



## 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.

**DURHAM TOWN COUNCIL**  
**MONDAY, JULY 6, 2026**  
**DURHAM TOWN HALL - COUNCIL CHAMBERS**  
**6:15 PM**

IAW RSA 91-A:2 I(a): Consultation with legal counsel regarding the upcoming collective bargaining negotiations with the police union for a successor bargaining agreement

***NOTE: This meeting is not open to the public.***

**AGENDA**  
**DURHAM TOWN COUNCIL**  
**MONDAY, JULY 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 -**

- A. Approval of **Resolution #2026-10** Recognizing Rachel Stevens for her 14 Years of Dedicated Community Service to the Town of Durham as a DCAT Control Room Technician.
- B. Acknowledgement of the 2026 Plan NH Award of Excellence given to the Town of Durham for the Madbury Road Complete Streets Project.

**VI. Approval of Minutes - June 15, 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 Adopt **Resolution #2026-11** Rescinding Town Council Resolution #2010-18 passed on November 1, 2010 adopting the provisions of RSA 53-F, Energy Efficiency and Clean Energy Districts, and designating the Town of Durham in its entirety as an "Energy Efficiency and Clean Energy District" to finance energy conservation and efficiency improvements in residential, commercial, and industrial structures?
- B. Shall the Town Council, Upon Recommendation of the Administrator Approve the Engineering Services Contract for the Bennett Road Culvert Replacements Project with CMA Engineers, Inc. of Portsmouth, NH in the amount of \$443,100?
- C. Shall the Town Council, Upon Recommendation of the Administrator, Approve a Special Event Permit Application Submitted by Kiley Martel, UNH Student Engagement & Belonging, to close certain sections of Town Roads for University Day 2026 to be held on Thursday, September 3, 2026?

**X. Citizen Committee Appointments**

Shall the Town Council, upon recommendation of the Zoning Board of Adjustment Chair, appoint Marjorie Smith, 100 Piscataqua Road, to an unexpired alternate membership position on the Zoning Board with a term expiration of 4/28?

**XI. Presentation Items**

**XII. Unfinished Business**

**Public Hearing and Possible Adoption of Resolution #2026-09** Authorizing the Acceptance and Expenditure of the Lead Service Line Inventory (LSLI) Grant In the Amount of up to \$60,000 From the New Hampshire Department of Environmental Services (NHDES) for the LSLI Field Investigation Project and Authorize the Administrator to Sign and Submit Grant Paperwork on Behalf of the Town of Durham.

**XIII. Councilor and Town Administrator Roundtable**

**XIV. New Business**

- A. **Discussion and First Reading on Ordinance #2026-06** amending Chapter 153, “Vehicles & Traffic,” Section 153-29, “Metered Parking Areas,” of the Durham Town Code, to expand metered parking to Wagon Hill Farm. The Public Hearing can be set for August 3, 2026.
- B. Shall the Town Council approve on **First Reading, Ordinance #2026-07** amending Chapter 153, “Vehicles & Traffic,” Section 153-29, “Metered Parking Areas,” of the Durham Town Code, to expand metered and permit parking to Technology Drive; and set the Public Hearing date for August 3, 2026?
- C. Shall the Town Council approve on **First Reading, Ordinance #2026-08** amending Chapter 153, “Vehicles & Traffic,” Section 153-49, “Schedule XVII: Parking Prohibited Certain Hours,” of the Durham Town Code, to restrict parking on Technology Drive to day and overnight parking allowed by permit only; and set the Public Hearing date for August 3, 2026?

**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: **#5A** *TS*

DATE: July 6, 2026

### COUNCIL COMMUNICATION

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

**AGENDA ITEM:** **ADOPTION OF RESOLUTION #2026-10 RECOGNIZING RACHEL STEVENS FOR HER 14 YEARS OF DEDICATED COMMUNITY SERVICE TO THE TOWN OF DURHAM AS A DCAT CONTROL ROOM TECHNICIAN.**

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

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

**AGENDA DESCRIPTION:**

Rachel Stevens submitted her resignation as part-time DCAT Control Room Technician after 14 years. She began helping DCAT Coordinator, Craig Stevens, in August of 2012 while the Town Hall was still located at 15 Newmarket Road and the technology of recording meetings was becoming more advanced. She has faithfully served over the years, learning new technology and becoming a dedicated employee. The Town of Durham wishes her well in her future endeavors.

**LEGAL AUTHORITY:**

N/A

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

N/A

**SUGGESTED ACTION OR RECOMMENDATIONS:**

**MOTION:**

*The Durham Town Council does hereby Adopt Resolution #2026-10 Recognizing Rachel Stevens for her 14 Years of Dedicated Community Service to the Town of Durham as a DCAT Control Room Technician*

## **RESOLUTION #2026-10 OF DURHAM, NEW HAMPSHIRE**

### **RECOGNIZING RACHEL STEVENS FOR HER 14 YEARS OF DEDICATED COMMUNITY SERVICE TO THE TOWN OF DURHAM AS A DCAT CONTROL ROOM TECHNICIAN**

**WHEREAS**, the Durham Town Council desires to formally recognize Rachel Stevens for her service to the Durham community over a span of 14 years while serving in the capacity of DCAT Control Room Technician; and

**WHEREAS**, Rachel began her service in August of 2012 at a time when the technology for recording Town meetings was still limited; and

**WHEREAS**, she has faithfully made himself available to broadcast and record public meetings on Durham Community Access Television through both clear and inclement weather, and through numerous iterations of complex technological advancement;

**NOW, THEREFORE BE IT RESOLVED** that the Durham Town Council, the legislative and governing body of the Town of Durham, New Hampshire, does hereby adopt **Resolution #2026-10** recognizing Rachel Stevens and expressing its gratitude and appreciation on behalf of the Durham community for her many years of dedicated public service and for the selfless time and efforts she contributed.

**PASSED AND ADOPTED** by the Town Council of the Town of Durham, New Hampshire this 6th day of July, 2026 by \_\_\_\_\_ 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: **#5B** *TS*  
DATE: July 6, 2026

### COUNCIL COMMUNICATION

**INITIATED BY:** Joe Friedman, Chair

**AGENDA ITEM:** **ACKNOWLEDGEMENT OF THE 2026 PLAN NH AWARD OF EXCELLENCE GIVEN TO THE TOWN OF DURHAM FOR THE MADBURY ROAD COMPLETE STREETS PROJECT.**

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

**PRESENTED BY:** Joe Friedman, Chair

**AGENDA DESCRIPTION:**

The Town of Durham has been awarded the 2026 Plan NH Award of Excellence for the Madbury Road Complete Streets Project.

Plan New Hampshire Merit Awards of Excellence recognize transformative projects that positively impact New Hampshire communities through outstanding planning, sustainable design, and visionary redevelopment. With projects ranging from mixed-income housing, facilities for community service providers, parks and trails projects, and street redesign, these winners exemplify the power of collaboration and creativity to build a resilient, vibrant, and more connected New Hampshire.

Each year, a distinguished jury of industry professionals reviews each nomination and determines those that are truly outstanding and deserving of recognition. The 2026 winners were announced at the Plan NH Awards Evening on June 18 at The Arts Alley in Concord, NH alongside the Plan NH 2026 Scholarship & Fellowship recipients and the 2026 Plan NH Champion Honoree.

The Madbury Road Complete Streets Project is a comprehensive transformation of a critical Durham, NH corridor. The project reimagines the current vehicle-dominated roadway into a safe, multimodal, and community-focused thoroughfare. Stretching from Main Street downtown to north of Route 4 at Pendexter Road, this vital

corridor links local businesses, established residential neighborhoods, and the University of New Hampshire (UNH). It also significantly slows vehicle travel speed in an historically recurring area of complaint for Madbury Road residents. The changes should also discourage UNH cut-through traffic, another long-term objective of the Town.

The Madbury Road Complete Streets Project was brought to fruition through exemplary cooperation between the Town of Durham and NHDOT, and serves as a model multi-disciplinary infrastructure project. Project partners VHB, CMA, and G. W. Brooks and Son worked seamlessly alongside municipal departments to make this complex project a reality. Blending safety, mobility, and environmental stewardship, this project ensures a vibrant, resilient, and sustainable future for the entire Durham community. *(Courtesy of the Plan NH website)*

**LEGAL AUTHORITY:**

N/A

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

N/A

**SUGGESTED ACTION OR RECOMMENDATIONS:**

No formal action required.



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

### **COUNCIL COMMUNICATION**

**INITIATED BY:** Durham Town Council

**AGENDA ITEM:** **APPROVE THE TOWN COUNCIL MEETING MINUTES FOR JUNE 15, 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 June 15, 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 June 15, 2026. (as presented/as amended)*



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

DATE: July 6, 2026

### COUNCIL COMMUNICATION

**INITIATED BY:** The Durham Energy Committee

**AGENDA ITEM:** SHALL THE TOWN COUNCIL ADOPT RESOLUTION #2026-11 RESCINDING TOWN COUNCIL RESOLUTION #2010-18 PASSED ON NOVEMBER 1, 2010 ADOPTING THE PROVISIONS OF RSA 53-F, ENERGY EFFICIENCY AND CLEAN ENERGY DISTRICTS, AND DESIGNATING THE TOWN OF DURHAM IN ITS ENTIRETY AS AN "ENERGY EFFICIENCY AND CLEAN ENERGY DISTRICT" TO FINANCE ENERGY CONSERVATION AND EFFICIENCY IMPROVEMENTS IN RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL STRUCTURES?

**CC PREPARED BY:** Jim Lawson

**PRESENTED BY:** Jim Lawson, Council representative to the Durham Energy Committee

**AGENDA DESCRIPTION:**

On November 1, 2010, the Town Council adopted the provisions of RSA 53-F, Energy Efficiency and Clean Energy Districts, and designated the Town of Durham as an "Energy Efficiency and Clean Energy District" to facilitate the financing of energy conservation and efficiency improvements in residential, commercial, and industrial buildings.

Due to statutory changes in 2011, the Town did not proceed with the program's implementation.

RSA 53-F was significantly amended in 2025 with the passage of NH Senate Bill 4, which became effective on February 27, 2025, enacted as Chapter 1, Laws of 2025, to designate the NH Business Finance Authority as the administrator of the

Commercial Property Assessed Clean Energy and Resiliency (C-PACER) program. The program provides additional options and resources to municipalities, and relieves them of many C-PACER administrative duties or permits them to be delegated.

The Durham Energy Committee has recommended that the Town adopt the provisions of the C-PACER program, which will require rescinding Resolution #2010-18. The Town Council will then need to hold two public hearings, likely in August, to adopt C-PACER. The first public hearing would be on a Town Council determination that C-PACER's provides a public benefit. The second Public Hearing would be on an Ordinance the Town Council would consider adopting the program.

**LEGAL AUTHORITY:**

N/A

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

N/A

**SUGGESTED ACTION OR RECOMMENDATIONS:**

**MOTION:**

*The Durham Town Council does hereby Adopt Resolution #2026-11 Rescinding Town Council Resolution #2010-18 passed on November 1, 2010 adopting the provisions of RSA 53-F, Energy Efficiency and Clean Energy Districts, and designating the Town of Durham in its entirety as an "Energy Efficiency and Clean Energy District" to finance energy conservation and efficiency improvements in residential, commercial, and industrial structures.*



TOWN OF DURHAM  
15 NEWMARKET ROAD  
DURHAM, NH 03824-2898  
Tel: 603/868-5571  
Fax: 603/868-5572

## **RESOLUTION #2010-18 OF DURHAM, NEW HAMPSHIRE**

**ADOPTING THE PROVISIONS OF RSA 53-F, ENERGY EFFICIENCY AND CLEAN ENERGY DISTRICTS, AND DESIGNATING THE TOWN OF DURHAM IN ITS ENTIRETY AS AN "ENERGY EFFICIENCY AND CLEAN ENERGY DISTRICT" TO FINANCE ENERGY CONSERVATION AND EFFICIENCY IMPROVEMENTS IN RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL STRUCTURES.**

**WHEREAS**, the Durham Town Council placed the New Hampshire Climate Change Resolution on the March 13, 2007 town ballot; and

**WHEREAS**, the voters of the Town of Durham adopted the New Hampshire Climate Change Resolution by a margin of 1447 for and 254 against; and

**WHEREAS**, the New Hampshire Climate Change Resolution contained the following paragraph:

"In addition, the town of Durham encourages New Hampshire citizens to work for emission reductions within their communities, and we ask our Town Council to consider the appointment of a voluntary energy committee to recommend local steps to save energy and reduce emissions."; and

**WHEREAS**, the Durham Town Council, the governing body of the Town of Durham, New Hampshire, on April 23, 2007 adopted Resolution #2007-14 creating an advisory committee called the Energy Committee Steering Committee; and

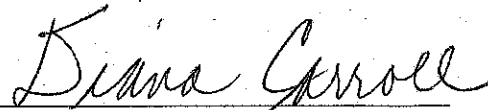
**WHEREAS**, New Hampshire House Bill 1554, amending RSA by inserting a new Chapter 53-F "Energy Efficiency and Clean Energy Districts," was signed by Governor Lynch on June 28, 2010, effective on August 27, 2010; enacted as Chapter 215, Laws of 2010; and

**WHEREAS**, Town Council approval is required to establish said districts;  
and

**WHEREAS**, the Energy Committee Steering Committee has considered the benefit to the Town of adopting the provisions of RSA 53-F and advises the Durham Council to do so;


**NOW, THEREFORE BE IT RESOLVED** that the Durham Town Council, the governing body of the Town of Durham, New Hampshire, hereby approves Resolution #2010-18 adopting the provisions of RSA 53-F and designating the Town of Durham in its entirety as an "energy efficiency and clean energy district."

**PASSED AND ADOPTED** this 1<sup>st</sup> day of November, 2010 by a two-thirds majority vote of the Durham Town Council with Nine (9) voting in favor, Zero (0) voting against, and Zero (0) abstaining.



Diana Carroll, Chair  
Durham Town Council

**ATTEST:**

  
Lorrie Pitt, Town Clerk

## **RESOLUTION #2026-11 OF DURHAM, NEW HAMPSHIRE**

**RESCINDING TOWN COUNCIL RESOLUTION #2010-18 ADOPTED ON NOVEMBER 1, 2010 ADOPTING THE PROVISIONS OF RSA 53-F, ENERGY EFFICIENCY AND CLEAN ENERGY DISTRICTS, AND DESIGNATING THE TOWN OF DURHAM IN ITS ENTIRETY AS AN “ENERGY EFFICIENCY AND CLEAN ENERGY DISTRICT” TO FINANCE ENERGY CONSERVATION AND EFFICIENCY IMPROVEMENTS IN RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL STRUCTURES.**

**WHEREAS**, New Hampshire House Bill 1554, amending state law by inserting a new Chapter 53-F “Energy Efficiency and Clean Energy Districts,” was signed by Governor Lynch on June 28, 2010, effective on August 27, 2010; enacted as Chapter 215, Laws of 2010, which was subsequently adopted in 2010 by the Durham Town Council pursuant to Resolution #2010-18; and

**WHEREAS**, due to statutory changes in the subsequent year, the Town did not proceed with program implementation; and

**WHEREAS**, RSA 53-F was significantly amended in 2025 by the passage of NH Senate Bill 4, signed by Governor Kelly Ayotte and became effective on February 27, 2025, enacted as Chapter 1, Laws of 2025, to designate the NH Business Finance Authority as the administrator of the Commercial Property Assessed Clean Energy and Resiliency (C-PACER) program; and

**WHEREAS**, the C-PACER program now provides additional options and resources permitting municipalities to delegate many administrative duties; and

**WHEREAS**, the Durham Energy Committee has recommended the Town adopt the C-PACER program and RSA 53-F; and

**WHEREAS**, The Town Council may choose to pass an ordinance to adopt RSA 53-F in the future if it determines it has a valid public purpose after holding the required public hearings;

**NOW, THEREFORE BE IT RESOLVED** that the Durham Town Council, the governing and legislative body of the Town of Durham, New Hampshire, hereby Adopts **Resolution #2026-11** rescinding Resolution #2010-18 adopted on November 1, 2010 adopting the provisions of RSA 53-F, Energy Efficiency and Clean Energy Districts, and designating the Town of Durham in its entirety as an “Energy Efficiency and Clean Energy District” to finance energy conservation and efficiency improvements in residential, commercial, and industrial structures

**PASSED AND ADOPTED** this 6<sup>th</sup> day of July, 2026 by a majority vote of the Durham Town Council with \_\_\_\_\_ voting in favor, \_\_\_ voting against, and abstaining.

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Joe Friedman, Chair  
Durham Town Council

**ATTEST:**

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Rachel Deane, Town Clerk



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

DATE: July 6, 2026

### COUNCIL COMMUNICATION

**INITIATED BY:** Richard Reine, Director of Public Works

**AGENDA ITEM:** SHALL THE TOWN COUNCIL, UPON RECOMMENDATION OF THE ADMINISTRATOR APPROVE THE ENGINEERING SERVICES CONTRACT FOR THE BENNETT ROAD CULVERT REPLACEMENTS PROJECT WITH CMA ENGINEERS, INC. OF PORTSMOUTH, NH IN THE AMOUNT OF \$443,100?

**PREPARED BY:** April Talon, Town Engineer  
Richard Reine, Director of Public Works

**CC:** Todd Selig, Administrator  
Gail Jablonski, Business Manager

**PRESENTED BY:** April Talon, Town Engineer  
Richard Reine, Director of Public Works

**AGENDA DESCRIPTION:**

The purpose of this Council Communication is to request the Town Council's approval to award the engineering services contract with CMA Engineers, Inc. for the Bennett Road Culvert Replacement project. CMA Engineers, along with several other consulting engineering firms, were selected to provide on call professional engineering services to the Town of Durham for a period of five years, following a qualification-based selection (QBS) process in 2024. The Bennett Road project includes the replacement of up to three culvert crossings located at Corsey, Woodman, and LaRoche Brooks, all subject to available funding. The proposed contract includes a scope and fee to advance this project through final design, environmental permitting, and project advertisement for construction of the three culverts. However as noted, available funding is limited to a congressionally directed grant, awarded to the Town through the office of Senator Shaheen in the

amount of \$2,040,000. This is in addition to approved capital funding within the 2023 and 2024 capital improvement plans, inclusive of \$510,000, representing the Town’s 20% cost share.

### **PROJECT BACKGROUND AND ROADWAY CONDITION**

The primary objective of the Bennett Road Culverts Resiliency Project is to improve water quality and mitigate chronic flooding on Bennett Road, which creates hazardous and impassable conditions, during significant precipitation events while addressing the deteriorating roadway system and retaining walls which support Bennett Road. These sections of Bennett Road have experienced significant road closures during several weather events, including the Mother’s Day storm of 2006, flooding in 2007 and 2010, and more recently on December 18, 2023, and January 10, 2024. During the December 18, 2023 event alone, the area saw 3.31 inches of precipitation over a 24-hour period.



Corsey Brook Crossing December 18<sup>th</sup>, 2023 - 3.31” of precipitation over ~24 hours from 6 PM on the 17<sup>th</sup> to 6 PM on the 18<sup>th</sup>



Bennett Road Culvert Locations

In 2022, the Town worked with CMA Engineers, alongside subconsultants Doucet Survey and Miller Engineering & Testing, to collect extensive site information and evaluate raising the profile grade by up to five feet at the Corsey and Woodman Brook crossings. The evaluation determined that beneath the roadway and existing culverts, thick layers of compressible clays and organic soils existed requiring additional ground improvement measures. This potentially will include lightweight fill or driven piles/rammed aggregate piers and settlement platforms, highly dependent on the degree of roadway profile change and the added weight of raising the roadway to avoid settlement and roadway/culvert failure. Modifications to the actual roadway profile raise or increase will likely be necessary due to budgetary constraints resulting in a final roadway elevation less than the 100-year flood elevation.

### **CULVERT CROSSING LOCATIONS**

Following alternatives analysis and site investigations, the following specific design challenges and improvements have been identified for each crossing:

- Corsey Brook: The existing structure is a 36-inch diameter reinforced concrete pipe (RCP) culvert with approximately 6 feet of fill and dry-laid stone headwalls. Planned improvements, subject to available budget, will include complete replacement, raising the roadway grade, ideally above the 100-year flood elevation for both Corsey and Woodman Brook culverts, retaining wall reconstruction and required deep ground improvements due to the presence of soft clays.
- Woodman Brook: This crossing consists of a 36-inch RCP culvert constructed above an older granite slab box culvert, with approximately 4 feet of fill over it. The roadway width at this location is roughly 24 feet, featuring overhead utilities and a

significant number of large trees near the edge which will require removal. The downstream outlet pipe is perched or elevated above the natural streambed, while the inlet is typically underwater due to a debris-covered wire grate.

CMA Engineers has suggested a 10-foot span concrete box culvert at both crossings embedded 2 feet below the channel bottom, potentially utilizing rammed aggregate piers to manage settlement. The roadway grade will be raised, requiring the removal of approximately 200 linear feet of existing and failing stone retaining walls and abutting trees to accommodate guardrail installation and minor widening. In both the Woodman and Corsey Brook crossings, like other culvert reconstruction involving retaining walls, modular block walls will be utilized, along with concrete headwalls and wingwalls integrated into the concrete box culvert.

During construction, which is expected to take place over a minimum of a full construction season, Bennett Road will be closed at the culvert locations, requiring a detour to be in place. Construction of each culvert and resulting road closures will be sequenced to ensure access for residents/businesses to either Packers Falls Road or Newmarket Road is maintained.

- LaRoche Brook: Located at a higher elevation, this crossing currently contains a 30-inch CMP culvert with a 24-inch CMP overflow located 5 feet higher and 7.5 feet of fill over the lower culvert. Because this crossing is not directly adjacent to the Lamprey River, construction of this specific replacement is excluded from the EPA grant scope of work and may be completed in-house in a future year as available budgets allow.

Woodman Brook - Upstream



Woodman Brook – Downstream Showing Perched Outlet and Compromised Retaining Wall and Embankment



Corsey Brook - Downstream



Corsey Brook - Upstream



### **PROPOSED SCOPE OF SERVICES**

To advance the project through the bid advertisement phase, CMA Engineers will perform the following primary tasks:

- Preliminary Design: CMA Engineers will perform utility and right-of-way (ROW) coordination, conduct Hydraulic/Hydrology (H/H) evaluations, and prepare preliminary plans and estimates.
- Final Design: Includes an expanded geotechnical evaluation by Miller Engineering & Testing to develop a performance specification for deep ground improvements or light weight fills as required. CMA Engineers will then perform final structural design, prepare stamped construction plans, and develop technical specifications.
- Environmental Permitting: CMA Engineers and subconsultant Mark West will complete the NHDES Dredge & Fill wetlands permit in compliance with NHDES Stream Crossing Guidelines.
- Bid Phase Services: The firm will assist the Town with bidding by preparing the bid packages, administering a pre-bid meeting, issuing addenda, and preparing a formal recommendation of award.

### **PROJECT FUNDING**

The Bennett Road Stormwater and Flood Resiliency Project is supported by the FY23 Congressionally Mandated Projects Program from the U.S. Environmental Protection Agency along with approved capital funding noted earlier. On April 15, 2024, the Durham Town Council approved Resolution #2024-14, authorizing the acceptance of this funding. The full project grant is authorized for up to \$2,040,000, with a required 20% local match of \$510,000, bringing the total grant and match amount to \$2,550,000.

**AWARD SUMMARY**

CMA Engineers, Inc. has served as the engineering consultant for the Bennett Road Culvert Replacement project since 2013 and has been selected to provide on-call engineering services and has successfully completed the conceptual design. The Town has requested CMA Engineers to advance the project through the bid advertisement phase. Durham Public Works recommends the Town Council approve the Engineering Services Contract with CMA Engineers, Inc.

**LEGAL AUTHORITY:**

N/A

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

Account Number	Account Name	Budgeted Amount	Expended/ Encumbered	Request	Balance
07-2366-801-36-000	Drainage System Rehab Program 2023	\$2,247,000	\$207,297	\$354,480	\$1,685,223
07-2466-801-36-000	Drainage System Rehab Program 2024	\$864,250	\$0	\$88,620	\$775,630
<b>TOTAL</b>		<b>\$450,000</b>	<b>\$207,297</b>	<b>\$443,100</b>	<b>\$2,460,853</b>

**SUGGESTED ACTION OR RECOMMENDATIONS:**

**MOTION:**

*The Durham Town Council does hereby, upon Recommendation of the Administrator, Approve the Engineering Services Contract for the Bennett Road Culvert Replacements Project with CMA Engineers, Inc. of Portsmouth, NH in the amount of \$443,100*



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## RESOLUTION #2024-14 OF DURHAM, NEW HAMPSHIRE

**AUTHORIZING THE ACCEPTANCE AND EXPENDITURE OF FUNDING FROM THE FY23 CONGRESSIONALLY MANDATED PROJECTS PROGRAM FROM THE U.S. ENVIRONMENTAL PROTECTION AGENCY, FOR THE BENNETT ROAD STORMWATER AND FLOOD RESILIENCY PROJECT, IN THE AMOUNT OF UP TO \$2,040,000, WITH A REQUIRED 20% MATCH OF \$510,000, FOR A TOTAL GRANT AND MATCH AMOUNT OF \$2,550,000, AND AUTHORIZE THE ADMINISTRATOR TO SIGN AND SUBMIT GRANT PAPERWORK ON BEHALF OF THE TOWN OF DURHAM**

**WHEREAS**, the Town of Durham submitted an extensive grant application package titled, "Bennett Road Stormwater and Flood Resiliency Project," to Senator Shaheen's Office as part of their FY23 Congressionally Directed Spending funding requests; and

**WHEREAS**, in the Spring of 2023, the Town was formally notified that the Senate Appropriations Committee accepted the Town's full project proposal; and

**WHEREAS**, New Hampshire Revised Statutes Annotated (RSA) 31:95-b permits municipalities to authorize acceptance and expenditure of funds from the state, federal or other governmental unit, or a private source, which becomes available during the fiscal year if they first adopt an article authorizing this authority indefinitely until specific rescission of such authority; and

**WHEREAS**, Resolution #99-19 adopting the provisions of RSA 31:95-b authorizing the Town Council to apply for, accept, and expend unanticipated funds from a Federal, state, or other governmental unit or a private source which becomes available during the Fiscal Year; and


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

**WHEREAS**, RSA 31:95-b III(a) requires that a Public Hearing be held on unanticipated funds in excess of \$10,000; and

**WHEREAS**, on Monday, April 15, 2024, a duly posted and published Public Hearing was held by the Durham Town Council on the \$2,040,000 monies in accordance with RSA 31:95-b;

**NOW, THEREFORE, BE IT RESOLVED**, that the Durham Town Council, the governing and legislative body of the Town of Durham, New Hampshire does hereby approve **Resolution #2024-14** Authorizing the Acceptance and Expenditure of Funding from the FY23 Congressionally Mandated Projects Program from the U.S. Environmental Protection Agency, for the Bennett Road Stormwater and Flood Resiliency Project, In the Amount of up to \$2,040,000, with a Required 20% Match of \$510,000, for a Total Grant and Match Amount of \$2,550,000, and Authorize the Administrator to Sign and Submit Grant Paperwork on Behalf of the Town of Durham?

**PASSED AND ADOPTED** this 15th day of April, 2024, by a majority vote of the Durham Town Council with 7 affirmative votes, 0 negative votes, and 0 abstentions.

  
Sally Needell/Chair  
Durham Town Council

**ATTEST:**

  
Rachel Deane, Town Clerk-Tax Collector



## 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: **#9C**

DATE: July 6, 2026

### COUNCIL COMMUNICATION

**INITIATED BY:** Kiley Martel, UNH Student Engagement & Belonging

**AGENDA ITEM:** SHALL THE TOWN COUNCIL, UPON RECOMMENDATION OF THE ADMINISTRATOR, APPROVE A SPECIAL EVENT PERMIT APPLICATION SUBMITTED BY KILEY MARTEL, UNH STUDENT ENGAGEMENT & BELONGING, TO CLOSE CERTAIN SECTIONS OF TOWN ROADS FOR UNIVERSITY DAY 2026 TO BE HELD ON THURSDAY, SEPTEMBER 3, 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 Kiley Martel, UNH Student Engagement & Belonging, requesting that certain portions of town roads be closed beginning from 3:30 p.m. to 6:30 p.m. on Thursday, September 3, 2026, for University Day 2026.

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 Town Council, upon recommendation of the Administrator, does hereby approve a Special Event Permit Application Submitted by Kiley Martel, UNH Student Engagement & Belonging, to close certain sections of Town Roads for University Day 2026 to be held on Thursday, September 3, 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: Main Street between Edgewood and Garrison Ave

DAY & DATE OF EVENT: Thursday, September 3 TIME(S) OF EVENT: 3:30-6:30pm

DURATION OF EVENT (Including set up and breakdown time): 10 hours

NAME OF APPLICANT/ORGANIZATION: Kiley Martel, University of New Hampshire, Student Engagement & Belonging

NAME OF EVENT: University Day 2026

PERSONAL CONTACT FOR THIS EVENT: Kiley Martel

ADDRESS: 83 Main Street, Durham, NH 03824

TELEPHONE NO.: DAY: 603-862-0063 EVENING: 978-284-9361 (day-of)

EMAIL: Kiley.Martel@unh.edu

DETAILED DESCRIPTION OF REQUEST (Pertaining to amplified music, location, route of travel. Please attach maps denoting routes and road closures): Annual UDay Celebration, there will be amplified sound from 3:00-6:30pm for the event. It will take place on UNH's Great Lawn and Scott Hall Lawn, as well as on Main Street. We hope to close the road between Garrison Ave and Edgewood Rd, with detours to go around the event via Madbury Road. Event map is attached! Similar set up to last year.

ANTICIPATED NUMBER OF PARTICIPANTS: 10,000

ANTICIPATED NUMBER OF VEHICLES: 50

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: Gallagher (Fred C. Church)  
Policy Number and Expiration Date: E0195B 10/31/26

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 any way connected with the activities permitted by this permit.

Kiley Martel *Kiley Martel* 7/1/2026  
Printed Name and Signature of Event Coordinator/applicant Date

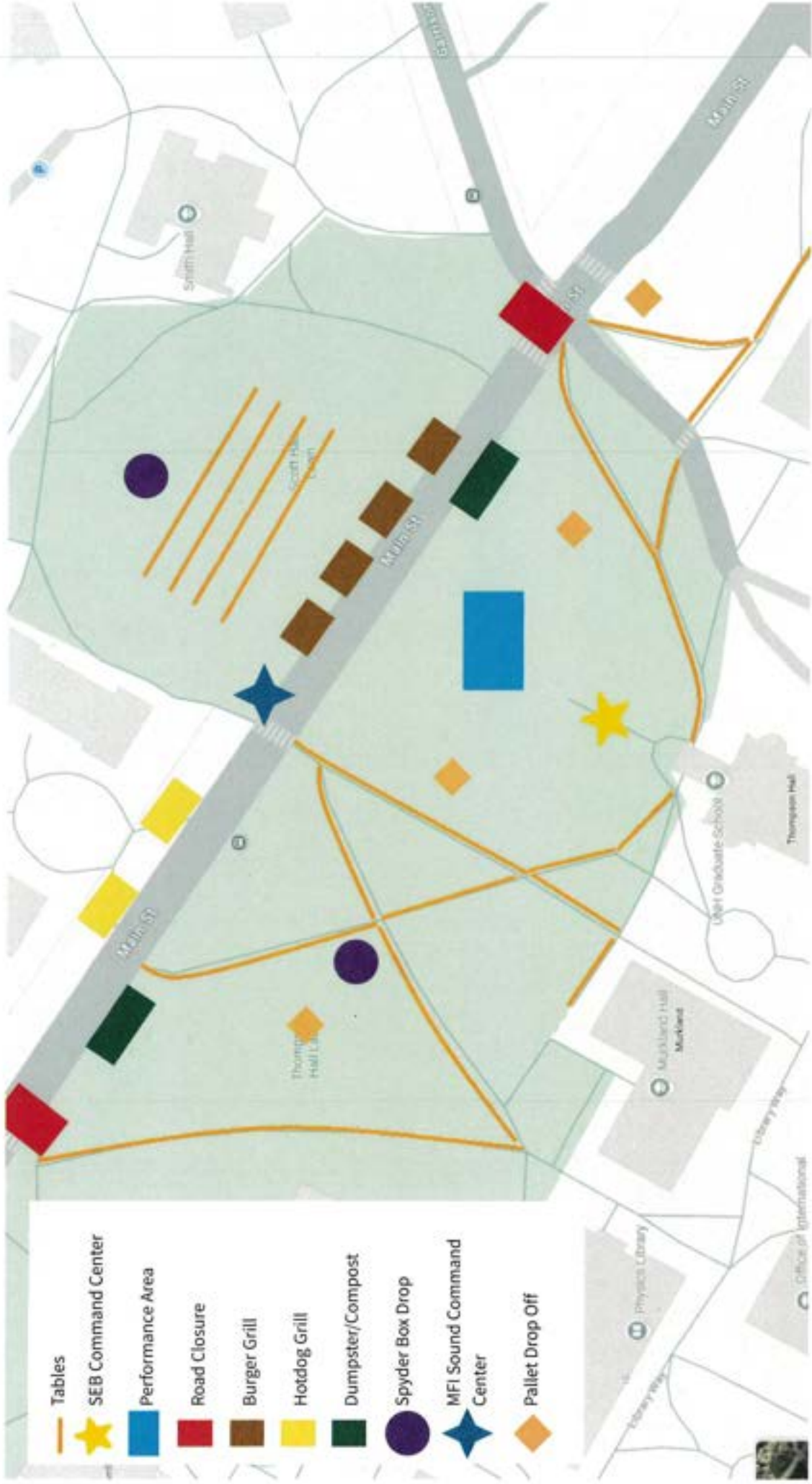
\_\_\_\_\_  
Printed Name and Signature of Principal/Owner/Authorizing Authority Date

\*\*\*\*\*

FOR OFFICIAL USE ONLY

- Reviewed by DPW 7-1-26  Reviewed  
Comments: - TRAFFIC MANAGEMENT PLAN TO BE APPROVED BY P.D  
- ROAD CLOSURE REQUIRES TOWN COUNCIL APPROVAL
- Reviewed by PD   
Comments: \* Same guidelines as established previous year regarding proper barriers and police staffing.
- Reviewed by FD   
Comments: See attached Fire Department conditions of permit approval
- Reviewed by P&R   
Comments:

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



## John Baker

---

**From:** Jack Dalton  
**Sent:** Wednesday, July 1, 2026 3:24 PM  
**To:** John Baker; Brendan O'Sullivan; David Emanuel; Kelley Fowler; Mark Collopy; Michelle Patrick; Rachel Gasowski; Richard Reine; Shannon Shaw  
**Subject:** RE: Special Event Permit Application - University Day 2026 - Road Closure - 9-3-2026

Hi John,

Thank you for the detailed email. That said, DPD is fine with the event, provided they follow the same guidelines we established last year regarding proper barriers and police staffing.

Thanks,

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:** Wednesday, July 1, 2026 3:09 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>; Mark Collopy <Mark.Collopy@Police.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 - University Day 2026 - Road Closure - 9-3-2026

Good afternoon:

We have received Special Event Permit Application - University Day 2026 - Road Closure - 9-3-2026.  
(3:30pm – 6:30pm).

Applicant is the UNH Student Engagement and Belonging office.

Similar to years past, there will be amplified music, and various booths near UNH's Great Lawn and Scott Hall Lawn as well as on Main Street.

Road closure will be between Garrison Avenue and Edgewood Road on Main Street.

I believe UNH Staff will be supplying all barricades for road closure.

## John Baker

---

**From:** Brendan O'Sullivan <Brendan.OSullivan@unh.edu>  
**Sent:** Wednesday, July 1, 2026 5:48 PM  
**To:** John Baker  
**Cc:** DFD All Staff  
**Subject:** Re: Special Event Permit Application - University Day 2026 - Road Closure - 9-3-2026  
**Attachments:** image001.png; image002.jpg; Special Event Permit Application - University Day 2026 - Road Closure - 9-3-2026.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,  
Durham Fire supports the permit.  
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 Jul 1, 2026, at 15:09, 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:

We have received Special Event Permit Application - University Day 2026 - Road Closure - 9-3-2026. (3:30pm – 6:30pm).

Applicant is the UNH Student Engagement and Belonging office.

Similar to years past, there will be amplified music, and various booths near UNH's Great Lawn and Scott Hall Lawn as well as on Main Street.

Road closure will be between Garrison Avenue and Edgewood Road on Main Street.

I believe UNH Staff will be supplying all barricades for road closure.

## John Baker

---

**From:** Rachel Gasowski  
**Sent:** Thursday, July 2, 2026 9:09 AM  
**To:** John Baker; Brendan O'Sullivan; David Emanuel; Jack Dalton; Kelley Fowler; Mark Collopy; Michelle Patrick; Richard Reine; Shannon Shaw  
**Subject:** Re: Special Event Permit Application - University Day 2026 - Road Closure - 9-3-2026

OK with P&R.

Rachel Gasowski, CPRP   
Park & Recreation Director  
Town of Durham  
(603) 817-4074  
durhamrec.recdesk.com  
follow us on Facebook "Durham Rec"

---

**From:** John Baker <jbaker@ci.durham.nh.us>  
**Date:** Wednesday, July 1, 2026 at 3:09 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>, Mark Collopy <Mark.Collopy@Police.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 - University Day 2026 - Road Closure - 9-3-2026

Good afternoon:

We have received Special Event Permit Application - University Day 2026 - Road Closure - 9-3-2026. (3:30pm – 6:30pm).

Applicant is the UNH Student Engagement and Belonging office.

Similar to years past, there will be amplified music, and various booths near UNH's Great Lawn and Scott Hall Lawn as well as on Main Street.

Road closure will be between Garrison Avenue and Edgewood Road on Main Street.

I believe UNH Staff will be supplying all barricades for road closure.

I have reached out to the applicant for the Event Map, which was not included in the initial application.

Thank you for your review and comments.

**John C. Baker**  
Administrative Assistant at Durham Public Works  
Phone: 603-868-5578  
Web: [www.ci.durham.nh.us/publicworks](http://www.ci.durham.nh.us/publicworks)



## TOWN OF DURHAM

8 Newmarket Road

Durham, NH 03824

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Fax: 603-868-1858

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

AGENDA ITEM: **#10**

DATE: July 6, 2026

### COUNCIL COMMUNICATION

**INITIATED BY:** Marjorie Smith

**AGENDA ITEM:** SHALL THE TOWN COUNCIL, UPON RECOMMENDATION OF THE ZONING BOARD CHAIR, APPOINT MARJORIE SMITH, 100 PISCATAQUA ROAD, TO AN UNEXPIRED ALTERNATE MEMBERSHIP POSITION ON THE ZONING BOARD OF ADJUSTMENT WITH A TERM EXPIRATION OF 4/28?

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

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

**AGENDA DESCRIPTION:**

Attached for the Council's information and consideration is an application for board appointment submitted by Marjorie Smtih, requesting appointment as a member to the Zoning Board of Adjustment. Her appointment will fill the alternate member vacancy left by Micah Warnock, as he has resigned his position on the Board.

Ms. Smith has spoken with the Chair, Neil Niman. Attached for the Council's information is Chair Niman's endorsement of Ms. Smith's appointment.

Ms. Smith has been invited to attend Monday night's meeting.

**LEGAL AUTHORITY:**

N/A

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

N/A

**SUGGESTED ACTION OR RECOMMENDATIONS:**

**MOTION:**

*The Durham Town Council does hereby, upon recommendation of the Zoning Board Chair, Appoint Marjorie Smith, 100 Piscataqua Road, to an unexpired alternate membership position on the Zoning Board of Adjustment with a term expiration of 4/28.*



## Town of Durham

8 Newmarket Road  
Durham, NH 03824-2898

Tel: 603/868-5571

Fax 603/868-1858

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

### Application for Board Appointment

Type of Appointment and Position Desired (Please select only one):

New appointment/regular member       New appointment/alternate member    xx  
Reappointment/regular member          Reappointment/alternate member     

**NOTE:** New applicants are asked to attend AT LEAST ONE meeting, as well as to meet separately with the Chair(s) of the committee(s) to which they are applying, **prior to submitting an application for appointment.**

**Applicant has:**

X  ATTENDED A MEETING  
X  SPOKEN WITH CHAIR/V CHAIR  
 BEEN RECOMMENDED FOR MEMBERSHIP

---

Name: Marjorie Smith

Date: June 24,2026

Address: 100 Piscataqua Road, Durham, NH 03824

E-Mail Address:msmithpen@aol.com

Telephone:603 868 7500

Board/Commission/Committee to which you are interested in being appointed. (Please list in order of preference, if interested in more than one appointment).

1.ZBA

2.

3.

Are you willing to attend ongoing educational sessions offered by the New Hampshire Municipal Association, Strafford Regional Planning Commission, et al, and otherwise develop skills and knowledge relevant to your work on the board/committee?    YES x    NO

(Over)

Please provide a brief explanation for your interest in appointment to a particular board, commission or committee: For 30 years I have represented Durham in the NH House. Now that I have chosen not to run again, I want to continue my commitment to the well being of Durham. My experience in Concord has exposed me to the complexities of state law and town ordinances as they shape the future of the town. I believe serving on a quasi judicial board would help me apply my experience in a useful way to the work of the ZBA.

Please provide brief background information about yourself: Marjorie Smith served thirteen terms in the New Hampshire House. She has chaired the House Finance and Fiscal Committees as well as the House Judiciary Committee. She has also served on the Public Higher Education Advisory Committee and on the board of the University System of New Hampshire. She was chair of public policy for the NH House Democratic cauc.

She was the first chair of the board of the New Hampshire Women's Policy Institute (NHWPI). Before her election she was the national executive director of WAND (Women's Action for New Directions), an organization that was committed to reordering federal priorities and to increasing women's involvement in elective office.

Smith worked in the Kennedy and Johnson administrations and chaired, for many years, the Maryland Advisory Committee to the U.S. Commission on Civil Rights. She worked on the President's Appalachian Regional Commission, and was assistant to the first chair of the US Equal Employment Opportunity Commission. She chaired the board of the Maryland Committee for Day Care, and subsequently served on the staff, advocating for availability of and standards for quality child care.

She was the first chair of the Durham Public Library, planning the transition from UNH, and served on several Durham Master Plan committees. She was chair and \ treasurer of the Durham Historic Association.

She earned the degree of master of public administration from the Maxwell School of Citizenship and Public Affairs at Syracuse University.

Smith is the widow of Peter Smith living in the house Peter grew up in, and has two grown children and three grandchildren

Please provide below the names and telephone numbers of up to three personal references:

Name Mal Sandberg Telephone:603 868 2350

Name: Robin Mower Telephone: 603 327 7871

Name: Amanda Merrill Telephone: 603 969 9900



Thank you for your interest in serving the Town. Please return this application, along with a resume, if available, to: Town Administrator, 8 Newmarket Road, Durham, NH 03824, or email Karen Edwards at [kedwards@ci.durham.nh.us](mailto:kedwards@ci.durham.nh.us).

June 25, 2026

To: Durham Town Council  
From: Neil Niman  
RE: Recommendation for Marjorie Smith

As I am sure you are all aware, Marjorie Smith has ably served the community as a State Representative for the past thirty years. She is interested in continuing to serve the public and we both believe that the ZBA would be a good fit. I recently sat down with Margie to talk about the ZBA and what would be involved and expected as a member of the Board. I believe that she will be a valued addition who can bring a unique perspective that should enhance the decision making of the Board.



## TOWN OF DURHAM

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

AGENDA ITEM: **#12**

DATE: July 6, 2026

### COUNCIL COMMUNICATION

**INITIATED BY:** Public Works Department

**AGENDA ITEM:** PUBLIC HEARING AND POSSIBLE ADOPTION OF RESOLUTION #2026-09 AUTHORIZING THE ACCEPTANCE AND EXPENDITURE OF THE LEAD SERVICE LINE INVENTORY (LSLI) GRANT IN THE AMOUNT OF UP TO \$60,000 FROM THE NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES (NHDES) FOR THE LSLI FIELD INVESTIGATION PROJECT AND AUTHORIZE THE ADMINISTRATOR TO SIGN AND SUBMIT GRANT PAPERWORK ON BEHALF OF THE TOWN OF DURHAM.

**CC PREPARED BY:** April Talon, P.E., Town Engineer  
Greg Bush, Project Engineer

**PRESENTED BY:** April Talon, P.E., Town Engineer

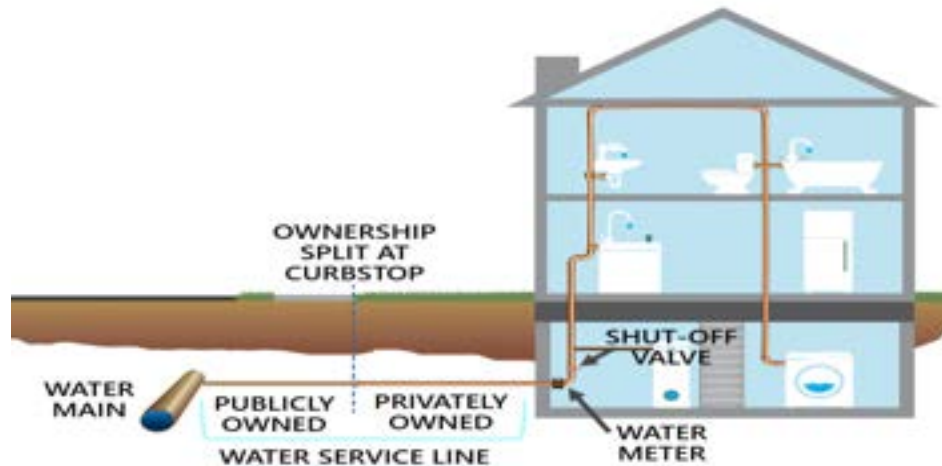
**AGENDA DESCRIPTION:**

Durham Public Works submitted an application to NHDES as part of their project solicitation in December 2025. On January 2, 2026, DPW was notified that the Town was offered an NHDES grant for this project in the amount of \$60,000.

**Background:**

Customers of the UNH/Durham Water System receive water to their homes and businesses via "service lines," ownership of which is split between the Water System and the customer at a curb stop (shown in the figure below). Many service lines in Durham were installed many years ago and records of pipe materials are limited,

and the publicly-owned portion of service lines are often installed years prior to the privately owned piping in preparation for future development. Due to these factors, there are many service lines in Durham with no written record of pipe material type.



*Figure: Typical scenario of a service line (does not represent all scenarios).*

US Environmental Protection Agency (USEPA) and NHDES required that the UNH/Durham Water System, in addition to other water systems, create an inventory of their service lines throughout their distribution systems, paying special attention to any lead service lines that will need to be replaced, and submit an initial service line inventory to NHDES. This inventory is required to be updated and resubmitted annually.

The Town's inventory of service lines associated with the UNH/Durham Water System includes approximately 770 service lines with an "unknown" material type. There are currently no known GRR or lead service lines in Durham.

Multiple tasks associated with the LSLI have already been completed by the Town and UNH/Durham Water System. The LSLI was last updated and submitted in November 2025, followed by notification letters to each property served by a service line on Durham's LSLI to notify them that their service line material is unknown. Approximately 100 service lines material types were identified since the last LSLI update in 2024, most of which were identified during the recent Madbury Road Water & Sewer Improvement Project.

The goals of this LSLI Field Investigation are the following:

- 1. Physically Identify Unknown Water Service Line Materials** –This project will assist in identifying water service line materials. Service lines will be selected for investigation beginning with the oldest "unknown" service lines in the UNH/Durham Water System's Lead Service Line Inventory. A contractor will be procured to complete all investigations using a standard public bid process in accordance with the Town of Durham's Purchasing

Policy. Field investigation of water service line material typically involves “potholing” where the contractor physically exposes and inspects the service line on both sides of the curb stop. The selected contractor will perform test pitting/potholing by excavation using a mini-excavator and hand tools. Observing a service line would require disturbing soil, landscaping, or pavement (i.e., excavating to observe a curb stop) on private property. Letters will be mailed to property owners to notify them of the anticipated work dates and areas to be disturbed prior to working on their property.



*Example image of potholing to reveal a curb stop and identify water service material.*

2. **Update Town GIS Database** - Visual inspection will include completing a standard inspection form for each service line and photographing both sides of the exposed service line if possible. The Town GIS staff will perform a GIS survey at each service line to improve upon the Town’s GIS database, which is used frequently by DPW staff.
3. **Curb Stop Replacements** - Based on the results of this field investigation, the Water System staff will replace curb boxes as necessary using the existing Water System budget.
4. **Traffic Control:** The Contractor shall provide traffic control as needed when operating within the roadway.
5. **Site Restoration:** All excavations will be backfilled and compacted in accordance with Town of Durham policy. All surficial material including

pavement, concrete, and landscaping will be restored to its original or better condition in accordance with Town of Durham policy.

- 6. Future Capital Project Planning** – The Water System may use the results of this project to plan future water main replacements as necessary. These potential upgrades would be associated with future Town Capital Improvement Plans (CIP).

At their meeting on June 15, 2026, the Town Council scheduled a Public Hearing on this item for their meeting of Monday, July 6, 2026. A Public Hearing notice was published in *Foster's/Seacoast Online* on Thursday, June 18, 2026. The notice was also posted at the Town Hall and on the Town Website, as well as at the Durham Public Library and Department of Public Works.

**LEGAL AUTHORITY:**

N/A

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

\$60,000 in LSLI Grant funding to be reimbursed from NHDES following completion of work.

**SUGGESTED ACTION OR RECOMMENDATIONS:**

**MOTION #1:**

*The Durham Town Council does hereby OPEN the Public Hearing on Resolution #2026-09 authorizing the acceptance and expenditure of a Lead Service Line Inventory (LSLI) Grant in the amount of up to \$60,000 from the New Hampshire Department of Environmental Services for the LSLI Field Investigation Project, and authorizing the Administrator to sign and submit grant paperwork on behalf of the Town of Durham.*

**MOTION #2:**

*The Durham Town Council does hereby CLOSE the Public Hearing on Resolution #2026-09 authorizing the acceptance and expenditure of a Lead Service Line Inventory (LSLI) Grant in the amount of up to \$60,000 from the New Hampshire Department of Environmental Services for the LSLI Field Investigation Project, and authorizing the Administrator to sign and submit grant paperwork on behalf of the Town of Durham.*

**MOTION #3:**

***The Durham Town Council does hereby ADOPT Resolution #2026-09 authorizing the acceptance and expenditure of a Lead Service Line Inventory (LSLI) Grant in the amount of up to \$60,000 from the New Hampshire Department of Environmental Services for the LSLI Field Investigation Project, and authorizing the Administrator to sign and submit grant paperwork on behalf of the Town of Durham.***

## **RESOLUTION #2026-09 OF DURHAM, NEW HAMPSHIRE**

**AUTHORIZING THE ACCEPTANCE AND EXPENDITURE OF A LEAD SERVICE LINE INVENTORY (LSLI) GRANT IN AN AMOUNT UP TO \$60,000 FROM THE NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES FOR THE LSLI FIELD INVESTIGATION PROJECT AND AUTHORIZE THE ADMINISTRATOR TO SIGN AND SUBMIT ALL NECESSARY PAPERWORK**

**WHEREAS**, the Town of Durham submitted an application to the New Hampshire Department of Environmental Services (NHDES) as part of their project solicitation in December 2025; and

**WHEREAS**, in January 2026, the Town was notified that the Town was offered an LSLI grant for this field investigation in the amount of up to \$60,000; and

**WHEREAS**, the Town of Durham, after thorough consideration, decided that the completion of the LSLI Field Investigation Project is of critical importance to comply with the US Environmental Protection Agency (USEPA) Lead and Copper Rule, as well as for maintaining an updated GIS water line database and future planning of capital improvements for water main replacements; and

**WHEREAS**, New Hampshire Revised Statutes Annotated (RSA) 31:95-b permits municipalities to authorize acceptance and expenditure of funds from the state, federal or other governmental unit, or a private source, which becomes available during the fiscal year if they first adopt an article authorizing this authority indefinitely until specific rescission of such authority; and

**WHEREAS**, Resolution #99-19 adopting the provisions of RSA 31:95-b authorizing the Town Council to apply for, accept, and expend unanticipated funds from a Federal, state, or other governmental unit or a private source which becomes available during the Fiscal Year; and

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

**WHEREAS**, RSA 31:95-b III(a) requires that a Public Hearing be held on unanticipated funds in excess of \$10,000; and

**WHEREAS**, on Monday, July 6th, 2026, a duly posted and published Public Hearing was held by the Durham Town Council on the \$60,000 NHDES monies in accordance with RSA 31:95-b;

**NOW, THEREFORE, BE IT RESOLVED**, that the Durham Town Council, the governing and legislative body of the Town of Durham, New Hampshire does hereby approve **Resolution #2026-09** authorizing the acceptance and expenditure of a Lead Service Line Inventory Grant in the amount up to \$60,000 and authorizes the Administrator to sign and submit appropriate paperwork on behalf of the Town of Durham.

**PASSED AND ADOPTED** this \_\_\_\_\_, by a majority vote of the Durham Town Council with \_\_\_\_\_ affirmative votes, \_\_\_\_\_ negative votes, and \_\_\_\_\_ abstentions.

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

**ATTEST:**

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



## TOWN OF DURHAM

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

AGENDA ITEM: **# 14A** *TS*

DATE: July 6, 2026

### COUNCIL COMMUNICATION

**INITIATED BY:** Police Captain John Lavoie

**AGENDA ITEM:** DISCUSSION AND FIRST READING ON ORDINANCE #2026-06 AMENDING CHAPTER 153, "VEHICLES & TRAFFIC," SECTION 153-29, "METERED PARKING AREAS," OF THE DURHAM TOWN CODE, TO EXPAND METERED PARKING TO WAGON HILL FARM. THE PUBLIC HEARING CAN BE SET FOR AUGUST 3, 2026.

**CC PREPARED BY:** Police Captain John Lavoie

**PRESENTED BY:** Police Captain John Lavoie

**AGENDA DESCRIPTION:**

Chapter 153 "Vehicles and Traffic," Section 153-29, "Metered Parking Areas," of the Durham Town Code, describes metered parking areas throughout Town. A new section, "K," would be added to specific new regulations for parking at Wagon Hill Farm, including timed payment for vehicles that do not have valid assigned Town stickers from Durham, Lee, or Madbury.

**LEGAL AUTHORITY:**

N/A

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

Cost to implement, \$0. Signs for posted areas will be provided by Park Mobile for free. DPW would need to install. There is no new cost to create a Park Mobile Zone

in this area. Revenue predictions, unknown at this time. Recommend that fees would be set for \$1.00 per 30 minutes, \$2.00 for one hour. These fees would be added to the Master Schedule and are "Set by the Town Administrator" as is indicated in the Police Department portion of the Master Fee Structure.

Also, see email dated March 23, 2026, regarding hypothetical revenue projection.

**SUGGESTED ACTION OR RECOMMENDATIONS:**

**MOTION:**

*The Durham Town Council does hereby approve on First Reading (as presented/as amended), Ordinance #2026-06 amending Chapter 153 "Vehicles and Traffic", Section 153-29, "Metered Parking Areas," of the Durham Town Code, to expand metered parking to Wagon Hill Farm; and sets the Public Hearing date for August 3, 2026.*

## **ORDINANCE #2026-06 OF DURHAM, NEW HAMPSHIRE**

**AMENDING CHAPTER 153, “VEHICLES & TRAFFIC,” SECTION 153-29, “METERED PARKING AREAS,” OF THE DURHAM TOWN CODE, TO EXPAND PAID METERED PARKING AT WAGON HILL FARM PARKING AREAS.**

**WHEREAS**, Chapter 153, “Vehicles & Traffic,” section 153-29, “Metered Parking Areas” of the Durham Town Code addresses all paid metered parking throughout the Town of Durham; and

**WHEREAS**, a request by Town staff was made to expand metered parking regulations to Wagon Hill Farm; and

**WHEREAS**, on August 3, 2026 a duly posted and published Public Hearing was held by the Durham Town Council on the proposed ordinance change;

**NOW, THEREFORE BE IT RESOLVED** that the Durham Town Council, the governing and legislative body of the Town of Durham, New Hampshire does hereby adopt **ADOPT Ordinance #2026-06** and does hereby amend Chapter 153 “Vehicles and Traffic,” Section 153-29 “Metered Parking Areas,” adding section “K” to expand metered parking regulations relative to Wagon Hill Farm.

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153-29. Metered Parking Areas

### ***K. Wagon Hill Farm***

- 1. There shall be no parking at the Wagon Hill Farm Lot except within designated parking areas. There is no parking in posted Fire Lanes. Parking in marked Handicap spaces, or Tenant Parking Only spaces, shall be by authorized vehicles only.*
- 2. Payment for parking at Wagon Hill Farm shall be made via the Town of Durham’s designated mobile parking application. This application will control designated parking areas.*
- 3. The fees for parking in these designated areas shall be established or set as specified in the Master Fee Schedule, as amended on occasion.*

4. *These fees shall apply during times that Wagon Hill Farm is open, dawn till dusk, seven days a week, with no exceptions for holidays.*

5. *Vehicles displaying residential/taxpayer permits from Durham, Lee, or Madbury, will be exempt from parking fees. Residential permits must be clearly displayed to receive this exemption. Durham issued special permits will also be exempt as needed.*

6. *Persons who fail to pay appropriate fees as required, cause their vehicles to remain beyond the purchased or maximum time limits, or fail to display a Durham, Lee, or Madbury residential permit or sticker, shall be in violation of the provisions of this ordinance. Each time violation shall be deemed a separate offense.*

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

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

**ATTEST:**

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

**Subject:** FW: Wagon Hill Farm Usage - Non-Resident Parking Proposal  
**Date:** Monday, March 23, 2026 at 12:58:10 PM Eastern Daylight Time  
**From:** Todd Selig  
**To:** Rene Kelley, Jack Dalton, Johnathan Lavoie, Rachel Gasowski, Richard Reine, Samuel Hewitt, Veronique Ludington, Neil Slepian  
**Attachments:** wagon hill farm trip data from srpc 2024.xlsx, Copy of RADAR\_WagonhillFarm\_September27\_October15.xlsx, Copy of RADAR\_WagonhillFarm\_July20\_August9.xlsx, Copy of RADAR\_WagonhillFarm\_August9\_August31\_skip\_September17\_September24.xlsx, Copy of RADAR\_WagonHillFarm\_November2024.xlsx, Screenshot 2026-03-23 at 10.59.36 AM.png, Screenshot 2026-03-23 at 11.08.12 AM.png

Dear Team,

For your general information.

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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**From:** Todd Selig <[tselig@ci.durham.nh.us](mailto:tselig@ci.durham.nh.us)>  
**Date:** Monday, March 23, 2026 at 12:54 PM  
**To:**  
**Subject:** FW: Wagon Hill Farm Usage - Non-Resident Parking Proposal

Dear Members of the Council,

You may find this work in progress of interest.

After sending it along, another question occurred to me. If we were to prohibit dogs from being off leash, would overall usage decline significantly, thereby affecting projected revenue? Conversely, might the mix of users shift between residents and non-residents, with more residents returning if they had previously been deterred by the presence of off-leash dogs?

In addition, we have yet to price out the cost of implementation and enforcement, including meter machines at approximately \$12,000 each (two would be necessary plus electrical), ParkMobile app fees (perhaps utilized instead of physical meters at a fraction of the cost but less convenient to less tech-savvy users), signage, and enforcement-related expenses. So, more to come...

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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**From:** Todd Selig <[tselig@ci.durham.nh.us](mailto:tselig@ci.durham.nh.us)>  
**Date:** Monday, March 23, 2026 at 12:23 PM  
**To:** Rene Kelley <[rkelly@ci.durham.nh.us](mailto:rkelly@ci.durham.nh.us)>, Jack Dalton <[jdalton@ci.durham.nh.us](mailto:jdalton@ci.durham.nh.us)>, Johnathan Lavoie <[jlavoie@ci.durham.nh.us](mailto:jlavoie@ci.durham.nh.us)>  
**Subject:** Wagon Hill Farm Usage - Non-Resident Parking Proposal

Dear Rene, Jack, and John,

The attached data files from Wagon Hill Farm produced by the Strafford Regional Planning Commission at the Town's request cover incoming vehicle counts across multiple weekly periods from July to November 2024. There were some reliability issues with the technology used including short battery life along the gravel driveway, so the data collected is intermittent, and ultimately the 2024 survey effort was abandoned.

Average daily incoming vehicles peak on weekends (241.5 vehicles/day). Weekdays show lower average use (175 vehicles/day). **Overall survey average shows approximately 194 cars/day** during the survey period.

- An analysis of the results show peak use of 40-47 cars/hour on weekdays 8-10 AM (coinciding with dogs off leash hours), and then generally on weekends 9 AM - 5 PM.

Further, survey information collected in-person at Wagon Hill Farm by members of the Land Stewardship Subcommittee October 2, 11, and 12, 2022, showed 64 responses, and of those 78% encountered were non-residents.

Using this limited October 2022 information to extrapolate overall non-resident usage at Wagon Hill Farm using limited 2024 SRPC data, we might deduce that the average number of cars captured over all days at 194 vehicles per day x 78% = 151.32 non-resident vehicles per day on average. **At, for example \$1 per hour, with an average visit time of 1 hour/car, this would equate to around 151.32 vehicles x 365 days/yr \$55,231 in revenue.**

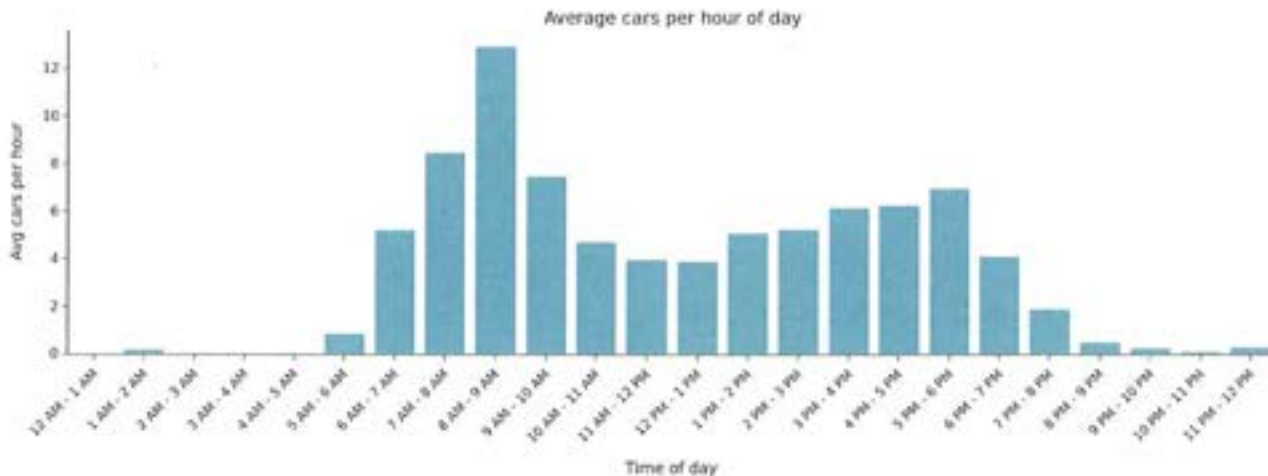
Please consider this information and let me know what you believe to be an appropriate hourly rate and how long vehicles realistically remain at the property based upon observations there. We can then plug this information into a proposal to bring to the Council. Question, if Durham did begin to charge for non-resident parking, would usage diminish? And we have no usage data for winter/spring conditions, where I'd imagine usage might be less due to cold/mud season. We also have *only three days of data* from 2022 with which to distinguish between residents and non-residents at the property.

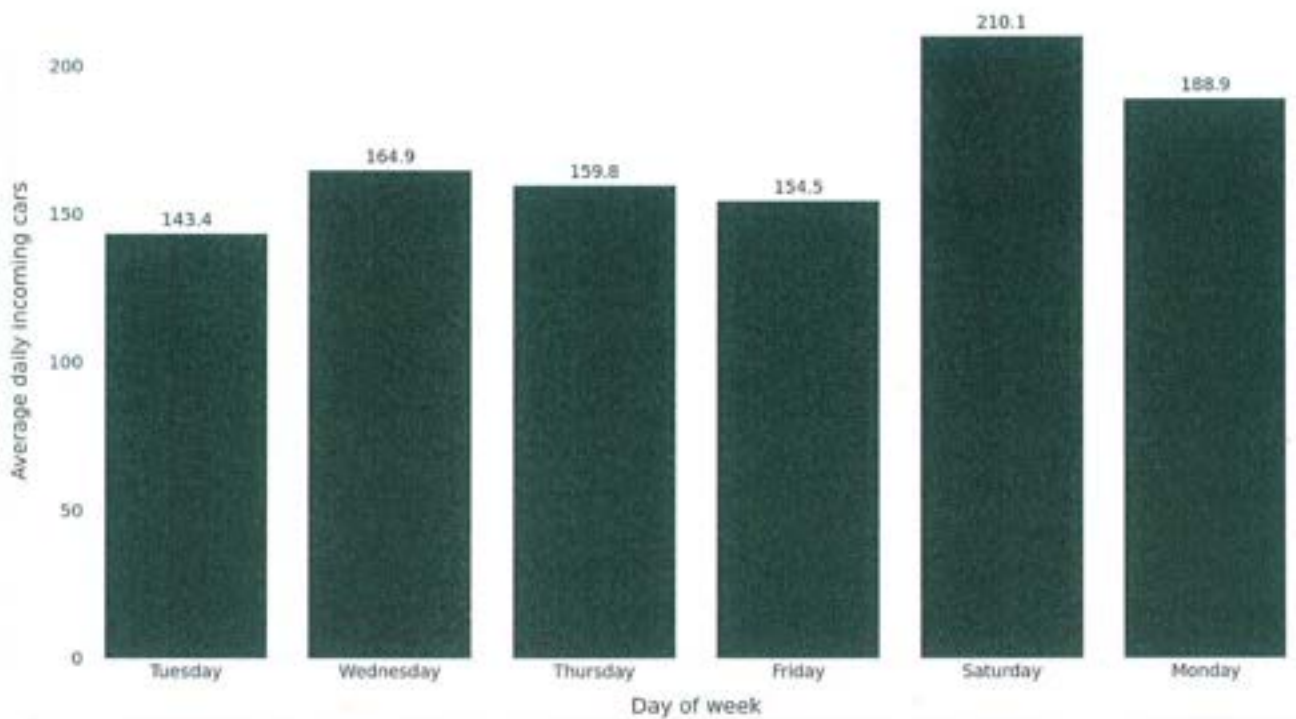
My guess is if we were to estimate that usage would be less during winter/spring conditions and that the usage might vary from day to day between residents and non-residents, that somewhere around \$30,000/yr would be realistic at \$1/hr. If we charged nominally more, we'd likely make more without diverting too many non-resident dog walkers to other venues.

What are your thoughts/perspectives?

Todd

**\*Note: Some AI produced graphics follow. Be wary of them because I ran the SRPC sheets through AI three times and each time it came up with different numbers. I then created my own Excel spreadsheet (attached), which is reflective of actual SRPC data, which is close to the AI results, so while the AI simulations are not perfect, they give us a sense of usage.**





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)

**LAND STEWARDSHIP SUBCOMMITTEE**  
**Town Hall Chambers – 8 Newmarket Road**  
**Meeting Minutes for Wednesday, February 11, 2026**

**Members attending:** Neil Slepian, John Carroll, Carden Welsh, Ann Welsh via Zoom, Gale Carey, Carolyn Singer, Lynda Kuhne and Marty Gorham

**Absent:** Ted Howard

**Also Attending:** Veronique Ludington, Elliot Ng, Todd Selig, Sara Callaghan, Rachel Gasowski, Dwight Trueblood, Sam Hewitt from DPW and Captain John Lavoie from DPD.

1. The meeting was called to order at 8:30 AM by Neil Slepian.
2. Neil read a portion of an 1865 speech by Chief Seattle.
3. Ann Welsh participation via Zoom was not approved by the subcommittee.
4. Roll call was conducted.
5. The meeting agenda was approved.
6. Public Comments. Captain John Lavoie (Durham Police Department) discussed paid parking options and enforcement at Wagon Hill Farm, suggesting the Park-Mobile app as the most effective collection method.
7. **Wagon Hill Farm Parking Discussion.**
  - a. Todd Selig explained a suggestion for the Town of Durham to charge out-of-town residents for parking at Wagon Hill Farm. He has asked the subcommittee to consider this matter and provide an opinion on whether this policy should be implemented.
  - b. An informal straw poll from the subcommittee members indicated that there was no support to charge for parking at this time.
  - c. Subcommittee members discussed their opinions. This included fairness in that other towns do not charge for access to their similar public lands, the question of how parking restrictions would be enforced, what is the projected parking revenue and would it be worth the effort and whether parking fees would reduce the use and environmental impact.
  - d. A motion was made to not charge for parking at Wagon Hill Farm, the motion was seconded, the motion passed with two abstentions.
8. Dog Waste at Wagon Hill Farm. It was noted that in January Veronique picked-up three shopping bags of dog poop at Wagon Hill Farm, which is just a small amount of the total waste at the site – even though the town provides bag dispensers and waste receptacles for the dog owner’s convenience. It was noted that pet waste left on the site contributes to environmental damage and is a serious public health concern. In some cases unleashed dogs cause ecological and environmental damage, for example to the restored mud flats, or disturbing ground nesting animals. This is most likely from both leashed and off-leash dogs, however, it was suggested that it is more likely that owners with a dog on leash are more likely to pick-up dog waste. Another concern is professional dog walkers with numerous

## **POLICE DEPARTMENT MASTER FEE STRUCTURE**

<b>Permit Type</b>	<b>Location</b>	<b>Fee</b>	<b>Time Limit</b>	<b>Authorization</b>	<b>Last Amended</b>
<b>#1</b> (Metered Parking Area)	Madbury Road (westerly side between Pettee Brook Lane and Garrison Avenue)	<b>All Fees set by Town Administrator</b> <i>\$1.75 per hour for 4 hours then \$2.00 per hour</i>	Set by Town Administrator for hours between 8:00 a.m. and 8:00 p.m., Monday through Friday, Saturday 10:00 a.m. and 4:00 p.m., Sundays and holidays excepted.	Ordinance #2017-06 Dated 10/16/2017  <b>Section 153-29E</b>	10/16/17
	Business Permits <i>* may be used between Madbury Commons entrance and Garrison Avenue</i>	<i>*Business Permit</i>	Business Permit parking set by Town Administrator for hours between 6:00 a.m. and 12:00 a.m. midnight daily.	Ordinance #2014-10 <b>Section 153-30</b>	2/17/14
<b>#2</b> (President's House)	Main Street (northerly side between Pettee Brook Lane and Garrison Avenue)	<i>\$1.75 per hour for the first 2 hours then \$2.25 per hour</i>	Set by Town Administrator for hours between 8:00 a.m. and 8:00 p.m., Monday through Friday, Saturday 10:00 a.m. and 4:00 p.m., Sundays and holidays excepted.	<b>Section 153-29B</b>	10/16/17
<b>#3</b> (Huddleston Hall)	Main Street (southerly side between Quad Way and Mill Road)	<i>\$1.75 per hour for 4 hours then \$2.00 per hour</i>	Set by Town Administrator for hours between 8:00 a.m. and 8:00 p.m., Monday through Friday, Saturday 10:00 a.m. and 4:00 p.m., Sundays and holidays excepted.	<b>Section 153-29C</b>	10/16/17
<b>#4A</b>	66 Main Street Lot	<i>24-hour downtown permits only</i>	24-hour downtown parking with 24-hour downtown permit displayed	<b>Pilot program per Town Administrator</b>	
<b>#4B</b>	Pettee Brook Lane Parking Lot South	<i>Business Permit Parking Only</i>	Set by Town Administrator for hours between 6:00 a.m. and 12:00 a.m. midnight daily.	Ordinance #2014-10 <b>Section 153-30</b>	2/17/14

## POLICE DEPARTMENT MASTER FEE STRUCTURE

Permit Type	Location	Fee	Time Limit	Authorization	Last Amended
#5A	Pettee Brook Lane (from Madbury Road to Main Street)	<i>\$1.50 per hour for the first 2 hours, \$2.00 per hour after 2 hours</i>	Set by Town Administrator for hours between 8:00 a.m. and 8:00 p.m., Monday through Friday, Saturday 10:00 a.m. and 4:00 p.m., Sundays and holidays excepted.	<b>Section 153-29D</b>	10/16/17
#5B	Metered Lot Pettee Brook Lane North  Business Permits <i>* may be used in the first row closest to Pettee Brook Lane</i>	<i>\$1.50 per hour for the first 2 hours, \$2.00 per hour after 2 hours.</i>  <i>*Business Permit</i>	Set by Town Administrator for hours between 8:00 a.m. and 8:00 p.m., Monday through Friday, Saturday 10:00 a.m. and 4:00 p.m., Sundays and holidays excepted.		
#6	Main Street (to include the old Ballard Road) (northerly side between Pettee Brook Lane and Madbury Road)	<i>1<sup>st</sup> hour free with use of parking kiosk; 2<sup>nd</sup> hour \$1.00. Durham resident sticker free for extra hour.</i>  <i>2-hour maximum 3-hour maximum (Durham residents only)</i>	Set by Town Administrator for hours between 8:00 a.m. and 5:00 p.m., Monday through Friday, Saturday 10:00 a.m. and 4:00 p.m., Sundays and holidays excepted.	<b>Section 153-29H</b>	10/16/17
#7 (Bobcat Corner Lot)	Downtown Parking Lot located at Southwest corner of the Madbury Road and Pettee Brook Lane Intersection  Business Permits <i>* may be used in the first two rows closest to Pettee Brook Lane</i>	<i>1<sup>st</sup> hour free with use of parking kiosk; 2<sup>nd</sup> hour \$1.00. Durham resident sticker free for extra hour.</i>  <i>2-hour maximum 3-hour maximum (Durham residents only)</i>  <i>*Business Permit</i>	Set by Town Administrator for hours between 8:00 a.m. and 5:00 p.m., Monday through Friday. Saturday's, Sundays and holidays excepted.	<b>Section 153-29G</b>	10/16/17

## POLICE DEPARTMENT MASTER FEE STRUCTURE

Permit Type	Location	Fee	Time Limit	Authorization	Last Amended
#8A	Garrison Avenue (south side between Rosemary Lane and Madbury Road)	<i>\$1.75 per hour for 4 hours then \$2.00 per hour</i>	Set by Town Administrator for hours between 8:00 a.m. and 8:00 p.m., Monday through Friday, Saturday 10:00 a.m. and 4:00 p.m., Sundays and holidays excepted.	<b>Section 153-29F</b>	10/16/17
#8B	Garrison Avenue (southerly side between Rosemary Lane and Main Street)	<i>\$1.75 per hour for the first 2 hours then \$2.25 per hour</i>	Set by Town Administrator for hours between 8:00 a.m. and 8:00 p.m., Monday through Friday, Saturday 10:00 a.m. and 4:00 p.m., Sundays and holidays excepted.	<b>Section 153-29F</b>	10/16/17
#9	Madbury Road (westerly side between Main Street and Pettee Brook Lane)	<i>1<sup>st</sup> hour free with use of parking kiosk; 2<sup>nd</sup> hour \$1.00. Durham resident sticker free for extra hour.  2-hour maximum 3-hour maximum (Durham residents only)</i>	Set by Town Administrator for hours between 8:00 a.m. and 5:00 p.m., Monday through Friday, Saturday 10:00 a.m. and 4:00 p.m., Sundays and holidays excepted.	<b>Section 153-29E</b>	10/16/17
#10	Jenkins Court (westerly and easterly side between Main Street and Pettee Brook Lane)	<i>1<sup>st</sup> hour free with use of parking kiosk; 2<sup>nd</sup> hour \$1.00. Durham resident sticker free for extra hour.  2-hour maximum 3-hour maximum (Durham residents only)</i>	Set by Town Administrator for hours between 8:00 a.m. and 5:00 p.m., Monday through Friday, Saturday 10:00 a.m. and 4:00 p.m., Sundays and holidays excepted.	<b>Section 153-29I</b>	10/16/17
#11	Strafford Avenue (easterly side between Garrison Avenue and Strafford Apts)	<i>Business or Commuter Permit Parking Only</i>	Set by Town Administrator for hours between 6:00 a.m. and 12:00 a.m. midnight daily. Must have either a Town of Durham Business Permit or a Town of Durham Commuter Permit.	Ordinance #2014-10 <b>Section 153-30</b>	2/17/14

## POLICE DEPARTMENT MASTER FEE STRUCTURE

Permit Type	Location	Fee	Time Limit	Authorization	Last Amended
#12	Madbury Road (east side between Pettee Brook Lane and Garrison Avenue Extension)	<i>Business Permit Parking Only</i>	Set by Town Administrator for hours between 6:00 a.m. and 12:00 a.m. midnight daily.  Must have a Town of Durham Business permit.	Ordinance #2014-10 <b>Section 153-30</b>	2/17/14
#13	Cowell Drive (northerly side by St. Thomas More Church)	<i>Business Permit Parking Only</i>	Set by Town Administrator for hours between 6:00 a.m. and 12:00 a.m. midnight daily.  Must have a Town of Durham Business permit.	Ordinance #2014-10 <b>Section 153-30</b>	2/17/14
#14	Post Office	<i>30-minute Parking Only</i>	Set by Town Administrator for hours between 8:00 a.m. and 5:00 p.m., Monday through Friday, Saturday 8:00 a.m. and Noon. Sunday's and Holidays Excepted.		
#15	Garrison Avenue Extension	<i>Business or Commuter Permit Parking Only</i>	Set by Town Administrator for hours between 6:00 a.m. and 12:00 a.m. midnight daily.  Must have either a Town of Durham Business Permit or a Town of Durham Commuter permit.	Ordinance #2014-10 <b>Section 153-30</b>	2/17/14
#16	Dennison Road (Garrison Ave Extension to Oyster River Middle School entrance)	<i>24-hour downtown parking permit only</i>	Set by Town Administrator for 24-hour downtown parking with a valid 24-hour downtown permit.	<b>Pilot program per Town Administrator</b>	
#16A	Dennison Road (entrance of Oyster River Middle School to Bagdad Road)	<i>\$1.50 per hour</i>	Set by Town Administrator for hours between Monday – Friday, 6:00 a.m. through 4:00 p.m. No overnight parking 1:00 a.m. – 6:00 a.m. from August 15 <sup>th</sup> to June 30 <sup>th</sup> each year.	<b>Pilot program per Town Administrator</b>	

## POLICE DEPARTMENT MASTER FEE STRUCTURE

Permit Type	Location	Fee	Time Limit	Authorization	Last Amended
	Depot Road Parking Lot (Located behind the Whittemore Center Arena)	<i>\$1.50 per hour - daily rate is \$18.00 (for 24-hour period) for up to 5 days.</i>	Pay & Display metered spaces and Depot Road Parking Permit spaces available.  <i>Designated meter spaces available for 24-hour parking – can purchase up to 5 days at one time.</i>  <i>Depot Road Permit parking in designated spaces with Depot Road Permit displayed.</i>	<b>Section 153-29J</b>	10/16/17
<b>#18 (PROPOSED METERED PARKING)</b>	Wagon Hill Farm (Dirt parking areas)	<i>\$1.00 for 30 minutes, \$2.00 per hour. No maximum time limits. Durham, Madbury, Lee resident sticker allows for free parking.</i>	Set by ordinance for property operating hours – dawn to dusk - seven days a week, holidays not exempted.	<b>Section 153-29K(NEW/ PROPOSED)</b>	<b>PROPOSED</b>
<b>#19 (PROPOSED METERED PARKING)</b>	Technology Drive	<i>\$1.50 per hour - daily rate is \$18.00 (for 24-hour period) for up to 5 days.</i>	Pay & Display metered spaces and Technology Drive Parking Permit spaces available.  <i>Designated meter spaces available for 24-hour parking – can purchase up to 5 days at one time.</i>  <i>Technology Drive Permit parking in designated spaces with Technology Drive Permit displayed.</i>	<b>Section 153-29L (NEW/PROPOSED)</b>	<b>PROPOSED</b>

**Please Note:** The All-Night Parking Ban is a year-round ban. During the All-Night Ban, vehicles may not be parked on any town road or parking lot in the downtown area that is posted, “No Parking – 1AM to 6AM”.  
The Winter Parking Ban is in effect for **ALL** roads and parking lots within the Town of Durham from 1am to 6am.



## 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: **# 14B** *TS*

DATE: July 6, 2026

### COUNCIL COMMUNICATION

**INITIATED BY:** Police Captain John Lavoie

**AGENDA ITEM:** SHALL THE TOWN COUNCIL APPROVE ON FIRST READING ORDINANCE #2026-07 AMENDING CHAPTER 153, "VEHICLES & TRAFFIC," SECTION 153-29, "METERED PARKING AREAS," OF THE DURHAM TOWN CODE, TO EXPAND METERED AND PERMIT PARKING TO TECHNOLOGY DRIVE; AND SET THE PUBLIC HEARING DATE FOR AUGUST 3, 2026?

**CC PREPARED BY:** Police Captain John Lavoie

**PRESENTED BY:** Police Captain John Lavoie

**AGENDA DESCRIPTION:**

Currently Technology Drive has no parking regulations, other than Winter Parking Ban - prohibiting overnight parking (1:00 a.m. to 6:00 a.m.). Through ordinance amendments, 100 lined spaces would be created on the right hand (east side) of Technology Drive, via roadway re-striping and marking. No construction or road re-design would be required.

Chapter 153 "Vehicles and Traffic," Section 153-29, "Metered Parking Areas," of the Durham Town Code, describes metered parking areas throughout Town. A new section, "L," would be added to include regulations for parking on Technology Drive, including ten (10) spots for timed payment for vehicles using the current Park Mobile system used throughout Town. These spots would be available for twenty-four hour parking for up to 5 days. This is the same as the metered parking in Depot Road currently.

The remaining 90 spots would be available as permit parking only, at a rate of \$300 per year.

**LEGAL AUTHORITY:**

N/A

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

Cost to implement: Road grinding and remarking \$7,148.00. Signage \$3,000.00.  
Total \$10,148.00.

Revenue predictions, unknown at this time. Fees for metered parking would mirror Depot Road structure - \$1.50 per hour, daily rate of \$18.00 (24 hours) for up to five days. These fees would be added to the Master Schedule and are "Set by the Town Administrator" as is indicated in the Police Department portion of the Master Fee Structure.

Permits would be priced at \$300 per year. Due to a potentially late summer roll out, we anticipate that the permits would not sell out in the first round. Increased permit sales would be expected at UNH semester change and for the 2027-2028 academic year.

**SUGGESTED ACTION OR RECOMMENDATIONS:**

**MOTION:**

*The Durham Town Council does hereby approve on First Reading (as presented/as amended), Ordinance #2026-07 amending Chapter 153 "Vehicles and Traffic", Section 153-29, "Metered Parking Areas," of the Durham Town Code, to expand metered parking to Technology Drive; and sets the Public Hearing date for August 3, 2026.*

## **ORDINANCE #2026-07 OF DURHAM, NEW HAMPSHIRE**

**AMENDING CHAPTER 153, "VEHICLES & TRAFFIC," SECTION 153-29, "METERED PARKING AREAS," OF THE DURHAM TOWN CODE, TO EXPAND PAID METERED PARKING AND PERMITTED PARKING ON TECHNOLOGY DRIVE.**

**WHEREAS**, Chapter 153, "Vehicles & Traffic," section 153-29, "Metered Parking Areas" of the Durham Town Code addresses all paid metered parking throughout the Town of Durham; and

**WHEREAS**, a request by Town staff was made to expand metered and permit parking regulations on Technology Drive; and

**WHEREAS**, on August 3, 2026 a duly posted and published Public Hearing was held by the Durham Town Council on the proposed ordinance change;

**NOW, THEREFORE BE IT RESOLVED** that the Durham Town Council, the governing and legislative body of the Town of Durham, New Hampshire does hereby adopt **Ordinance #2026-07** and does hereby amend Chapter 153 "Vehicles and Traffic," Section 153-29 "Metered Parking Areas," adding section "L" to expand metered and permit parking regulations relative to Technology Drive.

---

153-29. Metered Parking Areas

***L. Technology Drive***

- 1. There shall be no parking on Technology Drive except within designated parking spaces.*
- 2. Ten (10) spots, marked by signage indicating metered parking, shall be controlled by the Town of Durham's designated mobile parking application.*
- 3. The fees for parking in these designated areas shall be established by the Administrator and as specified in the Master Fee Schedule, as amended on occasion.*
- 4. These fees shall apply between 6:00 a.m. and 11:59 p.m., holidays excepted.*

5. *Owner(s) and/or operator(s) shall park their vehicle(s) within parking spaces delineated by signage indicating metered parking and immediately initiate a new parking session in the Town of Durham's designated mobile parking application, consistent with the instructions in the respective mobile application.*

6. *Persons who fail to pay appropriate fees as required, cause their vehicles to remain beyond the purchased or maximum time limits, shall be in violation of the provisions of this ordinance. Each time violation shall be deemed a separate offense.*

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

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

**ATTEST:**

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



9 Rockview Way  
 Rockland MA 02370  
 Tel: 781-982-9229 \* Fax 781-982-9226  
 Website: www.K5Corporation.com

# Estimate

<b>Estimate Date</b>	<b>Estimate #</b>
05/27/2026	243187



Massachusetts OSD Certified - Women Business Enterprise

<b>Customer</b>
Durham NH 100 Sone Quarry Drive Durham, NH 03824

<b>Project</b>
Durham NH 2026 Center + Edge Line Striping Program Bid #: 2026-01 Email - Samuel - Eric -05/26/2026 @ 8:53am for Technology Drive Location

PAVEMENT MARKINGS						
Item	Quantity	Description	U/M	Rate	Amount	
REM.04Y	2200	GRIND DOUBLE YELLOW	LF	1.0000	\$2,200.00	
REM.04	4400	GRIND SINGLE WHITE	LF	0.5000	\$2,200.00	
861.042	2200	4" DOUBLE YELLOW LAYOUT AND PAINT	LF	0.5600	\$1,232.00	
860.041	2200	4" SINGLE WHITE LAYOUT AND PAINT	LF	0.2800	\$616.00	
860.CS1	100	PARALLEL PARKING STALLS - T's & L's LAYOUT AND PAINT	EA	9.0000	\$900.00	
					<b>Subtotal</b>	<b>\$7,148.00</b>

## Terms

- \*\*\*\* PLEASE SIGN AND RETURN BACK TO US TO BE PLACED ON SCHEDULE \*\*\*\*
- All invoices will reflect a 2% fuel surcharge, due to worldwide distribution disruption & termination of supply agreements due to force majeure.
- If All Items on this Estimate are not Awarded, individual prices subjected to change.
- Terms 30 Days or Subject to a 1.5% per Month (18% per Annum) Finance Charge
- Unit Pricing will prevail. The above quantities are for estimate purposes only.
- Estimates are valid for 90 days from the Date of Estimate. Pricing is subject to review if past 90 days.
- Tax will be charged unless a Tax-Exempt Form is provided at the signing of the contract.
- All Rental Items will be required to have a valid Certificate of Insurance prior to delivery
- We are an Equal Opportunity - Affirmative Action Employer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## 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: **# 14C** *TS*

DATE: July 6, 2026

### COUNCIL COMMUNICATION

**INITIATED BY:** Police Captain John Lavoie

**AGENDA ITEM:** SHALL THE TOWN COUNCIL APPROVE ON FIRST READING ORDINANCE #2026-08 AMENDING CHAPTER 153, "VEHICLES & TRAFFIC," SECTION 153-49, "SCHEDULE XVII: PARKING PROHIBITED CERTAIN HOURS," OF THE DURHAM TOWN CODE, TO RESTRICT PARKING ON TECHNOLOGY DRIVE TO DAY AND OVERNIGHT PARKING ALLOWED BY PERMIT ONLY; AND SET THE PUBLIC HEARING DATE FOR AUGUST 3, 2026?

**CC PREPARED BY:** Police Captain John Lavoie

**PRESENTED BY:** Police Captain John Lavoie

**AGENDA DESCRIPTION:**

Currently Technology Drive has no parking regulations, other than Winter Parking Ban - prohibiting overnight parking (1:00 a.m. to 6:00 a.m.). Through ordinance amendments, 100 lined spaces would be created on the right hand (east side) of Technology Drive, via roadway re-striping and marking. No construction or road re-design would be required.

Chapter 153 "Vehicles and Traffic," Section 153-29, "Metered Parking Areas," of the Durham Town Code, describes metered parking areas throughout Town. A new section, "L," would be added to include regulations for parking on Technology Drive, including ten (10) spots for timed payment for vehicles using the current Park Mobile system used throughout Town. These spots would be available for twenty-four hour parking for up to 5 days. This is the same as the metered parking in Depot Road currently.

The remaining 90 spots would be available as permit parking only, at a rate of \$300 per year.

An addition to Chapter 153 "Vehicles and Traffic," Section 153-49, "Schedule XVII: Parking Prohibited Certain Hours," is needed to clarify that all parking, except for permit and metered parking in 153-29, is prohibited on the street. This would now make parking on either side of Technology Drive a violation, unless it was in a marked parking spot delineated by metered parking or permit parking signs, with the appropriate fees paid in the mobile parking application or through possession of an appropriate permit.

**LEGAL AUTHORITY:**

N/A

**LEGAL OPINION:**

N/A

**FINANCIAL DETAILS:**

Cost to implement: Road grinding and remarking \$7,148.00. Signage \$3,000.00.  
Total \$10,148.00.

Revenue predictions, unknown at this time. Fees for metered parking would mirror Depot Road structure - \$1.50 per hour, daily rate of \$18.00 (24 hours) for up to five days. These fees would be added to the Master Schedule and are "Set by the Town Administrator" as is indicated in the Police Department portion of the Master Fee Structure.

Permits would be priced at \$300 per year. Due to a potentially late summer roll out, we anticipate that the permits would not sell out in the first round. Increased permit sales would be expected at UNH semester change and for the 2027-2028 academic year. If all 90 permits were sold, the revenue would be \$27,000.

**SUGGESTED ACTION OR RECOMMENDATIONS:**

**MOTION:**

*The Durham Town Council does hereby approve on First Reading (as presented/as amended), Ordinance #2026-08 amending Chapter 153 "Vehicles and Traffic", Section 153-49, "Schedule XVII: Parking Prohibited Certain Hours," of the Durham Town Code, to restrict certain parking and expand metered and permitted parking to Technology Drive; and sets the Public Hearing date for August 3, 2026.*

## ORDINANCE #2026-08 OF DURHAM, NEW HAMPSHIRE

**AMENDING CHAPTER 153, “VEHICLES & TRAFFIC,” SECTION 153-49, “SCHEDULE XVII: PARKING PROHIBITED CERTAIN HOURS,” OF THE DURHAM TOWN CODE, TO RESTRICT PARKING ON TECHNOLOGY DRIVE TO DAY AND OVERNIGHT PARKING ALLOWED BY PERMIT ONLY.**

**WHEREAS**, Chapter 153, “Vehicles & Traffic,” section 153-49, “Schedule XVII: Parking Prohibited Certain Hours” of the Durham Town Code addresses no parking during certain hours throughout the Town of Durham; and

**WHEREAS**, a request by Town staff was made to expand metered and permit parking regulations on Technology Drive; and

**WHEREAS**, on August 3, 2026 a duly posted and published Public Hearing was held by the Durham Town Council on the proposed ordinance change;

**NOW, THEREFORE BE IT RESOLVED** that the Durham Town Council, the governing and legislative body of the Town of Durham, New Hampshire does hereby adopt **Ordinance #2026-08** and does hereby amend Chapter 153 “Vehicles and Traffic,” Section 153-49 “Schedule XVII: Parking Prohibited Certain Hours,” adding a section to restrict parking on Technology Drive to day and overnight parking allowed by permit only.

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### 153-49. Schedule XVII: Parking Prohibited Certain Hours

Name of street	Side	Hours/Days	Parking Prohibited
<i>Technology Drive</i>	<i>All</i>	<i>Day &amp; overnight parking allowed by permit only</i>	<i>Parking, including overnight parking, prohibited except by permit only or in marked metered spots with payment, pursuant to regulations adopted by the Town Administrator..</i>

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

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Joe Friedman, Chair  
Durham Town Council

***ATTEST:***

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Rachel Deane, Town Clerk-Tax Collector