor Hopkins.**

**Following a roll call vote, the motion passed 8-0.**

**12. Town of Madbury Request for Easements on City Property**

**Councilor Flynn moved to authorize the City Manager to execute the permanent and temporary easements to the Town of Madbury for the culvert replacement on Freshet Road and accept their de minimis payment of \$500 as presented, seconded by Councilor Hopkins.**

**On a unanimous vote, motion passed.**

**13. Consent Agenda**

- a. Letter from CJ Baroni and Jax Dieker of Peak East Coast Requesting the Peak East Coast 5K and Wellness Summer Series on August 8, 2026

- b. Letter from Victoria Spofford of Aware House Yoga Requesting the Yoga Series: Saturday Yoga in Prescott Park on June 20, July 25, August 22, and September 19, 2026
- c. Letter from Timothy Cole of Portsmouth Professional Firefighters Local 1313 Requesting the Fill-the-Boot Drive on August 8, 2026
- d. Letter from Nissa Bagelman of Reedmor Books and Brews Requesting an Event in the Memorial Bridge Parking Lot on July 25, 2026
- e. Active City Encumbrances Report from Peter Rice, Director of Public Works dated April 8, 2026

**Councilor Hopkins moved to adopt the consent agenda as presented authorizing the City Manager to act, seconded by Councilor Cook.**

**On a unanimous vote, motion passed.**

#### **14. Email Correspondences**

**Councilor Tabor moved to accept and place on file, seconded by Councilor Blalock.**

**On a unanimous vote, motion passed.**

#### **15. Appointments to be Voted:**

- Appointment of Elissa Margolin to the Board of Commissioners Portsmouth Housing Authority
- Appointment of Paula Glynn to the Citywide Neighborhood Committee
- Appointment of Colleen Ovecka to the Citywide Neighborhood Committee
- Appointment of Jessica Blasko to the Conservation Commission
- Reappointment of Mary Loane to the Housing Blue Ribbon Committee
- Reappointment of Jen Stebbins Thomas to the Housing Blue Ribbon Committee
- Reappointment of Dagan Migirditch to the Housing Blue Ribbon Committee
- Reappointment of Andrew Samonas to the Housing Blue Ribbon Committee
- Reappointment of Byron Matto to the Housing Blue Ribbon Committee
- Reappointment of Erik Anderson to the Housing Blue Ribbon Committee
- Appointment of Angus MacDonald to the Housing Blue Ribbon Committee
- Appointment of Oliver Chag to the Housing Blue Ribbon Committee
- Appointment of Caitlin McGrath-Levesque to the Housing Blue Ribbon Committee
- Appointment of Eric Weinrieb to the Housing Blue Ribbon Committee  
(Verbally added by Mayor McEachern to the written list of appointments in the agenda)
- Reappointment of Richard Duddy to the Recreation Board
- Reappointment of Lauren Krans to the Recreation Board

- Appointment of Shan Zuidema to the Safe Water Advisory Group

**Councilor Bagley moved to confirm the appointments as presented, seconded by Councilor Moreau.**

**Councilor Cook requested that Erik Anderson’s appointment be considered separately.**

**On a unanimous vote to consider all appointments other than Erik Anderson, motion passed.**

**Councilor Bagley moved to reappoint Erik Anderson to the Housing Blue Ribbon Committee, seconded by Councilor Moreau.**

Discussion ensued regarding Anderson’s reappointment.

**On a 7-1 vote, the motion passed, with Councilor Cook voting in opposition.**

**16. Amend Board/Commission/Committee Appointments of the City Council to Include Assistant Mayor Kelley, Councilor Tabor, and Councilor Moreau on the Portsmouth Housing Blue Ribbon Committee**

Mayor McEachern’s amendment did not require a vote.

**17. Elementary School Citizen Day**

**Councilor Blalock moved to request a report back from Superintendent McLaughlin on Enabling an Elementary School Citizen Day, seconded by Councilor Bagley.**

**On a unanimous vote, motion passed.**

**18. Proposed NHMA Legislative Policy – Uniform Homestead Exemption**

**Councilor Cook moved to approve the proposed NHMA Legislative Policy on Homestead Exemptions as presented, seconded by Councilor Moreau.**

Councilor Moreau proposed a friendly amendment, **modifying “Homestead” to “Homeowners.”** Councilor Cook agreed to the amendment.

**On a unanimous vote, motion passed.**

**19. Community Power**

**Councilor Bagley moved to authorize the City Manager to send an EDDM (Every Door Direct Mail) postcard to all households in Portsmouth showing community power pricing versus Eversource and how to opt out, seconded by Councilor Flynn.**

Councilors discussed whether sending a mailer as the next rate change approaches was pragmatic. Councilor Bagley stressed the importance of rate transparency. Other councilors believed an EDDM was not an effective way to reach the community, citing mailing costs and efficacy of a physical mailer in the digital age.

**On a 2-6 vote, the motion failed, with Councilor Bagley and Mayor McEachern voting in the affirmative.**

**Councilor Cook moved to suspend the rules to continue the meeting past 10:30 PM, seconded by Councilor Moreau.**

**On a unanimous vote, motion passed.**

**20. Approval of Parking and Traffic Safety Committee April 2, 2026 Action Sheet and Minutes**

**Councilor Hopkins moved to approve and accept the action sheet and minutes of the April 2, 2026, Parking & Traffic Safety Committee meeting, seconded by Councilor Blalock.**

**On a unanimous vote, motion passed.**

**21. Approval of Grant from the NH Department of Transportation for Improvements to the Intersection of Market Street and Russell Street - \$1,450,000**

**Councilor Cook moved to authorize the City Manager to enter into a grant agreement, approve any future schedule modifications, and accept \$1,450,000 from the New Hampshire Department of Transportation to take advantage of State and Federal funding opportunities for improvements to the intersection of Market Street and Russell Street, seconded by Councilor Tabor.**

**On a unanimous vote, motion passed.**

**22. Approval of an Amendment to a previously approved Emergency Management Performance Grant (EMPG) from the NH Department of Safety for the Emergency Operations Center**

**Councilor Blalock moved to accept the terms of the Emergency Management Performance Grant (EMPG) amendment as presented, to reflect the change of Federal Funding Year and Period of Performance dates from August 31, 2024, to August 31, 2026, and authorize the City**

**Manager to enter into the amended Grant Agreement as presented, seconded by Councilor Bagley.**

**On a unanimous vote, motion passed.**

**23. Approval of Victims of Crime Award (VOCA) Grant - \$41,000**

**Councilor Moreau moved to approve and accept the VOCA Grant as presented, seconded by Councilor Flynn.**

**On a unanimous vote, motion passed.**

**24. City Manager's Informational Items**

- a. Report Back on 134 Pleasant Street Revocable License Request – Acting City Attorney McCourt provided an update that the property owner has revised the plan for redevelopment of the site and is currently not requiring a license for the vehicular egress from the property over the Parrott Avenue Parking Lot. There will be a request for revocable license for stormwater infrastructure crossing the Parrott Avenue lot at a later date.
- b. Report Back on Water and Sewer Rate Model Questions - City Manager Conard noted the memorandum in the City Council agenda packet prepared by City staff and David Hyder of Stantec responding to Council questions raised during the recent water and sewer rate study work session. She further advised that she would proceed with a recommendation to adopt the proposed, three-rate tier structure at the May 4, 2026 City Council Meeting, to allow staff enough time to process accounting and billing updates prior to July 1.
- c. Public Art Review Committee (PARC) Art Exhibitions in the Portsmouth Room - City Manager Conard explained this was an opportunity to brighten the renovated Portsmouth Room. PARC will seek to host art exhibits with curated art, as well as seek proposals for art that will lead to the pilot occurring in May. Art will not be for sale but will serve as a space to showcase local artists.
- d. Master Plan Open House Reminder - City Manager Conard mentioned that the Master Plan Open House will take place on April 22<sup>nd</sup> at 6:00 p.m. at the Community Campus.
- e. Report Back on Transcription and Indexing Capabilities of the City's YouTube Channel - Per City Manager Conard, YouTube automatically generates captions or transcripts for uploaded videos; these are not immediate and may take some time to process. The City would not declare these to serve as official transcripts. There are no licensing restrictions that prevent transcription or captions, as they are built-in features available to all channels. YouTube provides large video storage capacities, with defined limits of up to 12 hours or 256 gigabytes per video. YouTube does not

- publish a total storage limit per channel. Timestamping sections of a meeting is possible but is a manual and limited process. The City can create chapter stamps in the video description, which become clickable navigation points. These could be manually created and maintained, but do not provide agenda-based indexing like a dedicated meeting management system. City Manager Conard also mentioned that staff is reviewing options from vendors for meeting management systems.
- f. Household Hazardous Waste Collection Day - City Manager Conard mentioned that Household Hazardous Waste Collection Day will take place on Saturday, May 9<sup>th</sup> from 8:00 AM to 12:00 PM.
  - g. Draft City Council Policy No. 2026-01 – Resident Access Parking Program (RAPP) Pilot - City Manager Conard noted that this policy will be incorporated into the Public Hearing and Second Reading of the Resident Access Parking Program (RAPP) Pilot at the next Council meeting.

## **25. Miscellaneous Business Including Business Remaining Unfinished At Previous Meeting**

- a. Councilor Tabor noted the meeting of the Housing Blue Ribbon Committee, occurring Thursday, April 23<sup>rd</sup> at 5:30 PM
- b. Councilor Blalock noted the upcoming Strike Out the Stigma baseball/softball game on May 13<sup>th</sup>, organized by Portsmouth High School students

**Councilor Moreau moved that the City Council support the City Attorney filing an amicus curiae in support of the Dover School District in the case Dover School District & Boston v. SchoolCare, seconded by Councilor Bagley.**

For context, Acting City Attorney McCourt explained the Dover School District's suit against SchoolCare. The amicus curiae filed by the City of Portsmouth would not make the City a party in this suit, rather serving as additional legal articulation.

**On a unanimous vote, motion passed.**

## **26. Adjournment**

**At 10:43 PM, Councilor Moreau moved to adjourn the meeting, seconded by Councilor Bagley.**

**On a unanimous vote, motion passed.**

Prepared by:  
Jefferson H. Lane  
Interim Recording Secretary

Submitted to City Council by:

Approved by the City Council

Katelyn Griggs  
Acting City Clerk

Date: \_\_\_\_\_

*The Portsmouth City Council meeting of April 20, 2026, can be viewed in its entirety on the City of Portsmouth YouTube Channel.*

**The Council Chambers  
City Hall  
Portsmouth, New Hampshire**

**A Proclamation**

- Whereas:** May is designated as “Progressive Supranuclear Palsy and Corticobasal Degeneration Awareness Month” to bolster awareness of the diseases and benefit patients, families, health care professionals, and communities across the country; and
- Whereas:** Portsmouth is home to individuals, families, and care partners whose lives are affected by these diseases, their debilitating impacts, and the loss of loved ones; and
- Whereas:** Progressive supranuclear palsy, or “PSP,” and corticobasal degeneration, or “CBD,” are adult onset, rapidly progressing, fatal neurodegenerative disorders that affect multiple areas of the brain and cause complex symptoms and care needs; and
- Whereas:** Approximately 30,000 Americans are living with progressive supranuclear palsy and 2,000 Americans are living with corticobasal degeneration, experiencing significant difficulty with movement, balance, speech, swallowing, cognition, vision, mood changes and a variety of other complex symptoms that can have a severe impact on an individual’s quality of life and life expectancy; and
- Whereas:** Both PSP and CBD are aggressive in their progression, with most patients becoming dependent on care in 3 to 4 years devastating the thousands of family caregivers, friends, and loved ones whose lives are affected by the diseases and their losses; and
- Whereas:** PSP and CBD are believed to be caused by a combination of environmental factors and genetics, but the exact cause is still unknown and there are no known treatments or cures; and
- Whereas:** Additional research, support services, and education are needed to maintain quality of life for those affected by the disease, reduce delays in diagnosis and access to proper care, lead to better treatments, and find cures;

Now therefore I, Deaglan McEachern, Mayor of the City of Portsmouth, on behalf of the City Council and the citizens of Portsmouth do declare May 2026 as

**Progressive Supranuclear Palsy &  
Corticobasal Degeneration Awareness  
Month in Portsmouth**

and call upon the community to learn more about these fatal diseases, support affected individuals and caregivers, and advocate for advancements in research and care.



Given with my hand and the  
Seal of the City of Portsmouth  
on this 4th day of May 2026

Deaglan McEachern, Mayor of Portsmouth

**The Council Chambers**  
**City Hall**  
**Portsmouth, New Hampshire**  
**A Proclamation**

- Whereas:** The City of Portsmouth, long known as the “City of the Open Door,” is grounded in a tradition of welcoming neighbors and fostering a community where people of diverse backgrounds and incomes can live and thrive; and
- Whereas:** Access to safe and affordable housing is essential to the stability, health, and economic vitality of our community and to the well-being of residents; and
- Whereas:** Communities across the Seacoast region, including Portsmouth, face rising housing costs and limited supply, making it increasingly difficult for working families, older adults, young people, and employees to secure housing they can afford; and
- Whereas:** Portsmouth serves as a major employment, service, and cultural center for the Seacoast region, and ensuring access to attainable housing strengthens neighborhoods, supports local businesses, employers, and the workforce that sustains our community and ensures Portsmouth remains a vibrant and inclusive place for residents and future generations; and
- Whereas:** Access to stable and affordable housing plays a critical role in preventing displacement, and homelessness, and housing instability which undermines the ability of young families to remain in our communities, creates barriers for older adults wishing to age in place, and impacts workforce retention, and economic growth across the Seacoast; and
- Whereas:** Local municipalities, organizations, housing partners, and residents, united through the Home for All Coalition, are working collaboratively to raise awareness, encourage dialogue, and advance housing solutions throughout the Seacoast.

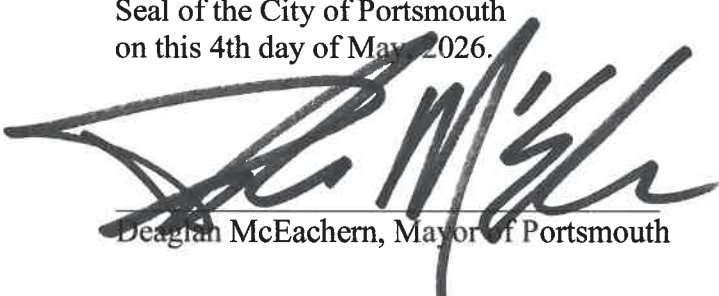
Now, therefore, I, Deaglan McEachern, Mayor of the City of Portsmouth, on behalf of the members of the City Council and citizens of Portsmouth, do hereby proclaim the week of May 11–17, 2026 in Portsmouth as

**Affordable Housing Week**

And call upon our residents, businesses, and community partners to recognize the importance of access to affordable housing and to support efforts that strengthen housing stability across our community.



Given with my hand and the  
Seal of the City of Portsmouth  
on this 4th day of May, 2026.

  
Deaglan McEachern, Mayor of Portsmouth

**The Council Chambers  
City Hall  
Portsmouth, New Hampshire**

**A Proclamation**

- Whereas:** Mental health is essential to the overall well-being, productivity, and resilience of individuals, families, and communities; and
- Whereas:** One in five adults in the United States experiences mental illness each year, and many go without necessary support, treatment, or understanding; and
- Whereas:** Stigma, lack of access to services, and social isolation prevent too many Portsmouth residents from seeking help; and
- Whereas:** Prevention, early identification, timely intervention, and community support improve outcomes for people living with mental health challenges; and
- Whereas:** Families, schools, employers, health care providers, faith communities, civic organizations, and local government all play a vital role in promoting mental wellness and connecting people to care; and
- Whereas:** the City of Portsmouth is committed to supporting mental health awareness, reducing stigma, expanding access to services, and fostering a safe, compassionate environment for all residents.

Now, therefore, I, Deaglan McEachern, Mayor of the City of Portsmouth, on behalf of the members of the City Council and citizens of Portsmouth, do hereby proclaim the month of May, 2026, as

**Mental Health Awareness Month**

And encourage all residents, businesses, schools, and community organizations to observe this month with appropriate programs, public awareness activities, and outreach to promote mental wellness, support those affected by mental illness, and strengthen access to care and recovery resources.



Given with my hand and the  
Seal of the City of Portsmouth  
on this 4th day of May, 2026.

Deaglan McEachern, Mayor of Portsmouth

**The Council Chambers  
City Hall  
Portsmouth, New Hampshire  
A Proclamation**

**Whereas:** May 16, 2026, is the sixteenth Kids to Parks Day organized and launched by the National Park Trust held annually on the third Saturday of May; and

**Whereas:** Kids to Parks Day empowers kids and encourages families to get outdoors and visit local parks, public lands, and waters; and

**Whereas:** We should encourage children to lead a more active lifestyle to combat issues of childhood obesity, diabetes, hypertension, and hypercholesterolemia; and

**Whereas:** Kids to Parks Day will broaden children's appreciation for nature and the outdoors; and

**Whereas:** Kids to Parks Day will recognize the importance of recreating responsibly while enjoying the benefits of the outdoors.

Now, therefore, I, Deaglan McEachern, Mayor of the City of Portsmouth, on behalf of the members of the City Council and citizens of Portsmouth, do hereby proclaim May 16, 2026, as

**Kids to Parks Day**

And I encourage families across Portsmouth to step outside, unplug, and enjoy the parks, trails, and waterfront spaces that make our City such a special place to explore and appreciate.



Given with my hand and the  
Seal of the City of Portsmouth  
on this 4<sup>th</sup> day of May, 2026.

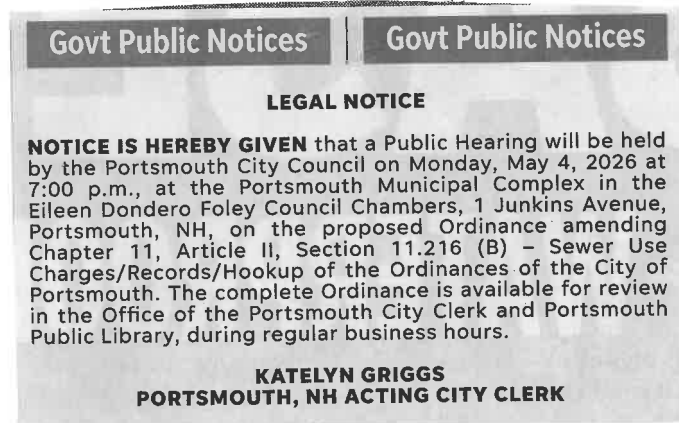
A handwritten signature in black ink, appearing to read 'Deaglan McEachern', is written over a horizontal line. Below the line, the name 'Deaglan McEachern, Mayor of Portsmouth' is printed in a smaller font.

Deaglan McEachern, Mayor of Portsmouth

## LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Monday, May 4, 2026 at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, 1 Junkins Avenue, Portsmouth, NH, on the proposed Ordinance amending Chapter 11, Article II, Section 11.216 (B) – Sewer Use Charges/Records/ hookup of the Ordinances of the City of Portsmouth. The complete Ordinance is available for review in the Office of the Portsmouth City Clerk and Portsmouth Public Library, during regular business hours.

**KATELYN GRIGGS  
PORTSMOUTH, NH ACTING CITY CLERK**



**Govt Public Notices** | **Govt Public Notices**

**LEGAL NOTICE**

**NOTICE IS HEREBY GIVEN** that a Public Hearing will be held by the Portsmouth City Council on Monday, May 4, 2026 at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, 1 Junkins Avenue, Portsmouth, NH, on the proposed Ordinance amending Chapter 11, Article II, Section 11.216 (B) – Sewer Use Charges/Records/Hookup of the Ordinances of the City of Portsmouth. The complete Ordinance is available for review in the Office of the Portsmouth City Clerk and Portsmouth Public Library, during regular business hours.

**KATELYN GRIGGS  
PORTSMOUTH, NH ACTING CITY CLERK**

ORDINANCE #

THE CITY OF PORTSMOUTH ORDAINS

That Chapter 11, Article II, Section 11.216 (B) – **Sewer Use Charges/Records/Hookup** of the Ordinances of the City of Portsmouth be amended as follows (deletions from existing language **stricken**; additions to existing language **bolded**; remaining language unchanged from existing):

Section 11.216: SEWER USER CHARGES/RECORDS/HOOK-UP

B. The owner of any house, building, or property used for human occupancy, employment, recreation or other purposes which is connected to a public sewer shall pay a sewer user **fees and charges**. ~~The sewer user charge shall be as~~ established by the City from time to time to defray the cost of management, maintenance, operation and repair, including replacement, of the municipal waste water system. ~~Sewer user charges shall be based upon water use whenever possible~~. No allowance shall be made for watering lawns or watering gardens, except for customers who have installed at their cost an approved irrigation system and a second water meter, meeting the specifications determined by the Water Department to measure water use which is reasonably calculated not to be discharged into the sewer system. Where such second meters have been installed, a separate account will be established and no sewer charges will be applied to this usage. A monthly service fee shall be charged for each irrigation meter in addition to the consumption charge, said fee to be determined by the City Council during its annual budget process.

[The remainder of 11.216(B) is omitted, there being no amendments beyond this first paragraph.]

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:

\_\_\_\_\_  
Katelyn Griggs, Acting City Clerk

## LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Monday May 4, 2026 at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, 1 Junkins Avenue Portsmouth, NH, on the proposed amendment to Ordinance Chapter 7, Parking, Article I - Parking Meters, Section 7.102, Parking Meter Rates, to establish parking rates for the Resident Access Parking Program (RAPP) Pilot. The complete Ordinance is available for review in the Office of the Portsmouth City Clerk and Portsmouth Public Library, during regular business hours.

KATELYN GRIGGS,  
PORTSMOUTH, NH ACTING CITY CLERK

### **PUBLIC NOTICES**

---

#### **Govt Public Notices**

#### **LEGAL NOTICE**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Monday May 4, 2026 at 7:00 p.m., at the Portsmouth Municipal Complex in the Eileen Dondero Foley Council Chambers, 1 Junkins Avenue Portsmouth, NH, on the proposed amendment to Ordinance Chapter 7, Parking, Article I - Parking Meters, Section 7.102, Parking Meter Rates, to establish parking rates for the Resident Access Parking Program (RAPP) Pilot. The complete Ordinance is available for review in the Office of the Portsmouth City Clerk and Portsmouth Public Library, during regular business hours.

KATELYN GRIGGS,  
PORTSMOUTH, NH ACTING  
CITY CLERK

4.24.26

## ORDINANCE #

### THE CITY OF PORTSMOUTH ORDAINS

That the Ordinances of the City of Portsmouth, Chapter 7 PARKING, Article I: PARKING METERS, Section 7.102: PARKING METER RATES, be amended by adding subsection C below as follows (deletions from existing language ~~stricken~~; additions to existing language **bolded**; remaining language unchanged from existing):

#### **C. PARKING METER RATES FOR RESIDENT ACCESS PARKING PROGRAM PILOT**

**City Council Policy # 2026 - 01 creates a one-year Resident Access Parking Program (RAPP) Pilot (“RAPP”) in designated locations outside the metered Downtown Business District, that charges nonresidents for parking and provides free parking for residents and School, Recreation and Library employees with vehicle license plates registered though the City’s Parking Office or the Tax Collector’s Office. The RAPP Pilot also expands the Downtown Workforce Parking Program as set forth below. The following streets are included in the RAPP Zone:**

##### **1. RAPP Zone**

**The RAPP Zone includes the following streets:**

- a. Parrott Avenue (roadway only, and the only street in the RAPP Zone to be used by downtown workers registered for the Downtown Workforce Parking Program)**
- b. Hanover Street (from Bridge Street to Brewster Street);**
- c. Rock Street**
- d. Pearl Street**
- e. Tanner Street**
- f. Tanner Court**
- g. Gates Street**
- h. Hancock Street**
- i. Washington (Court Street to Hancock Street)**

##### **2. Hours of Enforcement**

**Parking in the RAPP Zone shall be at the hourly rates set forth below during the hours of enforcement Monday through Saturday, from 9:00 a.m. to 8:00 p.m., and Sunday from 12:00 p.m. to 8:00 p.m., holidays excepted.**

**3. Parking Rates in the RAPP Zone**

- a. For School, Library and Recreation employees and residents who have registered their vehicle license plates with the City's Parking Office or the Tax Collector's Office, parking is free.**
- b. The parking rate for nonresidents is \$1.00 per hour.**
- c. The parking rate for downtown workers who have registered for the Downtown Workforce Parking Program for on street parking is \$0.30 per hour. Parrott Avenue is the only street in the RAPP Zone where downtown worker parking is permitted.**

**4. Compliance with Ordinances and Penalties for Violators**

**All residents, employees, nonresidents and downtown workers parking in the RAPP Zone shall comply with all other applicable parking ordinances.**

**5. Effective date**

**The effective date of this ordinance is July 1, 2026.**

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 effective date.

APPROVED:

\_\_\_\_\_  
Deaglan McEachern, Mayor

ADOPTED BY COUNCIL:

\_\_\_\_\_  
Katelyn Griggs, Acting City Clerk




# City of Portsmouth

*Deputy City Manager*

## MEMORANDUM

---

**TO:** Karen Conard, City Manager

**FROM:** Carl E. Weber, Deputy City Manager   
Benjamin M. Fletcher, Director - Parking and Transportation  
Mike Casad, Parking General Foreman

**DATE:** April 9, 2026

**SUBJECT:** Updated Resident Access Parking Program (RAPP) Pilot - 2026 & Downtown Workforce Parking Pilot on Parrott Ave.

---

## Resident Access Parking Program (RAPP) Pilot – 2026

At the City Council meeting on December 8<sup>th</sup>, 2025, City staff presented a one-year Resident Access Parking Program (RAPP) Pilot to improve public parking management in areas other than the metered downtown business district. This Pilot was in response to a request for a report back in October of 2025. The RAPP Pilot 2026 prioritizes residents by allowing them to park at no cost when their Portsmouth-registered license plates are enrolled in the existing resident parking program, while charging nonresidents to park in the same designated areas.

The original Pilot was modified based on feedback from the City Council, the Recreation Board, the Library, and the Chamber Collaborative. This Pilot was presented to the Parking Traffic and Safety Committee (PTS) on February 5, 2026. PTS voted to approve the updated Pilot with a request for quarterly feedback. The Pilot was also presented at the Economic Development Commission (EDC) meeting on March 20, 2026, that included the addition of Workforce Parking along Parrott Ave. EDC requested staff consider updating the forms, simplifying the process, provide an online option, as well as tracking the “sector” of the hourly workers who participate in the program. Staff is working on these requests to be incorporated during the Pilot period.

The Pilot program is a proof-of-concept test to help determine whether monetizing non-resident parking results in increased parking availability for residents. By testing high-volume roadways and encouraging additional residents to register their Portsmouth vehicle license plates in the existing resident parking program, the City will be better equipped to develop future expansion into neighborhoods based on lessons learned and data gathered from this Pilot.

## A Different Approach for RAPP Pilot 2026

The RAPP Pilot 2026 would charge non-resident vehicles \$1.00 per hour to park in designated areas, using vehicle license plate enforcement. Before the program begins, an outreach campaign will share details about the pilot and encourage residents to register their Portsmouth vehicle license plates through the Parking Office or the Tax Collector's Office. This campaign will include flyers in the RAPP areas, FAQs, promotion on the website, social media, and the City Newsletter.

While the RAPP Areas may be adjusted during the term of the Pilot with City Council approval, the RAPP Areas will initially include the following roads:

- Parrott Avenue (**roadway only**)\*
- Hanover Street (from Bridge Street to Brewster Street)
- Rock Street (includes the spaces perpendicular to roadway)
- Pearl Street
- Tanner Street
- Tanner Court
- Gates Street
- Hancock Street
- Washington Street (from Court to Hancock)

*\*Parrott Avenue is proposed to include a Downtown Workforce Parking Pilot in addition to RAPP. Middle School and Library Staff will also be able to park at no cost on Parrott Avenue during working hours and events.*

Residents who have already registered their Portsmouth vehicle license plates in the Parking Office or Tax Collector's Office for resident parking are able to park in the RAPP Areas without taking any further action. Residents can easily register their plates with either office.

Note: The Tax Collector's Office cannot automatically share resident license plate information with the Parking Division; residents must initiate this action by requesting a form at the Tax Office.

The current parking ordinance for 3 hours free for ADA and veteran's parking will apply to this zone.

Parking meter rentals remain available through the Parking Clerk's office for construction or moving. The current cost is \$35 per space per day and may be adjusted in the future through Fee Committee.

**Once registered, residents do not need to use a cellphone or app to participate in the RAPP Pilot 2026 program.** Only non-residents or those residents who have not registered their Portsmouth license plates would need to initiate a session with the ParkMobile App or use the repurposed parking kiosk that will be installed on Parrott Ave.

The goal is to make this RAPP Pilot 2026 as easy as possible for residents to park once they are registered in the parking system.

## Downtown Workforce Parking Pilot on Parrott Avenue

After receiving feedback and discussion with the Chamber Collaborative, downtown businesses, and the EDC, Staff is proposing a Downtown Workforce Pilot on Parrott Avenue (roadway only). Currently, the downtown workforce program is offered at the Foundry Garage and consists of 20 stickers per month for \$3 dollars per sticker for up to a 10-hour stay.

Hourly employees who work downtown and have registered at the Parking Office can take advantage of the Pilot program. Instead of paying the non-resident rate of \$1 per hour, the cost to park on Parrott Avenue would be .30 cents per hour plus the .35 cent initial session fee. This approach is comparable to the cost of the existing program in the Foundry garage for \$3.00 for a 10-hour stay. The main difference is that employees only pay the hourly rate for initiated sessions and the actual hours used instead of pre-paying for stickers. This Pilot also allows a proof-of-concept for allowing this program outside of a garage environment.

Further expansion of the Downtown Workforce Parking Pilot will be considered during the Pilot term as evidence supports.

## Lessons Learned from Previous Pilot Program

The Islington Creek Neighborhood Parking Program (NPP) Pilot in 2019 used parking permits and designated parking areas. The pilot included Hanover (Bridge to Brewster), Tanner, Tanner Court, Rock, Sudbury, Brewster, Langdon, McDonough, Cornwall, Rockingham, Cabot, Salem, and Dover Streets. Managing and tracking the permit program was difficult, especially for rental units with multiple occupants. The

RAPP Pilot 2026 solves this problem by utilizing a simpler approach with Portsmouth vehicle license plate enforcement, and it is proposed to begin just over a year after the City began connecting current vehicle registrations to designate resident status.

## RAPP Pilot 2026 Financial Analysis

The RAPP Pilot 2026 as outlined would result in 74 additional weekly hours of enforcement for the 224 spaces for an estimated \$2,106.63 per month cost. The estimated monthly revenue for non-resident parking is \$5,322.92, for an anticipated net gain of \$3,215.29 per month.

Thus, this RAPP Pilot 2026 is estimated to cover the costs associated with this program. In the future, any surplus revenue could be applied to cover costs associated with proposed neighborhood parking expansion. (See *Resident Access Parking Program - Cost and Revenue Estimates* dated 1/27/2026 for additional details.)

## Timeline/Plan for Implementation

- Order signs: 4-6 weeks
- Conduct neighborhood Counts: 4-6 weeks
- Create zones in the ParkMobile App: 4-6 weeks
- Install a repurposed parking kiosk on Parrott Ave
- Conduct outreach (Flyers on cars, website, and social media): 1-2 weeks
- Start with Friendly Informational Warning Citations: Beginning day one to help educate for the first few weeks and emphasize registering Portsmouth license plates
- Provide data driven analysis-report back: Quarterly to City Council and PTS

## Data Collection and Analysis

The City Council and PTS will receive a quarterly report on the RAPP Pilot 2026 with additional recommendations and possible adjustments to the RAPP program.

Staff will collect parking utilization data and monitor adjacent areas to evaluate changes in parking patterns to prioritize which neighborhoods the RAPP Pilot 2026 effort.

Data collection will consist of occupancy counts in the target areas and surrounding areas taken at 6 am, 12 noon and 6 pm. Revenues associated with the program will also be reported quarterly.

## Proposed Implementation Steps

The RAPP Pilot implementation includes policy adoption as well as an ordinance change. The ordinance requires three readings and a public hearing (see attached draft schedule). This process is estimated to take approximately two months, and the RAPP Pilot would start on July 1, 2026, following the adoption of the associated ordinance and policy in May and after a month of education and awareness.

## Future Steps

Staff will collect parking utilization data and monitor adjacent areas to evaluate changes in parking patterns to prioritize which neighborhoods the RAPP Pilot 2026 effort could expand into first. The Pilot program will test whether monetizing non-resident parking provides increased availability to residents. If true, this approach, when expanded to neighborhoods, may support higher density affordable housing developments in the future. Staff will provide financial analysis for any proposed expansion to include proposed neighborhoods, implementation phases, enforcement costs, revenue assumptions, and anticipated parking sessions to establish the net gain or loss associated with the recommendations.

Attachments

# Resident Access Parking Program

## Cost and Revenue Estimates

**Enforcement**

Mon-Sat	66	Monday - Saturday hours	1/27/2026
Sunday	8	Sunday hours	
<b>Total</b>	<b>74</b>	<b>hours of coverage required weekly</b>	

<u>Personnel</u>	<u>Annual Cost</u>	<u>Monthly Cost</u>
PTE Enforcement	25,291.50	2,107.63
<b>Total</b>		<b>2,107.63</b>

**Revenue Assumptions**

Total Inventory 224 spaces

Low Observed Residency Usage

Average Length of Stay (LOS) downtown: 2.25 hours

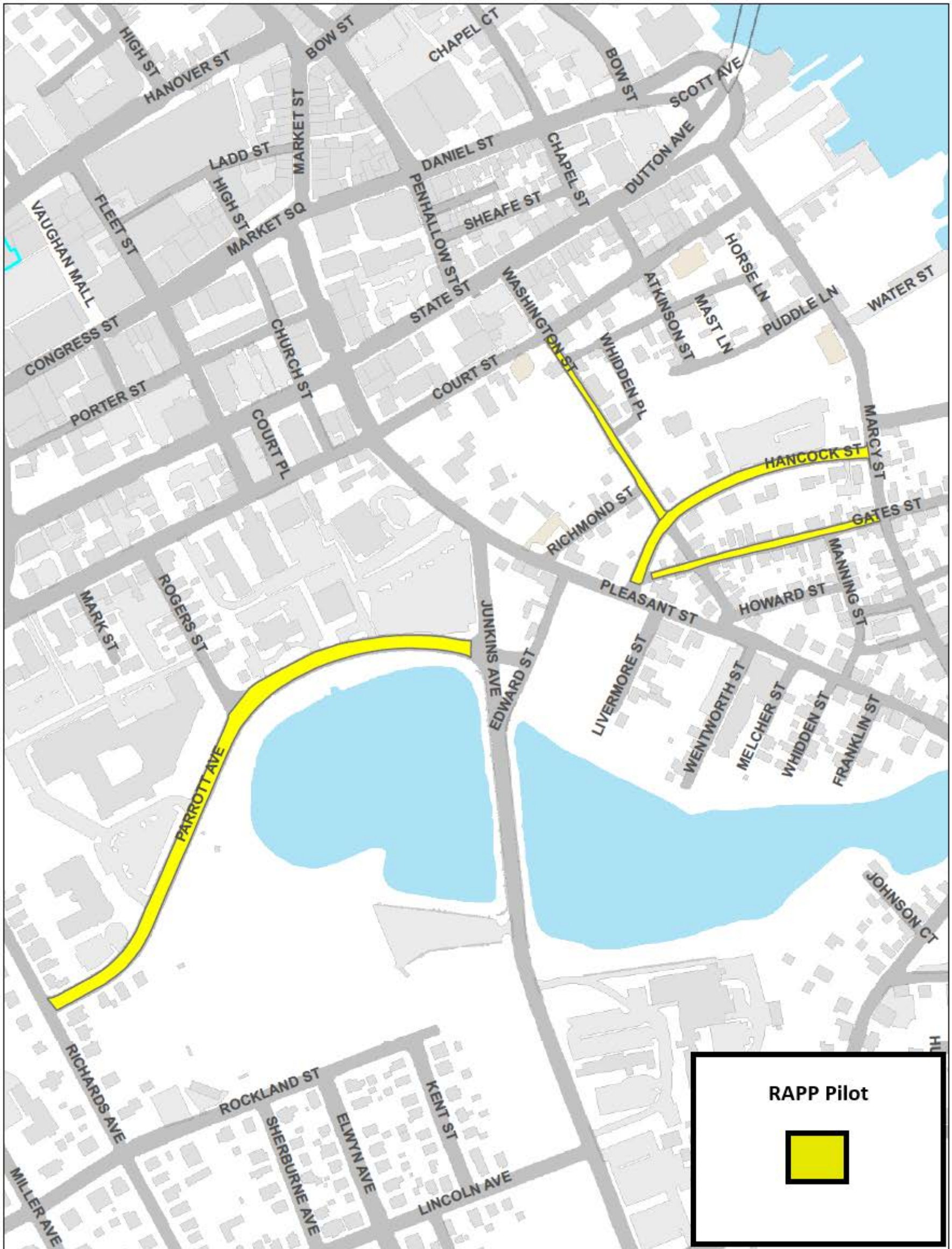
<u>Anticipated Sessions</u>	<u>Rate</u>	<u>LOS (hours)</u>	<u>Revenue/Session</u>		
50	\$ 1.00	3.5	\$ 3.50	\$ 5,322.92	Anticipated Monthly Revenue

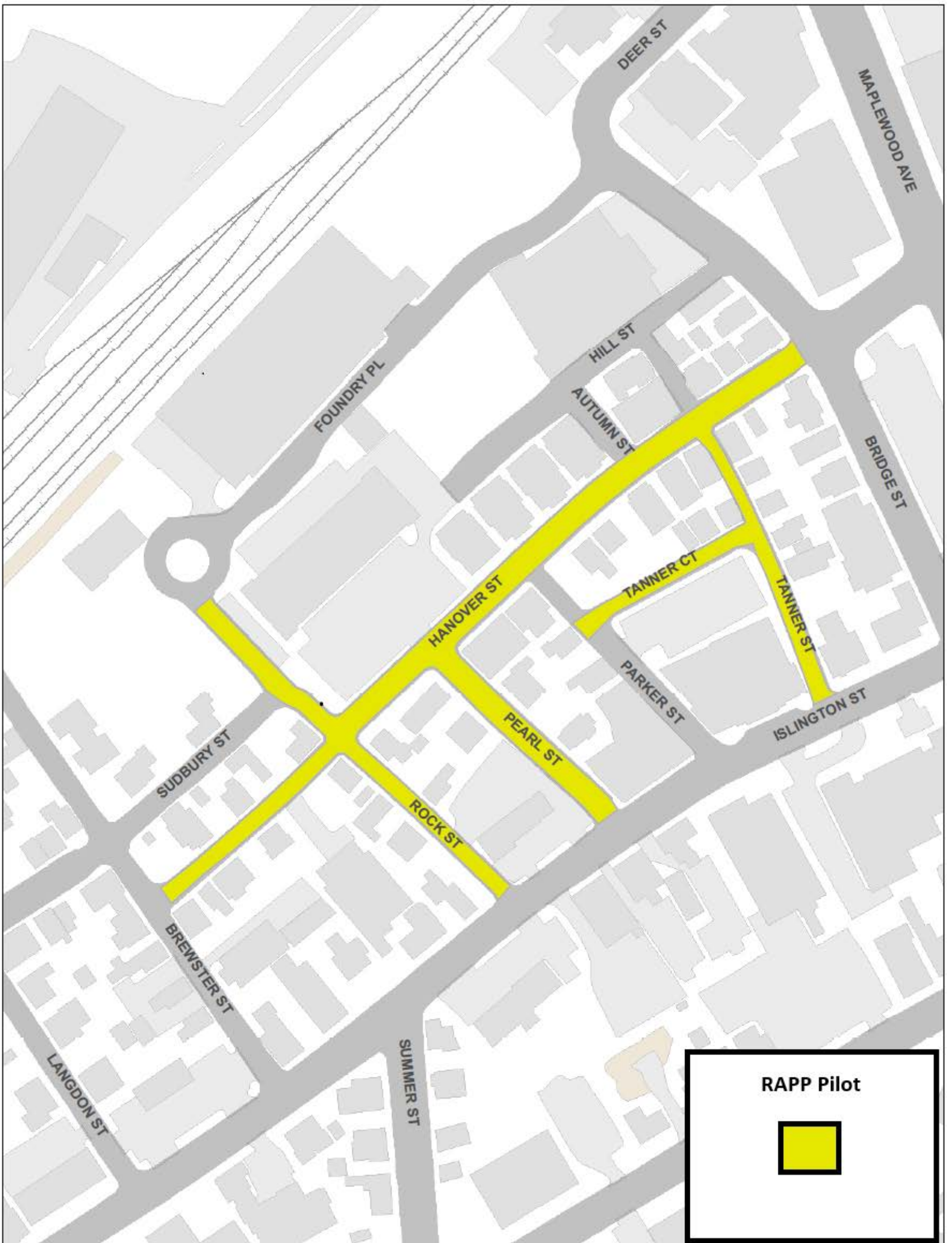
\$ 3,215.29

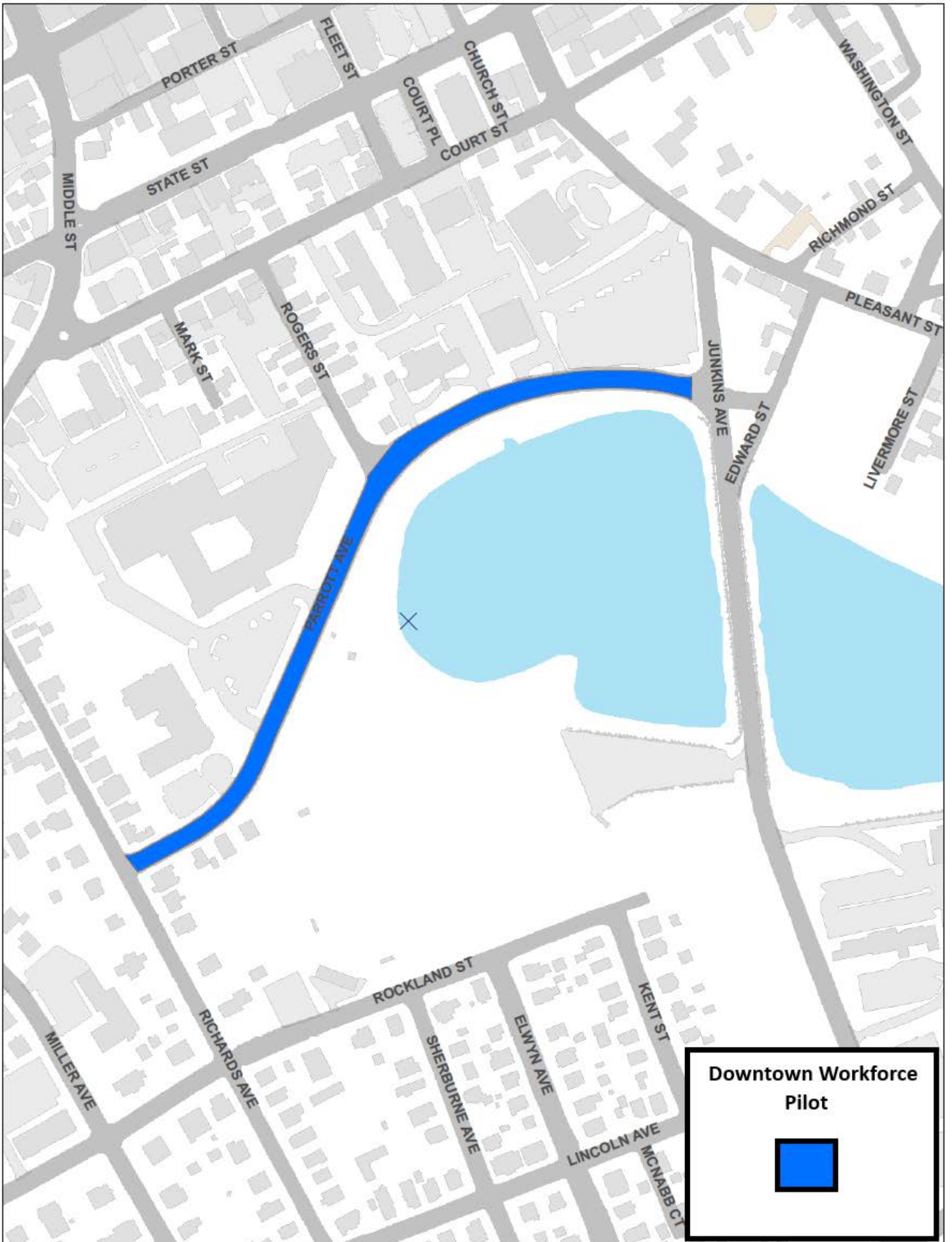
Anticipated net gain (loss)

**Inventory**

35	Hanover Street - Bridge to Brewster	
18	Rock Street	
10	Pearl Street	
3	Tanner	
11	Tanner Ct	
28	Hancock Street	
21	Gates Street	
8	Washington	
90	Parrott Avenue	
<b>224</b>		







**Downtown Workforce  
Pilot**



## RAPP Draft Schedule 4/23/2026

✓COMPLETED: April 6, 2026

CM Items Require Action

Report back on RAPP Pilot

**(Sample motion -move to schedule first reading for ordinance amending Chapter 7, Parking, Article I- Parking Meters, Section 7.102, Parking Meter Rates, to establish parking rates for the Resident Access Parking Program (RAPP) Pilot at the April 20, 2026, City Council meeting)**

✓COMPLETED: April 20, 2026

Public Hearings and Votes on Ordinances

### **First Reading of Ordinance:**

First reading for ordinance amending Chapter 7, Parking, Article I- Parking Meters, Section 7.102, Parking Meter Rates, to establish parking rates for the Resident Access Parking Program (RAPP) Pilot. **(Sample motion -move to pass first reading and schedule public hearing and second reading at the May 4, 2026, City Council meeting)**

CM Informational

Draft City Council Policy No. 2026-01 – Resident Access Parking Program Pilot

**May 4, 2026**

Public Hearing and Votes on Ordinances

### **Public Hearing and Second reading of Ordinances:**

Public hearing and second reading of ordinance amending Chapter 7, Parking, Article I- Parking Meters, Section 7.102, Parking Meter Rates, to establish parking rates for the Resident Access Parking Program (RAPP) Pilot

- **PRESENTATION**
- **CITY COUNCIL QUESTIONS**
- **PUBLIC HEARING SPEAKERS**
- **ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS**  
**(Sample motion – move to pass second reading and hold third and final reading at the May 18, 2026 City Council meeting)**

**May 18, 2026**

Public Hearing and Votes on Ordinance

**Third reading of Ordinances:**

Third Reading for ordinance amending Chapter 7, Parking, Article I- Parking Meters, Section 7.102, Parking Meter Rates, to establish parking rates for the Resident Access Parking Program (RAPP) Pilot **(Sample motion – move to pass third and final reading of the ordinance as presented)**

CM Items that Require Action

City Council Policy No. 2026-01 – Resident Access Parking Program Pilot

**(Sample Motion – move to pass City Council Policy No. 2026-01 – Resident Access Parking Program Pilot as presented)**

**Month of June – Education & Awareness Campaign**

**July 1, 2026**

**RAPP Pilot Begins**

# Resident Access Parking Program (RAPP) Pilot – 2026



A one-year pilot to prioritize resident parking and test new on-street parking approaches.



1

## Why the RAPP Pilot?



### Purpose of the Pilot

- Responds to the Council about limited resident on-street parking availability near downtown
- Tests whether charging non-residents improves parking availability for residents
- Builds on lessons from the 2019 Neighborhood Parking Program (NPP)
- Designed as a data-driven, one-year proof of concept

### Key Policy Shift

- Focus on resident license plates, not physical permits

2

# What is RAPP?



- A **one-year pilot program** to prioritize **resident access** to on-street parking
- A test of whether **charging non-residents** improves parking availability for residents
- A **license-plate-based system** (no physical permits required)
- A **new on-street pilot** for Downtown Workforce Parking on Parrott Avenue
- A **data-driven pilot** with quarterly reporting and the ability to make adjustments

3



## How RAPP Works

- **Simple, Resident-Focused Approach**
- Residents park for free once their Portsmouth license plates are registered with the City
- Non-residents pay to park in the same spaces
- License-plate-based enforcement (no decals or placards)
- No app or kiosk required for registered residents

## RAPP Goals

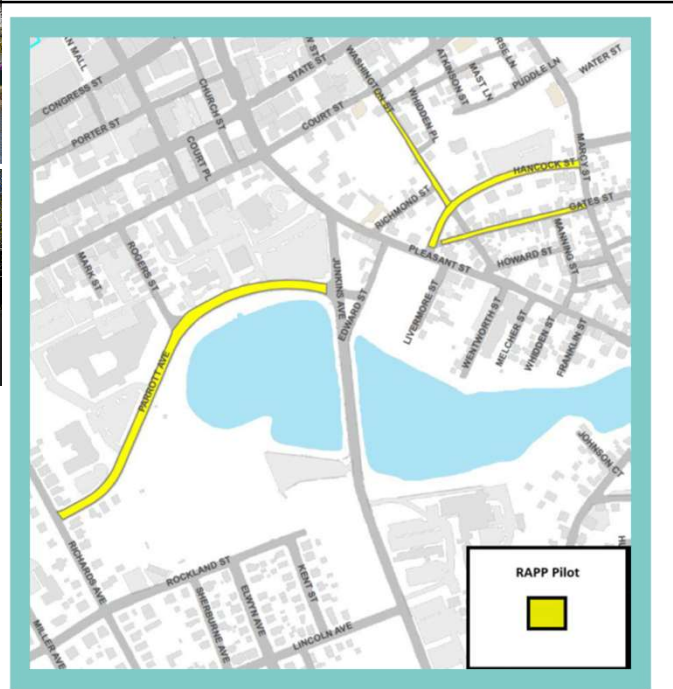
- Make parking simple for residents
- Prioritize parking availability for residents
- Make parking rules clear for visitors
- Ensure parking is easy to enforce

4



### RAPP Pilot Locations

- Parrott Avenue (roadway only)
- Gates Street
- Hancock Street
- Washington Street (Court → Hancock)

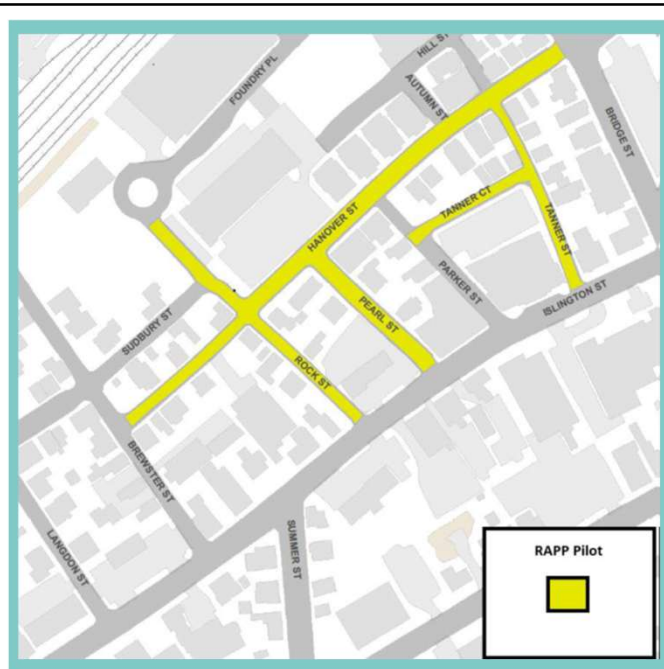


5



### RAPP Pilot Locations

- Hanover Street (Bridge → Brewster)
- Rock Street
- Pearl Street
- Tanner Street
- Tanner Court



6

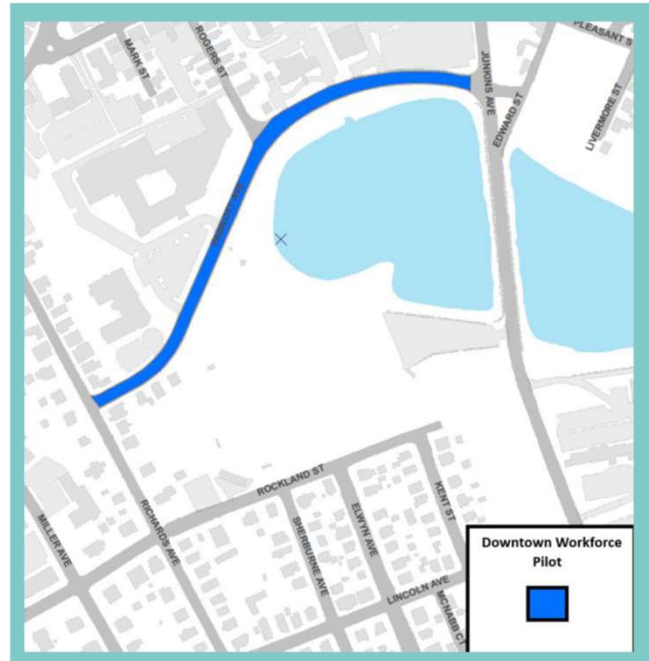
## Downtown Workforce Parking Pilot

### Why This Matters:

- First time **downtown workforce parking is offered on-street on Parrott Avenue only**
- Introduces **pay-for-what-you-use** discounted hourly parking for downtown workers
- Comparable cost to Foundry Garage **but more flexible**

### Purpose:

- Test feasibility of workforce parking **outside a garage environment**



7

## Parking Rates & Enforcement

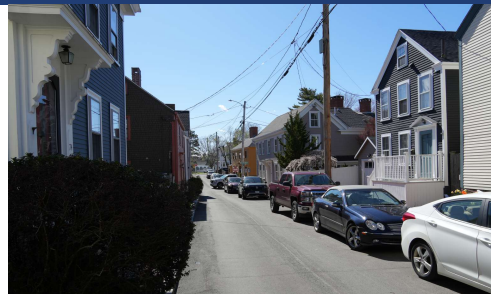
### Who Pays What

- Residents, School, Library, and Recreation staff: Free
- Non-residents: \$1.00/hour
- Downtown workforce (Parrott Avenue only): \$0.30/hour + \$0.35 ParkMobile session fee

### Enforcement Hours

- Mon–Sat: 9:00 AM – 8:00 PM – 11 Hours
- Sun: 12:00 PM – 8:00 PM – 8 Hours
- **Holidays excluded**

*Existing free three-hour parking for ADA & veteran rules remain unchanged*



8

# Financial Snapshot (RAPP Pilot Estimate)



### Monthly Projection

- Enforcement cost: ~\$2,100
- Non-resident revenue: ~\$5,300
- Net gain: ~\$3,200 per month

### Key Takeaway

- Pilot is anticipated to cover its costs
- Potential future surplus could support neighborhood parking expansion

9

# Implementation Timeline

-  **April/May 2026**
-  Ordinance & policy adoption
-  Sign orders, zone setup, and counts
-  **June 2026**
-  Education and outreach campaign
-  Flyers, FAQs, website, newsletter, and social media
-  Friendly warning period at launch
-  **July 1, 2026 - RAPP Pilot begins**



10

# Resources in Progress

## Resident Access Parking Program


**Residents:**

Opt-in During  
Car Registration  
OR  
Sign-up in Person  
at Foundry Garage


↓

**Free Parking in Pilot Areas**


**Pilot Areas:**



- Parrott Ave
- Street Only



- Hanover Street
- (Bridge-> Brewster)
- Rock Street
- Pearl Street
- Tanner Street & Court




- Gates Street
- Hancock Street
- Washington Street
- (Court-> Hancock)

**Nonresidents:**

\$1/hr in the Pilot areas


## Resident Access Parking Program Downtown Workforce



The Parrott Avenue street will be the test site of a Downtown Workforce Parking Program expansion.


**Parrott Avenue  
Hourly Parking:**  
30 cents/hour

**Foundry Garage  
Sticker Rate**  
\$3.00 for 10 hour stay



The pilot expands the Downtown Workforce Parking Program outside of a garage environment.

How can I find out more information? Visit: [portsnh.co/example](https://portsnh.co/example)



11

# Resources in Progress

## Resident Access Parking Program Frequently Asked Questions

**What is this Pilot Program?**  
This pilot program is being used to help determine whether monetizing non-resident parking results in increased parking availability for residents.

**How does enforcement work?**  
The City will use vehicle license plate enforcement which allows the ability to connect vehicle registration with resident status.  
**Friendly Warning Citations** will be given out for the first few weeks to help educate people on the program.

**Do I need to use ParkMobile?**  
Once you register and get your information in the system, you can park in the pilot areas without using the app!

**How does this affect me?**  
If you are a resident, not much! Just register and park! Nonresidents will pay a 1\$/hr parking fee in the pilot areas.

**What happens next?**  
City staff will report back quarterly with data along with recommendations and/or adjustments. Adjacent areas will also be monitored to evaluate which neighborhoods can be prioritized for future expansion.

**What is the tax impact?**  
It is anticipated to be fully self-funded and a revenue generator which can fund expansion of the Pilot

How can I find out more information? Visit: [portsnh.co/example](https://portsnh.co/example)



## Qualifying for the Portsmouth Resident Parking Program



Portsmouth residents are encouraged to enroll, granting access to resident-only parking rates throughout the City in areas that utilize the ParkMobile app. This also allows free parking in the Resident Access Parking Program (RAPP) zones.

**How to Apply:**  
Parking Division Offices Foundry Garage - 100 Foundry Place  
OR  
City Hall - Tax Office - 1 Junkins Avenue

NOTE: Garage attendants are available 24/7, you can also enroll when you register your vehicle.

**What You'll Need:**  
A valid New Hampshire driver's license with your Portsmouth address  
**AND**  
A current vehicle registration with your Portsmouth address (for each vehicle).

NOTE: The discount is tied to your registration.

If your registration doesn't match your license yet, please bring one of the following:

→

**Other Info:**  
**Using ParkMobile:**  
Once enrolled, you'll automatically see Portsmouth resident pricing when paying through the app.

**Annual Renewal:**  
To keep your resident discount active, enrollment must be renewed each year using one of the methods listed above.  
\*We are working on an online option for renewals\*

Have questions or need help? Visit: [portsnh.co/example](https://portsnh.co/example)



12

## Data Collection & Reporting



### What Will Be Tracked?

- Parking occupancy at multiple times of day (6 am, Noon, 6 pm)
- Utilization trends within RAPP areas and adjacent streets
- Revenue and enforcement activity

### Reporting

- Quarterly updates to City Council and Parking & Traffic Safety Committee
- Adjustments and expansion considered based on data

13

## RAPP Key Takeaways

- **Resident-first** parking strategy
- **Simple**, license-plate-based system
- New **on-street solution** for Downtown Workforce parking
- **Financially self-supporting** pilot
- **Data-driven approach** to future neighborhood/stakeholder expansion
- May support **higher density affordable housing** developments



14

## Future Steps



- **Quarterly reports** to Council and PTS may identify additional streets to include/remove/revise
- Staff is reviewing how **Community Partner Volunteers** might be included in subsequent revisions
- Continue to solicit and receive **stakeholder feedback**



Karen S. Conard  
City Manager

## CITY OF PORTSMOUTH

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

**Date:** April 30, 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 May 4, 2026

---

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

**A. Public Hearing and Second Reading of Ordinance Amending Chapter 11, Article II, Section 11.216 (B) Relative to Sewer Use Charges:**

On April 6, 2026, the City Council passed first reading of a [minor amendment to the existing Sewer Use Ordinance](#) to allow for the adoption of fixed fees.

The current Sewer Use Ordinance is out-of-date, and this minor amendment will allow for the implementation of the fixed fees recommended by the Water and Sewer Rate Study if the City Council adopts those fees as part of the budget approval process in June.

*I recommend that the City Council move to pass second reading of the amendment to Chapter 11, Article II, Section 11.216 (B) relative to the establishment of sewer fees and schedule third and final reading at the May 18, 2026 City Council meeting.*

**B. Public Hearing and Second Reading of Ordinance Amending Chapter 7, Parking, Article I- Parking Meters, Section 7.102, Parking Meter Rates, to establish parking rates for the Resident Access Parking Program (RAPP) Pilot:**

On April 20, 2026, the City Council passed first reading and scheduled second reading this evening regarding [an ordinance amending Chapter 7, Parking, Article I – Parking Meters, Section 7.102, Parking Meter Rates](#) to establish parking rates for the Resident Access Parking Program (RAPP) Pilot by adding a new subsection C to Section 7.102. These parking rates only apply to the streets listed in the RAPP Zone defined in the amendment. The parking rates are \$1 per hour for nonresidents and free parking for residents and School, Recreation, and Library employees with vehicle license plates registered through the City's Parking Office or Tax Collector's Office. The amendment also establishes a \$.30 per hour rate for downtown workers registered for the Downtown Workforce Parking Program for on street parking for Parrott Avenue only.

*I recommend that the City Council move to pass second reading and schedule third and final reading at the May 18, 2026 City Council meeting.*

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

### **A. Adoption of Three-Tier Water and Sewer Rate Structure for FY27:**

In connection with the FY27 Water and Sewer Rate Study recommendations and the City Council's two, recent work sessions on the topic, I request that City Council adopt the three-tier rate structure recommended by the City's rate consultant David Hyder of Stantec.

The recommended design reflects the cost-of-service analysis and the rate design objectives discussed with Council, including customer affordability for essential use, rate and revenue stability, improved alignment between service costs and customer bills, and legal defensibility.

As presented at the March 2, 2026, City Council Work Session, the three-tier structure establishes tier quantities of 0-5 units, 6-10 units, and over 10 units for monthly water and sewer usage, with increasing rates across tiers to strengthen conservation incentives while maintaining a lower price for basic indoor water and sanitation needs. The presentation from that Work Session can be found [here](#).

Adoption of the rate structure now will allow staff to prepare for implementation of the FY27 fees and charges (including fixed charges, usage rates, and ancillary fees/surcharges, as applicable) on July 1, 2026.

For reference, please see the [Memorandum from David Hyder of Stantec in the April 20, 2026 City Council packet](#). Staff will be available to answer any questions.

*I recommend that the City Council move to adopt the recommended three-tier rate structure for water and sewer service for FY27.*

### **B. Street Naming for 550 Sagamore Avenue:**

Subdivision and Site Plan approval was recently granted by the Planning Board for the construction of three single family dwellings with associated site improvements, with access to the new homes by a [private street from Sagamore Avenue](#). The project developer has requested the street name of Spruce Street.

The Department of Public Works has reviewed the requested name, Spruce Street, with the State e911 Police Dispatch and Fire Department and they have no objection to the name. Additionally, there are no duplicate names in this zip code.

*I recommend that the City Council move to authorize the use of Spruce Street as the private street name for the new private street originating at the former street address known as 550 Sagamore Avenue.*

**C. Request for First Reading Regarding Ordinance Amendment to Chapter 5, Fire Department and Prevention Regulations, Article IX: Adopted Fire Codes:**

The New Hampshire Legislature recently adopted RSA 153:5-V (effective 7/1/26), which requires all local fire code ordinances to be submitted to the State Fire Marshal for review. The new law also requires the Fire Department to create rules for administering and issuing permits and collecting fees; these rules also require the State Fire Marshal’s review. The proposed Amendment to Chapter 5 updates our local fire code to comply with RSA 153:5-V, references the most recent version of the State Fire Code, and deletes in its entirety all references and amendments to a second fire code, the International Fire Code (IBC).

Upon passage of the amendment to Chapter 5, the Fire Department must submit the new ordinance, along with the new rules for permits and fees, to the Fire Marshal for his review before July 1, 2026 or the Fire Department will be unable to collect fees.

To ensure compliance and maintain the ability to enforce local ordinances and collect Fire Department fees, the Fire Department and Legal Departments have drafted [the attached amendment to Chapter 5, Article IX](#) for first reading at the May 18, 2026 City Council meeting.

*I recommend that the City Council move to schedule first reading of the amendment to Chapter 5, Fire Department and Prevention Regulations, Article IX: Adopted Fire Codes, at the May 18, 2026 City Council meeting.*

**D. Open Enrollment Policy for Portsmouth School District/SAU 52:**

Over the last few months, the Portsmouth School Board has had several discussions on open enrollment policies in direct response to several bills this legislative session that would mandate open enrollment in every school in New Hampshire. At its April 14, 2026 meeting, the School Board recommended [the attached Open Enrollment Policy for Portsmouth School District/SAU 52](#) (“Open Enrollment Policy” or “Policy”). The process for adopting this Open Enrollment Policy is set forth in NH RSA 194-D, which requires City Council approval. Before the Open Enrollment Policy can be adopted, the Council must schedule a public hearing and then a separate vote to approve the Policy between 15-30 days after the public hearing. In order to provide the Council with some background on the issue of open enrollment, please find [attached Superintendent Zach McLaughlin’s Memorandum on Open Enrollment](#), [the Portsmouth School Board’s Open Enrollment Memorandum](#) and [An Open Letter on the Risks of Statewide Open Enrollment to the Governor](#). Superintendent McLaughlin and School Board Chair Rapaport have recommended that the Policy only take effect if the State enacts a mandatory open enrollment law this legislative session and will be present this evening to answer any questions regarding open enrollment generally and the Open Enrollment Policy.

*I recommend that the City Council move to schedule a public hearing on the Open Enrollment Policy for Portsmouth School District/SAU 52 at the May 18, 2026 City Council meeting.*

### *13. Presentations and Written Communications:*

#### **B. Presentation from David Allen, President of New Hampshire Seacoast Greenway Alliance Regarding the Railtrail:**

David Allen, President of New Hampshire Seacoast Greenway Alliance, will provide a verbal presentation [on the recent work at the Railtrail](#).

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

#### **A. Acceptance of Wellness Reward from HealthTrust - \$2,000:**

The City of Portsmouth has received a total of \$2,000 from HealthTrust to be used by the City's Wellness Coordinators for wellness initiatives.

The goal of HealthTrust's *Slice of Life* Wellness Program is to reduce health risk factors and promote a healthier lifestyle for employees. To support this goal, the City, through its Wellness Program, provides health and safety initiatives, as well as educational opportunities, to improve employees' quality of life. These funds will be used to promote wellness activities throughout the City.

*I recommend that the City Council move to accept the donation as presented.*

#### **B. Acceptance of Grant for Household Hazardous Waste Collection Day from New Hampshire Department of Environmental Services (NHDES) - \$4,204:**

The New Hampshire Department of Environmental Services has awarded the City a [\\$4,204 grant](#) to support activities associated with the City's annual Household Hazardous Waste Collection event. These funds will offset a portion of the event's annual cost, which is estimated at approximately \$100,000 and funded equally by the Water and Sewer Enterprise Funds. The City continues its partnership with the Towns of Newington and Greenland, with both communities contributing a pro-rated cost share based on the number of households participating.

*I recommend that the City Council move to authorize the City Manager to enter into a Grant Agreement with New Hampshire Department of Environmental Services to accept \$4,204 from the Household Hazardous Waste Collection Grant Program and execute any contracts or documents which may be necessary for this grant agreement.*

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

#### **A. Upcoming Budget Meetings:**

There are several upcoming opportunities for FY27 Budget participation:

- May 11 at 6 pm - City Council Work Session on the General Fund: General Government, Fire, Police, and School Departments;

- May 13 at 6 pm - City Council Work Session on Enterprise and Special Revenue Funds: Water, Sewer, Parking, and Stormwater Departments, Prescott Park, Indoor Pool, Community Campus, and Community Development;
- May 18 at 7 pm - City Council regular meeting and opening of the Budget Public Hearing;
- May 28 at 6 pm – City Council Work Session – Continuation of Budget Review; and
- June 8 at 7 pm - City Council regular meeting, continuation of the Budget Public Hearing, and planned Adoption of the Budget.

All meetings take place in Council Chambers at City Hall, 1 Junkins Avenue. All meetings include public comment, and participation is welcome in person and via Zoom.

Please visit [portsmouthnh.gov](http://portsmouthnh.gov) for more information.

**B. Dog Licensing:**

This is a friendly reminder that State Law requires dog owners to license their dogs by April 30, 2026. Avoid late fees and fines by licensing your dog before June 1, 2026.

**C. Update on SchoolCare:**

I will provide a verbal update on the status of SchoolCare.

**D. Draft City Council Policy No. 2026-01 – Resident Access Parking Program (RAPP) Pilot:**

Over the last six months, in response to the Council’s request for a report back in October 2025, the Parking Division has developed a Resident Access Parking Program (RAPP) Pilot that went through several versions in response to suggestions made over time by various stakeholders.

The attached [City Council Policy No. 2026-01 \(Policy\)](#) is provided for informational purposes this evening and is scheduled for final approval at the May 18, 2026 meeting. This will give the public notice of the RAPP Pilot and opportunity to comment in addition to the public hearing on the ordinance.



ORDINANCE #

THE CITY OF PORTSMOUTH ORDAINS

That the Ordinances of the City of Portsmouth, Chapter 5 FIRE DEPARTMENT AND PREVENTION REGULATIONS, Article IX: ADOPTED FIRE CODE, be amended by deleting Article IX in its entirety and replacing it with Sections 5.901 through 5.903 as set forth below as follows (deletions from existing language ~~stricken~~; additions to existing language **bolded**; remaining language unchanged from existing):

**CHAPTER 5, FIRE DEPARTMENT AND PREVENTION REGULATIONS**

**ARTICLE IX: ~~ADOPTED~~ FIRE PREVENTION CODES**

**Section 5.901 FIRE PREVENTION CODE**

**A. Purpose**

The purpose of a fire prevention code is for regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to the life or property in the occupancy of buildings and premises in the City of Portsmouth, and provide for the issuance of permits for hazardous uses or operations.

**B. Fire Prevention Code Defined**

The City of Portsmouth FIRE PREVENTION CODE, is the State of New Hampshire's Fire Code, as defined by RSA 153:1 and RSA 153:5, which include the currently adopted editions of NFPA-1 – FIRE CODE and NFPA-101 – LIFE SAFETY CODE, published by the National Fire Protection Association, and any additions, insertions, deletions and changes prescribed in the administrative rules of the State of New Hampshire set forth in N.H. Admin Rule Saf-FMO 300 as modified by RSA 153:5 (collectively "State Fire Code").

**C. Adoption of Fire Prevention Code**

The City of Portsmouth adopts the State Fire Code as its Fire Prevention Code. Copies are on file in the Office of the City Clerk.

**Section 5.902 RULES AND REGULATIONS FOR FIRE PROTECTION SYSTEMS AND PERMITS**

The Fire Department shall publish and maintain Rules and Regulations for fire protection systems and other permits to ensure compliance with the Fire Prevention Code, including but not limited to the installation, maintenance and operations of all fixed fire protection systems, control of combustible or hazardous material, design of exits and other safety measure.

## Section 5.903 FEES

The schedule of fees for permits issued by the Fire Department shall be determined by budget resolution of the City Council in accordance with Chapter 1, Administrative Code, Article XVI, Adoption of Fees, Section 1.1601, Procedure

~~The City of Portsmouth adopts the “State Fire Code” as defined in NH RSA 153:1 VI-a, which includes the adoption by reference of the Life Safety Code NFPA 101 and the Uniform Fire Code NFA 1, 2018 editions.~~

~~\_\_\_\_\_The City of Portsmouth also adopts the International Fire Code, 2018 Edition (IFC) and the provisions of any other national code, model code or standard referred to in the IFC as published by the International Code Council, is hereby adopted subject to the follow amendments, additions and deletions:~~

### ~~SECTION 101 GENERAL~~

~~Insert in blank space:~~

~~101.1 Title: “the City of Portsmouth, New Hampshire”~~

### ~~SECTION 102 APPLICABILITY~~

~~Add new subsections to read as follows:~~

~~102.7.3 Specific electrical code reference. Wherever this Code references the International Electric Code the reader shall substitute that reference with the National Electric Code, NFPA 70 as adopted by the State of New Hampshire.~~

~~102.7.4 Specific gas code reference. Wherever this Code references the International Fuel Gas Code the reader shall substitute that reference with the National Fuel Gas Code, NFPA 54.~~

~~Change section title to read as follows:~~

### ~~SECTION 103 BUREAU OF FIRE PREVENTION~~

~~Change subsection to read as follows:~~

~~103.1 General. The Bureau of Fire Prevention and Control is hereby created within the City of Portsmouth, New Hampshire Fire Department. It shall be the duty and responsibility of the Fire Chief, or any duly authorized representative, to enforce the provisions of this Code. The designated enforcement officer of this Code shall be referred to as the fire code official.~~

~~Add new sentence to end of subsection to read as follows:~~

~~103.3 Deputies. “Deputy officials shall include but not be limited to: the Deputy Fire Chief, Assistant Fire Chiefs, Fire Inspector, all Fire Officers, Chief Building Inspector,~~

Assistant Building Inspector, Electrical Inspector, Plumbing/Mechanical Inspector, Public Works Director or City Engineer.”

## SECTION 105 PERMITS

*Change subsections to read as follows:*

~~**105.2.3 Time limitation of application.** An application for a permit shall be deemed to have been abandoned one year after the date of filing, unless such application has been completed or a permit has been issued, except that the fire code official shall grant one (1) extension of time not exceeding twelve (12) months if there is reasonable cause and only when requested in writing prior to the application expiration date.~~

~~**105.3.1 Expiration.** An operational permit shall remain in effect until reissued, renewed, revoked or for such a period of time as specified on the permit. Construction/installation permits issued shall become invalid if the authorized work is not commenced within one year after issuance of the permit, or if the authorized work is suspended or abandoned for a period of one year after the time of commencing work~~

~~**105.3.2 Extensions.** The fire code official shall grant one (1) extension of time not exceeding twelve (12) months, if there is reasonable cause and only when requested in writing prior to the expiration date. Said extension will only be authorized when it does not conflict with any Federal, State, Local Laws or Ordinances.~~

~~**105.4.1 Submittals.** Construction documents and supporting data shall be submitted with each application for a permit and in such form and detail as required by the fire code official. The construction documents shall be prepared and stamped by a licensed professional engineer acceptable to the fire code official. The requirement for stamped construction documents may be waived by the fire code official at his sole discretion on a case by case basis.~~

~~**105.6.32 Open Burning.** Open burning permits shall be issued by New Hampshire Division of Forests and Lands of the City of Portsmouth Fire Department and shall comply with the requirements of section 307.~~

~~**105.6.36 Places of Public Assembly.** The City of Portsmouth Fire Department shall issue places of public assembly permits under the requirements of State RSA 155:17 and 155:18.~~

## SECTION 109 BOARD OF APPEALS

*Add sentence to end of subsection to read as follows:*

~~**109.1 Board of appeals established.** The City’s Building Code Board of Appeals will hear and decide appeals or orders, decisions or determinations made by the fire code official relative to the application and interpretation of this code.~~

## SECTION 110 VIOLATIONS

*Change subsection to read as follows:*

~~**110.4 Violations penalties.** Any person who shall violate a provision of this Code or shall fail to comply with any of the requirements thereof or who shall erect, construct, alter or repair a building or structure in violation of an approved plan or directive of the code official, or of a permit or certificate issued under the provisions of this Code, shall~~

~~be subject to the penalty provisions prescribed by RSA 155-A:8. Each day that the violation continues shall be deemed a separate offense. Reference New Hampshire RSA's 625:8 I(c), 651:2 IV(a) and 676:17 for further penalty provisions.~~

## **~~SECTION 307 OPEN BURNING~~**

~~Change subsections to read as follows:~~

~~**307.1 General** All open burning shall conform to all applicable State Laws (RSA 227-L) and Administrative Rules of the NH Department of Resources and Economic Development, Division of Forests and Lands and any other Federal, State, Local laws or ordinances which are applicable.~~

~~**307.1.2 Prohibited Open Burning.** Due to narrow roadways, restricted access to rear yards, and the proximity of structures, open burning is prohibited in the "South End" of the City. This area is defined as south of State Street, east of Pleasant Street, east of Junkins Avenue, and north of South Street. Also included is the area along Marcy Street to New Castle Avenue.~~

~~**307.2 Permit required.** Open burning in accordance with state and local regulations shall be allowed after obtaining a permit from the New Hampshire Division of Forests and Lands or the City of Portsmouth Fire Department.~~

~~Delete subsections 307.4 through 307.5 without substitution.~~

## **~~SECTION 503 FIRE APPARATUS ACCESS ROADS~~**

~~Add new subsection to read as follows:~~

~~**503.7 Fire Lanes.** Fire lanes shall be maintained in areas so posted. All fire lanes shall conform to Chapter 7, Article XV, of the City Ordinances; *Emergency Lanes*.~~

## **~~SECTION 607 COMMERCIAL KITCHEN HOODS~~**

~~Change subsection to read as follows:~~

~~**[M] 607.1 General.** Commercial kitchen exhaust hoods shall comply with the requirements of the *International Mechanical Code* and NFPA 96, *Ventilation Control and Fire Protection of Commercial Cooking Operations*.~~

## **~~SECTION 903 AUTOMATIC SPRINKLER SYSTEMS~~**

~~Change subsection to read as follows:~~

~~**903.2.1.1 Group A-1.** An automatic sprinkler system shall be provided for fire areas containing Group A-1 occupancies and intervening floors of the building where one of the following conditions exists:~~

- ~~1. The fire area exceeds 10,000 square feet (928 m<sup>2</sup>)~~
- ~~2. The fire area has an occupant load of 300 or more.~~
- ~~3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.~~
- ~~4. The fire area contains a multi-theater complex.~~

*Change subsection to read as follows:*

~~903.2.1.2 Group A-2.~~ An automatic sprinkler system shall be provided for all Group A-2 occupancies and intervening floors of the building.

*Change subsection to read as follows:*

~~903.2.7 Group M.~~ An automatic sprinkler system shall be provided throughout buildings containing a Group M occupancy where one of the following conditions exist:

- ~~1. A Group M fire area exceeds 5,000 square feet (464 m<sup>2</sup>)~~
- ~~2. A Group M fire area is located more than three stories above grade plane.~~
- ~~3. The combined area of all Group M fire areas on all floors, including any mezzanines, exceeds 10,000 square feet (928 m<sup>2</sup>).~~
- ~~4. A group M occupancy used for the display and sale of upholstered furniture or mattresses exceeds 2,500 square feet (232 m<sup>2</sup>)~~

*Change subsection to read as follows:*

~~903.2.9 Group S-1.~~ An automatic sprinkler system shall be provided throughout all buildings containing a Group S-1 occupancy where one of the following conditions exists:

- ~~1. A Group S-1 fire area exceeds 10,000 square feet (928 m<sup>2</sup>)~~
- ~~2. A Group S-1 fire area is located more than three stories above or any number of stories below grade plane.~~
- ~~3. The combined area of all Group S-1 fire areas on all floors, including any mezzanines, exceeds 20,000 square feet (1856 m<sup>2</sup>)~~
- ~~4. A Group S-1 fire area used for the storage of commercial motor vehicles where the fire area exceeds 5,000 square feet (232 m<sup>2</sup>)~~
- ~~5. A Group S-1 occupancy used for the storage of upholstered furniture or mattresses exceeds 2,500 square feet (232 m<sup>2</sup>)~~

*Change subsection to read as follows:*

~~903.4.3 Floor Control Valves.~~ Approved supervised indicating control valves shall be provided at the point of connection to each floor at the direction of the Fire Code Official.

## **SECTION 905 STANDPIPE SYSTEMS**

*Add new subsection to read as follows:*

~~905.13 Threads.~~ Threads provided for fire department connections to standpipe systems shall be compatible with equipment used by the Portsmouth Fire Department. Hand line hose threads for 2-1/2" diameter hose shall be National Standard thread. Hand line hose threads for 1-1/2" or 1-3/4" diameter hose shall be Iron Pipe thread.

## **SECTION 907 FIRE ALARM AND DETECTION SYSTEMS**

*Edit subsection as follows:*

~~907.2.1 Group A.~~

~~Delete Exception without substitution.~~

*Change subsection to read as follows with Exception remaining unchanged:*

**~~907.2.1.1 System initiation in Group A occupancies with an occupant load of 300 or more.~~** Activation of the fire alarm in Group A occupancies with an occupant load of 300 or more shall initiate a signal using an emergency voice/alarm communications system in accordance with Section 907.5.2.2.

*Edit subsection as follows:*

**907.2.2 Group B.**

*Delete Exception without substitution.*

*Edit subsection as follows:*

**907.2.3 Group E.**

*Delete Exception 3 and 4 without substitution.*

*Edit subsection as follows:*

**907.2.4 Group F.**

*Delete Exception without substitution.*

*Edit subsection as follows:*

**907.2.6.1 Group I-1.**

*Delete Exception 1 without substitution.*

*Edit subsection as follows:*

**907.2.6.2 Group I-2.**

*Delete Exceptions 1 and 2 without substitution.*

*Edit subsection as follows:*

**907.2.6.3.3 Automatic smoke detection system.**

*Delete Exceptions 2 and 3 without substitution.*

*Edit subsection as follows:*

**907.2.7 Group M.**

*Delete Exceptions 1 and 2 without substitution.*

*Edit subsection as follows:*

**907.2.8.1 Manual fire alarm system.**

*Delete Exception 2 without substitution.*

*Add new subsection to read as follows:*

**907.2.8.2.1 Automatic fire alarm system.** System smoke detectors shall be installed in all common spaces and in means of egress components such as exit access corridors,

~~exit enclosure stairs and basements and shall be installed to provide coverage based on the manufacturers listing for the device.~~

*Change subsection to read as follows:*

#### **907.2.9.1 Manual fire alarm system.**

~~1. The building contains more than 11 dwelling units or sleeping units.~~

##### **Exceptions:**

- ~~1. This exception remains unchanged.~~
- ~~2. Delete this exception without substitution.~~
- ~~3. This exception remains unchanged.~~

*Change subsection to read as follows:*

~~**907.2.9.3 Smoke detector coverage.** System smoke detectors shall be installed in all common spaces and in means of egress components such as exit access corridors, exit enclosure stairs and basements and shall be installed to provide coverage based on the manufacturers listing for the device.~~

*Add item 4 to subsection to read as follows:*

#### **907.2.10.1 Group R-1.**

~~4. In all exit access corridors, all exit enclosure stairs and in common areas on each floor level, including basements, when the building is not equipped with an automatic fire alarm system. Single or multiple station smoke alarms in common areas shall be interconnected but shall not be interconnected with guest room smoke alarms.~~

*Change item 4 of subsection to read as follow:*

#### **907.2.10.2 Groups R-2, R-3, R-4, and I-1.**

~~4. In all exit access corridors, all exit enclosure stairs and in common areas on each floor level, including basements, when the building is not equipped with an automatic fire alarm system. Single or multiple station smoke alarms in common areas shall be interconnected but shall not be interconnected with dwelling unit smoke alarms. In some Group R-2 or R-3 occupancies, as determined by the fire official, additional single or multiple station smoke alarms may be required in the basement, interconnected with a dwelling unit(s) alarm(s).~~

*Add subsection and Exception to read as follows:*

~~**907.2.10.2.1. Groups E, I-2 and I-4.** Single or multiple station smoke alarms shall be installed and maintained on all stories and all sleeping rooms of Group E day care facilities, Group I-2 child care facilities, Group I-4 day care facilities and Group I-4 child care facilities as defined in Section 202.~~

~~**Exception:** Single or multiple station smoke alarms shall not be required when the building is equipped with an automatic fire alarm system with smoke detection in all sleeping rooms.~~

## **SECTION 3310 ACCESS FOR FIREFIGHTING**

*Change subsection to read as follows:*

~~**3310.1 Site access and hydrant operation.** When roads are created or extended during the construction of new developments and subdivisions, adequate site access for emergency vehicles shall be maintained at all times during construction. The fire department will be the determining agency when evaluating the adequacy of site access. As construction progresses, water hydrants required by the site plan shall be installed, activated, tested and maintained with adequate hydrant access as determined by the fire department. The City of Portsmouth reserves the right to “call” the site bond at any time during construction, when the owner refuses to provide adequate site access and water supply, as deemed necessary by the fire department, for the protection of life and property.~~

## **SECTION 5601 GENERAL**

*Amend subsection as follows:*

~~**5601.1.3 Fireworks.** Delete exception 4 with remainder of subsection unchanged.~~

*Change subsection to read as follows:*

~~**5601.2.4.1 Blasting.** Blasting operations are regulated in Chapter 5, Article VII, Section 5:701 of the Portsmouth City Ordinances. Refer to this ordinance for additional blasting regulations and the permitting process.~~

## **SECTION 5608 FIREWORKS DISPLAYS**

*Add sentences to end of subsections to read as follows:*

~~**5608.1 General.** The display, sale and discharge of 1.4G fireworks is prohibited within the City of Portsmouth, NH. The display and discharge of 1.3G fireworks shall meet the requirements of all Federal, State, Local Laws, Ordinances and Administrative Rules.~~

~~**5.608.2.1 Outdoor displays.** Application for fireworks displays shall be made in writing at least 15 working days in advance of the date of the display or discharge of 1.3G fireworks, on the current version of the State of NH approved form. The discharge of fireworks shall be lawful under the terms and conditions approved. Approval granted hereunder shall not be transferable, nor shall any approval be extended beyond the dates set out therein.~~

## **CHAPTER 80 REFERENCED STANDARDS**

*Insert the following Codes and Standards:*

### **New Hampshire State Building Code**

Department of Safety  
33 Hazen Drive  
Concord, NH 03305  
(603) 271-7965  
[bldgcodebrd@dos.nh.gov](mailto:bldgcodebrd@dos.nh.gov)

~~**New Hampshire Architectural Barrier Free Design Code**~~

~~Governor's Commission on Disability  
121 South Fruit Street, Suite 101  
Concord, NH 03301  
(603) 271-2773  
1-800-852-3405 (NH)~~

~~**New Hampshire Energy Code**~~

~~Public Utilities Commission  
21 South Fruit Street, Suite 10  
Concord, NH 03301-2429  
(603) 271-2431~~

~~**New Hampshire Elevator and Accessibility Lift Law, RSA 157-B**~~

~~NH Department of Labor  
Boiler & Elevator Division  
PO Box 2076  
Concord, NH 03302-2076  
(603) 271-2585~~

~~Amend in the **NFPA** Section the following referenced Standards:~~

~~**54-18** National Fuel Gas Code~~

~~**70-20** National Electric Code~~

~~**96-17** Ventilation Control and Fire Protection of Commercial Cooking Operations~~

~~**APPENDIX A – BOARD OF APPEALS**~~

~~Appendix A is adopted as part of this ordinance subject to the following amendments:~~

~~Delete all subsections and replace with the following subsection to read as follows:~~

~~**SECTION A101 GENERAL**~~

~~**A101.1 Scope.** Refer to City Ordinance Chapter 12, Section 1202.7, for the establishment of the Board of Appeals.~~

~~**APPENDIX B – FIRE-FLOW REQUIREMENTS FOR BUILDINGS**~~

~~Appendix B is adopted as part of this ordinance without amendments.~~

~~**APPENDIX C – FIRE HYDRANT LOCATIONS AND DISTRIBUTION**~~

~~Appendix C is not adopted as part of this ordinance. New water hydrant locations are regulated through the City Planning / Site Development process.~~

~~**APPENDIX D – FIRE APPARATUS ACCESS ROADS**~~

~~Appendix D is adopted as part of this ordinance.~~

~~**APPENDIX E – HAZARD CATEGORIES**~~

~~Appendix E is adopted as part of this ordinance without amendments.~~

~~**APPENDIX F – HAZARD RANKING**~~

~~Appendix F is adopted as part of this ordinance without amendments.~~

**~~APPENDIX G – CRYOGENIC FLUIDS-WEIGHT AND VOLUME EQUIVALENTS~~**

~~Appendix G is adopted as part of this ordinance without amendments.~~

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 effective date.

APPROVED:

\_\_\_\_\_  
Deaglan McEachern, Mayor

ADOPTED BY COUNCIL:

\_\_\_\_\_  
Katelyn Griggs, Acting City Clerk



# PORTSMOUTH SCHOOL DEPARTMENT

## OFFICE OF THE SUPERINTENDENT OF SCHOOLS

ZACH MCLAUGHLIN  
SUPERINTENDENT OF SCHOOLS

PATRICIA HAYNES  
ASSISTANT SUPERINTENDENT

BRIAN CISNEROS  
BUSINESS ADMINISTRATOR

DAN ALEXANDER  
DIRECTOR OF PUPIL SUPPORT

### OPEN ENROLLMENT POLICY FOR PORTSMOUTH SCHOOL DISTRICT/SAU 52

The Portsmouth School Board has recommended an “open enrollment” policy for the City Council to adopt in accordance with the current law on open enrollment, NH RSA 194-D:3. The Open Enrollment Policy for Portsmouth School District/SAU 52 (“Open Enrollment Policy”) is as follows:

- a) Designate Portsmouth High School as an open enrollment school, pursuant to New Hampshire RSA 194-D, with an enrollment limitation continuing to allow 100% of all its eligible resident students and 100% of non-resident students eligible through the Area Agreement with SAU50 to attend:
- b) Allow all other admitted non-resident students to make up no more than 0.2% of the total enrollment in the Portsmouth School District or up to 20 students, whichever is lower; and
- c) Limit the number of its resident students who may attend open enrollment schools located outside the district to no more than 0.05% of the total enrollment in the Portsmouth School District.

This Open Enrollment Policy shall take effect only if the state enacts a mandatory open enrollment law in 2026. No further action will be required to add the effective date to this Open Enrollment Policy.

The School Board voted to recommend the Open Enrollment Policy to the City Council on **April 14, 2026**.

The City Council voted to approve the Open Enrollment Policy as recommended on \_\_\_\_\_.

Effective Date: \_\_\_\_\_.

**"THE PURPOSE OF THE PORTSMOUTH SCHOOLS IS TO EDUCATE ALL STUDENTS BY CHALLENGING THEM TO BECOME THINKING, RESPONSIBLE, CONTRIBUTING CITIZENS WHO CONTINUE TO LEARN THROUGHOUT THEIR LIVES,"**

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL EDUCATIONAL OPPORTUNITIES

1 JUNKINS AVENUE, PORTSMOUTH, NEW HAMPSHIRE 03801 • (603)431-SOSO • FAX(603)431-6753



# PORTSMOUTH SCHOOL DEPARTMENT

To: Karen Conard, City Manager  
CC: Jane Ferrini, Senior Assistant City Attorney, Jessica Griffin  
From: Dr. Zach McLaughlin, Superintendent  
Date: April 22, 2026  
Re: Open Enrollment Policy Recommendation

## Summary

On April 14, 2026, the Portsmouth School Board voted unanimously to recommend that the City Council adopt a local open enrollment policy pursuant to RSA 194-D. The recommended policy establishes defined limits on both incoming and outgoing student transfers in order to maintain stability in enrollment, budgeting, and program delivery while complying with current law.

## Background

Recent legal and legislative developments have increased the urgency for districts to take a clear position on open enrollment. A New Hampshire Supreme Court ruling requires districts to pay tuition for resident students who enroll in other districts, even if the district has not formally adopted an open enrollment policy. At the same time, proposed state legislation could significantly expand open enrollment statewide.

In response, many New Hampshire communities, including Somersworth and others in the Seacoast region, have adopted policies that establish local parameters around enrollment and capacity. These approaches are intended to preserve local control and reduce financial and operational uncertainty.

## School Board Action

At its April 14, 2026 meeting, following a public hearing on open enrollment, the School Board voted 9–0 to recommend the following framework to the City Council:

- Designate Portsmouth High School as an open enrollment school
- Continue to allow 100% of resident students and all students eligible under the SAU 50 AREA Agreement to attend Portsmouth High School
- Limit additional non-resident enrollment to no more than 0.2% of total district enrollment, or 20 students, whichever is lower
- Limit the number of resident students enrolling in other districts to no more than 0.05% of total district enrollment



## **Rationale**

The School Board's recommendation reflects several considerations:

- Maintaining stability in student enrollment to support effective staffing and program delivery
- Reducing exposure to unplanned tuition costs associated with outbound student transfers
- Preserving the integrity of the SAU 50 AREA Agreement and longstanding regional relationships
- Establishing clear, locally controlled parameters while state policy remains in flux

This approach balances compliance with state law and the concept of open enrollment with the need to manage financial and operational risk at the local level.

## **Recommendation**

The School Board recommends that the City Council adopt the proposed Portsmouth School Department Open Enrollment Policy consistent with the parameters approved by the School Board on April 14, 2026.

## **Proposed Motion**

Vote to Approve the Portsmouth School Board Recommended Portsmouth School Department Policies: Open Enrollment.



# PORTSMOUTH SCHOOL DEPARTMENT

## OFFICE OF THE SUPERINTENDENT OF SCHOOLS

ZACH MCLAUGHLIN  
SUPERINTENDENT OF SCHOOLS

PATRICIA HAYNES  
ASSISTANT SUPERINTENDENT

BRIAN CISNEROS  
BUSINESS ADMINISTRATOR

DAN ALEXANDER  
DIRECTOR OF PUPIL SU

To: Karen Conard, City Manager  
From: Lisa Rapaport, Portsmouth School Board Chair  
Date: April 27, 2026  
Re: Portsmouth School Board Open Enrollment Memorandum

---

**The Portsmouth School Board recommends a cautious, limited approach to open enrollment at this time because of the unpredictability it creates for budgeting and curriculum planning.** As currently proposed, open enrollment would make it impossible for us to establish classroom assignments and student schedules based on a predictable number of enrolled students. It would also make it impossible for us to budget appropriately for staffing and programming, particularly if the state open enrollment law takes effect immediately after we conclude our budgeting process for fiscal 2027.

Our proposed open enrollment policy would only take effect in the event that New Hampshire enacts a mandatory statewide open enrollment law. The memo below outlines many questions and concerns about open enrollment that remain unanswered at this time.

### **Portsmouth Open Enrollment: Key Unanswered Questions:**

- Will open enrollment negatively impact our longstanding Area Agreement with SAU 50, either by creating capacity challenges or by creating uncertainty around tuition agreements?
- Will open enrollment interfere with our ability to set tuition rates and collect tuition from out-of-district students who currently pay to enroll at RJLA, our alternative high school program?
- Will open enrollment cause significant shifts in the proportion of students who have special education (IEP, 504) or who require English language support, or other services in our schools, and how will we plan for and budget for these shifts if it drives up costs?

"THE PURPOSE OF THE PORTSMOUTH SCHOOLS IS TO EDUCATE ALL STUDENTS BY CHALLENGING THEM TO BECOME THINKING, RESPONSIBLE, CONTRIBUTING CITIZENS WHO CONTINUE TO LEARN THROUGHOUT THEIR LIVES,"

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL EDUCATIONAL OPPORTUNITIES

1 JUNKINS AVENUE, PORTSMOUTH, NEW HAMPSHIRE 03801 • (603)431-SOSO • FAX(603)431-6753

- Will open enrollment create or exacerbate socioeconomic inequity in our Seacoast area schools, since students can only go to new schools out of district if their families provide the transportation and have the time/money to facilitate this?

## Open Enrollment Policy for Portsmouth School District/SAU 5

### 1. School Board Open Enrollment Policy recommended to the City Council, to take effect only in the event that New Hampshire enacts a new mandatory statewide open enrollment policy:

- a) Designate Portsmouth High School as an open enrollment school, pursuant to New Hampshire RSA 194-D, with an enrollment limitation continuing to allow 100% of all its eligible resident students and 100% of non-resident students eligible through the Area Agreement with SAU50 to attend;
- b) Allow all other admitted non-resident students to make up no more than 0.2% of the total enrollment in the Portsmouth School District or up to 20 students, whichever is lower; and
- c) Limit the number of its resident students who may attend open enrollment schools located outside the district to no more than 0.05% of the total enrollment in the Portsmouth School District.

This Open Enrollment Policy shall take effect only if the state enacts a mandatory open enrollment law in 2026. No further action will be required to add the effective date to this Open Enrollment Policy.

### 2. School Board Enrollment and Enrollment Capacities Policy (Passed first reading 3/24, to take effect immediately upon passage of second reading)

Policy JF Enrollment and Enrollment Capacities is recommended by NHSBA. This policy directs the superintendent to establish criteria for determining capacity annually for each school in the district, and to report on capacity to the school board annually. The full policy, as approved on first reading, is available [here](#). It allows the superintendent to consider factors such as physical space constraints, the complexity of student needs, staffing levels, and to prioritize capacity for our Area Agreement SAU50 students and students who attend RJLA from out of district.

### Additional Open Enrollment Questions Posed by School Boards Statewide (Created by the School Board Advocacy Network, input from Portsmouth and other districts)

This list of questions was originally created to address concerns about SB 101. Some of those questions no longer apply, given that SB 101 was tabled. However, another open enrollment bill (HB 751) is presently in Committee of Conference. **Many questions still remain on open enrollment and more have been added.**

Although SB 101 was tabled, Senator Lang's [latest proposed amendment](#) from March 25<sup>th</sup> raised many questions on open enrollment:

**A. General Questions:**

- When a student enrolls in an excess SWEPT community, does the state contribute any new money or are local taxpayers expected to cover the cost from their excess SWEPT revenue?
- Would open enrollment students be counted in the Average Daily Membership counts for Extraordinary Needs Grants and/or or Fiscal Capacity Disparity Aid calculations for the receiving district?
- Which district pays when a student with a 504 plan needs costly accommodations? The bill language is silent on this issue.
- Page 1, lines 22-23 of the March 25th amendment limits the definition of pupils to K-12, but the public school system serves students with disabilities from ages 3 through 22. How are the needs and rights of these youngest and oldest students accounted for in this bill language?
- Page 2, lines 19-20 state a parent may apply on behalf of a student. Can 18+ year old students apply for themselves? What if two parents disagree about placement?

**B. Questions about Capacity:**

- How is capacity defined, or is this a district-level decision? (Max occupancy according to the fire marshal, student-teacher ratios, staffing levels, available building space, special education caseloads, class size, etc.)
- Can schools/districts set capacity levels for different programs within a school?
- Are students guaranteed a seat in their home school district even if the school is “at capacity”?
- Can a district refuse currently enrolled out of district students for the next school year if their continued enrollment would cause hardship for the receiving school in the form of requiring additional staffing or need for additional and unavailable classroom space (for example, needing to split a large class into two)?
- If districts are barred from accepting students on the basis of grade level, does that mean they cannot consider the capacity of each grade? What happens if one grade level is at capacity and several out of district students enroll?

**C. How to apply Residency:**

- If any person living in the state is a legal resident of a school district, how do you establish a “sending” district (Page 1, lines 16-19; and page 2, lines 9-11)?
- Will the state provide adjusted adequacy payments to account for private school students who enroll mid-year in a different public school (thereby leaving their resident/sending district responsible for 100% of the tuition cost when they had not budgeted for that student in the first place)?
- If a student has parents with shared custody who live in separate districts and the student attends school in a third district, how and by whom will “sending district” be determined? How do divorce proceedings impact the process of determining the district of liability and the student's best interests?

**D. Enrollment:**

- Do non-resident students need to re-apply every year or are they guaranteed a seat for all future years of attendance? Or is this a district-level decision?
- Is an applying student given priority if their sibling already attends in that district?

- Do districts have the ability to set a timeframe on or deadline for student registrations?
- Is there a limit to how many times a student can enroll in a new school district, or how long a new student must remain in the district before transferring out again?
- Is there a standard process through which districts are supposed to select students?
- Page 3, lines 23-29: *Application for transfer may be denied only for 4 reasons: 1) Student expulsion from a prior district; 2) chronic and severe disciplinary issues; 3) chronic absenteeism; 4) receiving district has capacity issues.*
  - Are reasons 2, 3, and 4 interpreted or defined by the receiving district?
  - Public schools cannot deny students entrance based on disciplinary issues or chronic absenteeism. Will there be any further guidance or clarification in the language that would absolve school districts from being at risk of discrimination since the bill's language permits denials for both reasons?
  - What if the disciplinary/absenteeism issues are a manifestation of a child's disability? Would that mean that a receiving district would not be able to consider these concerns when making a decision?
- Can a receiving school dismiss/expel a student who becomes a behavioral concern? Where would the student go in these cases if expulsion is a qualifying denial category?
- Can districts refuse to enroll a student (or unenroll an existing student) if families do not pay the difference in cost?
- Can students shift schools whenever they would like? For example, if a student doesn't make the varsity basketball team, can they unenroll and enroll in a different school?
- Regarding the language on page 2, lines 30-33: *"Each district legislative body shall establish an open enrollment policy to allow pupils to transfer among schools within the district, from another district in the state, or IN ANY STATE THAT HAS AN INTERSTATE CONTRACT WITH NEW HAMPSHIRE THAT DOES NOT REQUIRE NONRESIDENT PUPILS TO PAY AN APPLICATION FEE OR TUITION."*
  - The last part of this amendment is vague and unclear what this actually means. Does this mean NH students can go to school in another state? Does this mean students from other states can enroll in NH schools? For school districts that sit on the Maine and/or Vermont state borders, it is important to have this language clarified.
- Schools that do not offer all grade levels have had long-standing agreements/tuition contracts with neighboring districts which include priority enrollment for students from the sending district. Will preferential enrollment agreements be honored if open enrollment becomes mandatory for all schools?
- Many tuition agreements are set at rates lower than what districts could charge under open enrollment. What will stop districts from ending tuition agreements and insisting on open enrollment tuition?
- (Regarding the situation above) If tuition agreements will not be honored and all students have to apply separately for open enrollment slots, will parents now be required to pay the difference even if their district does not have a program for their student's grade level (i.e. enrollment in another district is a requirement not choice)? What protections will be put in place for the towns now facing larger tuition bills?

#### **E. Special Education & Equity:**

- Read ABE NH's [growing list of questions regarding students with disabilities](#)
- How will students with disabilities receive a Free and Appropriate Public Education if they attend a different public school that is not equipped to meet their unique needs or the provisions within their IEP? Can a family demand that a school create an intensive needs program for example?

- How will English language learners receive the services they need when moving into a district that has no such programming? The DOE adequacy aid spreadsheet indicates more than 100 NH towns have zero ELL student population.
- How will home districts be able to continue tracking the progress of students with disabilities to assure compliance with state and federal regulations if case managers will now need to travel around the state to follow these students?
- Would special education students requiring transportation receive that service at the sending district's expense, even if the distance/cost is significantly higher?
- Does the sending or receiving school determine if a student should be newly evaluated for special education services? Who arbitrates if the two districts disagree on whether to proceed with testing?
- Will the state provide scholarship funding to pay tuition and/or transportation costs for families who would like to participate in open enrollment but do not have the resources or means to transport their children to another district so there is equity in accessibility?
- If a district provides specialized transportation to their school through a student IEP (for example a wheelchair accessible bus and/or supervised bus transport) and transport to a school outside of the district chosen by a student increases that cost of transport, does the sending district or parent incur that added cost? If the parent opts to get their student who needs additional support (i.e. wheelchair transport or supervised transport) to a bus stop within the receiving district, does the receiving district, the sending district, or the parents incur the cost of ensuring the bus on that route has adequate accessibility and staffing?
- In this "competing for students" model, will the moratorium on building aid be lifted so schools can be upgraded or replaced with more modern facilities?
- If all public schools become universal open enrollment schools, what changes in state funding will be coming to minimize unsustainable tuition shifts in property poor communities?
- How will nursing needs be met if a medically high risk student moves into a district/school without full time nursing staff? Who will be responsible to cover the additional costs of hiring/maintaining a school RN to meet the need?
- Will the state provide additional funds to cover the mandated cost of the additional buses if a district has multiple schools, it must transport special education students to under open enrollment?
- How will additional costs of implementing 504 plans be accounted for in this system, and will those costs fall on the receiving school? Who pays if a 504 plan requires elevator access and the receiving school has no elevator? Similarly, what about access to certain spaces (such as a sensory break room) or other areas which may not exist in one school but is not part of special education?
- If there is staff training or equipment required in order to properly implement a 504 plan or an IEP, is the resident district responsible for funding that? How can a district that is not the providing district require something of another district's staff?

**F. Finances and Budgeting:**

- 15 New Hampshire school districts have no physical school in their district and therefore have no cost per pupil figure established by the NH Department of Education. How is tuition established for these 15 districts?
- Who determines whether a sending district demonstrates the need for a lower tuition rate relative to fixed costs (page 4, lines 33-34)? How is the percentage between 80 and 100 determined?

- How often (if ever) would a district need to substantiate this financial need? Who decides when districts disagree on the percentage to charge?
- How frequently would districts and families need to pay tuition to receiving districts: annually? bi-annually? monthly? quarterly?
- How would payment for mid-year transfers be calculated, particularly if a family had pre-paid tuition?
- If a sending district is allowed to pay only 80% and that number is less than 100% of the receiving district's cost per pupil, does the family still pay the balance?
- What happens when a school district or parents do not pay in a timely manner, what recourse does the receiving school district have? Will they be required to continue to educate the child at the receiving school district's and town's expense?
- How are facility costs and improvements shared with neighboring towns whose students attend a receiving school?
- When determining cost per pupil, can districts [differentiate by school level](#) or do they use the average cost per pupil for the entire district?
- When determining cost per pupil, is tuition paid to receiving districts included in the calculation? If so, does this not effectively create a price floor for the sending district?
- How does open enrollment work in towns with longstanding AREA agreements and tuition agreements in which school boards have set tuition rates in cooperation with their neighboring towns? Does this legislation override local decision-making? Does it create legal liabilities if AREA contracts are violated?
- How will fixed costs in a sending district (bond payments, utilities, grounds and building maintenance, etc.) be accounted for if students take the entire per-pupil cost with them to another district?
- How will potential shifts in enrollment impact title Grants for Title 1 in particular? Many small, targeted schools have razor thin margins and a small shift could throw that off for Oct. 1 ADM considerations leading to eligibility.

**G. Athletics:**

- Will safeguards be put into place to discourage or limit students from applying to one school specifically because of its athletic program?
- What protections will be put in place to prevent coaches from recruiting students for their teams? Will recruitment be prohibited or discouraged in an open enrollment system?
- Would passive recruiting via an athletic informational night be permissible under the provisions of this legislation?
- Does this open enrollment legislation override NHIAA rules?
- [Section 4 of NHIAA Eligibility- Transfer rule](#)
  - NHIAA requires a student to be a full-time student in the district where their parents reside, but proposed bill language allows students to attend any school in the state, regardless of residence. Who makes the decision if a student can play?
  - If a student transfers without a family move, according to NHIAA, they are ineligible for 1 full year
  - There is an Athletic Motivation rule. How does this apply? How can it be enforced?
  - If recruitment is illegal under NHIAA, would open enrollment create word-of-mouth recruiting or recruiting pipelines unknowingly? If schools can't recruit, what stops informal recruiting between parents and players?
  - Who decides intent? What if a student and family like both a school's academic program AND they have a better team? Who decides the intent?

- Who determines athletic eligibility? The principal, NHIAA, state? What if a school says that an athlete is eligible, but NHIAA says they are not?
- If a student transfers after tryouts, can they still join the team?

#### **H. Oversight:**

- Why is the requirement for a study committee on the implementation and effectiveness of open enrollment removed and replaced with the word “may” (page 5, lines 25-26)?
- Who is ensuring districts are not denying transfer applications for ineligible reasons (page 3, lines 23-32)?
- Who is ensuring districts aren’t passing behavior issues or students with significant concerns on to other districts without notice?
- If a district’s local school system dissolves, how will the average cost per pupil be calculated in the future?
- Can a school district now decide to be “choice only” and not actually have a physical building?
- Why is there no language granting authority to the State Board of Education to create rules and parameters for this legislation?
- How much personal student data is shared during the application process, and how is that student data protected, especially in cases where the student is not accepted into the desired district? Who is responsible for ensuring the data is protected?
- What is the appeals process when a student is denied entry and the family believes the decision was wrongly decided?

#### **I. Logistics:**

- Many collective bargaining agreements require Reduction In Force (RIF) notices to be sent by April 15th each year. How will districts be able to honor this requirement if enrollment, finances, and staff needs are perpetually fluid?
- Do districts have the ability to limit how many students can leave to attend other schools? For example, a small district with 100 students would likely be insolvent if half of them left in one year.
- Would students in one school zone be able to access transportation to attend another school in a different zone of the same town/city (Page 3, lines 34-37 and page 4, lines 1-2 are not clear.)?
- How will fluctuating student enrollment affect districts qualifying for federal and state grants that base grant amounts on student enrollment and similar qualifications?
- How would this bill impact schools sending students to regional tech centers, as well as those offering regional tech center programming?
- Would public-private partnership schools like Pinkerton Academy be available to students in an open enrollment system?
- Will the state continue to use October 1st for enrollment numbers for adequacy grants if the enrollment is always changing?
- What is the explicit start date of this open enrollment program if the bill passes?

The School Board and the School Department are working with other New Hampshire communities to identify more open question and are working collaboratively to find solutions in the event the state passes mandatory open enrollment legislation.



# PORTSMOUTH SCHOOL DEPARTMENT

## OFFICE OF THE SUPERINTENDENT OF SCHOOLS

ZACH MCLAUGHLIN  
SUPERINTENDENT OF SCHOOLS

PATRICIA HAYNES  
ASSISTANT SUPERINTENDENT

BRIAN CISNEROS  
BUSINESS ADMINISTRATOR

DAN ALEXANDER  
DIRECTOR OF PUPIL SUPPORT

### An Open Letter on the Risks of Statewide Open Enrollment

Governor Ayotte and Members of the NH Legislature:

We write as school board members and district leaders from across New Hampshire to express serious concerns about the rapid advancement of statewide open enrollment. While expanding opportunity for students is a shared priority, major policy changes must be implemented in ways that do not destabilize the public education system that serves approximately 90% of New Hampshire students and their families. In addition, the use of a procedural maneuver to advance this legislation without any public hearings limits transparency, excludes the voices of Granite Staters, and stifles meaningful input on a sweeping change to public education.

Statewide open enrollment will create winners and losers. Recent analysis by [Reaching Higher NH](#) shows that open enrollment shifts costs onto sending districts and ultimately harms the students who remain. Sending districts must pay new tuition bills that conflict with voter-approved budgets, resulting in higher local property taxes and/or cuts to educational services. If just 20 students leave a district, and tuition is set at the state average cost per pupil of \$22,700, the district incurs a new tuition obligation of approximately \$454,000, an expense that must be absorbed within a fixed, voter-approved budget. While some students are able to transfer to districts with greater opportunities, those students without transportation are left behind in districts with fewer resources and diminished programs. If choice is not available to all students, it is not truly choice.

**"THE PURPOSE OF THE PORTSMOUTH SCHOOLS IS TO EDUCATE ALL STUDENTS BY CHALLENGING THEM TO BECOME THINKING, RESPONSIBLE, CONTRIBUTING CITIZENS WHO CONTINUE TO LEARN THROUGHOUT THEIR LIVES,"**

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL EDUCATIONAL OPPORTUNITIES

1 JUNKINS AVENUE, PORTSMOUTH, NEW HAMPSHIRE 03801 • (603)431-SOSO • FAX(603)431-6753

In states with full open enrollment, state governments fund public education at significantly higher levels, absorbing much of the risk created by student movement. New Hampshire provides no such buffer. For example, state contributions in Arizona (43%), Idaho (65%), and Mississippi (46%) far exceed New Hampshire which only funds 29% of public education. In the Granite State, the absence of meaningful state investment means those costs are shifted directly onto local property taxpayers, disproportionately impacting rural and lower-property-wealth districts.

The speed with which statewide open enrollment is advancing has left [dozens of critical questions unanswered](#). Our boards and district leaders have raised persistent concerns about how special education services will be delivered, billed, and reconciled when students transfer. Capacity is treated as a simple seat count rather than a district's actual ability to meet student needs, including staffing levels, caseloads, specialized programs, and compliance obligations. At the same time, districts will face a significant increase in administrative costs and workload. Collectively, these gaps shift operational risk, legal exposure, and political accountability onto local boards and SAUs, forcing districts to absorb consequences they did not design and cannot control. Proceeding without resolving these questions places districts in an untenable position by design and puts students at risk.

**We urge legislators to slow the advance of statewide open enrollment and adopt a more deliberate process that allows for open, public analysis.** A July 1, 2026 implementation date would take effect after school budgets have already been approved by voters, leaving districts unable to plan responsibly for its effects. Public education in New Hampshire depends on clear lines of responsibility between the state and its local districts. Without it, districts and taxpayers absorb the burden, and students bear the consequences. Moving forward without clarity hurts districts, taxpayers, and, most importantly, students, undermining confidence in the state's stewardship of public education.

Signed,

[Add your signature here](#)

**Total Signatures – 614**

**Superintendents**

Christine Downing – Grantham Superintendent (SAU 75)

John Shea – Somersworth Superintendent (SAU 56)

Marion Anastasia – White Mountains Regional Superintendent (SAU 36)

Kerry Kennedy – Claremont Superintendent (SAU 6)

Lois Costa – Hampton Superintendent (SAU 90)

James Lewis – Lempster Superintendent (SAU 71)

Jacqueline Coe – Henniker/Weare/Stoddard Superintendent (SAU 24)  
Brian M. Stack – Fremont Superintendent (SAU 83)  
Ann E. Forrest – Contoocook Valley Superintendent (SAU 1)  
Christopher Andriski – Exeter Cooperative Superintendent (SAU 16)  
Michael Fournier – Bedford Superintendent (SAU 25)  
Mary Beth Banios – Lyme Superintendent (SAU 76)  
Christi Michaud – Milford Superintendent (SAU 40)  
Christine Boston – Dover Superintendent (SAU 11)  
Amanda Doyle – Hopkinton Superintendent (SAU 66)  
Elizabeth Pogorzelski – Mascenic Regional Superintendent (SAU 87)  
Todd Allen – Newmarket Superintendent (SAU 31)  
Robin Steiner – Hanover Superintendent (SAU 70)  
Nate Byrne – Northwood Superintendent (SAU 44)  
Bob Thompson – Hampstead Superintendent (SAU 55)  
Christine Landwehrle – Chester Superintendent (SAU 82)  
Lori Lane – Rollinsford Superintendent (SAU 104)  
Justin Krieger – Timberlane Superintendent (SAU 106)  
David Backler – Gorham Superintendent (SAU 20)  
Everett V Olsen Jr – Merrimack Superintendent (SAU 26)  
Forrest Ransdell – Newport Superintendent (SAU 43)  
Dr. Aimee Frechette – Conway Superintendent (SAU 9)  
Daniel LeGallo – Franklin Superintendent (SAU 18)  
Robert Malay – Keene Superintendent (SAU 29)  
Dolores Fox – Haverhill Cooperative Superintendent (SAU 23)  
Jennifer L. Crawford – Hillsboro-Deering/Washington/Windsor Superintendent (SAU 34)  
Russell Holden – Sunapee Superintendent (SAU 85)  
Amy Allen – Lebanon Superintendent (SAU 88)  
Amanda Isabelle – Mascoma Valley Superintendent (SAU 62)  
Kristen Kivela – Mason Superintendent (SAU 89)  
Bill Furbush – Epping Superintendent (SAU 14)  
Dana S. Hilliard – Colebrook Superintendent (SAU 7)  
Michael Whaland – Tamworth Madison Freedom Superintendent (SAU 13)  
Patricia Wons – Newmarket Assistant Superintendent (SAU 31)  
Sandie MacDonald - Pittsfield Superintendent (SAU 51)  
Dr. Robert Shaps – Oyster River Cooperative Superintendent (SAU 5)  
Michael J. Tursi – Shaker Regional Superintendent (SAU 80)  
Deannah Rae – Barrington Superintendent (SAU 74)  
Julie King – Berlin Superintendent (SAU 3)  
Paul Hoiriis – Newfound Area Superintendent (SAU 4)  
Dana Andrews II – Plymouth Area Assistant Superintendent (SAU 48)  
Kyla Welch – Plymouth Area Superintendent (SAU 48)  
Meredith Nadeau – Hampton Falls, North Hampton, Winnacunnet Co-op Superintendent (SAU 21)  
Marcy Kelley – Bow Superintendent (SAU 67)  
Jennifer Chmiel, Manchester Superintendent (SAU 37)  
Michael Flynn, Derry Cooperative Superintendent (SAU 10)  
Donna Magoon – Wakefield Superintendent (SAU 101)  
Zachary McLaughlin – Portsmouth Superintendent (SAU 50)

Daniel Moulis – Hudson Superintendent (SAU 81)  
Jessica Benson – Hudson Assistant Superintendent (SAU 81)  
Randy Wormald – Andover Superintendent (SAU 46)  
Gina Bergskaug – Hollis Superintendent (SAU 41)  
Amy Stevenson – ConVal Assistant Superintendent (SAU 1)  
Dr. Shannon Bartlett – Winnisquam Regional Superintendent (SAU 59)  
Pamela Martin – Plymouth Area Assistant Superintendent (SAU 48)

### **Acworth**

Sarah Vogel – Fall Mountain Regional School Board

### **Alstead**

Heather Jasmin – SAU 29 School Administrator

### **Andover**

Stephen Chella – Andover School Board Chair  
Daniel Newton – Andover School Board  
Charles Stewart – Andover School Board  
Katie Caron – Andover School Board

### **Antrim**

Sarah L. Edmunds – ConVal School Board  
Dr. Katherine Foecking – ConVal School Board  
Beth Gibney – ConVal School Administrator

### **Atkinson**

Julie Hammond – Timberlane Regional School Budget Committee  
Maria Watkins – Timberlane Regional School District Administrator

### **Auburn**

Janice Baker – Auburn School Board Vice Chair

### **Barrington**

Moira Taylor – Barrington School Board Chair  
Carrie Neal – Barrington School Board Vice Chair  
Jason Baker – Barrington School Board  
Rick Walker – Barrington School Board  
M. Brigid Connelly – Barrington School District Administrator

### **Bartlett**

Pamela L. Stimpson – SAU 9 Administrator

### **Bath**

Sara Lang – Bath School Board Chair

### **Bedford**

Sue Jennato – Bedford School Board Chair

Andrea Campbell – Bedford School Board Vice Chair

### **Belmont**

Sean Embree – Shaker Regional School Board Chair

Jill Smith – Shaker Regional School Board

Matthew Finch – Belmont High School Administrator

### **Bennington**

Michael Hoyt – ConVal School Board Chair

Rachel Lunan-Hill – Pierce Elementary School Principal

### **Benton - full school board**

Dwight A. Swauger – Benton School Board Chair

Joe Boutin – Benton School Board Vice Chair

Brenda Finoia - Benton School Board

### **Berlin**

Tammy Fauteux – SAU 3 Administrator

Sandy Pouliot – SAU 3 Administrator

Mark Pribbernow – SAU 3 Administrator

### **Bethlehem**

Erin Talcott – Profile School Board

### **Bow - full school board**

Martin Osterloh – Bow School Board Chair

Jenna Reardon – Bow School Board Vice Chair

Melynie Klunk – Bow School Board

Angela Hubbard – Bow School Board

Bryce Larrabee – Bow School Board

### **Bradford**

Eric Gregoire – Kearsarge School Board

### **Brentwood**

Brian Duffy – Brentwood School Board Chair

Kate Bonafede – Brentwood School Board

Daniel Hebert – Brentwood School Board

Allison Higgins – Brentwood School Board

Ron Kew – Swasey Central School Principal

### **Bristol**

Joe Maloney – Newfound School Board Vice Chair

### **Brookline - full school board**

Alyson Manion – Brookline School Board Chair  
Tracy Perry – Brookline School Board Vice Chair  
Heather Reardon – Brookline School Board  
Lynn Powers – Brookline School Board  
Johanna Shriver Halligan – Brookline School Board  
Melanie Levesque – Hollis Brookline Cooperative School Budget Committee

**Campton - full elementary school board**

Danny Desrosiers – Campton School Board Chair  
Kelly M. Wieser – Campton School Board Vice Chair  
Donna Jo Hiltz – Campton School Board  
Amanda DiLeo-Guilbert – Campton School Board  
Ryan Timms – Campton School Board  
Sheila M. Donahue – Pemi-Baker School Board  
Carolyn Varin – Pemi-Baker School Board

**Canaan**

Tim Josephson – Mascoma Valley Regional School Board Chair  
Diane Adam – Mascoma Valley Regional School Board

**Canterbury**

Alice Todd – Shaker Regional School Board Vice Chair  
Katelynn Fehn – Shaker Regional School Board  
Randi Johnson – Shaker Regional School Budget Committee  
Erin Chubb – Canterbury Elementary School Principal

**Charlestown**

Alissa Bascom – Fall Mountain Regional School Board Chair

**Chesterfield**

Ege Cordell – Chesterfield School Board Chair  
Amy Treat – Chesterfield School Board Vice Chair

**Claremont**

Arlene Hawkins – Claremont School Board  
Loren David Howard – Claremont School Board

**Clarksville**

Julie M Semprebon – Clarksville School Board  
Linda White – Clarksville School Board

**Colebrook**

Rhonda Lyons – Colebrook School Board  
Cayenne Amey – Colebrook School Board  
Misty Blais – Colebrook Academy and Elementary School Title I Project Director  
Kimberly Wheelock – Colebrook Academy and Elementary School Principal  
Bridget Cross – SAU 7 Business Manager

Jennifer Mathieu – SAU 7 Director of Curriculum, Instruction and Assessment

Jennifer Noyes – SAU 7 Director of Student Services

Devon Phillip – SAU 7 Health Director

Emilie Hall – SAU 7 Administrator

### **Columbia - full school board**

Stacey Campbell – Columbia School Board

Kristin Brooks – Columbia School Board

Diane Little – Columbia School Board

### **Concord - full school board**

Pamela Walsh – Concord Board of Education President

Cara Meeker – Concord Board of Education Vice Chair

Liz Boucher – Concord Board of Education

Jess Campbell – Concord Board of Education

Alex Dubois – Concord Board of Education

Brenda Hastings – Concord Board of Education

Barb Higgins – Concord Board of Education

Madeline Mineau – Concord Board of Education

Sarah Sadowski – Concord Board of Education

### **Cornish**

Justin Ranney – Cornish School Board Chair

Alexys Wilbur – Cornish School Board Vice Chair

Jesse Cloutier – Cornish School Board

### **Croydon**

Aaron McKeon – Croydon School Board Chair

Amanda Leslie – Croydon School Board Vice Chair

Susan Blair – Croydon School Administrator

### **Danville**

Marianne Springer – Timberlane School Board

### **Deerfield**

Kendra Cohen – Deerfield School Board Chair

### **Deering**

Chris Bober – Hillsboro-Deering Cooperative School Board Chair

Jessica Pollard – Hillsboro-Deering Cooperative School Board

### **Derry**

Jamie Carreau – Derry School Board

Jennifer Theroux – Derry School Board

Jenna Paradise – Derry School Board

### **Dover - full school board**

Robin Trefethen – Dover School Board Chair  
Michelle Clancy – Dover School Board Vice Chair  
Micaela Demeter – Dover School Board  
Elizabeth Goldman – Dover School Board  
Maggie Fogarty – Dover School Board  
Seana Hallberg – Dover School Board  
Craig Flynn – Dover School Board  
Thomas Rup – NH Chief Technology Officers President

### **Dublin**

Nicole Pease – ConVal Administrator, Dublin Consolidated School

### **Dunbarton - full school board**

Clement T. Madden – Dunbarton School Board Chair  
Nicole Sloane – Dunbarton School Board  
Ryenne Roy – Dunbarton School Board  
Lori Wamser – Dunbarton School Board  
Holly Barcroft – Dunbarton School Board

### **Durham**

Heather Smith – Oyster River School Board Vice Chair  
Denise Day – Oyster River School Board  
Sean Harrison – Oyster River School Board  
Kelly Ickes – Oyster River School Board

### **East Kingston**

Kirsten Soroko – East Kingston School Board Chair  
Melissa Lyons – Exeter Region Cooperative School Board Vice Chair  
Paul Doyle – East Kingston School Board  
Brandon French – East Kingston Elementary School Principal

### **Easton**

Megan Detamore – Lafayette School Board Vice Chair

### **Ellsworth**

Megan Blake – Ellsworth School Board Chair

### **Enfield**

Joseph Wood – Mascoma Valley School Board

### **Epping**

Benjamin Leavitt – Epping School Board Vice Chair  
Robin O'Day – Epping School Board  
Christine Vayda – Epping Business Administrator  
Sara Cantrell – Epping School Administrator  
Christopher Sousa – Epping School Principal

## **Epsom**

Michael Wiggett – Epsom School Board Chair

Carol Zink-Mailloux – Epsom School Board

Jennifer Smith – Epsom School Board

## **Errol**

Stacey Smith – Errol School Board Chair

Emma Burnell – Errol School Board

## **Exeter**

Bill Gauthier – Exeter Region Cooperative School Board Chair

Tim Reed – Exeter Elementary School Board

Kathleen Pratt – Exeter Elementary School Board

Dawn Bullens – Exeter Region Cooperative School Board

Neil Bleicken – Exeter Region Cooperative School Board

Jill Lizier – SAU 16 Chief Academic Officer

Arlynn Polletta – SAU 16 Chief Equity Officer

Mollie O’Keefe – SAU 16 Chief Financial Officer

Michelle Voto – Director of Adult Education

Elizabeth Cadorette – SAU 16 School Administrator

Ellen Riiska – SAU 16 Asst Officer for Student Services

Tonja Neve – Exeter High School Principal

Alison Bryant – Exeter School Administrator

Pamela Carr – Seacoast School of Technology Principal

Ryan McCluskey – Lincoln Street School Principal

## **Fitzwilliam**

Kristen Noonan – Monadnock Regional School Board Vice Chair

Jeff Cesaitis – Monadnock Regional School Board

## **Franconia**

Eugene Leeds – Lafayette School Board

Joseph Garrison – Lafayette School Board

## **Franklin**

Liz Cote – Franklin School Board Chair

Laurie Cass – Franklin School Board Vice Chair

Myla Marie Danforth – Franklin School Board

Kayla Morse – Franklin School Board

Jack Finley – Franklin School Board

Adam Heath – Franklin School Board

Jane Cote – Franklin School Board

David Levesque – Franklin School District Administrator

## **Gilford - full school board**

Jessica Jacques – Gilford School Board Chair

Nicole Hogan – Gilford School Board Vice Chair

Lauren Huleatt – Gilford School Board

Bob McLean – Gilford School Board

Monica Sawyer – Gilford School Board

### **Gilmanton**

Grace L. Sisti – Gilmanton School Board Vice Chair

Laura Gerard – Gilmanton School Board

Moira Cuthbert – Gilmanton School Board

### **Gilsum**

Jennifer Strimbeck – Monadnock Regional School Board

### **Goffstown**

Shane Rozamus – Goffstown School Board

### **Gorham**

Benjamin Mayerson – Gorham Randolph Shelburne School Board

Michael L Waddell – Gorham Randolph Shelburne School Board

Victoria Hill – Gorham Randolph Shelburne School Board

David Morrissette – School Administrator (SAU 20)

### **Grantham - full school board**

Lesley Fowler Nesbitt – Grantham School Board Chair

Jillian Bellmont – Grantham School Board Vice Chair

Philip Langsdorf – Grantham School Board

Nancy MacKenzie – Grantham School Board

Gerald Volpe – Grantham School Board

Kristen Reed – Grantham Village School Principal

### **Greenfield**

Curtis Hamilton – ConVal School Board Vice Chair

Shawne Hilliard – Greenfield Elementary School Principal

### **Greenville**

Jeremy Klebes – Mascenic Regional School Board

Gregory Pickering – Mascenic Regional School District Administrator

### **Hampstead**

Andy Kiburis – Hampstead School Board Chair

Melissa Denton – Hampstead School Board

Denise Meyer – Hampstead School Board

Nicole Tomaselli – Hampstead Director of Curriculum, Instruction and Assessment

### **Hampton**

Andrea Shepard - Hampton School Board Chair

Leslie Lafond – Winnacunnet School Board Chair

Nicole Cico – Winnacunnet School Board Vice Chair

Mariah Curtis – Hampton Business Administrator

### **Hampton Falls - full school board**

Gisela Manna – Hampton Falls School Board Chair

Barbara Goodman - Hampton Falls School Board Vice Chair

Jason Farias – Hampton Falls School Board

Anthony Lang – Hampton Falls School Board

Renee Palm – Hampton Falls School Board

Desiree Potter – Winnacunnet School Board

### **Hancock**

Dan Harper – ConVal School Board

### **Harrisville**

Katharine Abbott – Harrisville School District Administrator

### **Hanover**

Kelly McConnell – Hanover School Board Chair

Benjamin Keeney – Dresden School Board Chair

Deb Bacon Nelson – Hanover School Board

Carrie Russell – Hanover School Board

Marcela Di Blasi – Hanover School Board

Tara Velozo – Hanover School Board

Renee Sullivan – Hanover School Board

Jacqueline Lisa Christie – Dresden School Board

Gina C. des Cognets, Dresden School Board

Neil Odell – Dresden School Board

Rhett Darak – SAU 70 Administrator

### **Haverhill**

David Robinson – Haverhill School Board Chair

Aaron Palm – Haverhill School Board

### **Henniker**

Deb Morneau – Henniker School Board Chair

Courtney Portillo – Henniker School Board Vice Chair

Deborah Greaves – Henniker School Board

Zack Lawson – John Stark School Board Chair

James Newcomb – John Stark School Board

Jake Morrill – Henniker School District Administrator

### **Hill**

Carol Snow-Asher – Hill School Board Chair

Alexa White – Hill School Board

### **Holderness**

Joanne Pearce – Holderness School Board Chair

Tara DiSalvo – Holderness School Board  
Bonni Acton – Plymouth Regional School Board  
Patricia O’Neill – Pemi-Baker Regional School Board

**Hollis - full school budget committee**

Carryl Roy – School Board Chair  
Raphael Zack – Hollis School Board Vice Chair  
Anne Wake-DePasquale – Hollis School Board  
Jessica Lahens – Hollis School Board  
Holly Deurloo Babcock – Hollis Brookline Cooperative School Board Chair  
Amy Kellner – Hollis Brookline Cooperative School Board  
Tom Gehan – Hollis School Budget Committee Chair  
Michael Harris – Hollis School Budget Committee  
Peter Leavitt – Hollis School Budget Committee  
Chris Hyde – Hollis School Budget Committee  
Darlene Mann – Hollis School Budget Committee  
Mark Kost – Hollis School Budget Committee  
Joe Garruba – Hollis School Budget Committee  
Susan Benz – Hollis School Budget Committee  
Brian Rater – Hollis Brookline Cooperative Budget Committee

**Hopkinton - full school board**

Dulcie Lipoma – Hopkinton School Board Chair  
Andrea Folsom – Hopkinton School Board Vice Chair  
Rob Nadeau – Hopkinton School Board  
Jonathan Cohen – Hopkinton School Board  
Suzanne Carmichael – Hopkinton School Board

**Jaffrey**

John W McCarthy – Jaffrey-Rindge School Board  
Judy Wilson Ferstenberg – Jaffrey-Rindge School Board  
Sandra M. Stewart – Jaffrey-Rindge School Board

**Jaffrey-Rindge School Board - full board**

See member names under Jaffrey and Rindge

**Kearsarge Regional School Board – full board**

See member names under Bradford, New London, Newbury, Springfield, Sutton, Warner and Wilmot

**Keene**

George Downing – Keene School Board Chair  
Jennifer Friedman – Keene School Board  
Randy Filiault – Keene School Board  
Jaclyn Headings – Keene School Board  
Heather Gilligan – Keene School Board  
Paige Walker – Keene School Budget Committee  
Joan Murphy – Keene School Budget Committee

Erik Murphy – Keene School Budget Committee  
Erik Kress – Keene School District Administrator  
Joanne Mulligan – Keene School District Administrator

### **Kensington**

Stefanie Schmidt – Kensington School Board Chair  
Cheryl York McDonough – Kensington School Board Vice Chair  
Wendy Larson – Kensington School Board

### **Kingston**

Rick Edelman – Sanborn Regional School Board

### **Laconia**

Amy Gregoire – Laconia Office of School Wellness Program Director

### **Langdon**

P. Kevin Keith – Fall Mountain Regional School Board Vice Chair  
Christopher Young – Fall Mountain School District Administrator  
Lori Schmidt – Fall Mountain School District Administrator  
William J Nickey – Fall Mountain School District Administrator  
Nick Sintros – Fall Mountain Technology Director  
Misty Bushee – Fall Mountain School District Administrator  
Zandra J Reagan – Fall Mountain School District Administrator

### **Lebanon**

Lil Maughan – Lebanon School Board Chair  
John D’Entremont – Lebanon School Board Vice Chair  
Laila Volle – Lebanon School Board  
Jessica Saturley-Hall – Lebanon School Board  
Kerry O’Hara – Lebanon School Board  
Joseph Castelot – Lebanon School Board  
Richard “Ash” Ford Burley – Lebanon School Board  
Karen DuBois – SAU 88 Administrator

### **Lee**

Renee Beauregard-Bennett – Oyster River Cooperative School Board

### **Lisbon**

Arthur Boutin – Lisbon Regional School Board Chair  
Robert Adams – Lisbon Regional School Board

### **Littleton**

Travis Howard – Littleton School Board

### **Lyman**

Catherine Colby – Lisbon School Board

### **Lyme - full school board**

Elizabeth Glenshaw – Lyme School Board Chair  
Kristin Roth – Lyme School Board Vice Chair  
Toby Summerfield – Lyme School Board  
Leigh Prince – Lyme School Board  
J Murray Washburn – Lyme School Board  
James Komarmi – Lyme School Board  
Fielding Essensa – Lyme School Board  
Philip J Kinsler – School Budget Committee  
Vincent Berk – School Budget Committee  
Geoff Tomlinson – Lyme School Special Services Director

### **Lyndeborough**

Brianne Lavallee – Wilton-Lyndeborough School Board Vice Chair

### **Madbury**

Matthew Bacon – Oyster River Cooperative School Board Chair  
Giana Gelsey – Oyster River Cooperative School Board

### **Manchester**

Jim O'Connell – Manchester Board of School Committee Vice Chair  
Jeff Taylor – Manchester Board of School Committee  
Leslie Want – Manchester Board of School Committee  
Sean Parr – Manchester Board of School Committee  
Gary Hamer – Manchester School Board  
Sarah Georges – Manchester School Board  
Cindy Stewart – Manchester School Board  
Christopher Potter – Manchester School Board  
Elizabeth O'Neil-Wong – Manchester School Board  
Julie Turner – Manchester School Board  
Nicholas St. John – Manchester School Board  
Julie Smith – Manchester School Board

### **Marlborough**

Jeffrey Miller – Marlborough School Board Chair  
Andrew Felegara – Marlborough School Board  
Joyce Puleo – Marlborough School Board  
Casper Bemis – Marlborough School Board  
Valerie Carey – Marlborough School Principal

### **Marlow**

Kayla Dooley – Marlow School Board  
Stephanie Korb – Marlow School District Administrator

### **Mason**

James Michael Judge – Mason School Board

## **Merrimack**

Lori Peters – Merrimack School Board Chair  
Jenna Hardy – Merrimack School Board  
Naomi Halter – Merrimack School Board  
Rachel Paepke – Merrimack School Board  
Kaitlyn Bernier – Merrimack School Budget Committee  
Dan Coakley – Merrimack School Budget Committee  
Heather Robitaille – Merrimack School Budget Committee  
Joanne Grobecker – Merrimack School Budget Committee  
Ashley dePreaux – Merrimack School Budget Committee

## **Milan**

Peter J. Donovan – Milan Village School Board

## **Milford - full school board**

Judith Zaino – Milford School Board Chair  
Karin Cevasco – Milford School Board Vice Chair  
Susan Smith – Milford School Board  
Ryan Freed – Milford School Board  
Amy Clark Canty – Milford School Board  
Jan Radowicz - Executive Director of Teaching, Learning and Federal Programs

## **Monadnock Regional School Board – full board**

See member names under Fitzwilliam, Gilsum, Richmond, Roxbury, Swanzey and Troy

## **Monroe**

James Lang – Monroe School Board Chair

## **Nashua**

Jennifer Bishop – Nashua Board of Education Chair  
Regan Lamphier – Nashua Board of Education  
Heather Raymond – Nashua Board of Education  
Rob Johnson – Nashua Board of Education  
Kristen L. Prinn – Nashua Board of Education  
Santosh Salvi – Nashua Board of Education

## **Nelson - full school board**

Richard Popovic – Nelson School Board Chair  
Susan Peery – Nelson School Board Vice Chair  
Johanna MacKenzie – Nelson School Board  
Nicole Gordon – Nelson School Principal

## **New Castle**

Kate Hermon – New Castle School Board Chair  
David Kovick – New Castle School Board  
Pamela F Stearns – New Castle School Board

### **New Ipswich**

Mitchell Gluck – Mascenic Regional School Board Chair

Ellen Salmonson – Mascenic Regional School Board Vice Chair

Tim Somero – Mascenic Regional School Board

### **Newfields**

Bobby Kelly – Newfields School Board Chair

Amy Ransom – Newfields School Board

Suzie Griffith – Newfields Elementary School Principal

### **Newington**

Mandy Murphy – Newington School Board

### **Newmarket - full school board**

Dan Smith – Newmarket School Board Chair

Lonnie Stebbins – Newmarket School Board Vice Chair

Kathleen Malsbenden – Newmarket School Board

Gary Swanson – Newmarket School Board

Geoff Boyd – Newmarket School Board

Jason Carey – Newmarket School District Administrator

Sean Pine – Newmarket Elementary School Principal

Andrew Korman – SAU 31 Administrator

### **Newport**

Melissa Mitchler – Newport School Board

Keith Sayer - Newport School Board

Chad Howe – Newport School District Director of Technology

Staci Willbarger – Newport Middle School Administrator

### **North Hampton - full school board**

Lisa Gagalis – North Hampton School Board Chair

Ashley Hass – North Hampton School Board Vice Chair

Andrew Heitman – North Hampton School Board

Hilary Brown – North Hampton School Board

Wendy A Wallus – North Hampton School Board

Tracy Emerton Williams – Winnacunnet School Board

### **Northfield**

Ernest Roy – Winnisquam Regional School Board

Lance Turgeon, CPA – Winnisquam Regional School Board

### **Northwood**

Brian Winslow – Northwood School Board Chair

Kendra Berry – Northwood School Board

Scott Bryer – Northwood School Board

Caitlin Reynolds – Northwood School Board

Christine Blouin – Northwood Business Administrator

Jill La Vallee – Northwood School Administrator

Virginia Dole – Northwood Budget Committee Chair

### **Orange**

Kathleen H Stacy – Mascoma Valley Regional School Board

### **Oyster River Cooperative School Board – full board**

See member names under Durham, Lee and Madbury

### **Pembroke - full school board**

Melanie Camelo – Pembroke School Board Chair

Kerri Dean – Pembroke School Board Vice Chair

Eugene J Gauss – Pembroke School Board

Kenneth Nivison – Pembroke School Board

Sharon Eaton – Pembroke School Board

### **Penacook**

Tracy Bricchi – Merrimack Valley School Board Chair

Jessica Wheeler Russell – Merrimack Valley School Board

### **Peterborough**

Janine Lesser – ConVal School Board

Tom Burgess – ConVal School Board

Carl Christian Mabbs-Zeno – ConVal School Board

Elizabeth Ahearn - ConVal School Board

Michael Hatfield – ConVal Human Resources Director

Amelia Joseph – ConVal Special Education Administrator

Heather Britton-Doucette – ConVal Director of School Counseling

Heather McKillop – ConVal High School Principal

Jen Kiley – ConVal School District Administrator

Larry Pimental – ConVal Athletic Director

Neal Cass – ConVal Business Administrator

Michael T McCosker – Peterborough Elementary School Administrator

Cari Christian-Coates – ConVal District Administrator

Deborah J Riley – ConVal District Administrator

Adam Caragher – ConVal School Administrator

### **Piermont**

Becky Ackerman – Piermont School Board

### **Pittsburg**

Willard D. Ormsbee – Pittsburg School Board Chair

Lindsey Gray – Pittsburg School Board

Daniel Kurtz – Pittsburg School Board

Jamie Gray – Pittsburg School Board

### **Pittsfield**

Sandra J. Adams – Pittsfield School Board Chair

Molly Goggin – Pittsfield School Board Vice Chair

Adam Gauthier – Pittsfield School Board

### **Plainfield - full school board**

Jenny Ramsey – Plainfield School Board Chair

Norm Berman – Plainfield School Board

Jennifer Rybeck-Houde – Plainfield School Board

Sydney Johnstone – Plainfield School Board

Jordan Green – Plainfield School Board

### **Plaistow**

Katie Knutsen – Timberlane School Board Chair

Alyssa Kowalczyk – Timberlane School Board

Shauna Manthorn – Timberlane School Board

Susan Sherman – Timberlane School Budget Committee

Stephen Harris – Timberlane School District Administrator

### **Plymouth - full elementary school board**

Aimee K Lee – Plymouth School Board Chair

Frances Gonsalves – Plymouth School Board Vice Chair

Jen Desloges – Plymouth School Board

Sam Gough – Plymouth School Board

Jessica Wixson Shaw – Plymouth School Board

Marybeth Brentwood – Plymouth School Board

Kim DiSalvo – SAU 48 Director of Student Services

### **Portsmouth - full school board**

Lisa Rapaport – Portsmouth School Board Chair

Brian French – Portsmouth School Board Vice Chair

Steven Adler – Portsmouth School Board

Patricia "Tish" Campbell – Portsmouth School Board

Nancy Novelline Clayburgh – Portsmouth School Board

Christiana "Pip" Clews – Portsmouth School Board

David "Leigh" Hudson – Portsmouth School Board

Byron Matto – Portsmouth School Board

Jennifer Shump – Portsmouth School Board

Shawn Donovan – Portsmouth (SAU 52) Administrator

### **Randolph**

Richard Umiker – Gorham Randolph Shelburne School Board

Keith Moon – Gorham Randolph Shelburne School Board

### **Richmond**

Edmond Laplante – Monadnock Regional School Board

### **Rindge**

Lisa Wiley – Jaffrey-Rindge Cooperative School Board Chair

Chris Ratcliffe – Jaffrey Rindge Cooperative School Board

### **Rochester**

Mathew Pappas – Rochester School Board Chair  
Jerry C Gregoire – Rochester School Board Vice Chair  
Nick Bellows – Rochester School Board  
Anne Grassie – Rochester School Board  
Katherine Anderson – Rochester School Board  
Kelli L Campbell – Rochester School Board  
Shaui McGowan – Rochester School Board

### **Rollinsford**

Kerri L. Choate – Rollinsford School Board Chair

### **Roxbury**

Gina Carraro – Monadnock Regional School Board

### **Rumney**

Gregory Patten – Rumney School Board Chair  
Angel Ekstrom – Russell Elementary School Board Vice Chair  
Jessica Makris Welch – Rumney School District Administrator

### **Rye**

Matthew Curtin – Rye School Board Chair  
Katherine Erracart – Rye School Board Vice Chair  
Laura Belden – Rye School Board  
Michelle Wheeler – Rye School Board  
Claire Spollen – Rye School Board

### **Sanbornton**

Jennifer Holt – Winnesquam School Board

### **Sanbornville**

Heather L. Wilcauskas – Wakefield School Board

### **Sandown**

Mark Sherwood – Timberlane School Board Vice Chair  
Sierra Dolce – Timberlane School Budget Committee  
Karen White – Timberlane School Budget Committee

### **Sandwich**

Nancy Starmer – Inter-Lakes School Board

### **Seabrook**

Trisha O’Keefe – Winnacunnet School Board Vice Chair  
Lacey Fowler – Seabrook School Board Vice Chair  
Casey Hashem – Seabrook School Board

**Sharon**

James M Frederickson – ConVal School Board

**Shelburne**

Jo Carpenter – Gorham Randolph Shelburne Cooperative School Board Vice Chair

Tim Buxton – Gorham Randolph Shelburne Cooperative School Board

**Somersworth**

Maggie Larson – Somersworth School Board Chair

Bridget Jameson – Somersworth School Board

Carly Prescott – Somersworth School Board

Sarah O’Brien-Hart – Somersworth School Board

Patrick Kinneavy – Somersworth School Board

Kirsten M. Gowdy – Somersworth School Board

**Spofford**

Michael Stefanowicz – Chesterfield School Board

Len Fleischer – Chesterfield School Board

Bruce Soltys – Chesterfield School Budget Committee

**Strafford**

Kimberly Mcglinchey – Strafford School Administrator

**Springfield**

Art Bobruff – Kearsarge School Board

**Stewartstown - full school board**

Betsy Gray, Stewartstown School Board Chair

Philip Pariseau – Stewartstown School Board Vice Chair

Courtney Sierad – Stewartstown School Board

Stephanie Humphrey – Stewartstown Community School Principal

**Stoddard**

Timothy L.Ruehr – Keene (SAU 29) Administrator

**Stratham**

Jennifer Scrafford – Stratham School Board Chair

Sophie Saltonstall – Stratham School Board

Tami Gunst – Stratham School Board

Kathleen Peck – Stratham School Board

Erin Garcia de Paredes – Exeter Region Cooperative School Board

James Andrew Bairstow – Cooperative Middle School Principal

**Sugar Hill**

Joseph Garrison – Lafayette School Board Chair

Nicole MacKay – Lafayette School Board

Tim Burger – Profile School Board

### **Sunapee**

Linda L Tanner – Sunapee School Board

Amanda Hughlock – Sunapee School Administrator

### **Sutton**

Nancy Glynn – Kearsarge School Board

### **Swanzey**

Rachel Vogt – Monadnock Regional School Board

Hannah Blood – Monadnock Regional School Board

Brian Bohannon – Monadnock Regional School Board

Cheryl McDaniel-Thomas – Monadnock Regional School Board

Elizabeth Tatro – Monadnock Regional School Board

Eric Stanley – Monadnock Regional School Board

### **Tamworth**

Shauna Peterson - Tamworth School Board Chair

### **Temple**

Timothy Iwanowicz – Temple Elementary School Principal

### **Thornton**

Matt McDermott – Thornton School Board Chair

Eben Gannett – Thornton School Board

Sarah Young – Thornton School Board

Craig Russell – Thornton School Board

Paul Ciotti – Pemi-Baker School Board

### **Troy**

Scott Peters – Monadnock Regional School Board Chair

Lisa Steadman – Monadnock Regional School Board

### **Tuftonboro**

Kirsten Burke – Governor Wentworth School Board

### **Unity**

Darlene M. Ayotte – Newport School District Administrator

### **Walpole**

Jamie J Teague – Fall Mountain School Board

Charles Street – Fall Mountain School Board

Justin Cassarino – Fall Mountain Regional School District Administrator

### **Washington**

Arin Mills – Washington School Board Chair  
Eric G Hodges – Washington School Board Vice Chair  
Tyler H Garvin – Washington School Board  
Danielle Moore – Washington School Board

### **Waterville Valley**

Michael Furgal – Waterville Valley School Board Chair

### **Weare**

Christine Heath – Weare School Board Chair  
Sarah Button – Weare School Board Vice Chair  
Katie Lipp – Weare School Board  
Alyssa Small – Weare School Board  
Jill Dagenais – John Stark School Board Vice Chair  
Melissa Gray – SAU 87 Administrator

### **Wentworth**

Bernice Sullivan – Wentworth School Board Chair  
Diana Jolles – Wentworth School Board

### **Westmoreland**

Daniel Lafleur – Westmoreland School Board  
Candace St. John – Westmoreland School Board  
Mark Hayward – Westmoreland School Principal

### **Whitefield**

Robert D. Loiacono – White Mountain Regional School Board Chair

### **Wilmot**

Alison Mastin – Kearsarge Regional School Board Chair

### **Windsor - full school board**

Darlene Cuddy – Windsor School Board Chair  
Cindy Stosse – Windsor School Board  
Susan Robbins – Windsor School Board

### **Winnacunnet Cooperative School Board – full board**

See member names under Hampton, Hampton Falls, North Hampton and Seabrook

### **Wolfboro**

Brodie S Deshaies – Governor Wentworth Regional School Board Chair  
Kaitlyn Hills – Governor Wentworth Regional School District Administrator  
Danielle Harvey – Governor Wentworth Regional School District Administrator

### **Woodsville**

Anthony Daniels – Haverhill School Board



## Coureur Goods

30 Daniel St  
Portsmouth, NH 03801  
603-427-8659

# Go Skate Day

21<sup>st</sup> June 2026

To whom it may concern,

We are formally writing to request the city review a proposal to utilize the Chris Rice Skateboard Park on Sunday June 21st, National Go Skateboarding Day, for Voyageur LLC DBA Coureur Goods to hold our annual GSD event. The event will be from 12-4PM with a rain date of Monday June 22nd. We will have bottled beverages available and will utilize a pop-up tent following the same procedures as in previous years. Overflow parking will be directed to the Park and Ride on Middle St if necessary. We expect roughly 50-75 attendees and no road closures are required.

Thank you for your consideration, we look forward to another successful event this year.

Regards,

A handwritten signature in black ink that reads "Ian T. Coughlan". The signature is written in a cursive style with a large, stylized "I" and "C".

Ian Coughlan  
Owner

City of  
Portsmouth  
*Department of Public Works*




**Request for inclusion on a City Council Agenda**

---

TO: Karen Conard, City Manager

CC: Carl Weber, Deputy City Manager  
City Clerk  
Jessica Griffin, Asst. to the City Manager

FROM: Peter Rice, Director of Public Works 

DATE: 4/23/2026

AGENDA ITEM: Active City Encumbrances Report

---

REQUESTED MEETING DATE: 5/4/2026

RECOMMENDED BY: Peter Rice, Director of Public Works

**STAFF RECOMMENDATION:**

On December 8, 2025, the City Council approved an amendment to Chapter 6 which consolidated all references to licenses and permits for encumbering City property into one ordinance. The ordinance provides that the City Manager will provide the City Council with monthly written reports for all permits for temporary encumbrances. The Council's acceptance of the report constitutes its acceptance and endorsement of the permits listed. The attached Active City Encumbrances Report should be included under the Consent Agenda for acceptance by the Council.

Proposed Motion: Move to accept the Active City Encumbrances Report as presented.

# Active Encumbrance Permits

Record #	Encumbrance Requested	Applicant Name	Address	Start Date	Completion Date	Work Detail
ENCM-26-2	60-Day	Fox Construction, LLC	332 Hanover Street, Tanner Court	3/28/2026	5/9/2026	Residential construction, renting parking spaces on Tanner for trucks.
ENCM-26-4	30-Day	Steppingstone Masonry	77 State Street	5/4/2026	5/31/2026	Chimney waterproofing. Using walk-through staging.
ENCM-26-5	60-Day	Steppingstone Masonry	41 Market Street	6/1/2026	8/1/2026	Brick repointing and window sill/header replacement. Full façade staging will be used during installation.
ENCM-26-7	30-Day	J. Carnes & Son Roofing	30 Daniel Street	5/31/2026	5/31/2026	Installing gutters. Using walk-through staging.
ENCM-26-10	30-Day	Mark Young	44-46 Market S	4/16/2026	5/14/2026	Replacing brick veneer. Using walk-through staging.
ENCM-26-11	60-Day	409 Franklin Pierce Hwy LLC	179 Pleasant St	4/20/2026	5/31/2026	Excavating driveway, partially blocking the sidewalk intermittently.
ENCM-26-13	60-Day	Susan Morrell	31 Hampshire Road	4/8/2026	6/7/2026	PODS container on the edge of the road in front of the property, no sidewalk.
ENCM-26-16	30-Day	The Black Heritage Trail of NH	222 Court Street	5/23/2026	5/23/2026	Unveiling the mural on the side of our office building, using part of sidewalk and street.
ENCM-26-17	30-Day	Haven Hill Builders LLC	111 Gates St.	4/21/2026	5/16/2026	Replacing building siding. Using staging and ladders.
ENCM-26-18	30-Day	McNabb Properties	Pleasant and Daniel Street	4/20/2026	5/19/2026	Replacing exterior. Operating a scissor lift in the morning hours.

Previously reported to Council



received  
4/17/24

Sail Portsmouth  
PO Box 545  
Portsmouth, NH 03802

April 15, 2026

Mayor McEachern, Karen Conard, City Manager, and City Council Members  
City of Portsmouth  
1 Junkins Avenue  
Portsmouth, NH 03801

Reference: Request to hold the Sail Portsmouth Tall Ship Event

Dear Mayor McEachern and City Council Members,

On behalf of the Sail Portsmouth Board of Directors, we are requesting permission to proceed with the 2026 Sail Portsmouth maritime event featuring one Parade of Sail and three days of tall ship tours open to the public for tours and day sails from the UNH pier in New Castle.

**History and Purpose:**

We, Sail Portsmouth, have been conducting these events almost annually since 1998. This year's goals are:

- To help raise awareness of our region's rich maritime history and the importance of maritime trade and industry to the region's economy.
- To attract local and out-of-state visitors to our city's restaurants, lodging establishments and other attractions.
- To raise funds for the Sea Challenge Scholarship Fund that supports underserved Seacoast high school students who enroll in experiential education programs aboard tall ships.

**Schedule and overview:**

- Thursday, July 23, 17:30-20:30 – Parade of Sail up the Piscataqua River from 2KR to the Memorial Bridge.



Sail Portsmouth  
PO Box 545  
Portsmouth, NH 03802

-Period reenactors will salute passing vessels with an 18<sup>th</sup> century replica cannon. They will be responsible for obtaining Portsmouth Fire Department approval.

-Friday, July 24 to Sunday, July 26, 10:00 to 17:00- One tall ship, moored at the Commercial Fish Pier will be open to the public for tours.

-Friday, July 24, 18:00-20:00-By invitation only, Captain's Reception hosted by Sail Portsmouth will be a catered event with beer and wine. Caterer will be responsible for liquor license.

-Sunday, July 26, 18:00-20:00-By invitation only, Ship Crews and event volunteers thank you event hosted by Sail Portsmouth Board of Directors.

**Special Considerations and Requests:**

1. If the Governor will be this year's Grand Marshall for the Parade of Sail, what does this mean for security?
2. We should have a police detail to control traffic at the intersection of Marcy Street and Pierce Island Road.
3. We could use 2-3 police cadets at a time from 09:30-17:00 to help direct parking on Pierce Island and to assist with volunteer parking at the venue entrance.
4. We would like the Portsmouth Fire Department tug to participate in the Parade of Sail as she has done in previous years.
5. On Friday, July 24 through Sunday, July 25, we would like to have shuttle buses running between the venue from the parking garages/lots as in previous years.
6. What permits/letters of approval are needed from the City?

Thank you for your time and consideration. Should you have any questions concerning the event, please contact:

Phil von Hemert, Executive Advisory Committee: [Pvonhemert@sailportsmouth.org](mailto:Pvonhemert@sailportsmouth.org)

Nancy L. Cassidy, Sail Portsmouth Board of Directors, Secretary: *Nancy L. Cassidy*  
[Ncassidy@sailportsmouth.org](mailto:Ncassidy@sailportsmouth.org)

## Via Email

**From:** Julien Icher <julien@thelafayettetrail.org>

**Sent:** Tuesday, April 28, 2026 4:07 PM

**To:** mayor@portsmouthnh.gov <mayor@portsmouthnh.gov>

**Cc:** Karen S. Conard <kconard@portsmouthnh.gov>; Sean Clancy <sclancy@portsmouthnh.gov>

**Subject:** Lafayette250 Commemoration - Wednesday, May 27 @ 1 pm ET

Dear Mayor McEachern,

My name is Julien Icher. I am a French national and serve as president of The Lafayette Trail ([lafayette250.org](http://lafayette250.org)), a nonprofit organization I founded in 2019 in Maryland. My organization coordinates a national system of commemorative historic markers in the US in collaboration with the Syracuse, NY-based William G. Pomeroy Foundation celebrating the legacy of the Marquis de Lafayette. Our effort spans 25 states and Washington, D.C, and currently includes over 210 recipients, including 17 in New Hampshire, and 1 in Portsmouth, which we donated back in 2021.

Preparing for the America250 celebration season that is now fully underway, we launched Lafayette250, a new national initiative including a commemorative marker program honoring Lafayette's actions during the Revolutionary War. This program supports historic markers honoring the 4-month visit that he made to the newly independent United States in 1784, during which Lafayette visited your city. His visit served to validate the new American Independence from European despotism several months following the ratification of the Treaty of Paris (1783) by Congress.

I had the joy of working with the City of Portsmouth once again over the past few months to facilitate the donation by The Lafayette Trail, Inc. of a second historic marker to Portsmouth honoring Lafayette's short stay on October 4-6, 1784. Such visit constitutes the only robust Revolutionary War connection substantiated with primary source documentation existing between Lafayette and New Hampshire. We worked closely with the Portsmouth Athenaeum, which helped us in the selection of the final location.

The new marker will be installed on city property at the Portsmouth Plains near the Pontine Theater. We plan on holding a formal Lafayette250 program on **Wednesday, May 27 at 1 pm ET**. The event will be free and open to the general public. It will include remarks from several organizations and, possibly, a color guard and ceremonial gun salute from the New Hampshire Sons of the American Revolution. I will attend to represent my organization and share remarks about the purpose of our work and the meaning of Lafayette's legacy, including his strong anti-slavery stance and proto-feminist views. It is my hope that you will be able to join us and share greetings with attendees on behalf of Portsmouth to highlight the significance of Lafayette's connection to your city, and perhaps, the importance of the friendship with my native country of France. I have extended invitations to the Consul General of France in New England, the Governor of New Hampshire, and the Portsmouth Athenaeum. We were looking for some help

with securing some chairs for attendees, as well as a podium, and a speakerphone for the ceremony.

We would love to conduct this event together with the city to make it a memorable day of friendship and historical awareness for everyone. We anticipate the event to last up to 45 minutes and conclude by 1:45 ET, including the formal unveiling and photo opportunities.

Every one of our markers is based on the rigorous examination of primary source documentation. I am pleased to report that New Hampshire is the only state where we have marked every possible stop that Lafayette made in 1824 and 1825 during his Farewell Tour. The Portsmouth marker #2 may very well be our first of the Revolutionary War series, but also our last event in the Granite State.

I very much hope we can memorialize this special occasion together.

Please let me know if you have any questions.

I look forward to hearing from you.

Best regards,

Julien Icher

Founder & President,

The Lafayette Trail, Inc.

603 845 6929

## City Council Website Contact Form

---

**From** City of Portsmouth <webformsubmission@portsmouthnh.gov>

**Date** Mon 4/27/2026 2:45 PM

**To** Webform Submission <webformsubmission@portsmouthnh.gov>

**Cc** City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Mon, 04/27/2026 - 14:44

Submitted by: Anonymous

Submitted values are:

**First Name**

Jan

**Last Name**

Oprea

**Email**

[jmoprea@gmail.com](mailto:jmoprea@gmail.com)

**Subject**

changes to the rail trail

**Address**

1344 islington Street  
portsmouth, New Hampshire. 03801

**Message**

I was on the rail trail this morning and noticed a person placing orange markers along the one side of the part of the rail trail that goes to Peverly Hill Road (its the path that intersects the main rail trail around the 13.1 mile marker). When I asked, he told me that the markers were in preparation to move the rail trail. Apparently it is being moved about 2 feet so that it is next to a small stone wall. I was appalled since this move would require cutting down around a dozen mature trees. What is the purpose of this move? Is it really necessary?

I love the rail trail. It is very well constructed and provides a lovely level, shaded path for running, biking, and dog walking, I would hate to see trees unnecessarily cut down.

You may contact me via email or phone/text (440-759-1546)

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

Yes

{Empty}

\*subject - Subject

## City Council Website Contact Form

---

**From** City of Portsmouth <webformsubmission@portsmouthnh.gov>

**Date** Mon 4/20/2026 3:56 PM

**To** Webform Submission <webformsubmission@portsmouthnh.gov>

**Cc** City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Mon, 04/20/2026 - 15:56

Submitted by: Anonymous

Submitted values are:

**First Name**

Jeff

**Last Name**

Mountjoy

**Email**

[jmountjoy@alandrealty.com](mailto:jmountjoy@alandrealty.com)

**Subject**

Support for Prescott Park Stage

**Address**

62 Orchard Street  
Portsmouth, New Hampshire. 03801

**Message**

To the Portsmouth City Council

As a long term supporter, sponsor, and attendee of the Prescott Park Arts Festival I would to like state my support for the proposal toward and upgraded stage and support structures. The PPAF is an integral part of the Seacoast arts and cultural heritage and is a vital part of the economic engine that supports the restaurants and small business community of Portsmouth. The upgrading of the stage and support structures will continue to enhance the festival and all that is offers to the community.

Respectfully

Jeff Mountjoy  
62 Orchard Street

Portsmouth NH 03801

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

Yes

{Empty}

\*subject - Subject

## City Council Website Contact Form

---

**From** City of Portsmouth <webformsubmission@portsmouthnh.gov>

**Date** Mon 4/20/2026 3:14 PM

**To** Webform Submission <webformsubmission@portsmouthnh.gov>

**Cc** City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Mon, 04/20/2026 - 15:14

Submitted by: Anonymous

Submitted values are:

**First Name**

Karen

**Last Name**

Rosania

**Email**

[olivetealarts@gmail.com](mailto:olivetealarts@gmail.com)

**Subject**

Prescott Park Arts Festival

**Address**

32 Boss Ave  
Portsmouth, New Hampshire. 03801

**Message**

As a local art studio owner, past Co-Chair of the Cultural Plan and long-standing member of the Prescott Park Arts Festival (PPAF), I am personally in support of PPAF improving its stage (to a covered structure) and other amenities so it can continue to attract top talent and be the outdoor, accessible "crown jewel" art venue for the city.

Sincerely,

Karen Rosania

Owner/Artist

Oliveteal Arts

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

Yes

{Empty}

\*subject - Subject

## City Council Website Contact Form

---

**From** City of Portsmouth <webformsubmission@portsmouthnh.gov>

**Date** Wed 4/22/2026 8:11 PM

**To** Webform Submission <webformsubmission@portsmouthnh.gov>

**Cc** City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Wed, 04/22/2026 - 20:11

Submitted by: Anonymous

Submitted values are:

**First Name**

Lauren

**Last Name**

Cook

**Email**

[adamekcook@gmail.com](mailto:adamekcook@gmail.com)

**Subject**

Parrott Ave Parking

**Address**

86 Coakley Road  
Portsmouth, New Hampshire. 03801

**Message**

Council Members,

I am unfortunately unable to make the May 4th meeting, so am sending this email instead. I heard that in the last meeting members of Little League have spoken against including Parrott Ave in the resident parking program. I am writing as a board member and one of the key players in running Portsmouth Travel Basketball. From December through February we host programming at the Connie Bean on Sat nights 4pm-7pm, Sunday mornings 8am-11am, and Sunday evenings 5pm-8pm. In the Sunday evening slots we host 6 games as part of the Seacoast Basketball League with teams from Exeter, Seabrook, Hampton, Oyster River, Somersworth, etc. Parking always overflows onto Parrott Ave since we are talking about 80 kids and their parents on site during the exchange from one game to another. We do not have to pay to park when we go to away games and it seems unneighborly as well as a barrier to some families who come with their kids. As mentioned by Little League folks, Greenland, Rye, Newington, and New Castle are key members of our programming and of our kids' and family

community. It does not seem right for them to pay. This spillover to Parrot Avenue also occurs during Portsmouth recreation basketball programming in the mornings as they try to get dozens of kids in and out of the gym. While I am writing as someone who spends at least 10 hours at the Connie Bean each weekend in the winter, I am sure there are similar stories from folks that coming to that area for programming at the fields, Connie Bean, and middle school. I don't think adding a cost burden to these users was your original intention of this plan, but I think this is what will happen, much more than any other street included in the parking plan. Thank you for your consideration.

Lauren Cook

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

Yes

{Empty}

\*subject - Subject

## City Council Website Contact Form

---

**From** City of Portsmouth <webformsubmission@portsmouthnh.gov>

**Date** Mon 4/20/2026 5:12 PM

**To** Webform Submission <webformsubmission@portsmouthnh.gov>

**Cc** City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Mon, 04/20/2026 - 17:12

Submitted by: Anonymous

Submitted values are:

**First Name**

Mariah

**Last Name**

Erikson

**Email**

[mariah@alandrealty.com](mailto:mariah@alandrealty.com)

**Subject**

Prescott Park Arts Festival - Support for the Motion to Allow PPAF to Plan and Fundraise for an Upgraded Stage

**Address**

Kittery, Maine

**Message**

Dear City Councilors,

As the current Vice Chair of PPAF's board, I write you to request your support of the motion that will allow PPAF to plan and fundraise for an upgraded stage at the Park. As a Portsmouth local business owner and Kittery resident, I've spent many summer nights at the Park, whether it be with my 3 sons and husband, or with work colleagues enjoying music and theater for free (aside from gate donations!) and creating countless memories that I know isn't be possible in many cities across the country. I know these experiences are shared by so many other Seacoast residents and families. It's truly a gift that we need to continue to give our communities, and in order to do so, we need to upgrade the stage and support structures.

As a former attorney, my legal eye can't look past the potential liabilities that exist with the

dilapidating stage and support structures. In today's world where everything feels like it's under a microscope, it would be tragic if a performer (especially a child camper) suffered an injury as a result of a failing stage. Many of the public still view the Park as part of the City and they would look to the City, in addition to PPAF, for answers. I say this with the best of intentions to protect the City and PPAF from potential liabilities.

In addition, while not on the cast officially, weather plays a huge role. If the the stage was covered, summer concerts and theater productions could still operate in the Park and performances wouldn't have to be canceled.

Finally, the PPAF executive director, Courtney Perkins, the development director, Lee Frank, and all of the PPAF staff put some much time and effort into preparing and executing the summer season. They love PPAF, and their passion should not be impeded by a continuous effort to repair the stage for local and national bands, theater productions and campers. It's a hurdle that can be remedied with your support of tonight's motion. PPAF's board, sponsors and donors have the means to raise funds for an upgraded stage. Let us begin this journey, to ensure that future generations can create the same memories that past and current Seacoast generations have created.

Thanks for your time, and looking forward to summer nights at the Park very soon!  
Mariah Erikson  
Vice Chair, PPAF

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

Yes

{Empty}

\*subject - Subject

## City Council Website Contact Form

---

**From** City of Portsmouth <webformsubmission@portsmouthnh.gov>

**Date** Fri 4/24/2026 1:34 PM

**To** Webform Submission <webformsubmission@portsmouthnh.gov>

**Cc** City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Fri, 04/24/2026 - 13:34

Submitted by: Anonymous

Submitted values are:

**First Name**

Marta

**Last Name**

Hurgin

**Email**

[marta.hurgin@gmail.com](mailto:marta.hurgin@gmail.com)

**Subject**

Leaf Blowers

**Address**

111 New Castle Avenue  
Portsmouth, New Hampshire. 03801-5217

**Message**

As we move into landscaping season, I would just like the town to consider a message to limit the use of gas powered leaf blowers. During spring, when many animals and birds are nesting the noise and emissions are upsetting and disrupting to the wildlife. The emissions from gas powered blowers is truly mind boggling. Using a commercial blower for one hour is the equivalent of driving a passenger cars for hundreds of miles. For people who work nights, have noise sensitivity or work from home, they can be upsetting and harmful. There is also no real need for them, battery operated blowers exist, if you wish to use a landscaper.

I also think they are prohibited by our noise ordinance, See Section 3.401, Paragraph Q: Blowers: The operation of any noise creating blower or power fan or any internal combustion engine, the operation of which causes noise due to the explosion of operating gases or fluids, unless the noise from such blower or fan is muffled and such engine is equipped with a muffler device sufficient to deaden such

noise.

I know there are more important issues in the world but this is a city that prides itself on environmental concern, livability and quality of life all of which are vastly improved the the limit on gas powered blowers.

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

Yes

{Empty}

\*subject - Subject

## City Council Website Contact Form

---

**From** City of Portsmouth <webformsubmission@portsmouthnh.gov>

**Date** Thu 4/23/2026 8:22 AM

**To** Webform Submission <webformsubmission@portsmouthnh.gov>

**Cc** City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Thu, 04/23/2026 - 08:22

Submitted by: Anonymous

Submitted values are:

**First Name**

Trisha

**Last Name**

Anderson

**Email**

[tlr803@mail.harvard.edu](mailto:tlr803@mail.harvard.edu)

**Subject**

Parking pilot

**Address**

328 Aldrich Rd  
Portsmouth, New Hampshire. 03801

**Message**

As a resident of Portsmouth, I support the parking pilot. I am regularly frustrated by not being able to find parking to attend community events or utilize city services. As a mother of 3 active, young kids, I often am not able to find close parking when taking them to the library, Connie Bean Center, Middle School events, and/or when they have sports events at Leary Field. It is frustrating to see many out-of-state license plates in the library parking lot (many of these people are NOT using the library and just utilizing free parking) and to not be able to find parking when wanting to utilize city services. Please consider expanding this pilot to consider the library/PMS/Connie Bean parking lot. Thank you!

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

Yes

{Empty}

\*subject - Subject

## City Council Website Contact Form

---

**From** City of Portsmouth <webformsubmission@portsmouthnh.gov>

**Date** Wed 4/22/2026 8:49 PM

**To** Webform Submission <webformsubmission@portsmouthnh.gov>

**Cc** City Council Clerk - Shr <ccclerk@portsmouthnh.gov>; City Council - Shr <ccemail@portsmouthnh.gov>; Carl E. Weber <ceweber@portsmouthnh.gov>; Karen S. Conard <kconard@portsmouthnh.gov>; Nathan D. Lunney <ndlunney@portsmouthnh.gov>; Susan G. Morrell <sgmorrell@portsmouthnh.gov>

Submitted on Wed, 04/22/2026 - 20:49

Submitted by: Anonymous

Submitted values are:

**First Name**

Tyler

**Last Name**

Garzo

**Email**

[tyler@walkpomo.org](mailto:tyler@walkpomo.org)

**Subject**

Downtown worker parking program to cost Portsmouth taxpayers \$674,000

**Address**

62 McKinley Rd  
Portsmouth, New Hampshire. 03801

**Message**

Dear Mayor and Councilors,

Regarding the resident access parking program (RAPP) that passed first reading:

The RAPP has been co-opted by the downtown worker parking program, a program which has been "successful" because it is a ridiculously subsidized deal. The RAPP expands the downtown worker parking program, which currently has around "120 users a day", by a possible 90 spots on Parrott Ave. This is not a pilot; it will set precedent. A material change to the proposed ordinance - whitelisting even more people - was suggested at the first reading.

Compliments to the fee committee for suggesting to raise parking prices. It makes the issue of subsidizing parking, and the burden passed to taxpayers, more obvious.

Let's take a look at the cost of the downtown worker parking program with the new Foundry pricing. Foundry spots will cost \$18 for an 8-9 hour stay. Downtown worker parking program participants get this for \$3 - the remaining \$15/day is subsidy cost, which if you multiply by 120 users, 6 days a week, 48 weeks (minus December) = \$518k. This expansion to Parrott = \$6/day subsidy cost, 90 users, 6 days a week, 48 weeks = \$156k.

I appreciate Councilor Moreau relaying my question about the implications to taxpayers at the April 6 meeting. I don't feel the deputy city manager gave a considered reply. But I appreciate even more that Councilor Bagley boldly pointed out on April 20: "We have to draw a line somewhere about who gets the free parking and who doesn't." Community/civic service should not be a precondition of tax benefits – this is a slippery slope.

Aside from the \$2,500,000/yr retained in the general fund, parking revenues fund roughly \$2,000,000/yr in non-parking services which are typically funded by the General Fund. Revenues pay for transportation programs like COAST, snow removal, downtown maintenance, school bus support, police, fire, Prescott Park, recycling, bike/ped plan implementation, traffic calming, and EV charging stations.

When you do not charge market rate for parking, a scarce resource directly correlated with the taxable value of land in the downtown core, where does the money for services come from instead? Taxpayers.

Stop doubling the size of the downtown worker parking program and attempting to expand beyond the program's stated purpose. Doing so shifts more tax burden to Portsmouth's beleaguered taxpayers.

Thank you,

Tyler Garzo  
62 McKinley

"We have to figure out parking because it is tied to housing." (McEachern)

"Programs like this support higher density housing developments." (Tabor)

"The goal of this program is to allow existing residents to park on their streets." (Cook)

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

Yes

{Empty}

\*subject - Subject

New Hampshire Seacoast Greenway Alliance  
345 Heritage Avenue, #1020  
Portsmouth, NH 03801

---



April 24 2026

Dear City Manager Conard,

As you know, the New Hampshire Seacoast Greenway (Railtrail) opened in September of 2024 and has become a very popular recreational asset for the City of Portsmouth and the seacoast. The New Hampshire Seacoast Greenway Alliance was formed as a 501(c)(3) to promote regional coordination on policy development, management, maintenance, fundraising and promotion for the New Hampshire Seacoast Greenway. I am writing to request a few minutes of yours and the City Councils time on Monday May 4th to give a quick update on the Railtrail.

A few of the items that the Alliance has been working which will be discussed are:

- 1) Trail Maintenance - the Alliance has hired Piscataqua Landscaping for a second year to provide routine maintenance along the entire trail.
- 2) Mile markers, installed every 1/10th of a mile for the length of the trail.
- 3) Information Kiosks in Portsmouth and North Hampton
- 4) Volunteer clean-up days
- 5) Permanent trail counters along trail
- 6) An Adopt a Trail program to provide future funding for trail maintenance and amenities.

I am looking forward to bringing this information forward to the Council, the Public and the administration

Thank you for your consideration,

David Allen  
President NHSGA



**Receipt Date:**

**City of Portsmouth, NH  
Boards, Committees, and Commissions**

**INITIAL APPLICATION**

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

**Initial Application**

Committee: Behavioral Health Blue Ribbon

Name: Amy Michaels

Telephone: 603-534-0509

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes  No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

Can you be contacted at work? YES/NO   If so, telephone number: 6035340509

Street address: 36 Maplewood Ave

Mailing address (if different): \_\_\_\_\_

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

Amy@pinetreeinstitute.org

How long have you been a resident of Portsmouth? \_\_\_\_\_

Occupational background:

My professional background includes family supports, Substance misuse treatment, crisis work education as a classroom teacher, and now director of prevention programs.

\_\_\_\_\_

\_\_\_\_\_



# City of Portsmouth, NH Boards, Committees, and Commissions

## INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

I have served on many boards and commissions over the years. The one that most closely resembles this work is that I was an original appointed member of the drug and alcohol task force out of the city of Somersworth. I am currently the director for the greater portsmouth youth wellness coalition where we are working with all the local players and would like to see us all work together.



Would you be able to commit to attending all meetings? YES/NO

Reasons for wishing to serve: after spending some time working in non-profit social services in the Portsmouth area

I have found that organizations are still a bit on their own island. I see the big picture of ways that the community organizations and the city could work together to not duplicate services and most importantly use the resources that currently exist in a new way.

Please list any organizations, groups, or other committees you are involved in:

Greater Portsmouth Youth Wellness Coalition  
Seacoast Community Diversion Network, Strafford County Y advisory board

Please list two character references not related to you or City staff members (Portsmouth references preferred):

1. Kerry Nolte 321 Dennett St 603-315-1714

Name, address, telephone number

2. Brooke Bassett 80 Taft Rd 603-368-9170

Name, address, telephone number

### By submitting this application you understand that:

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission/Committee; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: Amy Michaels Date: 3/3/2026



**Receipt Date:**

**City of Portsmouth, NH**  
**Boards, Committees, and Commissions**  
**INITIAL APPLICATION**

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

**Initial Application**

Committee: Behavioral Health

Name: Kelly Hartnett

Telephone: 978-732-3959

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes  No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

Can you be contacted at work?   If so, telephone number: 603-957-5885

Street address: 186 Madison Street Apt 11, Portsmouth, NH 03801

Mailing address (if different): \_\_\_\_\_

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

khartnett@smhc-nh.org

How long have you been a resident of Portsmouth? July 2025 but worked in Portsmouth since 2019.

Occupational background:

I am currently the Vice President of Community Relations at Seacoast Mental Health Center. I started at the Center in late 2019 and have been in my current role since June 2022. I have a BS in Finance and an M.Ed. in Community Engagement from Merrimack College.



City of Portsmouth, NH  
Boards, Committees, and Commissions  
INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

As an employee of the local community mental health center, I have a deep understanding of the challenges our residents face. In my work, I am committed to improving access to services and reducing financial barriers that prevent individuals of all ages from receiving timely, effective care.

Would you be able to commit to attending all meetings? YES/NO  YES  NO

Reasons for wishing to serve: I hope to offer meaningful insight, expertise, and support in the City where I live and work. My deep passion and involvement in mental health care drives me to strengthen community well-being and help to advance coordinated responses to care.

Please list any organizations, groups, or other committees you are involved in:

Seacoast Mental Health Center, Statewide Bridge Taskforce, NH Community Behavioral Health Association, Leader Seacoast, Greater Portsmouth Youth Wellness Coalition, Portsmouth Mental Health Alliance

Please list two character references not related to you or City staff members (Portsmouth references preferred):

- Vicki Boyd - 35 Pinehurst Dr. Portsmouth, NH 03801 207-752-1390  
Name, address, telephone number
- Seth Tondreault - 17 Cleveland Dr. Portsmouth, NH 03801 603-793-8058  
Name, address, telephone number

**By submitting this application you understand that:**

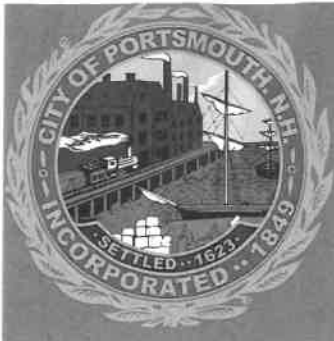
- This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission/Committee; and
- The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
- This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
- If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
- Your application will be kept on file for one year from date of receipt.
- IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
- Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: Kathy [Signature]

Date: 3/31/2026

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801

Created: 2/18/25



**Receipt Date:**

**City of Portsmouth, NH  
Boards, Committees, and Commission  
INITIAL APPLICATION**

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

**Initial Application**

Committee: Behavioral Health Committee

Name: Lisa Jacobus

Telephone: 603-312-4393

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes  No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

Can you be contacted at work?   YES/NO If so, telephone number: Yes 603-436-5781

Street address: Portsmouth Middle School, 155 Parrott Ave

Mailing address (if different): \_\_\_\_\_

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

ljacobus@sau52.org

How long have you been a resident of Portsmouth? I do not live in Portsmouth. I've worked for the city since March of 2022

Occupational background:

Over 20 years of social work experience including outpatient mental health, veteran services, behavioral health consultant for a disability insurance company, and currently the school social work at Portsmouth Middle School. In my position, I provide clinical case management services to students/families and crisis intervention as situations arise.



**City of Portsmouth, NH**  
**Boards, Committees, and Commission**  
**INITIAL APPLICATION**

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

My professional training and experience has been in behavioral health. I feel as though my range in professional experience allows me to speak from many different views.

Would you be able to commit to attending all meetings? YES/NO  YES  NO

Reasons for wishing to serve: To make sure school and student concerns have a voice at the table

Please list any organizations, groups, or other committees you are involved in:

Employee of Portsmouth Schools, Member of Portsmouth Mental Health Alliance and Greater Portsmouth Youth Wellness Coalition

Please list two character references not related to you or City staff members (Portsmouth references preferred):

1. Phil Davis, PMS Principal (436-5781)

Name, address, telephone number

2. Cassidy Demo, SRO at PMS (436-5781)

Name, address, telephone number

**By submitting this application you understand that:**

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission/Committee; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**City of Portsmouth, NH  
Boards, Committees, and Commissions**

**INITIAL APPLICATION**

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Committee: Behavioral Health

**Initial Application**

Name: Olivia Harris

Telephone: 603-770-5784

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes  No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

Can you be contacted at work? YES/NO   If so, telephone number: 603-770-5784

Street address: 245 Middle Street

Mailing address (if different): \_\_\_\_\_

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

olivia.w@nh-pha.com

How long have you been a resident of Portsmouth? N/A - employee of Portsmouth Housing

Occupational background:

Former teacher, worked at Dover Children's Home, before moving to the public housing section.

currently the Director of Resident Services at Portsmouth Housing Authority

\_\_\_\_\_

\_\_\_\_\_



# City of Portsmouth, NH Boards, Committees, and Commissions

## INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

Currently serve on the Kittery School Committee and currently work with an at-risk population serving over 1000 residents of Portsmouth

---

---

---

---

Would you be able to commit to attending all meetings? YES/NO  YES  NO

Reasons for wishing to serve: PHA needs a seat at the table

---

---

Please list any organizations, groups, or other committees you are involved in:

GPYWC, Mental Health Alliance

---

Please list two character references not related to you or City staff members (Portsmouth references preferred):

1. Emily Weidman, 603.770.9888

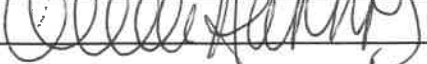
Name, address, telephone number

2. Ryann Wolf; 160 Court Street, Unit 413, Portsmouth; 603.339.1502

Name, address, telephone number

**By submitting this application you understand that:**

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission/Committee; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: 

Date: 03.03.2026



**Receipt Date:**

**City of Portsmouth, NH  
Boards, Committees, and Commissions**

**INITIAL APPLICATION**

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

**Initial Application**

Committee: Behavioral Health Blue Ribbon

Name: Whitney Brown

Telephone: 603-502-6380

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes  No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

Can you be contacted at work? YES/NO   If so, telephone number: 603-570-9445 (office)

Street address: 115 Heritage Ave., Suite A, Portsmouth, NH

Mailing address (if different): \_\_\_\_\_

Email address (for communication from the Office of the City Clerk, and distribution of training materials):  
wbrown@granitepathways.org

How long have you been a resident of Portsmouth? Since 2020

Occupational background:  
Director, Safe Harbor Recovery Center and certified recovery support worker supervisor.



# City of Portsmouth, NH Boards, Committees, and Commissions

## INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

I have over 13 years spent in the field of addiction recovery services in NH with almost eight of those years spent with Granite Pathways (Safe Harbor Recovery Center).

Would you be able to commit to attending all meetings? YES/NO

Reasons for wishing to serve: I would like to offer my personal and professional experience to help integrate the care continuum for the people and families we serve affected by substance misuse and mental health challenges.

Please list any organizations, groups, or other committees you are involved in: I serve on a Design team for Seacoast Impact Collaborative, the Greater Portsmouth Recovery Coalition, Youth Wellness Coalition and the City's ARPA Blue Ribbon Committee.

Please list two character references not related to you or City staff members (Portsmouth references preferred):

- Amy Michaels, amy@pnetreeinstitute.org, 36 Maplewood Ave.  
Name, address, telephone number
- Lori Hebert lhebert@granitepathways.org, 305 Massabesic St., Manchester.  
Name, address, telephone number

**By submitting this application you understand that:**

- This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission/Committee; and
- The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
- This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
- If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
- Your application will be kept on file for one year from date of receipt.
- IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
- Sign the Oath of Office book preserved with the Office of the City Clerk

Signature:

Date: 3/10/2026



**Receipt Date:**

\_\_\_\_\_

**City of Portsmouth, NH  
Boards, Committees, and Commissions**

**INITIAL APPLICATION**

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Committee: Blue Ribbon Bike Ped Committee

**Initial Application**

Name: Anne Poubeau

Telephone: 603.380.3646

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes \_\_\_\_\_ No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

Can you be contacted at work? YES/NO   If so, telephone number: 603.380.3646

Street address: 160 Bartlett Street, Portsmouth

Mailing address (if different): \_\_\_\_\_

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

jalognes@hotmail.com

How long have you been a resident of Portsmouth? since Dec 2020

Occupational background:

I have over 13 years of experience as an Implementation Manager at a local software company (Bottomline on Pease).

Four years ago, I transitioned to non-corporate work, first at Seacoast E-Bikes (2022-2024), and now as a coffee

roaster at White Heron Tea and Coffee (2024-present), allowing me to engage closely with my community. Thanks to

the proximity of my places of employment, I have been able to ride my bike or walk to work for years.



# City of Portsmouth, NH Boards, Committees, and Commissions

## INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

Through my years of volunteering for Seacoast Area Bicycle Riders, I have become deeply connected to the cycling community and I have

received feedback from bicycle riders of different backgrounds and abilities. I'm detail-oriented and hardworking, and

I make a point to thoroughly prepare and understand issues before contributing to discussions. I have traveled extensively throughout Europe,

where bicycle and pedestrian infrastructure is years ahead of what we have here, giving me a strong understanding of what's possible.



Would you be able to commit to attending all meetings? YES/NO

Reasons for wishing to serve: Walking and biking are my preferred modes of transportation (sold my car in 2020 and purchased a cargo bike).

As an "everyday cyclist", using my bike to commute, run errands, etc, I am accutely aware of the current state of bike/ped infrastructure .

I am also a tax payer and am aware of budgetary constraints. I genuinely care about the well-being of our community.

Please list any organizations, groups, or other committees you are involved in:

Seacoast Area Bicycle Riders: volunteer since 2017; served on the Board 2019-2025

"Resident representative" on the Portsmouth Housing Endowment Fund Advisory Board (2015-present)

Please list two character references not related to you or City staff members (Portsmouth references preferred):

1. Jonathan Blakeslee, White Heron Owner (Portsmouth), 603.702.1581

Name, address, telephone number

2. Karil Reibold, North Hampton, 603.502.0013

Name, address, telephone number

**By submitting this application you understand that:**

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission/Committee; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: *A. Parkson*

Date: 04/06/2026



# CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

## APPOINTMENT APPLICATION

*Instructions: Please print or type and complete all information.  
Please submit resume' along with this application.*

Committee: Bicycle and Pedestrian Blue Ribbon Committee **Initial applicant**

Name: Patrick J. Daley Telephone: 603-406-9036

Could you be contacted at work? YES  NO  If so, telephone# Retired

Street address: 74 Wibird Street

Mailing address (if different ): Same as above

Email address (for clerk's office communication ): pat.daley@comcast.net

How long have you been a resident of Portsmouth? 39 years

### Occupational background:

- Asst. Prof. in Dept. of Journalism and Broadcasting at University of Alaska/Fairbanks, 1982-1987
- Lecturer, Faculty-in-Residence, Asst. Prof., Associate Professor in Department of Communication, University of New Hampshire, 1988-2009.

Please list experience you have in respect to this Board/Commission:

I am an inveterate walker, averaging 40-45 miles a week in Portsmouth all year round. When I am in a hurry, I ride a bicycle. While I have a driver's license, I do not drive.

➡ OVER

Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES  NO

Would you be able to commit to attending all meetings? YES  NO

\* My wife and I travel 4-6 weeks a year in late winter or early spring.  
Reasons for wishing to serve: \_\_\_\_\_

I think walkers need a representative (voice) whose mental framework is not car-centric.

Please list any organizations, groups, or other committees you are involved in:

I am not currently involved with any community organizations but I have participated in, or worked with, Portsmouth Listens, 350nh.org, and Portsmouth's Climate Action Plan.

Please list two character references not related to you or city staff members:  
(Portsmouth references preferred)

1) William Lyons, 62 Mendum Ave, 603 338-1066  
Name, address, telephone number

2) David H. Severn, 347 Sherburne Rd., 603-957-2849  
Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Application will be kept on file for one year from date of receipt.

Signature: Patrick J. Daley Date: 20 April 2026

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes  No

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801



# City of Portsmouth, NH Boards, Committees, and Commissions

## INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

**Receipt Date:**

MAY 9 2023

**Initial Application**

Committee: Bicycle & Pedestrian Blue Ribbon

Name: Stella Whitehouse

Telephone: 603-828-3354

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes  No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

Can you be contacted at work? YES/NO   If so, telephone number: \_\_\_\_\_

Street address: 89 Spring Hill Rd. Newcastle, NH 03854

Mailing address (if different): \_\_\_\_\_

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

stella.jw.0625nh@gmail.com

How long have you been a resident of Portsmouth? I attend Portsmouth High School and have lived in Portsmouth, for my whole life.

Occupational background:

Current employment, Fair Portsmouth area.

PHS STUDENT



# City of Portsmouth, NH Boards, Committees, and Commissions

## INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

I have lived in Portsmouth my whole life. I have been involved with city government. I have biked around the Portsmouth community for years, and walked around the city almost every day.

Would you be able to commit to attending all meetings? YES/NO  YES  NO

Reasons for wishing to serve: I want to help implement the pre-approved bike-pedestrian in a successful way.

Please list any organizations, groups, or other committees you are involved in:

RJH school improvement.

Please list two character references not related to you or City staff members (Portsmouth references preferred):

1. Beckett McKenna / 255 W. Bird St. / 603-502-6326  
Name, address, telephone number
2. JOSEPH Lieberman / 269 W. Bird St. / 603-501-9031  
Name, address, telephone number

**By submitting this application you understand that:**

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission/Committee; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# City of Portsmouth, NH Boards, Committees, and Commissions

## INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

**Initial Application**

Committee: Bicycle and Pedestrian Blue Ribbon Committee

Name: Matthew Glenn

Telephone: 617-875-6352

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes  No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

Can you be contacted at work? YES/NO   If so, telephone number: 603-433-9505

Street address: 34 Harrison Ave

Mailing address (if different): \_\_\_\_\_

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

matt.glenn@seacoastbikes.org

How long have you been a resident of Portsmouth? 15 years

Occupational background:

Captain at Gundalow Company, 2012-present

previously captain and mate for various educational sailing programs including

high school and college sea semesters.



# City of Portsmouth, NH Boards, Committees, and Commissions

## INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

Seacoast Area Bicycle Riders board member 2020-present (current president, stepping off board in Sept)

Portsmouth Transportation and Climate Action Group (citizen group that informed our Climate Action Plan)

Co-organizer, Portsmouth Bike Rodeos and annual Mayor's Ride

Co-founder, Seacoast Pedal It Forward, providing bikes for transportation



Would you be able to commit to attending all meetings? YES/NO

Reasons for wishing to serve: I'm a parent of two Dondero students, and a life-long bike commuter.

I'd like to see safer walking, biking, and better transit for people of all ages in town. I was involved in both Bike/Ped plans and would like to help make progress on the many recommendations.

Please list any organizations, groups, or other committees you are involved in:

Public Advisory Committee for NHDOT Lafayette Rd project; 2025 Bike Ped Plan working group; 2024 Places to Live study circle member; "Locals belong here" chamber initiative

Please list two character references not related to you or City staff members (Portsmouth references preferred):

1. Cliff Lazenby, 303 McKinley, 603-978-4725

Name, address, telephone number

2. Doug Roberts, 247 Richards, 603-531-3986

Name, address, telephone number

**By submitting this application you understand that:**

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission/Committee; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: \_\_\_\_\_

Date: 3/22/26



**Receipt Date:**  
MAR 23 2026  
By \_\_\_\_\_

City of Portsmouth, NH  
Boards, Committees, and Commissions

INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

**Initial Application**

Committee: Bike and Pedestrian Blue Ribbon

Name: Robin Lurie-Meyerkopf

Telephone: 603 520 4780

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes  No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES  NO

Can you be contacted at work? YES  NO  If so, telephone number: \_\_\_\_\_

Street address: 53 Whidden St Portsmouth

Mailing address (if different): \_\_\_\_\_

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

Talkinrobin@gmail.com

How long have you been a resident of Portsmouth? since 2008

Occupational background:

Education, Non Profit Manager, Consultant



# City of Portsmouth, NH Boards, Committees, and Commissions

## INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

I was previously on the Prescott Park  
Re development Committee and Art Speak  
for many years.

Would you be able to commit to attending all meetings? YES/NO

Reasons for wishing to serve: I walk and ride my bike all over town.  
My bike is my main mode of transportation  
April - October.

Please list any organizations, groups, or other committees you are involved in:

PARC Portsmouth Public Art Review Committee  
SAACC seacoast african american cultural center

Please list two character references not related to you or City staff members (Portsmouth references preferred):

1. Anne Weidman Lookout Lane Portsmouth  
Name, address, telephone number
2. Joe Almeida Facilities City of Portsmouth  
Name, address, telephone number

**By submitting this application you understand that:**

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission/Committee; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: R. Durbin Myukopj Date: 3-23-26



City of Portsmouth, NH  
Boards, Committees, and Commissions

INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Committee: Bike and Pedestrian Committee

**Initial Application**

Name: Colleen Garcia

Telephone: 301-675-3609

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes  No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

Can you be contacted at work? YES/NO   If so, telephone number: \_\_\_\_\_

Street address: 30 Cate Street, Unit 8, Portsmouth, NH 03801

Mailing address (if different): \_\_\_\_\_

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

cwolfe@drhorne.com

How long have you been a resident of Portsmouth? 8 years (since 2018)

Occupational background:

I have a Masters in Urban and Environmental Planning. I

work remotely for a small real estate consultancy based in

NY that specializes in projects that involve natural and cultural

resource conservation.



# City of Portsmouth, NH Boards, Committees, and Commissions

## INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

I have worked on public recreation projects for the National Park Service and the Walton Family Foundation, including development of a mountain bike preserve in Bentonville, Arkansas that was critical link in a regional greenway initiative.



Would you be able to commit to attending all meetings? YES/NO

Reasons for wishing to serve: My husband and I bike and walk around Portsmouth regularly. We are expecting our first child and I am concerned about the safety of the bike and pedestrian infrastructure and want to help improve it.

Please list any organizations, groups, or other committees you are involved in:

Reproductive Freedom Fund of NH

Please list two character references not related to you or City staff members (Portsmouth references preferred):

1. Emily Gaudette, 47 Edmond Ave, Portsmouth, NH; 518-338-6362

Name, address, telephone number

2. Katy Hladki, 29 Sudbury Street, Portsmouth, NH; 603-828-2770

Name, address, telephone number

### By submitting this application you understand that:

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission/Committee; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: Colleen Garcia Digitally signed by Colleen Garcia  
Date: 2026.04.22 17:39:47 -04'00'

Date: 4/22/2026



**Receipt Date:**  
 APR 2 '020  
 By \_\_\_\_\_

City of Portsmouth, NH  
 Boards, Committees, and Commissions

INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

**Initial Application**

Committee: Bike/Ped Committee

Name: Stephen Longstaffe

Telephone: (603) 475-0359

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes \_\_\_\_\_ No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

YES  NO

Can you be contacted at work? YES/NO If so, telephone number: Same as above

Street address: 244 Crescent way, Portsmouth, NH 03801

Mailing address (if different): \_\_\_\_\_

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

S.longstaffe5@gmail.com

How long have you been a resident of Portsmouth? 2 years

Occupational background:

Sales and marketing background with a current focus on enterprise security software.



City of Portsmouth, NH  
Boards, Committees, and Commissions  
INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

Local Cyclist and father passionate about sharing the joy and simplicity of cycling. First hand knowledge of Portsmouth's bike/ped infrastructure from long hours of both biking and walking throughout the town.

Would you be able to commit to attending all meetings?  YES/NO

Reasons for wishing to serve: To help make Portsmouth a safer, healthier and inclusive community. Free/easy access transportation for cyclists/pedestrian is a key starting point.

Please list any organizations, groups, or other committees you are involved in:

Gravel Dads cycling group

Please list two character references not related to you or City staff members (Portsmouth references preferred):

1. Joni McNeal, 67 Crescent way, Portsmouth (603) 620-0346  
Name, address, telephone number
2. Marc Hopkins 230 Crescent way, Portsmouth (603) 997-1387  
Name, address, telephone number

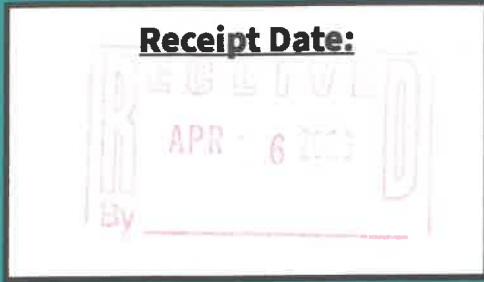
**By submitting this application you understand that:**

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission/Committee; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

4/15/26



# City of Portsmouth, NH Boards, Committees, and Commissions

## INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

### Initial Application

Committee: Bike and Pedestrian Bike Ribbon

Name: Dawn Przychodzien

Telephone: 603-969-1866

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes \_\_\_\_\_ No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

Can you be contacted at work?   YES/NO If so, telephone number: 603-969-1866

Street address: 43 Middle STREET

Mailing address (if different): \_\_\_\_\_

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

Hello @ PortCityBikeTours.com

How long have you been a resident of Portsmouth? 21 yrs

Occupational background:

- Guided bike tours since 2015.
- Ad Sales + manage
- IT Auditor
- Operational Auditor



# City of Portsmouth, NH Boards, Committees, and Commissions

## INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

- Served on Portsmouth 400
- Served on PHS DVP since 2016
- Served on SABR BOARD since 2024
- Establish Seacoast Pedal IT Forward (SPIF)

Would you be able to commit to attending all meetings? YES/NO  YES  NO

Reasons for wishing to serve: Natural transition to serve

Please list any organizations, groups, or other committees you are involved in:

Portsmouth 400, PHS DVP Committee, SABR BOARD and Seacoast Pedal IT Forward lead.

Please list two character references not related to you or City staff members (Portsmouth references preferred):

1. Karen Conner - City Manager, Kate Cook - Council  
Name, address, telephone number
2. Matt Gleen Board Pres (SABR) 617-875-6352  
Name, address, telephone number

**By submitting this application you understand that:**

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission/Committee; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: [Signature] Date: 4/13/26



**City of Portsmouth, NH**  
**Boards, Committees, and Commissions**  
**INITIAL APPLICATION**

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

**Initial Application**

Committee: Blue Ribbon Bike and Pedestrian Committee

Name: William Lyons

Telephone: (603) 338-1066

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes  No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

Can you be contacted at work? YES/NO   If so, telephone number: (603) 338-1066

Street address: 62 Mendum Avenue, Portsmouth, NH 03801

Mailing address (if different): \_\_\_\_\_

Email address (for communication from the Office of the City Clerk, and distribution of training materials):  
wm.lyons@comcast.net

How long have you been a resident of Portsmouth? 45 years

Occupational background:  
Principal Technical Advisor for Transportation Planning, US Dept. of Transportation, Volpe National Research Center (40 years); managed USDOT research, policy, and investment projects with focus on multimodal planning; led evaluation of national pilot program for innovative bike/pedestrian investments, and lead author of reports to Congress; assessment of major US transportation infrastructure projects in Africa/Asia (e.g., first mile/last mile bike/ped connectivity in Nairobi, Kenya).



# City of Portsmouth, NH Boards, Committees, and Commissions INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

Citizens advisory committees for 2013 Bike/Ped Plan and 2025 update;

Blue Ribbon Transportation Policy Committee;

Current Co-Chair of City Sustainability Committee



Would you be able to commit to attending all meetings? YES/NO

Reasons for wishing to serve: contribute professional and community perspectives to improve safety, accessibility, and connectivity of walking and biking as critical elements of a multimodal future for Portsmouth that balances economic development, environmental quality, and social fairness; assist with implementation of Bike/Ped Plan.

Please list any organizations, groups, or other committees you are involved in:

National Academy of Sciences Transportation Research Board (past member and research contributor to Bike Ped, Multimodal Planning, Health, and Sustainability Committees); Portsmouth Climate Action and Transportation Climate Action citizens groups

Please list two character references not related to you or City staff members (Portsmouth references preferred):

1. Bert Cohen, 260 Marcy St., Portsmouth (603) 315-8962

Name, address, telephone number

2. Matt Glenn, 70 Morning St., Portsmouth (617) 875-635

Name, address, telephone number

**By submitting this application you understand that:**

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission/Committee; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: *Wm M. Lyone*

Date: April 11, 2026



City of Portsmouth, NH  
Boards, Committees, and Commissions  
INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

**Initial Application**

Committee: Bike Ped

Name: Anne Torrez

Telephone: 734-925-1531

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes  No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO NO

Can you be contacted at work? YES/NO NO If so, telephone number: \_\_\_\_\_

Street address: 18 Phinney Lane, Exeter, NH 03833

Mailing address (if different): —

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

anne@trinityyourway.com

How long have you been a resident of Portsmouth? not a resident but I work here + recreates/bike here

Occupational background:

- Triathlon Coach, Multi sport club owner

- Director of Operations at Roots Integrative Therapies



City of Portsmouth, NH  
Boards, Committees, and Commissions  
INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

I'm a longtime cyclist, a triathlon/cycling coach and an active member of the athletic community. I've served on a number of boards including Girls on the Run, Fuel Her Tri, + Great Bay Masters Swimming!

Would you be able to commit to attending all meetings? YES/NO

Reasons for wishing to serve: To help make cycling, running + walking safer, more accessible + more desirable for the community

Please list any organizations, groups, or other committees you are involved in:

Great Bay Masters Swim club, STE coast Multi Sport, Fuel Her Tri

Please list two character references not related to you or City staff members (Portsmouth references preferred):

1. Annie Hopkins, 412-401-3118  
Name, address, telephone number

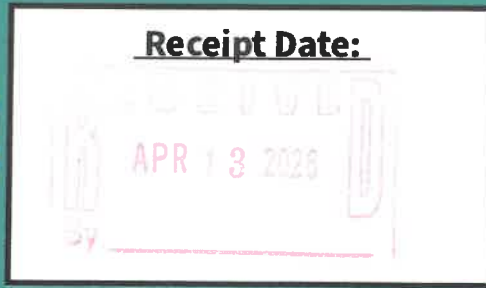
2. Amanda Smith, 270 Minkley Ave, Portsmouth 607-592-6649  
Name, address, telephone number

**By submitting this application you understand that:**

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission/Committee; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: 

Date: 4/7/26



**City of Portsmouth, NH  
Boards, Committees, and Commissions**

**INITIAL APPLICATION**

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Committee: Blue Ribbon Bicycle and Pedestrian Committee

**Initial Application**

Name: Freddy Petrone

Telephone: 5023871773

If you do not receive the appointment you are requesting, would you be interested in serving on another board, committee or commission?

Yes  No

Have you contacted the Chair of the Board, Commission, or Committee to determine the time commitment involved? YES/NO

Can you be contacted at work?   YES/NO If so, telephone number: \_\_\_\_\_

Street address: 160 Court St #105, Portsmouth

Mailing address (if different): \_\_\_\_\_

Email address (for communication from the Office of the City Clerk, and distribution of training materials):

freddy@igotbridged.com

How long have you been a resident of Portsmouth? 20+ years

Occupational background:

Founder & Executive Director of I Got Bridged, a local 501(c)(3) non-profit.

I have over 30 years of experience in finance and hospitality.

I currently work closely with Portsmouth Public Housing, many local businesses and charities.



# City of Portsmouth, NH Boards, Committees, and Commissions

## INITIAL APPLICATION

The application may be printed and hand-delivered, or electronically submitted to the Office of the City Clerk.

Please list experience you have in respect to this Board, Committee, or Commission:

I work and live downtown Portsmouth and know the streets well.

I am blind, so walking is my means of transportation.

I Got Bridged partnered with SABR / SPIF to provide bicycles to those who need them and can't afford them.

Would you be able to commit to attending all meetings? YES/NO  YES  NO

Reasons for wishing to serve:

I walk on average over 10 miles per day around Portsmouth (as my only means of transportation) and have many ideas and suggestions.

I would like to encourage people to ride bikes and walk more often than they do, and feel safe while doing so.

Please list any organizations, groups, or other committees you are involved in:

I Got Bridged, Recovery Church, Recovery Kitchen

Please list two character references not related to you or City staff members (Portsmouth references preferred):

1. Amber Buttermore, 20 Odiorne Point Rd, Portsmouth 603-502-8685

Name, address, telephone number

2. Sekou Barton, 600 Lafayette Road, Portsmouth, 603-910-2009

Name, address, telephone number

**By submitting this application you understand that:**

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission/Committee; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Your application will be kept on file for one year from date of receipt.
6. IF APPOINTED, YOU WILL BE REQUIRED TO REVIEW AND ACKNOWLEDGE THE BOARD, COMMISSION AND COMMITTEE HANDBOOK FOR VOLUNTEERS AND TO PARTICIPATE IN ALL TRAININGS.
7. Sign the Oath of Office book preserved with the Office of the City Clerk

Signature: 

Date: 4/7/26



The State of New Hampshire  
DEPARTMENT OF ENVIRONMENTAL SERVICES

Robert R. Scott, Commissioner



February 27, 2026

**EMAIL ONLY** [ctvakili@portsmouthnh.gov](mailto:ctvakili@portsmouthnh.gov)

City of Portsmouth  
Attn: Chris Vakili  
680 Peverly Hill Road  
Portsmouth, NH 03801

Re: Household Hazardous Waste (HHW) Collection Event Award Notification

Dear Mr. Vakili:

On behalf of New Hampshire Department of Environmental Services (NHDES), we would like to express our sincere appreciation for your commitment to hosting Household Hazardous Waste (HHW) collection events in your community for fiscal year 2027. These efforts play a critical role in protecting public health, safeguarding the environment and supporting the well-being of New Hampshire residents.

Your dedication ensures that households can properly dispose of hazardous materials, preventing pollution and keeping our water, soil and air clean. These events truly make a difference, and we recognize the time, coordination and resources required to make them successful.

We are pleased to share that your **HHW grant award is \$4,204**. This year we received a large number of applications for a limited pool of funding, which makes your efforts especially important. Thank you for your leadership and commitment to providing this valuable service.

The [Household Hazardous Waste Collection Grant Program](#) webpage provides information to guide you through the next steps. Please pay careful attention to deadlines. Since the HHW administrative rules changed, effective August 2025, there is less room for late submissions. If you have any questions, please reach out to the HHW Coordinator at [603-271-2047](tel:603-271-2047).

Thank you again for your partnership and for helping keep New Hampshire's communities cleaner, safer and more sustainable.

Sincerely,

Todd Piskovitz, P.G., Administrator  
Hazardous Waste Management Bureau  
Waste Management Division

[www.des.nh.gov](http://www.des.nh.gov)

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095  
[\(603\) 271-2047](tel:603-271-2047) • TDD Access: Relay NH [1-800-735-2964](tel:1-800-735-2964)

GRANT AGREEMENT

The State of New Hampshire and the Grantee hereby  
Mutually agree as follows:  
GENERAL PROVISIONS

1. Identification and Definitions.

<b>1.1. State Agency Name</b> Department of Environmental Services		<b>1.2. State Agency Address</b> 29 Hazen Drive, Concord, NH 03301	
<b>1.3. Grantee Name</b> City of Portsmouth		<b>1.4. Grantee Address</b> 680 Peverly Hill Road, Portsmouth, NH 03801	
<b>1.5 Grantee Phone #</b> 603-957-8425	<b>1.6. Account Number</b> 03-44-44-444010-5392-073-500580	<b>1.7. Completion Date</b> June 30, 2027	<b>1.8. Grant Limitation</b> \$4,204
<b>1.9. Grant Officer for State Agency</b> Ann Astarita		<b>1.10. State Agency Telephone Number</b> 603-271-2047	
If Grantee is a municipality or village district: "By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
<b>1.11. Grantee Signature 1</b>		<b>1.12. Name &amp; Title of Grantee Signor 1</b>	
Grantee Signature 2		Name & Title of Grantee Signor 2	
Grantee Signature 3		Name & Title of Grantee Signor 3	
<b>1.13 State Agency Signature(s)</b>		<b>1.14. Name &amp; Title of State Agency Signor(s)</b>	
<b>1.15. Approval by Attorney General (Form, Substance and Execution) (if G &amp; C approval required)</b>			
By:		Assistant Attorney General, On: / /	
<b>1.16. Approval by Governor and Council (if applicable)</b>			
By:		On: / /	

2. **SCOPE OF WORK:** In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as “the State”), the Grantee identified in block 1.3 (hereinafter referred to as “the Grantee”), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT B (the scope of work being hereinafter referred to as “the Project”).

3. AREA COVERED. Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the State of New Hampshire.
  4. EFFECTIVE DATE: COMPLETION OF PROJECT.
    - 4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire if required (block 1.16), or upon signature by the State Agency as shown in block 1.14 (“the Effective Date”).
    - 4.2. Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.7 (hereinafter referred to as “the Completion Date”).
  5. GRANT AMOUNT: LIMITATION ON AMOUNT: VOUCHERS: PAYMENT.
    - 5.1. The Grant Amount is identified and more particularly described in EXHIBIT C, attached hereto.
    - 5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT C.
    - 5.3. In accordance with the provisions set forth in EXHIBIT C, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.
    - 5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.
    - 5.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.
  6. COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS. In connection with the performance of the Project, the Grantee shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits and RSA 31-95-b.
  7. RECORDS and ACCOUNTS.
    - 7.1. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency, the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.
    - 7.2. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency pursuant to subparagraph 7.1, at any time during the Grantee’s normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, “Grantee” includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these provisions
  8. PERSONNEL.
    - 8.1. The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.
    - 8.2. The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.
  9. DATA: RETENTION OF DATA: ACCESS.
    - 9.1. As used in this Agreement, the word “data” shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations,
- 9.2. computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.
  - 9.3. Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.
  - 9.4. No data shall be subject to copyright in the United States or any other country by anyone other than the State.
  - 9.5. On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.
  10. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.
  11. CONDITIONAL NATURE OR AGREEMENT. Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.
  12. EVENT OF DEFAULT: REMEDIES.
    - 12.1. Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as “Events of Default”):
      - 12.1.1 Failure to perform the Project satisfactorily or on schedule; or
      - 12.1.2 Failure to submit any report required hereunder; or
      - 12.1.3 Failure to maintain, or permit access to, the records required hereunder; or
      - 12.1.4 Failure to perform any of the other covenants and conditions of this Agreement.
    - 12.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
      - 12.2.1 Give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and
      - 12.2.2 Give the Grantee a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the Grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and
      - 12.2.3 Set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and
      - 12.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.
  13. TERMINATION.
    - 13.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the “Termination Report”) describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.
    - 13.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee’s breach of its obligations hereunder.
    - 13.3. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.
    - 13.4. CONFLICT OF INTEREST. No officer, member of employee of the Grantee, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or

Grantee Initials \_\_\_\_\_

Date \_\_\_\_\_

- approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
14. GRANTEE'S RELATION TO THE STATE. In the performance of this Agreement the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.
  15. ASSIGNMENT AND SUBCONTRACTS. The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit B without the prior written consent of the State.
  16. INDEMNIFICATION. The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee or subcontractor, or subgrantee or other agent of the Grantee. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.
  17. INSURANCE.
  - 17.1 The Grantee shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:
    - 17.1.1 Statutory workers' compensation and employees liability insurance for all employees engaged in the performance of the Project, and
    - 17.1.2 General liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and
  - 17.2. The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Grantee shall furnish to the State, certificates of insurance for all renewal(s) of insurance required under this Agreement no later than ten (10) days prior to the expiration date of each insurance policy.
  18. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.
  19. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.
  20. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire, if required or by the signing State Agency.
  21. CONSTRUCTION OF AGREEMENT AND TERMS. This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.
  22. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.
  23. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.
  24. SPECIAL PROVISIONS. The additional or modifying provisions set forth in Exhibit A hereto are incorporated as part of this agreement.

Grantee Initials \_\_\_\_\_  
Date \_\_\_\_\_

**EXHIBIT A**

**Special Terms and Conditions**

1. The State reserves the right to retract and/or seek reimbursement for Grant Monies paid to the Grantee whenever, subsequent to payment of Grant Monies, it becomes known that any of the terms and conditions of this agreement in fact were not fulfilled.
2. Replace language in Paragraph 8.2 of the General Provisions with the following:  
“The Grantee shall not hire, and it shall not permit any Contractor, Subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who is a State officer or employee, elected or appointed.”
3. Paragraph 15 the General Provisions is amended in that the parties intend the Grantee to retain a Contractor in accordance with Exhibit A of this agreement.

## EXHIBIT B

### Scope of Services

1. The Grantee shall conduct the collection portion of its Project for **Newington and Portsmouth** in accordance with the terms and conditions of a contract which incorporates, at a minimum, all of the provisions set forth in Section 3 below between the Grantee and its contracted permitted hazardous waste transporter (Contractor). For purposes of this agreement, the Contractor shall mean the primary contractor and the Subcontractor means all additional contractors that the Contractor hires for completion of the Project.
2. The Grantee shall spend grant monies solely for the purpose of paying the Contractor and/or for paying the expenses associated with conducting the Project's educational component, as required under the NH Hazardous Waste Rules Env-Hw 1003.07. In no case shall the Department pay more than fifty percent (50%) of the total cost of the Project.
3. The Grantee shall enter into a contract with a Contractor to perform the household hazardous waste collection project that includes, as a minimum, the following provisions:
  - a. That the Contractor shall handle all household hazardous wastes collected at the project site as hazardous or universal wastes, and shall comply with all state and federal laws and regulations governing hazardous waste, including but not limited to, the provisions of RSA 147-A and Chapter Env-Hw 100 et seq. involving hazardous waste safety standards, transportation requirements, and requirements for proper generation, treatment, storage, and disposal of hazardous wastes. Said requirements shall include RSA 147-A, Chapter Env-Hw 100 et seq., and those of the state(s) through which and to which the waste has been sent;
  - b. That the Contractor and Grantee both have responsibility for compliance with hazardous waste rules. The Contractor collects hazardous wastes at the project site and must sign the Project's manifest forms as such generator;
  - c. That the Contractor or its subcontractors must have all necessary registrations and comply with Env-Hw 609 to handle and transport hazardous wastes in New Hampshire and other states associated with the conduct of the project;
  - d. That the Contractor may not assign or subcontract any of the duties to be performed under the contract without a written acknowledgement that the Subcontractor will also comply with hazardous waste rules;
  - e. That the Contractor shall, at its sole expense, obtain and maintain in force, and shall require all Subcontractors to obtain and maintain in force, comprehensive public liability insurance against all claims of bodily injuries, death, or property damage, in amounts and terms complying with, at a minimum, all applicable state requirements for hazardous waste transporters, including NH Code of Administrative Rules Env-Hw 603.07. Such policies shall cover the State and the Grantee as additional insured parties and shall comply, in form and substance, with all applicable provisions of the NH Liability Insurance Act, RSA Ch. 412, and the rules thereunder;
  - f. That the Contractor shall adhere to a written work plan and a site safety plan, and such plans shall be available for review by the Department upon request; and
  - g. That the Department may exercise its authority to modify, suspend or terminate the Project if it determines that the Project poses an imminent threat to human health or the environment.
4. The Grantee shall conduct public education activities regarding household hazardous waste in accordance with the provisions of RSA 147-B:6, I-a and Section Env-Hw 1003.09(b)(3). Said activities shall include those set forth in the Grantee's Household Hazardous Waste Grant Application, as approved by the Department.

Grantee Initials \_\_\_\_\_  
Date \_\_\_\_\_

5. The Grantee shall keep a count of persons participating in the Project. If the Grantee conducts a questionnaire of said persons participating in the project, the survey shall use the questions set forth on the Participant Exit Survey.
6. The Grantee shall conduct the collection portion of its project between the date the contract is approved by Governor and Council and the completion date shown in Section 1.7 of the Grant Agreement. Failure to do so may result in non-payment of all or a portion of the grant award and/or termination of this agreement.
7. The Grantee shall allow the Department to have access to all records associated with the Project, and to conduct any monitoring of the Project deemed necessary by the Department to ensure compliance with the terms of the grant and with state and federal statutes and regulations.

## EXHIBIT C

### Price and Payments

1. The State agrees to pay the Grantee the Grant Monies upon the successful completion of the Project. Successful completion shall mean that (1) the Grantee has fulfilled the terms and conditions of this agreement, (2) the Grantee's accounting records, submitted to the Department have been reviewed by the Department, (3) the Contractor has fulfilled the terms and conditions of its contract with the Grantee, and (4) the State has received and reviewed all Project manifest forms required in accordance with this agreement and all applicable state and federal requirements. No Grant Monies shall be paid to the Grantee until the Department has determined that all the Project's collected hazardous wastes have been delivered to a permitted hazardous waste facility and the Department has reviewed the handling, transportation, storage, treatment, recycling and/or disposal of the Project's collected hazardous wastes and determined the project is in compliance with applicable state and federal requirements. Said requirements shall include RSA 147-A, Chapter Env-Hw 100 et seq., and those of the state/s through which and to which the waste has been sent. The payment of funds to the Grantee shall not be construed as a waiver by the Department of any past, present or future right, claim, cause of action, or prosecution related to the performance of this agreement.
2. Upon fulfillment of the terms and conditions of this agreement, including all conditions of a successful completion of the Project, the Department shall pay to the Grantee the amount not to exceed **\$4,204**. This amount is based on a rate of **\$0.17420 per capita** and on a population base of **24,132**. All invoices and other required documents by Env-HW 1003.10(a) must be submitted no more than 90 days past the completion of the last HHW collection project. Invoices submitted more than 90 days after the completion date will not be accepted or paid. Payment shall be made to the Grantee within 90 days of the Department's determination that the Project has been successfully completed in accordance with this agreement.
3. Grantee expenses not directly associated with the Project shall not be reimbursable by the Department. Only costs that otherwise would not have been spent by the Grantee were it not for the Project, and the Grantee's coordination thereof, shall be reimbursed by the Department. Non-reimbursable items shall include, but not be limited to, the following: employee benefits, payroll taxes, insurance, rent, utilities, dues, and depreciation.
4. The Grantee agrees to expend monies on the Project in an amount not less than the Project's Grant Monies, in fulfillment of the matching requirement set forth in RSA 147-B:6, I-a and in Part Env-Hw 1003.
5. The Grantee agrees to pay for all Project costs beyond the amount of Grant Monies.
6. Prior to the Department's disbursement of the Grant Monies specified in this agreement, the Grantee agrees to provide the Department with required records showing an accounting for all monies spent and/or costs incurred from the Project, including the Project's Grant Monies. Further, the Grantee agrees that no Grant Monies shall be paid by the Department unless and until the Department has reviewed and determined that such costs or expenditures qualify for funding under the terms of this agreement, and all applicable state and federal requirements; provided that the Department's payment of funds to the Grantee shall not be construed as a waiver of any past, present or future right, claim or cause of action related to the performance of this agreement or any applicable state or federal law.
7. In addition to the required documents listed in Paragraph 6 above, the Grantee agrees to submit an invoice to the State for the Grant Monies specified in this agreement. Said invoice shall be submitted either electronically or via hard copy to the attention of the Household Hazardous Waste Coordinator at [hhw@des.nh.gov](mailto:hhw@des.nh.gov) or NH Department of Environmental Services, 29 Hazen Drive, P.O. Box 95, Concord, NH 03302-0095.

Grantee Initials \_\_\_\_\_  
Date \_\_\_\_\_

**RESIDENT ACCESS PARKING PROGRAM (RAPP) PILOT – 2026**

**Purpose**

Over the last decade, the City has implemented several pilots for Resident Neighborhood Parking Programs to address concerns of reduced parking availability for residents of neighborhoods located near the Downtown Business District.

Neighborhoods in proximity to the Downtown Business District are not metered.

Residents have raised concerns that nonresidents park in their neighborhoods because parking spaces are unmetered, which creates a shortage of parking spaces for residents.

Prior pilots have been unsuccessful because they were difficult to manage and enforce.

A new Resident Access Parking Program (RAPP) Pilot- 2026 (“Program”) has been created to address residents’ concerns and improve the operation and enforcement of the Program.

The goals of Program are to:

- \* Increase parking availability for residents by charging nonresidents for parking in designated locations outside the Downtown Business District (“RAPP Zone”);
- \* Provide free parking for residents and School, Recreation and Library employees who have registered their vehicle license plates with the City’s Tax or Parking Office;
- \* Expand the Downtown Workforce Parking Program to limited areas in the RAPP Zone;
- \* Simplify management and enforcement of the Program by using vehicle license plate enforcement; and
- \* Provide parking management data from the Program to the Council to help inform future resident parking programs and parking availability in neighborhoods in proximity to the Downtown Business District.

**Policy**

The Program will charge nonresidents \$1.00 per hour and provide free parking for residents and School, Recreation and Library employees with vehicle license plates registered through the City’s Parking or Tax Office in the RAPP Zone more fully described below. The Program also expands the Downtown Resident Workforce Program to Parrott Avenue.

**RAPP Zone**

The RAPP Zone includes the following streets listed below and set forth in the attached map:

- a. Parrott Avenue (roadway only, and the only street in the RAPP Zone to be used by downtown workers registered for the Downtown Workforce Parking Program)
- b. Hanover Street (from Bridge Street to Brewster Street);
- c. Rock Street
- d. Pearl Street
- e. Tanner Street
- f. Tanner Court
- g. Gates Street
- h. Hancock Street
- i. Washington (Court Street to Hancock Street)

**Parking Rates in RAPP Zone**

Parking Rates and hours of enforcement for the Program are set forth in Chapter 7, Article I, Section 7.102 (C).

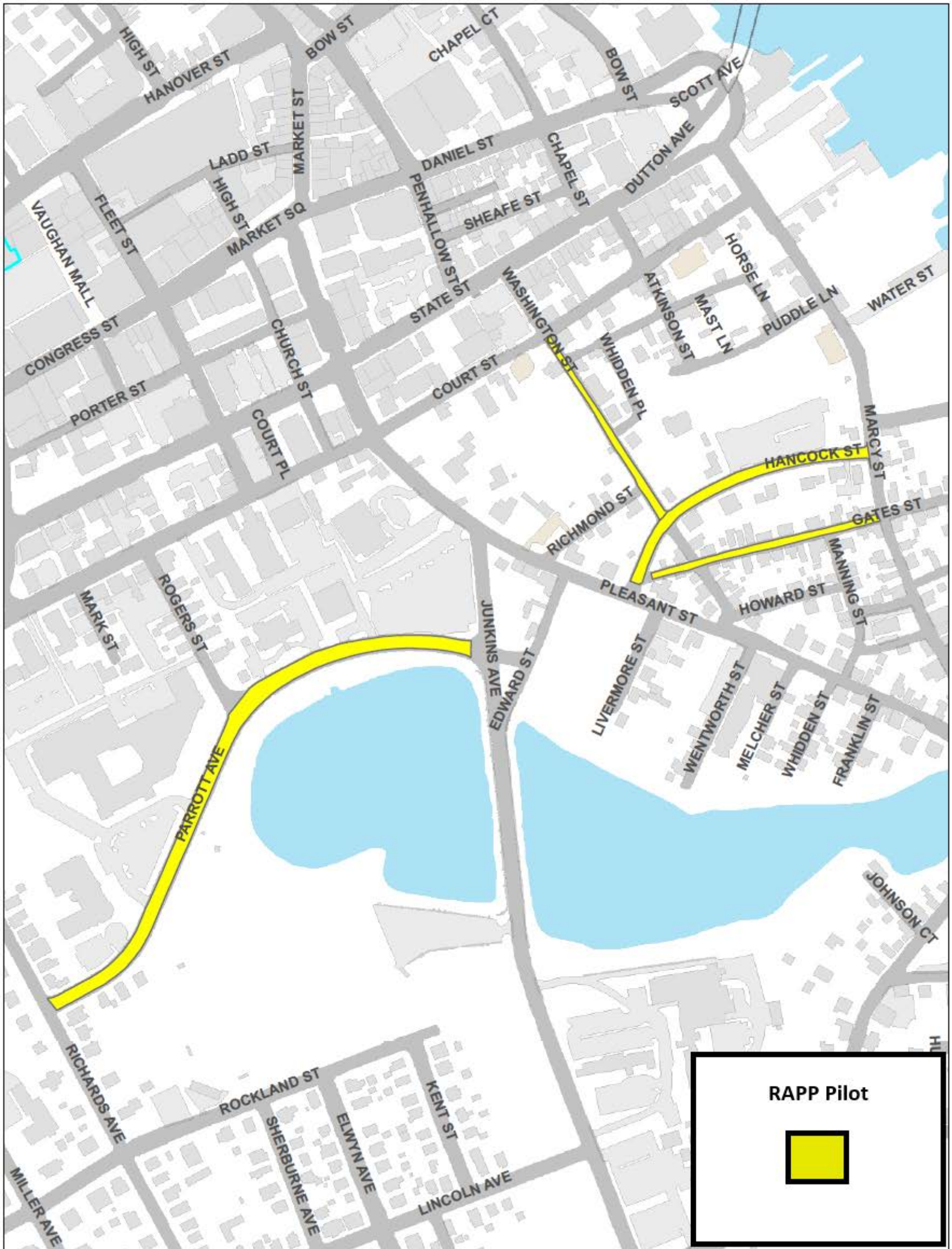
**Effective date**

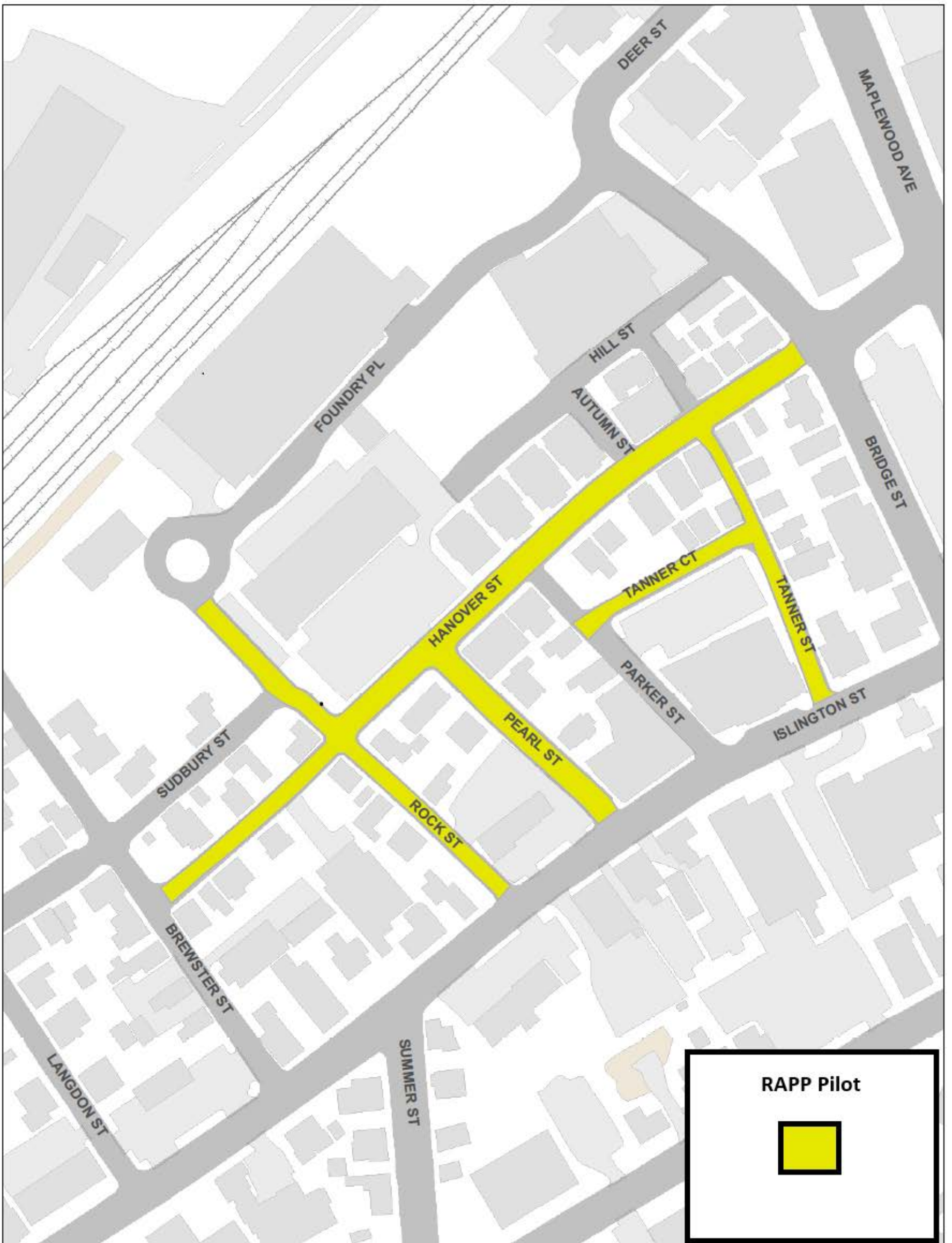
The Program is effective July 1, 2026.

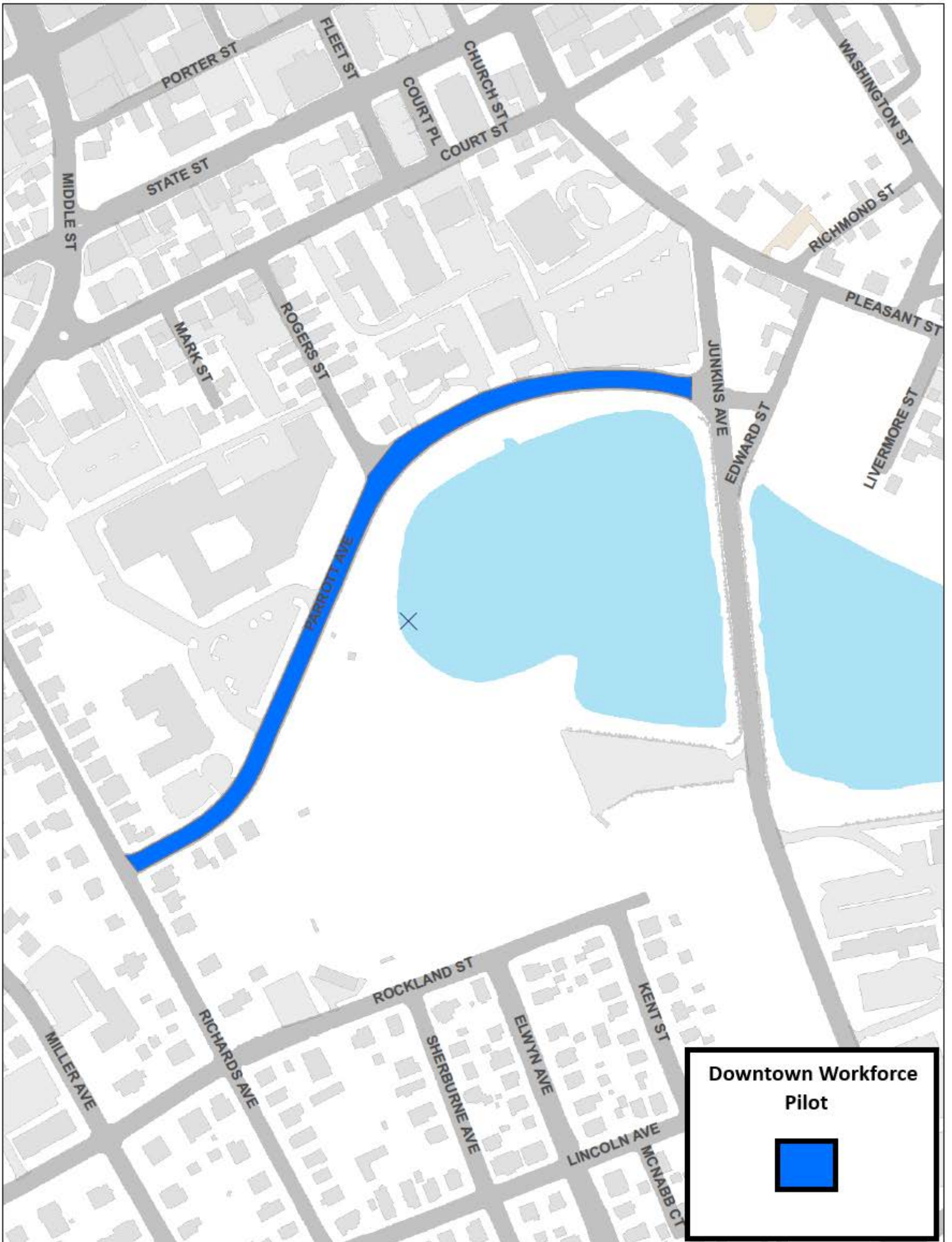
Adopted by the Portsmouth City Council on \_\_\_\_\_.

---

Katelyn A. Griggs  
Acting City Clerk







**Downtown Workforce  
Pilot**

