



## TOWN OF DURHAM

8 Newmarket Road  
Durham, NH 03824  
Tel: 603-868-5571  
Fax: 603-868-1858  
[www.ci.durham.nh.us](http://www.ci.durham.nh.us)

**NOTICE:** Although members of the Town Council will be meeting in the Council chambers, the Council meetings are still available for members of the public to participate via Zoom or in-person.

## **AGENDA**

**DURHAM TOWN COUNCIL**  
MONDAY, APRIL 6, 2026  
DURHAM TOWN HALL – COUNCIL CHAMBERS  
**7:00 PM**

**NOTE:** *The Town of Durham requires 48 hours notice if special communication aids are needed.*

- I. Call to Order
- II. Town Council grants permission for fewer than a majority of Councilors to participate remotely
- III. Roll Call of Members. Those members participating remotely state why it is not reasonably practical for them to attend the meeting in person
- IV. Approval of Agenda
- V. Special Announcements
- VI. Approval of Minutes - March 23, 2026
- VII. Report from the UNH Student Senate External Affairs Chair or Designee
- VIII. Public Comments (\*) - **Please state your name and address before speaking**
- IX. Unanimous Consent Agenda (*Requires unanimous approval. Individual items may be removed by any councilor for separate discussion and vote*)
  - A. Shall the Town Council approve on **First Reading Ordinance #2026-04** Amending Chapter 175 "Zoning," Article II, "Definitions," and Article XII.1, "Use and Dimensional Standards," Section 175-53, "Table of Uses," of the Town Code to permit electric vehicle charging stations as an accessory use in all zoning districts and as a principal use in all commercial zoning districts, and schedule the Public Hearing for Monday, April 20, 2026?

- B. Shall the Town Council Adopt **Resolution #2026-05** Authorizing the Acceptance and Expenditure of Private Donations, Grant Funds, and Unanticipated Revenues Totaling \$70,360.02 Received by the Town of Durham Between January 1, 2024 and December 31, 2025?
  - C. Shall the Town Council, Upon Recommendation of the Administrator, Approve a Special Event Permit Application Submitted by Durham Parks & Recreation to Close Certain Sections of Town Roads for a Memorial Day Ceremony to be Held on Monday, May 25, 2026?
  - D. Shall the Town Council, upon Recommendation of the Administrator, Approve FY2026 Property Tax Abatement Recommendations of the Assessor at the Local Level and for Outstanding Appeals Before The Board of Tax and Land Appeals (BTLA) or NH Superior Court Totaling \$14,258?
- X. Citizen Committee Appointments**  
Annual appointments and re-appointments of citizens to various town boards, commissions, and committees.
- XI. Presentation Items**
- XII. Unfinished Business**
- XIII. Councilor and Town Administrator Roundtable**
- XIV. New Business**
- A. Discussion of Administrator's Progress Report (as of March 31, 2026) on the list of approved 2025/26 Town Council Goals adopted on June 16, 2025.
  - B. Initial discussion regarding development of the 2026/27 Town Council goals.
  - C. Discussion of the priorities for future Planning Board amendments to the Zoning Ordinance.
- XV. Nonpublic Session (if required)**
- XVI. Adjourn (NLT 10:30 PM)**

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(\*) *The public comment portion of the Council meeting is to allow members of the public to address matters of public concern regarding town government for up to 5 minutes. Obscene, violent, disruptive, disorderly comments, or those likely to induce violence, disruption or disorder, are not permitted and will not be tolerated. Complaints regarding Town staff should be directed to the Administrator.*



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**AGENDA ITEM: #6**  
**DATE: April 6, 2026**

### **COUNCIL COMMUNICATION**

**INITIATED BY:** Durham Town Council

**AGENDA ITEM:** **APPROVE THE TOWN COUNCIL MEETING MINUTES FOR MARCH 23, 2026.**

**CC PREPARED BY:** Karen Edwards, Administrative Assistant

**PRESENTED BY:** Todd Selig, Administrator

**AGENDA DESCRIPTION:**

Attached for the Council's review and approval are the minutes for the meeting held on March 23, 2026. Please call or email Karen Edwards with any grammatical/spelling changes prior to the meeting. Discussion at Monday evening's meeting should be limited only to substantive changes.

**LEGAL AUTHORITY:**

RSA 91-A:2 (II) specifies what must be contained in minutes of public meetings:

*"Minutes of all such meetings, including names of members, persons appearing before the bodies or agencies, and a brief description of the subject matter discussed and final decisions, shall be promptly recorded and open to public inspection not more than 5 business days after the public meeting, except as provided in RSA 91-A:6, and shall be treated as permanent records of anybody or agency, or any subordinate body thereof, without exception."*

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

N/A

**SUGGESTED ACTION OR RECOMMENDATIONS:**

**MOTION:**

*The Durham Town Council does hereby approve the Town Council meeting minutes for March 23, 2026. (as presented /as amended)*



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AGENDA ITEM: **#9A** *TS*

DATE: April 6, 2026

### COUNCIL COMMUNICATION

**INITIATED BY:** Planning Board

**AGENDA ITEM:** SHALL THE TOWN COUNCIL APPROVE ON FIRST READING ORDINANCE #2026-04 AMENDING CHAPTER 175 "ZONING," ARTICLE II, "DEFINITIONS," AND ARTICLE XII.1, "USE AND DIMENSIONAL STANDARDS," SECTION 175-53, "TABLE OF USES," OF THE TOWN CODE TO PERMIT ELECTRIC VEHICLE CHARGING STATIONS AS AN ACCESSORY USE IN ALL ZONING DISTRICTS AND AS A PRINCIPAL USE IN ALL COMMERCIAL ZONING DISTRICTS, AND SCHEDULE THE PUBLIC HEARING FOR MONDAY, APRIL 20, 2026?

**CC PREPARED BY:** Michael Behrendt, Town Planner

**PRESENTED BY:** Michael Behrendt, Town Planner  
Paul Rasmussen, Planning Board Chair

**AGENDA DESCRIPTION:**

The Durham Energy Committee prepared a draft set of amendments for the Site Plan Regulations to create requirements for electric vehicle charging facilities based on the type and level of development. The committee presented the proposal to the Planning Board for consideration. After much discussion, it was the consensus of the board to not move forward with creating these types of requirements due to changes in technology and in the market, the complexity of administering the proposed regulations, concern about discouraging development, and confidence that the private market will provide these facilities if there is sufficient demand.

However, the Planning Board determined that the Zoning Ordinance should be amended to specify where Electric Vehicle Charging Stations, both as an accessory use

and a principal use, should be permitted since there is no reference now to this use in the ordinance. We have seen a fair number of stations developed as an accessory use – installation of a few stations in parking lots serving residents in multi-unit residential projects and serving customers and employees in commercial projects, as well as the Town’s installations at a few locations.

We have not yet seen any installation as a principal use, either by adding a few chargers in an existing gas station or as a separate commercial facility offering only electric vehicle charging. But we expect to see this kind of development soon and it should be encouraged consistent with the Town’s Climate Action Plan. There would be site plan review for such a project.

The Planning Board held a public hearing on the proposed amendment on March 11. One member of the public spoke in favor of the proposal. No other comments were received. The board then voted 7-0 to formally initiate the amendment.

**LEGAL AUTHORITY:**

RSA 672:1, 674:16, RSA 675:2, and Section 175-14 of the Durham Zoning Ordinance

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

N/A

**SUGGESTED ACTION OR RECOMMENDATIONS:**

*The Durham Town Council does hereby approve on First Reading Ordinance #2026-04 Amending Chapter 175 “Zoning,” Article II, “Definitions,” and Article XII.1, “Use and Dimensional Standards,” Section 175-53, “Table of Uses,” of the Town Code to permit electric vehicle charging stations as an accessory use in all zoning districts and as a principal use in all commercial zoning districts, and schedules the Public Hearing for Monday, April 20, 2026.*

## **ORDINANCE #2026-04 OF DURHAM, NEW HAMPSHIRE**

**AMENDING CHAPTER 175, "ZONING," ARTICLE II, "DEFINITIONS," AND ARTICLE XII.1, "USE AND DIMENSIONAL STANDARDS," SECTION 175-53, "TABLE OF USES," OF THE DURHAM TOWN CODE TO PERMIT ELECTRIC VEHICLE CHARGING STATIONS AS AN ACCESSORY USE IN ALL ZONING DISTRICTS AND AS A PRINCIPAL USE IN ALL COMMERCIAL ZONING DISTRICTS.**

**WHEREAS,** The use of electric vehicles has grown tremendously over the past decade in the United States and in Durham; and

**WHEREAS,** The introduction of electric vehicle charging stations is growing in various settings to meet the demand – on public sites, as an accessory use in parking lots serving both residential and commercial projects, and as an accessory use serving countless single-family houses; and

**WHEREAS,** We expect to see charging stations established as commercial ventures in similar fashion to the traditional gas station; and

**WHEREAS,** There are no references to electric vehicles nor electric vehicle charging stations in the Zoning Ordinance and therefore it is uncertain where electric vehicle charging stations, especially as a principal use, might be allowed; and

**WHEREAS,** While electric vehicle stations are at this point a common accessory use it would be beneficial to make this explicit in the ordinance. The ordinance should specify where electric vehicle stations as a principal use would be allowed; and

**WHEREAS;** Given the importance of providing easy access to charging in order to encourage the growth of electric vehicles, pursuant to the Town's Climate Action Plan, it is appropriate to allow electric vehicle charging stations as a principal use, by right in all commercial zoning districts and as a special exception in all residential zoning districts; and

**WHEREAS,** The Durham Planning Board and Town Council duly held public hearing on this proposal.



**PASSED AND ADOPTED** by the Town Council of the Town of Durham, New Hampshire this \_\_\_\_\_ day of \_\_\_\_\_ by 2026, affirmative votes \_\_\_\_\_; negative votes \_\_\_\_\_; and \_\_\_\_\_ abstentions \_\_\_\_\_.

\_\_\_\_\_  
Joe Friedman, Chair  
Durham Town Council

**ATTEST:**

\_\_\_\_\_  
Rachel Deane, Town Clerk-Tax Collector



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AGENDA ITEM: **#9B** *TS*

DATE: April 6, 2026

### COUNCIL COMMUNICATION

**INITIATED BY:** Business Office

**AGENDA ITEM:** SHALL THE TOWN COUNCIL ADOPT RESOLUTION #2026-05 AUTHORIZING THE ACCEPTANCE AND EXPENDITURE OF PRIVATE DONATIONS, GRANT FUNDS, AND UNANTICIPATED REVENUES TOTALING \$70,360.02 RECEIVED BY THE TOWN OF DURHAM BETWEEN JANUARY 1, 2024 AND DECEMBER 31, 2025?

**CC PREPARED BY:** Deborah Ahlstrom, Financial Analyst

**PRESENTED BY:** Todd I. Selig, Administrator

**AGENDA DESCRIPTION:**

The Durham Town Council, on July 1, 1999, passed Resolution #99-19 authorizing the Town Council, in accordance with RSA 31:95-b, to apply for, accept and expend unanticipated funds from a Federal, State or other governmental unit or a private source which becomes available to the Town during a fiscal year.

Below are individuals, organizations and state agencies which provided donations, grant funds and unanticipated revenue to the Town of Durham between January 1, 2024 and December 31, 2025 in the amount of \$53,259.85. These funds were placed into revenue accounts and offsetting budgeted expenditures were made from the appropriate expense accounts as the funds were utilized.

In addition, the funds listed below as received by the Durham Trustees of Trust Funds between January 1, 2024 and December 31, 2025 in the amount of \$17,100.17 were deposited to Trusts established to receive donations for the purposes individual donors identified. Those funds are held by the Trustees of Trust Funds.

Amount	Received From	Department	Description
<b>2024</b>			
<b>Grants Received</b>			
4,260.00	Lamprey River Advisory Committee	TTF	Update Doe Farm Forest Stewardship Plan
1,500.00	NH Dept of Natural & Cultural Resources	Planning	attend National Alliance of Preservation Commission
<b>5,760.00</b>	<b>Subtotal Grants 2024</b>		
<b>Donations and Other Unanticipated Revenue</b>			
1,000.00	NH Charitable Foundation - Irwin Fund	Library	Collection
1,500.00	NH Charitable Foundation - Bucket Fund	Library	General Support and Annual Appeal
2,000.00	Vanguard - Ann & Carden Welsh Fund	Library	General Support and Annual Appeal
600.00	NH Humanities Council	Library	Program Presentations
10,816.83	Friends of the Durham Public Library	Library	Approved projects and purchases throughout the year
100.00	Active Retirement Association	Police	General Purpose
181.00	Various Anonymous Donors	Recreation RunSign	General Purpose
24.00	Bendan O'Sullivan	Town	General Purpose
100.00	Casey Family in appreciation	Fire	General Purpose
2,000.00	Charles & Sandara Smith in appreciation	Fire	General Purpose
1,220.00	Pi Kappa Alpha Fraternity	Fire	General Purpose
<b>19,541.83</b>	<b>Subtotal General Donations 2024</b>		
<b>Private Funds Received by Trustees of Trust Funds for Deposit</b>			
200.00	Anonymous	TTF	Durham Town Land Stewardship Patron's Trust
250.00	Anonymous	TTF	Hamilton Smith Chapel
50.00	Toby Weir	TTF	Durham Historical & Cultural Resources Trust
50.00	Milton Martin	TTF	Durham Historical & Cultural Resources Trust
50.00	Eric Lund	TTF	Durham Historical & Cultural Resources Trust
100.00	Lorraine Murphy	TTF	Durham Historical & Cultural Resources Trust
50.00	Colleen Lake	TTF	Durham Historical & Cultural Resources Trust
<b>750.00</b>	<b>Subtotal Private Funds Received by Trustees of Trust Funds 2024</b>		
<b>2025</b>			
<b>Grants Received</b>			
4,000.00	Strafford Reginal Planning Commission	TTF	Expand Doe Farm Forest Stewardship Plan
2,000.00	UCAR - Garden Group	Library	Garden activities
3,000.00	Kennebunk Savings Community Promise	Admin	Bickford-Chesley House Gallery
<b>9,000.00</b>	<b>Subtotal Grants 2025</b>		
<b>Donations and Other Unanticipated Revenue</b>			
2,000.00	NH Charitable Foundation - Irwin Fund	Library	Collection
2,000.00	NH Charitable Foundation - Bucket Fund	Library	General Support and Annual Appeal
12,085.08	Friends of the Durham Public Library	Library	Approved projects and purchases throughout the year
1,000.00	Great Bay Rotary	Recreation	for summer entertainment at Main St Park
100.00	Yael Decapo	Fire	General Purpose
1,675.00	Pi Kappa Alpha Fraternity	Fire	General Purpose
97.94	Gloria Smalley Revocable Trust	Town	General Purpose
<b>18,958.02</b>	<b>Subtotal General Donations 2025</b>		
<b>Private Funds Received by Trustees of Trust Funds for Deposit</b>			
1,000.00	Pamela Frederick	TTF	Durham Town Land Stewardship Patron's Trust
500.00	Mackie Family Charitable Trust	TTF	Durham Historical & Cultural Resources Trust
50.00	Raymond Rodon	TTF	Durham Historical & Cultural Resources Trust
50.00	Sandy Martin	TTF	Durham Historical & Cultural Resources Trust
50.00	Jessica Sturgeon	TTF	Durham Historical & Cultural Resources Trust
150.00	Jean McPeak	TTF	Wagon Hill Farm Heritage Trust
200.00	Diana & John Carroll	TTF	Wagon Hill Farm Heritage Trust
50.00	Barbara Baldwin	TTF	Wagon Hill Farm Heritage Trust
300.00	Charlotte Hitchcock Trust	TTF	Wagon Hill Farm Heritage Trust
500.00	Pamela Frederick	TTF	Wagon Hill Farm Heritage Trust
250.00	Katherine Wells Wheeler	TTF	Wagon Hill Farm Heritage Trust
250.00	Peter & Katherine Frid	TTF	Wagon Hill Farm Heritage Trust
50.00	Jay & Martha Gooze	TTF	Wagon Hill Farm Heritage Trust
100.00	Darrell Ford & Karen Damtoft	TTF	Wagon Hill Farm Heritage Trust
5,000.00	Jen & Eric Chinburg Fund	TTF	Wagon Hill Farm Heritage Trust
100.00	Julian Smith	TTF	Wagon Hill Farm Heritage Trust
50.00	Linda Hunter & Richard Dawson	TTF	Wagon Hill Farm Heritage Trust
50.00	Bennett Family Rev Trust	TTF	Wagon Hill Farm Heritage Trust
300.00	Martin Lee & Nancy Lambert Fund	TTF	Wagon Hill Farm Heritage Trust
3,000.00	Heron Brook Fund	TTF	Wagon Hill Farm Heritage Trust
50.00	Susan Long	TTF	Wagon Hill Farm Heritage Trust
200.00	Francoise Meissner	TTF	Wagon Hill Farm Heritage Trust
500.00	Malcolm & Nancy Sandberg	TTF	Wagon Hill Farm Heritage Trust
3,000.00	Allan Howland & Janet Perkins	TTF	Wagon Hill Farm Heritage Trust
50.00	Philip Ginsburg	TTF	Wagon Hill Farm Heritage Trust
195.30	GoFund - Carolyn Singer	TTF	Wagon Hill Farm Heritage Trust
19.26	GoFund - Anonymous	TTF	Wagon Hill Farm Heritage Trust
43.71	GoFund - Mark Popecki	TTF	Wagon Hill Farm Heritage Trust
97.50	GoFund - Diane Foons	TTF	Wagon Hill Farm Heritage Trust
19.26	GoFund - Anonymous	TTF	Wagon Hill Farm Heritage Trust
97.50	GoFund - Mary Ellen Hoerman	TTF	Wagon Hill Farm Heritage Trust
48.60	GoFund - Sara Anderson	TTF	Wagon Hill Farm Heritage Trust
29.04	GoFund - Chris Leinart	TTF	Wagon Hill Farm Heritage Trust
<b>16,350.17</b>	<b>Subtotal Private Funds Received by Trustees of Trust Funds 2025</b>		
<b>\$ 70,360.02</b>	<b>Grand Total Grants and Donations Received</b>		

**LEGAL AUTHORITY:**

Resolution #99-19 and RSA 31:95-b which reads in part

“.....For unanticipated moneys in an amount less than \$10,000, the board of selectmen shall post notice of the funds in the agenda and shall include notice in the minutes of the board of selectmen meeting in which such moneys are discussed. The acceptance of unanticipated moneys under this subparagraph shall be made in public session of any regular board of selectmen meeting....”

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

These funds represent donations, grants, and other unanticipated revenues received between January 1, 2024 and December 31, 2025 that have not been formally accepted by the Town Council. These funds total \$70,360.02.

**SUGGESTED ACTION OR RECOMMENDATIONS:**

**MOTION**

*The Durham Town Council does hereby adopts Resolution #2026-05 authorizing the acceptance and expenditure of unanticipated revenues through donations and grants in the amount of \$70,360.02.*

## **RESOLUTION #2026-05 OF DURHAM, NEW HAMPSHIRE**

**AUTHORIZING THE ACCEPTANCE AND EXPENDITURE OF PRIVATE DONATIONS, UNANTICIPATED REVENUES, AND GRANT FUNDS TOTALING \$70,360.02 RECEIVED BY THE TOWN OF DURHAM BETWEEN JANUARY 1, 2024 AND DECEMBER 31, 2025**

**WHEREAS**, donated funds, unanticipated revenue and grant funds have been received by the Town of Durham from individuals and organizations between January 1, 2024 and December 31, 2025 in the amount of \$ 53,259.85; and

**WHEREAS**, these are funds in addition to \$17,100.17 of private funding received and deposited during this time frame to Trusts held by the Trustees of Trust Funds, as directed by the donors; which Trusts had been established to receive donations for the purposes the individual donors identified; and

**WHEREAS**, The Durham Town Council, on July 1, 1999, passed Resolution #99-19 authorizing the Town Council, in accordance with RSA 31:95-b, to apply for, accept, and expend unanticipated funds from a Federal, State or other governmental unit or a private source which becomes available during a fiscal year; and

**WHEREAS**, Town Council approval is required for the acceptance and expenditure of these funds,

**NOW, THEREFORE, BE IT RESOLVED**, that the Durham Town Council, the governing body of the Town of Durham, New Hampshire does hereby adopt **Resolution #2026-05** authorizing the acceptance and expenditure of the following funds totaling \$ 70,360.02.

<u>Amount</u>	<u>Received From</u>	<u>Department</u>	<u>Description</u>
<b>2024</b>			
<b>Grants Received</b>			
4,260.00	Lamprey River Advisory Committee	TTF	Update Doe Farm Forest Stewardship Plan
1,500.00	NH Dept of Natural & Cultural Resources	Planning	attend National Alliance of Preservation Commission
<b>5,760.00</b>	<b>Subtotal Grants 2024</b>		
<b>Donations and Other Unanticipated Revenue</b>			
1,000.00	NH Charitable Foundation - Irwin Fund	Library	Collection
1,500.00	NH Charitable Foundation - Bucket Fund	Library	General Support and Annual Appeal
2,000.00	Vanguard - Ann & Carden Welsh Fund	Library	General Support and Annual Appeal
600.00	NH Humanities Council	Library	Program Presentations
10,816.83	Friends of the Durham Public Library	Library	Approved projects and purchases throughout the year
100.00	Active Retirement Association	Police	General Purpose
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24.00	Bendan O'Sullivan	Town	General Purpose
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<b>19,541.83</b>	<b>Subtotal General Donations 2024</b>		
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50.00	Colleen Lake	TTF	Durham Historical & Cultural Resources Trust
<b>750.00</b>	<b>Subtotal Private Funds Received by Trustees of Trust Funds 2024</b>		
<b>2025</b>			
<b>Grants Received</b>			
4,000.00	Strafford Reginal Planning Commission	TTF	Expand Doe Farm Forest Stewardship Plan
2,000.00	UCAR - Garden Group	Library	Garden activities
3,000.00	Kennebunk Savings Community Promise	Admin	Bickford-Chesley House Gallery
<b>9,000.00</b>	<b>Subtotal Grants 2025</b>		
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<b>18,958.02</b>	<b>Subtotal General Donations 2025</b>		

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97.50	GoFund - Diane Foos	TTF	Wagon Hill Farm Heritage Trust
19.26	GoFund - Anonymous	TTF	Wagon Hill Farm Heritage Trust
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48.60	GoFund - Sara Anderson	TTF	Wagon Hill Farm Heritage Trust
29.04	GoFund - Chris Leinart	TTF	Wagon Hill Farm Heritage Trust
<b>16,350.17</b>	<b>Subtotal Private Funds Received by Trustees of Trust Funds 2025</b>		
<b>\$ 70,360.02</b>	<b>Grand Total Grants and Donations Received</b>		

**PASSED AND ADOPTED** on this \_\_\_\_ day of April, **2026** by a majority vote of the Durham Town Council with \_\_\_\_ voting in favor, \_\_\_\_ opposing, and \_\_\_\_ abstaining.

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Joe Friedman, Chair  
Durham Town Council

*ATTEST:*

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Rachel Deane, Town Clerk/Tax Collector



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AGENDA ITEM: **#9C**

DATE: April 6, 2026

### COUNCIL COMMUNICATION

**INITIATED BY:** Durham Parks & Recreation

**AGENDA ITEM:** SHALL THE TOWN COUNCIL, UPON RECOMMENDATION OF THE ADMINISTRATOR, APPROVE A SPECIAL EVENT PERMIT APPLICATION SUBMITTED BY DURHAM PARKS & RECREATION TO CLOSE CERTAIN SECTIONS OF TOWN ROADS FOR A MEMORIAL DAY CEREMONY TO BE HELD ON MONDAY, MAY 25, 2026?

**CC PREPARED BY:** Karen Edwards, Administrative Assistant

**PRESENTED BY:** Todd Selig, Administrator

**AGENDA DESCRIPTION:**

Attached is a special event/road closure permit application submitted by Durham Parks & Recreation requesting that certain portions of town roads be closed beginning from 9:30 a.m. to 11:30 a.m. on Monday, May 25, 2026, for the Memorial Day Ceremony.

The application has been reviewed by the appropriate town departments and has been approved by them. The Administrator therefore recommends approval of this special event and road closure permit.

**LEGAL AUTHORITY:**

RSA 41:11 "Regulation of Use of Highways, Etc.", and RSA 47:17 VII "Use of Public Ways" authorize the Town Council to regulate the use of public highways.

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

N/A

**SUGGESTED ACTION OR RECOMMENDATIONS:**

**MOTION:**

*The Durham Town Council does hereby, upon recommendation of the Administrator, approve a Special Event Permit Application Submitted by Durham Parks & Recreation to close certain sections of Town Roads for a Memorial Day Ceremony to be held on Monday, May 25, 2026.*



# TOWN OF DURHAM

100 Stone Quarry Drive, Durham, NH 03824

TEL: (603) 868-5578

FAX: (603) 868-8063

Email: [publicworks@ci.durham.nh.us](mailto:publicworks@ci.durham.nh.us)

## PERMIT APPLICATION

Revised: 2/18/19

### TYPE OF PERMIT (Please check one):

Special Event

Road Closure Request

Use of Town Property

LOCATION WHERE EVENT WILL OCCUR:

Downtown Main St. + Memorial Park

DAY & DATE OF EVENT:

Monday, May 25<sup>th</sup>

TIME(S) OF EVENT: 10AM - 11<sup>30</sup>AM

DURATION OF EVENT (Including set up and breakdown time):

3 hrs. \*Close Main St. @ 9<sup>30</sup>AM

\*Parking Spots closed starting @ 8AM\*

NAME OF APPLICANT/ORGANIZATION:

Durham Parks & Recreation

NAME OF EVENT:

Memorial Day Ceremony

PERSONAL CONTACT FOR THIS EVENT:

Rachel Graszewski

ADDRESS:

2 Dover Rd Durham

TELEPHONE NO.:

DAY: (603) 817-4074

EVENING: (603) 254-6178

EMAIL:

rgaszewski@ci.durham.nh.us

DETAILED DESCRIPTION OF REQUEST (Pertaining to amplified music, location, route of travel. Please attach maps denoting routes and road closures):

We will close down Main Street from Jenkins Cit. to Main St Barber. A ceremony with presentations, music + wreath ceremony will take place @ Mem. Park.

\* Requesting assistance from DPW w/Road Closure

\* Requesting assistance from OPD w/Traffic + crowd control

+ if the Police Honor Guard is available to participate - that would be very much appreciated.

\* Requesting DFD onsite w/fire apparatus + lg. Am. Flag from ladder truck

ANTICIPATED NUMBER OF PARTICIPANTS:

200

ANTICIPATED NUMBER OF VEHICLES:

40

If DFD Honor Guard is able to participate - that would be very much appreciated!

Thank you!

CERTIFICATE OF INSURANCE INFORMATION

As evidence of its financial ability to indemnify the Town of Durham, during the term of this agreement, the applicant shall obtain and pay premiums for Commercial General Liability insurance protecting the parties hereto, their agents, officers, elected officials, representatives, or employees because of bodily injury, property damage, personal injury or products liability incurred by the parties in the performance of the terms of this lease, such policy to provide limits no less than \$1 million per occurrence. A Certificate of Insurance naming the Town of Durham as an Additional Insured shall be provided.

Insurance Carrier: \_\_\_\_\_

Policy Number and Expiration Date: \_\_\_\_\_

The undersigned hereby agrees, at its sole cost and expense, to defend, indemnify and hold harmless the Town of Durham and all associated, affiliated, allied and subsidiary entities of the Town, now existing or hereinafter created, and their respective officers, boards, commissions, employees, agents, and contractors (hereinafter referred to as "indemnities") from and against any and all liability, obligation, damages, penalties, claims, liens, costs, charges, losses and expenses which may be imposed upon, incurred by or asserted against the indemnities by reason of any act or omission of the undersigned, its personnel, employees, agents, contractors or subcontractors which results in damage or injury of any kind to any person or any property and which arises out of or is in any way connected with the activities permitted by this permit.

\_\_\_\_\_  
Printed Name and Signature of Event Coordinator/applicant Date

\_\_\_\_\_  
Printed Name and Signature of Principal/Owner/Authorizing Authority Date

\*\*\*\*\*

**FOR OFFICIAL USE ONLY**

Reviewed by DPW  
Comments:

*See Level  
3.26.26*

Reviewed by PD  
Comments:

*Three officers for detail,  
and will coordinate color guard.*

Reviewed by FD  
Comments:

*See attached Fire Department conditions of permit approval*

Reviewed by P&R  
Comments:

*(Applicant)*

Approved:  \_\_\_\_\_ Date  
Todd I. Selig, Administrator

## John Baker

---

**From:** Jack Dalton  
**Sent:** Friday, March 27, 2026 8:35 AM  
**To:** John Baker; Brendan O'Sullivan; David Emanuel; Kelley Fowler; Michelle Patrick; Rachel Gasowski; Richard Reine; Shannon Shaw  
**Subject:** RE: Special Event Permit Application - Memorial Day Ceremony - 5-25-2026

Good morning,

We will assign three officers for the detail, and I will also coordinate getting the color guard ready.

Happy Friday!

Jack

Deputy Chief Jack Dalton  
Durham Police Department  
86 Dover Road  
Durham, NH 03824  
603-868-2324



**From:** John Baker <jbaker@ci.durham.nh.us>  
**Sent:** Thursday, March 26, 2026 2:18 PM  
**To:** Brendan O'Sullivan <brendan.osullivan.dfd@unh.edu>; David Emanuel <david.emanuel@unh.edu>; Jack Dalton <jdalton@ci.durham.nh.us>; Kelley Fowler <Kelley.Fowler@unh.edu>; Michelle Patrick <Michelle.patrick@unh.edu>; Rachel Gasowski <rgasowski@ci.durham.nh.us>; Richard Reine <rreine@ci.durham.nh.us>; Shannon Shaw <sshaw@ci.durham.nh.us>  
**Subject:** Special Event Permit Application - Memorial Day Ceremony - 5-25-2026

Good afternoon:

The Parks and Recreation Department has submitted a Special Event Permit Application - Memorial Day Ceremony - 5-25-2026.

This will include a road closure of Main Street from Jenkins Court to Main Street Barber.

**Police:** Requesting assistance with traffic and crowd control.  
Also, it would be greatly appreciated if the Police Honor Guard is available to participate.

**Public Works:** Requesting assistance with road closure.

**Fire:** Requesting onsite fire apparatus and large American flag from ladder truck.

## John Baker

---

**From:** Brendan O'Sullivan <Brendan.OSullivan@unh.edu>  
**Sent:** Friday, March 27, 2026 12:41 PM  
**To:** John Baker  
**Cc:** Michelle Patrick  
**Subject:** Re: Special Event Permit Application - Memorial Day Ceremony - 5-25-2026  
**Attachments:** image001.png; image002.jpg; Special Event Permit Application - Memorial Day Ceremony - 5-25-2026.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

John,  
DFD is in agreement and supports the permit,  
Michelle,  
Can I trouble you to enter in First Due?  
Thanks,  
Brendan  
Brendan J. O'Sullivan  
Fire Marshal/ A-EMT  
51 College Road  
Durham NH 03824  
603-833-9836  
brendan.osullivan@unh.edu

***Please note new email address***

On Mar 26, 2026, at 14:18, John Baker <jbaker@ci.durham.nh.us> wrote:

CAUTION: This email originated from outside of the University System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon:

The Parks and Recreation Department has submitted a Special Event Permit Application - Memorial Day Ceremony - 5-25-2026.

This will include a road closure of Main Street from Jenkins Court to Main Street Barber.

**Police:** Requesting assistance with traffic and crowd control.

Also, it would be greatly appreciated if the Police Honor Guard is available to participate.

**Public Works:** Requesting assistance with road closure.

**Fire:** Requesting onsite fire apparatus and large American flag from ladder truck.



## TOWN OF DURHAM

8 Newmarket Road  
Durham, NH 03824  
Tel: 603-868-5571  
Fax: 603-868-1858  
[www.ci.durham.nh.us](http://www.ci.durham.nh.us)

AGENDA ITEM: **#9D** *TS*

DATE: April 6, 2026

### COUNCIL COMMUNICATION

**INITIATED BY:** Darcy Freer, Assessor

**AGENDA ITEM:** SHALL THE TOWN COUNCIL, UPON RECOMMENDATION OF THE ADMINISTRATOR, APPROVE FY2026 PROPERTY TAX ABATEMENT RECOMMENDATIONS OF THE ASSESSOR AT THE LOCAL LEVEL AND FOR OUTSTANDING APPEALS BEFORE THE BOARD OF TAX AND LAND APPEALS (BTLA) OR NH SUPERIOR COURT TOTALING \$14,258?

**CC PREPARED BY:** Darcy Freer, Assessor

**CC PRESENTED BY:** Todd Selig, Town Administrator  
Darcy Freer, Assessor

**AGENDA DESCRIPTION:**

Each year the Town receives requests for property tax abatements. The deadline for filing abatement requests was March 2, 2026. The Town must respond to the applicants in writing by July 1, 2026, or the application is automatically denied.

The Assessor has reviewed abatement requests received to date, conducted site inspections, and met with those property owners or tax representatives who requested a meeting. These inspections and meetings have been held on an ongoing basis. Once these meetings concluded, the Assessor reviewed the requests in more detail and formulated recommendations. If the taxpayer has appealed their assessment with the municipality and is dissatisfied with the decision of the Town, they may appeal the abatement to either the New Hampshire Board of Tax and Land Appeals or Superior Court, but not both.

Attached for the Council's review and information are abatement recommendations for the following properties:

- 1. Fairpoint (NO NE Telephone Operations LLC) – McDaniel Drive**  
Recommendation: GRANT (for Tax Year 2023 &2024). The Assessor recommends granting the abatement request in the amount of \$10,000 including interest to settle the outstanding local level abatements, Superior Court Appeal (2023), and BTLA Appeal (2024). See attached abatement recommendation from the assessor outlining the reasons for granting this request.
- 2. Lord – 85 Bennett Road**  
Recommendation: GRANT (for Tax Year 2025). The Assessor recommends granting the abatement request in the amount of \$1,192.70 including interest through 4/24/2026. See attached abatement recommendation from the assessor outlining the reasons for granting this request.
- 3. Joyce – 1 Surrey Lane**  
Recommendation: GRANT (for Tax Year 2025). The Assessor recommends granting the abatement request in the amount of \$223.54 including interest through 4/24/2026. See attached abatement recommendation from the assessor outlining the reasons for granting this request.
- 4. Holmgren – 20 Perley Lane**  
Recommendation: GRANT (for Tax Year 2025). The Assessor recommends granting the abatement request in the amount of \$561.20 including interest through 4/24/2026. See attached abatement recommendation from the assessor outlining the reasons for granting this request.
- 5. Hu – 16 Perley Lane**  
Recommendation: GRANT (for Tax Year 2025). The Assessor recommends granting the abatement request in the amount of \$1057.06 including interest through 4/24/26. See attached abatement recommendation from the assessor outlining the reasons for granting this request.
- 6. Curran – 15 Perley Lane**  
Recommendation: DENY (for Tax Year 2025). The Assessor recommends denying the abatement request. See attached abatement recommendation from the assessor outlining the reasons for denying this request.
- 7. Clifford – 11 Perley Lane**  
Recommendation: DENY (for Tax Year 2025). The Assessor recommends denying the abatement request. See attached abatement recommendation from the assessor outlining the reasons for denying this request.

**8. MacLean & Mackie - 180 Piscataqua Road**

Recommendation: DENY (for Tax Year 2025). The Assessor recommends denying the abatement request. See attached abatement recommendation from the assessor outlining the reasons for denying this request.

**9. Lord Holdings Durham LLC - 2 Main Street**

Recommendation: DENY (for Tax Year 2025). The Assessor recommends denying the abatement request. See attached abatement recommendation from the assessor outlining the reasons for denying this request.

**10. Matchett - 30 Canney Road**

Recommendation: GRANT (for Tax Year 2025). The Assessor recommends granting the abatement request in the amount of \$1,093 not including interest (to date, the taxes have not been paid in full, therefore no interest is due). See attached abatement recommendation from the assessor outlining the reasons for granting this request.

**11. Ruiz - 8 Hemlock Way**

Recommendation: GRANT (for Tax Year 2025). The Assessor recommends granting the abatement request in the amount of \$130.50 including interest through 4/24/26. See attached abatement recommendation from the assessor outlining the reasons for granting this request.

**LEGAL AUTHORITY:**

RSA 76:16 describes the process for the apportionment, assessment, and abatement of property taxes.

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

As part of the FY 2026 budget, the Town of Durham has appropriated \$175,000 to be used for tax abatement/appeal purposes. To date, the Town has abated \$0.00 to taxpayers who have appealed their assessments with the municipality, to the Board of Tax and Land Appeals or Superior Court.

**SUGGESTED ACTION OR RECOMMENDATIONS:**

**MOTION:**

*The Durham Town Council does hereby, upon Recommendations of the Administrator, Approve FY2026 Property Tax Abatement Recommendations of the Assessor at the Local Level and for Outstanding Appeals Before The Board of Tax and Land Appeals (BTLA) or NH Superior Court Totaling \$14,258.*



# TOWN OF DURHAM

8 Newmarket Road  
Durham, NH 03824  
Tel: 603-868-5571  
Fax: 603-868-1858  
[www.ci.durham.nh.us](http://www.ci.durham.nh.us)

AGENDA ITEM: **#10**

DATE: **April 6, 2026**

## COUNCIL COMMUNICATION

**INITIATED BY:** Durham Town Charter

**AGENDA ITEM:** ANNUAL APPOINTMENTS OF CITIZENS TO VARIOUS TOWN BOARDS, COMMISSIONS, AND COMMITTEES

**CC PREPARED BY:** Karen Edwards, Administrative Assistant

**PRESENTED BY:** Durham Town Council

**AGENDA DESCRIPTION:**

Section 11.4 "Terms of Office" of the Durham Town Charter states that all terms of office for members of appointed boards shall begin on May 1 and end on April 30.

At the end of April, terms on boards, committees and commissions will expire. Each person whose term is expiring has been notified and has indicated whether they would like to be reappointed or not. The following is a list of citizens whose terms are expiring and are requesting reappointment to their corresponding board, committee or commission. In addition, the current vacancies are listed. These vacancies have been advertised and posted on the outside bulletin board at the Town Hall, the Town website and published in the weekly Friday Updates.

It is anticipated that new appointments will come before the Council in the coming months.

<u>BOARD/COMMITTEE</u>	<u># VACANCIES</u>	<u>TERM EXPIRES</u>	<u>APPLICANTS</u>	<u>REAPPT/NEW APPT.</u>
<b>Agricultural Commission</b>				
	2 - Regular	4/29	Alberto Manalo	Reappointment
		4/29	VACANT	
	2 - Alternates	4/29	Bryan Cassidy	Reappointment
		4/29	VACANT	

<u>BOARD/COMMITTEE</u>	<u># VACANCIES</u>	<u>TERM EXPIRES</u>	<u>APPLICANTS</u>	<u>REAPPT/NEW APPT.</u>
<b>Conservation Commission</b>				
	1 - Regular	4/29	Neil Slepian	Reappointment
	1 - Alternate	4/29	Steve Moyer	Reappointment

<u>BOARD/COMMITTEE</u>	<u># VACANCIES</u>	<u>TERM EXPIRES</u>	<u>APPLICANTS</u>	<u>REAPPT/NEW APPT.</u>
<b>Energy Committee</b>				
	3 - Regular	4/29	Matthias Dean Carpentier	Reappointment
		4/29	Steve Holmgren	Reappointment
		4/29	<b>VACANT</b>	

<u>BOARD/COMMITTEE</u>	<u># VACANCIES</u>	<u>TERM EXPIRES</u>	<u>APPLICANTS</u>	<u>REAPPT/NEW APPT.</u>
<b>Historic District/Heritage Commission</b>				
	2 - Regular	4/29	Charlotte Hitchcock	Reappointment
		4/29	<b>VACANT</b>	
	2 - Alternates	4/29	<b>VACANT</b>	
		4/27	<b>VACANT</b>	

<u>BOARD/COMMITTEE</u>	<u># VACANCIES</u>	<u>TERM EXPIRES</u>	<u>APPLICANTS</u>	<u>REAPPT/NEW APPT.</u>
<b>Human Rights Commission</b>				
	2 - Regular	4/29	Richard Belshaw	Reappointment
		4/29	Janet Perkins-Howland	Reappointment

<u>BOARD/COMMITTEE</u>	<u># VACANCIES</u>	<u>TERM EXPIRES</u>	<u>APPLICANTS</u>	<u>REAPPT/NEW APPT.</u>
<b>IWMAC</b>				
	2 - Regular	4/29	Naomi Kornhauser	Reappointment
		4/29	Susan Richman	Reappointment

<u>BOARD/COMMITTEE</u>	<u># VACANCIES</u>	<u>TERM EXPIRES</u>	<u>APPLICANTS</u>	<u>REAPPT/NEW APPT.</u>
<b>Library Board of Trustees</b>				
	3 - Alternates	4/27	Martha Gooze	Reappointment
		4/27	Laura Mason	Reappointment
		4/27	Joe Warzin	Reappointment

<u>BOARD/COMMITTEE</u>	<u># VACANCIES</u>	<u>TERM EXPIRES</u>	<u>APPLICANTS</u>	<u>REAPPT/NEW APPT.</u>
<b>Parks &amp; Recreation Committee</b>				
	2 - Regular	4/29	Lynda Kuhne	Moving from Alternate to Regular Member
		4/29	VACANT	
	3 - Alternates	4/29	VACANT	
		4/28	VACANT	
		4/27	VACANT	

<u>BOARD/COMMITTEE</u>	<u># VACANCIES</u>	<u>TERM EXPIRES</u>	<u>APPLICANTS</u>	<u>REAPPT/NEW APPT.</u>
<b>Planning Board</b>				
	2 - Regular	4/29	Paul Rasmussen	Reappointment
		4/29	Sally Tobias	Reappointment

<u>BOARD/COMMITTEE</u>	<u># VACANCIES</u>	<u>TERM EXPIRES</u>	<u>APPLICANTS</u>	<u>REAPPT/NEW APPT.</u>
<b>Strafford Regional Planning Commission</b>				
	2 - Regular	4/30	Michael Lehrman	Reappointment
		4/27	Curtis Register	New appointment

<u>BOARD/COMMITTEE</u>	<u># VACANCIES</u>	<u>TERM EXPIRES</u>	<u>APPLICANTS</u>	<u>REAPPT/NEW APPT.</u>
<b>Trustees of the Trust Funds</b>				
	2 - Alternates	4/27	James Bubar	Reappointment
		4/27	Victor Sosa	Reappointment

<u>BOARD/COMMITTEE</u>	<u># VACANCIES</u>	<u>TERM EXPIRES</u>	<u>APPLICANTS</u>	<u>REAPPT/NEW APPT.</u>
<b>Zoning Board of Adjustment</b>				
	1 - Regular	4/29	James Bubar	Reappointment
	2 - Alternates	4/29	<b>VACANT</b>	
		4/27	<b>VACANT</b>	

**LEGAL AUTHORITY:**

Section 11.1, subparagraphs A-E of the Durham Town Charter.

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

N/A

**SUGGESTED ACTION OR RECOMMENDATIONS:**

**MOTION:**

*The Durham Town Council does hereby adopts the above roster of citizen members to the various town boards commission, and committee vacancies indicated on the roster as presented/ as amended.*

## Karen Edwards

---

**From:** theresawalker@comcast.net  
**Sent:** Thursday, March 26, 2026 9:16 AM  
**To:** Karen Edwards  
**Subject:** RE: Request for recommendations

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Ellen will not be requesting reappointment.

I highly recommend both Alberto Manalo and Bryan Cassidy for reappointment to the Agricultural Commission as they both are active, engaged Commission members that take the lead on several Ag Comm initiatives, including leading workshops and working with UNH Capstone students. I am thankful for the request to be reappointed. -  
Theresa

**From:** Karen Edwards <kedwards@ci.durham.nh.us>  
**Sent:** Thursday, March 26, 2026 9:07 AM  
**To:** Theresa Walker <theresawalker@comcast.net>  
**Subject:** Request for recommendations

Theresa,

Alberto Manalo and Bryan Cassidy have both requested to be reappointed to the Agricultural Commission for another term. Please send me a recommendation on each of their reappointments.

I have not heard back from Ellen Karelitz on whether she would like to be reappointed. Do you know her intentions?

Karen

*Karen Edwards*  
Administrative Assistant  
Administrator's Office  
Town of Durham  
8 Newmarket Road  
Durham, NH 03824  
(603) 868-5571  
[www.ci.durham.nh.us](http://www.ci.durham.nh.us)  
She/her/hers

## Karen Edwards

---

**From:** DWIGHT TRUEBLOOD <dwight.trueblood@comcast.net>  
**Sent:** Wednesday, March 25, 2026 2:55 PM  
**To:** Karen Edwards  
**Subject:** Re: Reappointments to Conservation Commission

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Karen,

I heartily endorse the reappointment of Neil Slepian and Steve Moyer to the Conservation Commission for another three years. They have been fully engaged in the Commission's work and I've found their input valuable.

Dwight

On 03/25/2026 11:13 AM EDT Karen Edwards <kedwards@ci.durham.nh.us> wrote:

Dwight,

Neil Slepian & Steve Moyer have asked to be reappointed to the Conservation Commission for another 3 years. Please send me a recommendation as to whether these two members should be reappointed.

Karen

*Karen Edwards*

Administrative Assistant

Administrator's Office

Town of Durham

8 Newmarket Road

Durham, NH 03824

(603) 868-5571

[www.ci.durham.nh.us](http://www.ci.durham.nh.us)

## Karen Edwards

---

**From:** Michael Klein <mike@pwiconsulting.net>  
**Sent:** Monday, March 30, 2026 10:00 AM  
**To:** Karen Edwards  
**Subject:** Re: Matthias reappointment

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Yes, he would be great to continue to have on the committee

Thanks,  
Mike

Sent from my mobile. Please excuse any typos.

On Mar 30, 2026, at 9:44 AM, Karen Edwards <kedwards@ci.durham.nh.us> wrote:

Michael,

Matthias Dean Carpentier has let me know that he would like to be reappointed to the Energy Committee for another term. Please send me a recommendation for his reappointment.

Karen

*Karen Edwards*  
Administrative Assistant  
Administrator's Office  
Town of Durham  
8 Newmarket Road  
Durham, NH 03824  
(603) 868-5571  
[www.ci.durham.nh.us](http://www.ci.durham.nh.us)  
She/her/hers

## Karen Edwards

---

**From:** Michael Klein <mike@pwiconsulting.net>  
**Sent:** Thursday, March 26, 2026 9:45 AM  
**To:** Karen Edwards  
**Subject:** Re: Steve Holmgren request for reappointment

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Steve is a critical component of the Durham Energy Committee. I 1000% support his reappointment.

I am unaware of Mathias's intentions.

Thanks,  
Mike

Sent from my mobile. Please excuse any typos.

On Mar 26, 2026, at 9:23 AM, Karen Edwards <kedwards@ci.durham.nh.us> wrote:

Michael,

Steve Holmgren has requested to be reappointed to the Energy Committee for another term. Please send me a recommendation for his reappointment by Monday, March 30.

I have not heard from Matthias as to whether he would like to be reappointed for another term. Do you happen to know his intentions?

Karen

*Karen Edwards*  
Administrative Assistant  
Administrator's Office  
Town of Durham  
8 Newmarket Road  
Durham, NH 03824  
(603) 868-5571  
www.ci.durham.nh.us  
She/her/hers

## Karen Edwards

---

**From:** Larry Brickner-Wood <revlarry77@gmail.com>  
**Sent:** Friday, March 27, 2026 12:21 PM  
**To:** Karen Edwards  
**Subject:** Re: Charlotte Hitchcock reappointment

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Karen,

Charlotte is an excellent member of the HDC/HC, and her expertise, energy, diligence, dedication and thoughtfulness are essential and so valuable to our work. I highly recommend her for reappointment.

I will check in with Jennifer.

Larry

On Thu, Mar 26, 2026 at 8:44 AM Karen Edwards <[kedwards@ci.durham.nh.us](mailto:kedwards@ci.durham.nh.us)> wrote:

Larry,

Charlotte Hitchcock has requested to be reappointed to the HDC for another term. Please send me your recommendation for her reappointment by Monday, March 30.

I have not heard from Jennifer Becker yet on whether she wants to be reappointed for another term. Do you know what her intentions are?

Karen

*Karen Edwards*

Administrative Assistant

Administrator's Office

Town of Durham

8 Newmarket Road

Durham, NH 03824

**From:** [Todd Selig](#)  
**To:** [Karen Edwards](#)  
**Cc:** [Durham Town Council](#)  
**Subject:** Reappointment of Richard Belshaw to Human Rights Commission  
**Date:** Monday, March 30, 2026 12:09:53 PM

---

Dear Members of the Council,

I'm pleased to recommend Richard Belshaw for reappointment to the Durham Human Rights Commission.

Richard has served the Commission and the Town very well, demonstrating consistent diligence, strong organizational skills, and a genuine commitment to the Commission's mission. He submits agendas to Karen Edwards for finalization and posting in a timely manner, follows through on issues before the Commission, and ensures that the group's work moves forward in an orderly and productive manner.

Beyond his organizational strengths, Richard brings valuable depth and insight to the Commission's work through his background as a pastor. This experience has equipped him with compassion and an understanding of the breadth of human experience, as well as an appreciation for the differences in perspectives that exist within our community. These qualities are important to the thoughtful and sometimes sensitive deliberations required of the Human Rights Commission.

Richard is also a pleasure to work with. His collaborative approach and thoughtful demeanor make him an asset to both the Commission and to Town staff supporting the Commission's work.

I recommend Richard Belshaw's reappointment to the Durham Human Rights Commission.

Todd

Todd I. Selig, Administrator  
Town of Durham, NH  
8 Newmarket Rd., Durham, NH 03824 USA  
Office: 603.868.5571 | Mobile: 603.817.0720  
[www.ci.durham.nh.us](http://www.ci.durham.nh.us) | [tselig@ci.durham.nh.us](mailto:tselig@ci.durham.nh.us)

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## Karen Edwards

---

**From:** Richard Belshaw <rwbelshaw@earthlink.net>  
**Sent:** Friday, March 27, 2026 11:49 AM  
**To:** Karen Edwards  
**Subject:** Re: Janet Perkins-Howland reappointment

**Importance:** High

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I recommend Janet Perkins-Howland to be reappointed to the HRC...

Richard Belshaw

On Mar 26, 2026, at 8:24 AM, Karen Edwards <[kedwards@ci.durham.nh.us](mailto:kedwards@ci.durham.nh.us)> wrote:

Richard,

Janet Perkins-Howland has requested to be reappointed to the Human Rights Commission. Please send me a recommendation for her reappointment by Monday, March 30.

Karen

*Karen Edwards*  
Administrative Assistant  
Administrator's Office  
Town of Durham  
8 Newmarket Road  
Durham, NH 03824  
(603) 868-5571  
[www.ci.durham.nh.us](http://www.ci.durham.nh.us)  
She/her/hers

## Karen Edwards

---

**From:** Nell Neal <nellneal3@gmail.com>  
**Sent:** Friday, March 20, 2026 1:33 PM  
**To:** Karen Edwards  
**Subject:** Re: Naomi & Susan

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Karen,

Yes, I absolutely recommend both Naomi and Susan for reappointment. They are both great members.

Nell

On Fri, Mar 20, 2026 at 9:10 AM Karen Edwards <[kedwards@ci.durham.nh.us](mailto:kedwards@ci.durham.nh.us)> wrote:

Nell,

Both Naomi and Susan have requested to be re-appointed to IWMAC for another 3-year term. As chair, do you recommend their re-appointments?

They were the only members whose terms expired this year.

Karen

*Karen Edwards*

Administrative Assistant

Administrator's Office

Town of Durham

8 Newmarket Road

Durham, NH 03824

(603) 868-5571

[www.ci.durham.nh.us](http://www.ci.durham.nh.us)

She/her/hers

## Karen Edwards

---

**From:** Robin Glasser <durhamplglasser@gmail.com>  
**Sent:** Thursday, March 26, 2026 9:55 AM  
**To:** Karen Edwards  
**Subject:** RE: Library Trustees alternates

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Yes, the Board recommends all three alternates.

Robin

On Mar 26, 2026 at 9:47 AM -0400, Karen Edwards <kedwards@ci.durham.nh.us>, wrote:

Thanks for letting me know. Do you recommend all three of them for reappointment?

Karen

*Karen Edwards*

Administrative Assistant

Administrator's Office

Town of Durham

8 Newmarket Road

Durham, NH 03824

(603) 868-5571

[www.ci.durham.nh.us](http://www.ci.durham.nh.us)

She/her/hers

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**From:** Robin Glasser <durhamplglasser@gmail.com>  
**Sent:** Thursday, March 26, 2026 9:42 AM  
**To:** Karen Edwards <kedwards@ci.durham.nh.us>  
**Subject:** Re: Library Trustees alternates

## Karen Edwards

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**From:** lakuhne@aol.com  
**Sent:** Wednesday, March 25, 2026 8:46 AM  
**To:** Karen Edwards; Cathy Leach  
**Subject:** P&R Committee

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Karen and Cathy,  
Currently I am an alternate on the Parks & Rec Committee. I would like to transition to the permanent position recently vacated by Erin.  
Thank you for this opportunity.  
Lynda Kuhne

[Sent from the all new AOL app for iOS](#)

## Karen Edwards

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**From:** Cathy Leach <leachfam@comcast.net>  
**Sent:** Wednesday, March 25, 2026 3:03 PM  
**To:** Karen Edwards  
**Cc:** lakuhne@aol.com; Rachel Gasowski  
**Subject:** Re: P&R Committee

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Karen --

I wholeheartedly support Lynda Kuhne moving from an alternate member to a regular member of the Parks and Recreation Committee. In her time with the committee, Lynda has been a strong contributing member and she adds a lot of knowledge and enthusiasm to our work.

Thank you.

Cathy Leach  
Parks & Rec Committee Chair

On 03/25/2026 8:46 AM EDT lakuhne@aol.com <lakuhne@aol.com> wrote:

Good morning Karen and Cathy,  
Currently I am an alternate on the Parks & Rec Committee. I would like to transition to the permanent position recently vacated by Erin.  
Thank you for this opportunity.  
Lynda Kuhne

Sent from the all new AOL app for IOS

## Karen Edwards

---

**From:** Todd Selig  
**Sent:** Wednesday, March 25, 2026 4:33 PM  
**To:** Karen Edwards  
**Cc:** pnrasmus@gmail.com  
**Subject:** Re: Recommendation for Paul Rasmussen

Dear Karen,

Paul Rasmussen? Who? 😊

In all seriousness, please see below...

Dear Members of the Council,

I'm writing to recommend the reappointment of Paul Rasmussen to the Planning Board for another term. Paul has been a dedicated and diligent member of the Board, is consistently well prepared for meetings, and devotes significant time to Planning Board work by meeting with the Town Planner, attending Planning Board meetings, and appearing before the Town Council and other boards and committees as needed to explain the Board's rationale and answer questions on planning-related matters.

Paul has also taken on multiple related responsibilities, including (though not limited to) serving as the Planning Board representative to the Energy Committee, the Administrative Traffic Safety Committee, and the Integrated Waste Management Advisory Committee, as well as Durham's representative to the Strafford Regional Planning Commission, where he currently serves as Chair. He has shown a sustained concern for housing availability in Durham and a strong desire to help make Durham's commercial core more successful and vibrant.

I know that some residents view Paul as strong-willed at times in how he presents and advocates his positions. From my perspective, that concern is tempered by the reality that the Planning Board includes members with a wide range of views and professional backgrounds, and its decisions emerge from that mix of people. In that setting, having members like Paul who are highly engaged, willing to do the homework, and prepared to speak directly about difficult and complicated issues helps ensure that the Board's discussions are meaningful in taking on perceived issues facing Durham.

For these reasons, I believe Paul's continued service on the Planning Board will be of continued benefit to the Town, and I respectfully recommend that the Council reappoint him for another term.

All my best,

Todd

Todd I. Selig, Administrator  
Town of Durham, NH  
8 Newmarket Rd., Durham, NH 03824 USA  
Office: 603.868.5571 | Mobile: 603.817.0720  
[www.ci.durham.nh.us](http://www.ci.durham.nh.us) | [tselig@ci.durham.nh.us](mailto:tselig@ci.durham.nh.us)

**From:** paul rasmussen  
**To:** [Karen Edwards](#)  
**Subject:** Re: Sally Tobias reappointment  
**Date:** Wednesday, March 25, 2026 4:18:16 PM

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CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To the Town Council,  
Please reappoint Sally Tobias to the Plannibg Board.

Paul Rasmussen  
Planning Board Chair

On Wed, Mar 25, 2026, 15:43 Karen Edwards <[kedwards@ci.durham.nh.us](mailto:kedwards@ci.durham.nh.us)> wrote:

Paul,

Sally Tobias has requested to be reappointed to the Planning Board for another term. Please send me your recommendation for her reappointment.

Karen

*Karen Edwards*

Administrative Assistant

Administrator's Office

Town of Durham

8 Newmarket Road

Durham, NH 03824

(603) 868-5571

[www.ci.durham.nh.us](http://www.ci.durham.nh.us)

She/her/hers

**From:** [Theodore Howard](#)  
**To:** [Karen Edwards](#)  
**Cc:** [Todd Sellg](#); [Tom Bebbington](#); [Alberto Manalo](#); [Victor Sosa](#); [external forward for jbar](#)  
**Subject:** Trustees of the Trust Funds Alternate Trustees  
**Date:** Tuesday, March 31, 2026 2:10:31 PM

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CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello, Karen;

At the March 31, 2026, meeting of the Trustees of the Trust Funds, the trustees voted unanimously to recommend to the Town Council that James Bubar and Victor Sosa be re-appointed as alternate trustees for 2026-2027. Both individuals have been regular participants in trustee meetings and have indicated their willingness to continue to serve.

Would you kindly share this information with the Town Council so that they may act on our recommendation at the next Council meeting?

Sincerely,

Ted Howard, Chair  
Trustees of the Trust Funds

Theodore E Howard  
Professor of Forestry Economics (Emeritus)  
Department of Natural Resources and the Environment  
James Hall  
University of New Hampshire  
Durham, NH 03824

## Karen Edwards

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**From:** Neil Niman <neil.niman@gmail.com>  
**Sent:** Monday, March 23, 2026 2:55 PM  
**To:** Karen Edwards  
**Subject:** Re: James Bubar reappointment

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Yes. He is a valued and productive member.

-Neil

On Mon, Mar 23, 2026 at 2:13 PM Karen Edwards <[kedwards@ci.durham.nh.us](mailto:kedwards@ci.durham.nh.us)> wrote:

Neil,

James Bubar has requested to be reappointed to the Zoning Board when his term comes up in April. Do you recommend this reappointment?

Karen

*Karen Edwards*

Administrative Assistant

Administrator's Office

Town of Durham

8 Newmarket Road

Durham, NH 03824

(603) 868-5571

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She/her/hers



## TOWN OF DURHAM

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**AGENDA ITEM: #14A & B**  
**DATE: April 6, 2026**

### COUNCIL COMMUNICATION

**INITIATED BY:** Durham Town Council

**AGENDA ITEM:** DISCUSSION OF ADMINISTRATOR'S PROGRESS REPORT (AS OF MARCH 31, 2026) ON THE LIST OF APPROVED 2025/26 TOWN COUNCIL GOALS ADOPTED ON JUNE 16, 2025.

**INITIAL DISCUSSION REGARDING THE PROCESS FOR DEVELOPMENT OF TOWN COUNCIL GOALS FOR 2026/27**

**CC PREPARED BY:** Karen Edwards, Administrative Assistant

**PRESENTED BY:** Todd I. Selig, Administrator

**AGENDA DESCRIPTION:**

Attached for the Council's information and review are the 2025/26 Town Council goals adopted on June 16, 2025 as well as the Administrator's status update report (as of 3/31/26) regarding those goals. Goals typically look ahead to the next 1-3 years. The Council may begin discussing the development of its goals for the upcoming year.

Councilors should begin to consider whether or not to amend the current goals list, and if so, what items will need to be added, removed, or changed in order to keep the listing up-to-date and in keeping with the broad perspective of the Council. In recent years, the Council and Administrator have undertaken goal setting as part of a more consensus-building process. **Please send your ideas for goals to Administrative Assistant, Karen Edwards, at [kedwards@ci.durham.nh.us](mailto:kedwards@ci.durham.nh.us).** She will compile them for review at the next Council meeting on April 20. Administrator Selig has also asked Departments, Boards, Committees and Commissions for their goal suggestions, and these too will be included as part of the information for the next meeting.

**LEGAL AUTHORITY:**

N/A

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

N/A

**SUGGESTED ACTION OR RECOMMENDATIONS:**

No formal motion is required at this time. Discuss and determine the process for developing the Council's goals for FY 2026/27.

# 2025/26 Town Council Goals

Approved June 16, 2025

## **Mission**

To provide ongoing stewardship for the Durham community including effective and efficient municipal services.

## **Core Values**

Excellence, Honesty, Integrity, Justice, Resilience, Respect, Transparency

## **Goal 1 - Facilitate optimal functioning of Town government through continuous improvement, new efficiencies, waste reduction, and inter-agency collaboration.**

- A. Continuously assess cybersecurity risks and address vulnerabilities, with a focus on enhancing security at the Wastewater Facility.
- B. Analyze options for Councilors and potentially committee chairs to use municipal email accounts.

## **Goal 2 - Conduct planning and take steps as necessary to protect public health and safety and provide ongoing service continuity given the anticipated impacts of climate change, the post-pandemic era, and general operational challenges.**

- A. Update long-term feasibility planning with UNH for the future Durham Fire Station capital project (Waterworks Road or B-Lot, as determined), and raise awareness of improvements needed for MacGregor Memorial EMS buildings.

## **Goal 3 - Pursue long-term economic strength and resiliency, anticipating the community's, the region's, and the nation's economic characteristics and opportunities.**

- A. The Council, Administrator, local Boards, and Departments will work collaboratively to broaden and diversify Durham's tax base as the primary strategy for maintaining a stable municipal tax rate, adjusted over time for inflation using the Boston-Cambridge-Newton CPI-U and trends in construction and labor markets. This includes promoting taxable business development in the commercial core, guided by smart growth principles and at key locations such as Technology Drive and Stone Quarry Drive. It also involves partnering with UNH on economic development projects like The Edge at West End and potentially 66 Main Street. At the same time, we will continue to manage spending and reserve levels prudently, increase non-tax revenues and external grant funding where possible, and make the strategic personnel and capital investments necessary to support the ongoing delivery of high-quality services for residents and businesses.
- B. Continue to develop and adopt ordinance and policy changes that increase the availability of a full range of housing options.
- C. Increase connection and collaboration between the Town and local businesses to help foster a supportive and beneficial atmosphere to increase the desirability and profitability of downtown Durham.

- D. Respond to federal or state economic policy changes that negatively impact the Town, acting swiftly to protect essential operations and community services. The Council may issue statements or resolutions as needed.

**Goal 4 - Pursue long-term environmental sustainability and resiliency, taking into account existing and predicted impacts of climate change in multiple areas including drinking water, wastewater, stormwater, agriculture, food, society, transportation, ecology, solid waste, and economy.**

- A. Work toward continued Town-wide reductions in solid waste generation per resident through full implementation of a volume-based collection system.
- B. Support pedestrian, public and active transportation alternatives to the automobile, and continue taking steps to address downtown multi-modal options such as the Cat Trax bikeshare program.
- C. Encourage and enable local and residential food production, preservation, and storage, and protect existing farming businesses and infrastructure, through policies that aid in or remove barriers to local food production and consumption to include ordinances/resolutions, development, and the expansion of community gardens.
- D. Finalize the 2025–2030 Climate Action Plan working toward reduction strategies to achieve a 42.8% carbon reduction by 2030 are integrated into long-term planning. Engage committees, departments, and most importantly the broader community in implementation.
- E. Improve accuracy of the greenhouse gas (GHG) inventory by tracking electric vehicle registrations and heat pump installations in collaboration with the Town Clerk and Assessor Offices.
- F. Align long-range capital improvement planning (CIP) with the 2024 Durham Multi-hazard Climate Mitigation Plan and the 2023 Climate Adaptation Chapter of the Master Plan.

**Goal 5 - Pursue long-term social resiliency and quality of life in Durham intended to strengthen the community in a welcoming and inclusive manner.**

- A. Proactively anticipate, monitor and respond to changes in federal and state laws and policies, particularly those that may affect human rights or the well-being of residents, students, and employees, through coordinated action with UNH and other relevant partners. When necessary, express clear and timely concerns to safeguard the safety and rights of the entire Durham community.
- B. Make all Town operations inclusive of non-binary options.
- C. Support the recreational, educational, and social needs of residents through Parks & Recreation, Durham Public Library, and programming for all ages including the celebration of Durham’s rich history.
- D. Explore establishing an Arts Commission for the Town of Durham.

**Goal 6 - Continue cooperative and collaborative efforts with UNH to enhance mutual intellectual, cultural, environmental, social, and economic benefits associated with hosting New Hampshire's flagship state university.**

- A. Encourage the UNH administration to collaborate with Durham's Administrator on decisions and planning that affect the university, the town, local businesses, and residents.
- B. Encourage UNH to actively promote awareness among Durham residents and invite their participation in the university's athletic, cultural, social, health and fitness, recreational, and educational programs.
- C. Endeavor to establish Durham as an epicenter of off-campus volunteerism and research by UNH students, faculty, and staff.

**Goal 7 - Lead efforts to promote inter-municipality awareness and collaboration on issues of mutual interest and concern.**

- A. Establish working relationships with municipal officials in surrounding communities to foster a timely and collaborative regional network.
- B. Oppose state attempts to undermine local authority and control through vocal, visible, collaborative opposition.

**Note: The numerical order of the goals does not imply priority.**

# 2025/26 Town Council Goals

Approved June 16, 2025

(As of 3/31/26)

## Mission

To provide ongoing stewardship for the Durham community including effective and efficient municipal services.

## Core Values

Excellence, Honesty, Integrity, Justice, Resilience, Respect, Transparency

## Goal 1 - Facilitate optimal functioning of Town government through continuous improvement, new efficiencies, waste reduction, and inter-agency collaboration.

**Admin:** Although Durham had been in discussions with Madbury regarding potential fire service integration, Madbury has paused those talks and begun discussions with Lee and Barrington concerning the provision of fire services. Durham and Madbury are, however, coordinating on shared business management staffing arrangements. Durham and Newmarket have also held an initial conversation to assess whether collaboration in fire services might offer mutual operational or financial benefits. Newmarket is currently having MRI conduct an evaluation on fire services and will follow up once that study is complete. Administrator Selig has additionally had preliminary discussions with President Chilton at UNH about potential shared service opportunities that may be explored further in the future.

**Admin:** Staff is in the process of rolling out a new municipal website to better serve the community and strengthen cybersecurity. While we ultimately stayed with our existing provider for reasons of cost and simplicity, the new site will be competent, though not exceptional, as CivicPlus offers a fairly standard, reliable product. It may not deliver the level of transparency and user experience we had initially hoped for, but it should meet the Town's needs effectively and in a cost-efficient manner.

- A. Continuously assess cybersecurity risks and address vulnerabilities, with a focus on enhancing security at the Wastewater Facility.

**IT:** The four core IT policies (Acceptable Use, Business Continuity & Disaster Recovery, Information Security, and Backup Policy) have progressed from internal draft status to Administrator Selig for adoption as part of the Administrative Regulations. This marks the completion of the lengthy drafting and internal review stages referenced in earlier updates.

Work with the Wastewater Facility continues to advance following the December meeting with Superintendent Collins regarding secure remote access and potential support from Overwatch. We anticipate further coordination with both Overwatch and Wilson Controls as scheduling aligns in the coming weeks.

Professional development and intermunicipal coordination also remain a priority.

The Manager of IT attended the February NH Regional Cyber Defense Training, a technical deep dive into real cyber incidents affecting NH organizations, led by Jason Sgro of the ATOM Group. This provided practical insights into current threat patterns and reinforced planning for critical infrastructure protection.

Looking ahead, staff will participate in the April Quarterly Municipal IT Leadership Meeting, which features sessions by the FBI Cyber Division, Overwatch Foundation, Microsoft, and peer municipalities. This engagement will help maintain situational awareness of evolving risks, best practices, and regional collaboration opportunities.

B. Analyze options for Councilors and potentially committee chairs to use municipal email accounts.

**IT:** Municipal email accounts have been offered to incoming Councilors, and six of nine seated members now actively use Town-managed accounts. This represents stable but gradually increasing adoption.

Preparations are underway to pilot iPads as dedicated devices for Councilors. Deployment is dependent on the transition away from Meraki as our mobile device manager. We are currently evaluating new MDM platforms, including JumpCloud, and anticipate rolling out the pilot devices once a new management solution is selected and configured.

**Goal 2 - Conduct planning and take steps as necessary to protect public health and safety and provide ongoing service continuity given the anticipated impacts of climate change, the post-pandemic era, and general operational challenges.**

A. Update long-term feasibility planning with UNH for the future Durham Fire Station capital project (Waterworks Road or B-Lot, as determined), and raise awareness of improvements needed for MacGregor Memorial EMS buildings.

**Fire:** Chief Emanuel met with UNH Architect/Planner Ken Weston and Cliff Wallace on January 8, 2026, to discuss the state of the fire station project. Discussed a potential opportunity to seek an alternative location on campus for the fire station and the proposed renovation project scope of work for the existing Durham Fire Station.

Given the reduction in the requested Town/UNH funding for the FY26 CIP station renovation proposal and increased construction cost projections, the group agreed that we should limit the scope of work of our pending renovation and pause on the construction of the new kitchen, day room, training room, and additional restrooms until we learn more.

At this juncture, following consultation with the Administrator, the department is moving ahead with priorities for the fire department scope of work to include:

1. Generator standby power for the fire department administration suite
2. Complete administrative offices A112, 111, 111A (existing SPA space)

3. Complete station HVAC improvements on the second floor of the station
4. Proceed with security/access control/camera system for the fire station
5. Replace the existing station alerting system

Chief Emanuel recommends that we look at extending the sprinkler system into SPA and replacing existing lamps with LED lighting for apparatus bays, noting that these items have not been previously included in our current scope.

Of the five scope items above, they have each been funded through separate lines of the Capital Improvements program and have what at this time is estimated to be adequate funding. Chief Emanuel proposes to utilize our 2026 CIP funding to complete these items in their entirety and that we continue to reevaluate our cost-benefit ratio on additional station improvements.

**Goal 3 - Pursue long-term economic strength and resiliency, anticipating the community's, the region's, and the nation's economic characteristics and opportunities.**

- A. The Council, Administrator, local Boards, and Departments will work collaboratively to broaden and diversify Durham's tax base as the primary strategy for maintaining a stable municipal tax rate, adjusted over time for inflation using the Boston-Cambridge-Newton CPI-U and trends in construction and labor markets. This includes promoting taxable business development in the commercial core, guided by smart growth principles and at key locations such as Technology Drive and Stone Quarry Drive. It also involves partnering with UNH on economic development projects like The Edge at West End and potentially 66 Main Street. At the same time, we will continue to manage spending and reserve levels prudently, increase non-tax revenues and external grant funding where possible, and make the strategic personnel and capital investments necessary to support the ongoing delivery of high-quality services for residents and businesses.

**Administrator:** Durham's overall financial position remains fundamentally sound, reflecting solid management practices and stable reserves. However, revenue growth, and specifically tax base expansion, has not kept pace with expenditure increases. This remains true even after implementing efficiencies such as reducing the Code and DCAT positions from full-time to part-time, contracting curbside collection, and securing significant grant funding for several capital projects.

The FY 2026 budget process presented considerable challenges driven by rising labor and health insurance costs, inflation, reduced interest income, and increasing capital-related debt service. The one-time use of \$442,000 in unassigned fund balance to mitigate FY 2025 tax rate increases underscored the need to broaden the tax base and continue disciplined fiscal management. These pressures resulted in a projected FY 2026 local municipal tax rate of \$5.89 per thousand dollars of assessed valuation, a 14.96% increase over FY 2025, exceeding desired CPI targets (acknowledging that municipal cost drivers in 2025 generally outpaced CPI). Based on current operating and capital spending levels, the Town's January 2026 fiscal

forecast projected local municipal tax rate increases of 4.37% in 2027, 10.31% in 2028, and 3.71% in 2029 unless meaningful tax base expansion or expenditure reduction occurs.

Expanding and diversifying Durham's tax base continued to be a central focus in 2025. The Town Council, Administrator, Planning Board, and Housing Task Force worked collaboratively to encourage taxable commercial investment in the downtown core - such as the four-story height change within the CB-1 zoning district - and at key sites including Technology Drive (R.J. Kelly) and Stone Quarry Drive (RiverWoods Phase II [a new PILOT Agreement was negotiated following months of discussions and ultimately approved by Council in early-2026]). The Town also continued discussions with UNH regarding potential economic initiatives at The Edge at West End and 66 Main Street. These efforts aim to strengthen Durham's long-term fiscal sustainability while respecting community values rooted in conservation, sustainability, and small-town character.

It is worth noting that many proposals have encountered public concern, with some residents expressing skepticism or favoring idealized alternatives over those that are currently feasible. This dynamic has, at times, delayed or halted projects perceived, rightly or wrongly, as potentially adding student housing downtown. As a result, the community's fear of any new student housing has had a constraining effect, limiting opportunities to pursue the kinds of changes and innovations needed to advance other projects that could broaden the tax base, expand housing diversity, attract new retail and commercial investment, and enhance downtown vitality. Moving forward, Durham must continue striving for a balanced approach that supports economic development, smart growth, fiscal responsibility, and preservation of the Town's distinctive character.

On the capital front, following careful evaluation of several major infrastructure investments – including subsequent phases of the Madbury Road reconstruction project – the Town Council advanced these projects through the FY 2026 budget and bid award processes, following full public discussion at each stage.

B. Continue to develop and adopt ordinance and policy changes that increase the availability of a full range of housing options.

**Planning:** This goal continues to be a priority for the Planning Board. The Planning Board recommended and the Town Council adopted a change in building height in the Central Business-1 District, allowing for 4 stories and 50 feet. These increases in allowed development are hoped to attract/accommodate more residential development.

The board is now evaluating the various proposals from the Housing Task Force to enhance opportunities for residential development. There are numerous components, some of which could be challenging to implement, that will take months for the board to work through.

We remain hopeful that a developer will take advantage of the Attainable Housing Overlay District.

- C. Increase connection and collaboration between the Town and local businesses to help foster a supportive and beneficial atmosphere to increase the desirability and profitability of downtown Durham.

**Administrator:** Town Councilors Curtis Register and Joe Friedman have been active in supporting and participating in the Durham Business Association (DBA); however, progress in revitalizing the organization has been slow, with meetings occurring sporadically and inconsistently. Administrator Selig attended the February DBA meeting, but the March meeting did not take place. He will continue to attend future gatherings, and Councilor Em Friedrichs has volunteered to serve as a liaison with the DBA. Administrator Selig has also engaged with UNH to explore new approaches for fostering collaboration, including the potential creation of a new forum where representatives from the Town, UNH, downtown businesses, and Durham landlords can meet to discuss shared interests. The goal is to strengthen partnerships and advance a vibrant downtown and a vibrant Durham/UNH community. Mr. Selig and UNH hope to launch this initiative in spring or early summer 2026.

- D. Respond to federal or state economic policy changes that negatively impact the Town, acting swiftly to protect essential operations and community services. The Council may issue statements or resolutions as needed.

**Administrator:** Durham has been diligent about providing Council resolutions, letters, Op Ed pieces, and personal testimony concerning issues of concern for the broader Durham community from grant programs to state-wide housing initiatives that might impact Durham to other economic, social, and policy issues impacting the Town.

**Goal 4 - Pursue long-term environmental sustainability and resiliency, taking into account existing and predicted impacts of climate change in multiple areas including drinking water, wastewater, stormwater, agriculture, food, society, transportation, ecology, solid waste, and economy.**

- A. Work toward continued Town-wide reductions in solid waste generation per resident through full implementation of a volume-based collection system.

**DPW:** After a comprehensive evaluation of internal and outsourced solid waste collection options, proposals were received from qualified contractors. Due to the financially favorable proposals, along with the many benefits of contract collections, the fiscal year 2026 approved budget included a transition to both automated collection with single stream recycling. Upon recommendation by the DPW and the Administrator, bid awards were awarded by the Council in early 2026. This transition will begin with the distribution of standardized carts in the spring of 2026 and collection utilizing contract operations in July 2026, or earlier if feasible.

- B. Support pedestrian, public and active transportation alternatives to the automobile, and continue taking steps to address downtown multi-modal options such as the Cat Trax bikeshare program.

**DPW:** On Wednesday December 17, 2025, the Governor's Advisory Commission on Intermodal Transportation (GACIT) finalized their 10-year plan recommendations, which included \$1.8 million in funding for the Town of Durham's Madbury Road Multi-use path. Included within the approved fiscal year 2026 capital plan is the 20% local cost share for this project. The 10-year plan will now undergo review/modification by the Governor and Legislature for final approval. Also contained within the 2026 approved budget are the separate Madbury Road projects, phases 4A and 4B, which extend the Madbury Road Complete Streets Improvements from Edgewood Road to approximately Emerson Road, at which point it will connect to the NHDOT Madbury Road at U.S. Route 4 Roundabout Intersection Improvement Project. This roadway reconstruction will include traffic calming, pedestrian, and streetscape improvements.

**Planning:** We continue to work with the Durham Traffic Safety Committee and the UNH Transportation Policy Committee to increase these opportunities both within the Town and on campus.

- C. Encourage and enable local and residential food production, preservation, and storage, and protect existing farming businesses and infrastructure, through policies that aid in or remove barriers to local food production and consumption to include ordinances/resolutions, development, and the expansion of community gardens.

**Administrator:** ADOPTION COMPLETE / ROLLOUT CONTINUES. Following extensive work by the Administrator's Office and the UNH Sustainability Fellow, the Town Council has finalized and adopted the 2025-2030 Climate Action Plan. The plan incorporates strategies to achieve a 42.8% reduction in carbon emissions by 2030 and embeds these goals into long-term municipal planning. The next priority is to engage Town committees, departments, and the broader community in implementation efforts.

As one example, a second two-handle EV charging station has been installed and is operational in the Pettee Brook Metered Lot as of January 26, 2026. Two additional two-handle charging stations will be installed this spring in the UNH Edgewood Road Visitor Lot near Hamel Recreation Center, funded jointly by Durham and UNH on a 50/50 basis.

- D. Improve accuracy of the greenhouse gas (GHG) inventory by tracking electric vehicle registrations and heat pump installations in collaboration with the Town Clerk and Assessor Offices.

**Building:** There have been 22 heat pump installations from April 2025 - March 2026.

**Town Clerk:** This information includes 2025 and Jan. – March 2026.

CODE	FUEL TYPE	NUMBER
M	Methanol	1
C	Fuel Cell	2
O	Other	3
N	Compressed Natural Gas	7
F	Flex Fuel	20
P	Plugin Electric Hybrid	109
E	Electric	244
D	Diesel	320
H	Hybrid Elec/Gas	610
T	Trailer Only	1,362
G	Gas	9,938
	<b>ALL VEHICLES</b>	<b>12,616</b>

This table summarizes the total number of vehicles by fuel type and includes both registered and unregistered vehicles on record in the Town of Durham, New Hampshire.

- E. Align long-range capital improvement planning (CIP) with the 2024 Durham Multi-hazard Climate Mitigation Plan and the 2023 Climate Adaptation Chapter of the Master Plan.

**DPW:** The Phase 2 Living Shoreline project is a National Fish and Wildlife Foundation (NFWF) grant funded project with a value of \$1,994,539. The project was successfully bid with a contract awarded to T- Ford Construction, following Town Council approval. A preconstruction site walk was held with T-Ford in January to review access requirements, erosion controls, and tree removal. Tree removal has been accomplished. It is expected that T-Ford and their tree subcontractor will commence with these initial operations to prepare the site for spring/summer construction.

**Goal 5 - Pursue long-term social resiliency and quality of life in Durham intended to strengthen the community in a welcoming and inclusive manner.**

- A. Proactively anticipate, monitor and respond to changes in federal and state laws and policies, particularly those that may affect human rights or the well-being of residents, students, and employees, through coordinated action with UNH and other relevant partners. When necessary, express clear and timely concerns to safeguard the safety and rights of the entire Durham community.

**HRC:** The Human Rights Commission has provided information for residents on knowing their rights relative to ICE enforcement. Durham's MEI index score as part of the Human Rights Campaign's annual survey is amongst the highest in NH (#2 just behind Portsmouth), amidst other myriad initiatives.

B. Make all Town operations inclusive of non-binary options.

**Business Office:** We are updating policies, three collective bargaining agreements (AFSCME, DPFFA, and DPMMA) and forms on an ongoing basis. Updates will be discussed relative to three CBA agreements this year as an example.

C. Support the recreational, educational, and social needs of residents through Parks & Recreation, Durham Public Library, and programming for all ages including the celebration of Durham's rich history.

**Parks & Rec:** Parks & Rec continues to hold community-based events such as Durham Day and Downtown Trick-or-Treat, as well as various individual classes for kids and adults.

D. Explore establishing an Arts Commission for the Town of Durham.

This is being considered by Chair of the Council, Joe Friedman.

**Goal 6 - Continue cooperative and collaborative efforts with UNH to enhance mutual intellectual, cultural, environmental, social, and economic benefits associated with hosting New Hampshire's flagship state university.**

A. Encourage the UNH administration to collaborate with Durham's Administrator on decisions and planning that affect the university, the town, local businesses, and residents.

**Administrator:** Ongoing. A significant amount of time is being devoted by Chair Friedman and Administrator Selig to working with UNH on The Edge at West End as part of UNH's ongoing working group. An extensive RFQ process in 2025 resulted in the selection of Ryan Companies as the development partner for The Edge at West End, with an option for the Town to partner with Ryan on the redevelopment of 66 Main Street as well. A letter of intent has been executed between UNH and Ryan, and the two parties are now meeting twice per week to develop a memorandum of agreement.

Durham retains the option to work with Ryan on 66 Main Street, which holds significant potential both for strengthening downtown vitality and for better linking future activity at West End with Downtown Durham. UNH is also working to ensure that the USNH Board of Trustees is fully aligned with the development plan. Following execution of an MOA with Ryan Companies, the Durham Planning Board and Town Council will need to move forward with establishing a Planned Unit Development overlay district for West Edge, at which point that regulatory work will proceed in earnest.

- B. Encourage UNH to actively promote awareness among Durham residents and invite their participation in the university's athletic, cultural, social, health and fitness, recreational, and educational programs.

**Administrator:** Ongoing. We provide quite a lot of UNH content/opportunities in each edition of Friday Updates.

- C. Endeavor to establish Durham as an epicenter of off-campus volunteerism and research by UNH students, faculty, and staff.

**Administrator:** Ongoing. Numerous UNH interns/classes are participating across the Town organization each semester from police to IWMAC to planning to sustainability. For example, a UNH class will present at the April 2026 Land Stewardship Subcommittee meeting about their work/research at Spruce Hole Bog.

**Goal 7 - Lead efforts to promote inter-municipality awareness and collaboration on issues of mutual interest and concern.**

- A. Establish working relationships with municipal officials in surrounding communities to foster a timely and collaborative regional network.

**Administrator:** Discussions continue with the Town of Madbury regarding the potential for shared fire services. Durham and Madbury do plan to share certain financial staffing services in 2026, which represents a very positive step. Durham has also reached out to Newmarket to gauge interest in collaborating on fire services for the mutual financial and operational benefit of both communities. In addition, Durham has initiated conversations with UNH about possible operational collaborations, although these discussions remain preliminary and are not yet ready for public presentation.

- B. Oppose state attempts to undermine local authority and control through vocal, visible, collaborative opposition.

**Administrator:** This has been an ongoing effort in Concord in 2025 and 2026 relative to zoning and other legislation that could impact local communities like Durham. Durham has engaged as needed.

**Note: The numerical order of the goals does not imply priority.**



## TOWN OF DURHAM

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AGENDA ITEM: **#14C** *TS*

DATE: April 6, 2026

### COUNCIL COMMUNICATION

**INITIATED BY:** Todd I. Selig, Administrator

**AGENDA ITEM:** DISCUSSION OF THE PRIORITIES FOR FUTURE PLANNING BOARD AMENDMENTS TO THE ZONING ORDINANCE.

**CC PREPARED BY:** Karen Edwards, Administrative Assistant

**PRESENTED BY:** Todd I. Selig, Administrator

**AGENDA DESCRIPTION:**

On March 21, 2026, Planning Board Chair, Paul Rasmussen, emailed Administrator Selig requesting that the Council be more involved in advising the Planning Board of which Zoning Ordinance amendments the Board should put the most effort into for 2026. Mr. Rasmussen would like to avoid having an amendment go back and forth between the Council and the Planning Board several times as has happened in the past. He would like to have the Council set priorities on zoning amendments and advise the Planning Board.

**LEGAL AUTHORITY:**

N/A

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

N/A

**SUGGESTED ACTION OR RECOMMENDATIONS:**

No formal motion is required at this time. Discuss and determine the process for advising the Planning Board on the priority of zoning amendments and which amendments are most important.

**From:** [Todd Selig](#)  
**To:** [pnrasmus@gmail.com](mailto:pnrasmus@gmail.com)  
**Cc:** [Michael Behrendt](#)  
**Subject:** Re: Input Requested - Board/Committee/Commission Priorities for Council Goal Setting  
**Date:** Monday, March 23, 2026 4:31:29 PM

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Dear Paul,

Thank you very much for your email on this. I'll share it with the members of the Town Council. It would be a good topic to discuss during the Council's upcoming goal setting process.

Todd

Todd I. Selig, Administrator  
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**From:** Paul Rasmussen <[pnrasmus@gmail.com](mailto:pnrasmus@gmail.com)>  
**Date:** Saturday, March 21, 2026 at 3:51 PM  
**To:** Todd Selig <[tselig@ci.durham.nh.us](mailto:tselig@ci.durham.nh.us)>  
**Cc:** Michael Behrendt <[mbehrendt@ci.durham.nh.us](mailto:mbehrendt@ci.durham.nh.us)>  
**Subject:** Re: Input Requested - Board/Committee/Commission Priorities for Council Goal Setting

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Todd,

Is the Council willing to be more involved with guiding the Planning Board? My observations this past year is that guidance has waited until after we initiate an amendment. The Council Rep updates during the round table, but that often is given short-shrift because it comes at the end of the meeting and may even be cancelled. Therefore updates tend to be perfunctory and advice is rarely sent back to the Board.

I believe the most important thing that the Town Council could do for the Planning Board is to avoid the type of back and forth of zoning amendments that occurred several times last year. This was not very Kaizen. It resulted in many hours of rework by the Planning Board, many months of delays in final passage, and frustration among board members. I see two areas where the Council can assist.

First, perhaps Councilors could be a little more informed by the representative of key elements of the changes under discussion and provide feedback to the representative so the initial product can be modified before it is initiated by the Planning Board. And in those cases where the Planning Board disagrees, it can better present the case as to why there is a difference of opinion.

The second area would be to assist me in setting the zoning priorities of the Board. All of the potential zoning changes align with one Council goal or another and so I have often let a Planning Board majority determine the selection of the next amendment. Knowing which amendments the Council considers most important would be of great value.

Potential rezoning efforts include:

1. Housing Task Force(HTF) suggestions. The HTF suggested various Table of Dimensions and Table of Uses changes for encouraging in-fill throughout the town. The Planning Board currently feels that this effort should include adding a new high-density residential zone. Many other municipalities use this method to control in-fill activities. It would be a zone that is similar to RA in uses but would allow four units by right, but nothing higher.
2. Some on the Planning Board think that the Commercial Core zones could have their boundaries reviewed and updated to better align with a new high-density residential zone. This would best be accomplished simultaneously with the above.
3. The Conservation Subdivisions have long been on our To Do list, but I personally do not see the same gain for Durham with these that I do with center of town in-fill. One multi-unit building can serve the same number of housing units as one subdivision project without clearing new lands.
4. Wetland and Shoreland Overlay District rewrite. This is currently in the Conservation Commission's hands again, but when it comes back where does it fall among Durham's priorities.
5. The Edge PUD.
6. Architectural Standards. What is the right balance of developer's choice vs Town control? Is the Town Council comfortable with Durham having the most restrictive standards in the state? I'm worried we make ourselves a target for another "unfair zoning practices" law.
7. Other downtown revitalization efforts, when identified.

Michael Behrendt may have more things to add to the list, but I believe these are the items that currently have our attention.

*Paul Rasmussen*  
*Planning Board*