

# TOWN OF SALEM

# MONTHLY DEPARTMENT UPDATES

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## UPCOMING IMPORTANT DATES

The Filing Period for Local Offices to be elected closes January 31, 2025.

Town Meeting -First Deliberative Session – Saturday, February 08, 2025, at Salem High School – 9:00AM

Town Election – Tuesday, March 11, 2025. Polls open from 7:00 AM to 7:00 PM at 5 polling places.



## TOWN OF SALEM, NEW HAMPSHIRE

33 GEREMONTY DRIVE, SALEM, NH 03079

(603) 890-2120 · FAX: (603) 890-2220

# MEMO

**DATE:** January 16, 2025

**TO:** Joseph R. Devine, Town Manager

**FROM:** Joseph W. Lessard, Contracted Interim Chief Assessor

**RE:** Monthly Report

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Below is a monthly department update. With regard to our major accomplishments for the year, I can only offer the following.

**2024 Accomplishments:**

This office works diligently each year to equitably assess all property in Town as of April 1 of each year and the DRA's various equalization checks indicate that it is done well.

Amanda continued visiting the senior center to provide information regarding elderly and other exemptions/credits which she started in 2023.

The office was responsible for picking up an additional \$94 Million of assessed value.

Amanda and Jill updated the Assessor's website to be clearer & more concise for the residents.

**Monthly Update:**

Amanda was tapped to co-teach a class on personal exemptions for fellow assessing clerks for the Department of Revenue Administration (DRA) in Concord in December.

A selection was made for a company to conduct a statistical revaluation to begin in 2025 to be completed for 4-1-2026 per NH Constitution and State Statutes.

Also in 2025, the Department is planning to resume the process of visiting a portion of the Town to verify the information on the Property Record Cards, a process discontinued at the beginning of COVID. More on this will be revealed as the new PT Chief gets settled in.

Although local property taxes, as has everything else, continue to increase, the Town's value has increased at a faster rate than its budget, as evidenced by the % of market value that taxes represent: Falling from 1.97% in 2016 to 1.27% in 2024.

Amanda and Jill updated the Assessor's website to be clearer & more concise for the residents. The Town has chosen a new Part-Time Chief Assessor to begin around January 20, 2025. Joe Lessard will be ending his tenure as the Contracted Interim Chief Assessor and will depart on January 31, 2025. MRI will continue to provide picking up the commercial property changes occurring between 4-1-24 and 4-1-25.



# TOWN OF SALEM, NEW HAMPSHIRE

33 GEREMONTY DRIVE, SALEM, NH 03079  
(603) 890-2086  
Community Development Department

## **MEMORANDUM**

TO: Town Council  
Joe Devine, Town Manager  
FROM: Crayton Brubaker, Community Development Program Manager  
John Vogl, GIS Manager  
RE: Community Development Department Update – January 2025  
DATE: January 13, 2025

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Please find below updates for the Community Development Department for January 2025.

1. **Important Projects:** CD staff are beginning to develop information and graphics for residents related to the Community Choice Aggregation Program, which will be Article 14 on the 2025 Town Meeting ballot. Plans include infographics, FAQs for the website, and a podcast / SCTV video explaining the process and common questions.

John Vogl has worked extensively with Inspectional Services to implement on-line permitting for Fire services. This is to advance the Fire Department's goal of improving permitting services and more fully implementing our OpenGov software. The work moves processes from RedAlert and migrates them into OpenGov, consistent with all other inspectional services processes. John Vogl also continued to improve and build out the Pine Grove cemetery mapping with foreman Gregg Mignon. The two reviewed several areas and cleaned up erroneous records and/or coding to improve record keeping.

2. **Events:** CD Department staffed committees are meeting throughout January as usual. Conservation Commission met on Jan 8; Economic Development Committee meets on Jan 21; 275<sup>th</sup> Commission meets on Jan 22; Communications Committee meets on Jan 23. Depot Village Advisory Committee (DVAC) meets on Jan 14 and Recreation Advisory Committee will hold their kickoff meeting for the Recreation Master Plan on Jan 15. CD staff will assist these committees / projects with applicable public outreach, GIS data, etc. as needed.
3. **Staffing Changes or Recognition:** None.
4. **Statistics:** Below outlines statistics for each of the major CD supported website applications:

Website – Over the last 30 days (Dec 14, 2024 through Jan 12, 2025), there were approximately 26,000 users who visited the Town website. Notable top pages include traffic cameras, daily police logs, job postings, and online services. Across all engagements across the site, the average engagement time was 44 seconds per page.

Town Hall Times Website – Over the last 30 days, there were approximately 1,047 users and 1,638 views across all articles. There was an average engagement time of 36 seconds

per user. The most viewed article during this time was related to the Live Casino project at the Planning Board.

MapGeo – Over the last 30 days, there were 730 unique visitors to the Town's MapGeo site with 1,418 visits in total. Notable searches from the site include property information, aerials, zoning districts, prime wetlands, and floodplains,

5. **Ongoing Operations:** On Friday, January 10, CD staff met with Deputy Fire Chief Galipeau and Pam Sternberg in Inspectional Services to make the various Fire Department pages easier to access and user friendly. This is a part of an overall effort to examine all Town department pages to bring information up to date and make visiting the website a better experience for residents.



## Town of Salem, New Hampshire COMMUNITY SERVICES DEPARTMENT

Ingram Senior Center, 1 Sally Sweet Way, Salem, New Hampshire 03079  
(603) 890-2190

Katie Duffey, Community Services Director

### Memo

**DATE: January 8, 2025**

**TO: Joe Devine, Town Manager**

**FROM: Katie Duffey, Community Services Director**

**SUBJECT: January 2025 Community Services Department Update**

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- The Recreation Division has begun preparing for summer by posting seasonal summer positions for the 2025 Rock N' Fun Summer Camp. We aim to target qualified college-aged students looking to line up their summer work plans.
- The Salem High School Career & Technical Education Center will build a shed for our much-needed lack of storage space.
- Registration for the free AARP Tax Preparation service will begin on January 13, 2025. Please call the Ingram Senior Center to schedule an appointment.
- Over 1800 senior citizens participated in trips and parties in 2024, which equates to a 20% increase from 2023.
- 2025 also means the 275<sup>th</sup> Anniversary of Salem! We are excited to kick off the celebration with a townwide scavenger hunt running from 1/1/25 to 7/4/25. You can find rules and entry information at this link, along with other information regarding the yearlong celebration: [275th Anniversary Commission | Salem, NH](#)



## TOWN OF SALEM, NEW HAMPSHIRE

33 GEREMONTY DRIVE, SALEM, NH 03079  
(603) 890-2040 · FAX: (603) 890-2091

### FINANCE DEPARTMENT

# Memo

**DATE:** January 13, 2025

**TO:** Joseph Devine  
Town Manager

**FROM:** Nicole McGee, CPA  
Finance Director

**RE:** Finance Department Update

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#### **Recommendation:**

N/A.

#### **Summary:**

During this past month Finance has continued to work with Gravity on the budget book implementation. We have the operating budget almost to a place for final sign off. We are working at the personnel module of the budget book and ensuring that they will calculate the costs of salary and benefits appropriately.

Year end is a very busy time for the finance department. Accounts payable is responsible for dual check runs in January (2024 and 2025 check runs). Payroll has multiple additional reports to run for NHRS and the IRS. Payroll will work on processing the W2 and 1095 forms later this month. Purchasing received 31 bids to post in the last two weeks of December. This part-time employee posted these bids while managing year end requisitions and office supply orders. Leadership has been working on updating our accounting software with new rates adopted by the Town Council. Our software doesn't support some of the changes so we are working on determining work arounds with our software to ensure that people are being charged the appropriate amounts. Finance worked with Collections to ensure that revenues were posted in the correct accounting period. Finance will issue 1099's at the end of the month as well.

Finance, Fire, and Municipal Services continue to work on the April 3-5, 2024 winter weather event. This project is nearing final closeout. We will continue to have weekly meetings with FEMA starting back up again this week.

The bid for an investment advisor for the town's 457 plan has been posted with bids due on January 31, 2025. This is the first step in the review process of the town's 457 deferred compensation plan. An advisor will help the town create the bid specifications for recordkeeper of plan assets. This



## TOWN OF SALEM, NEW HAMPSHIRE

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### FINANCE DEPARTMENT

advisor will also meet with the 457 deferred compensation plan committee quarterly to review the performance of plan investments.

On January 6<sup>th</sup> Lucinda Garland the Town's Accounting Clerk announced her intent to retire. Mr. Garland was hired in August 2014 as a part time utility billing clerk. In early 2018 she transferred to the Accounting Clerk position. Ms. Garland has demonstrated professionalism and a positive attitude during her time here in Salem. She was always willing to take on new assignments and had a passion for learning all aspects of the Finance department. She is a great team player and will be missed by all in the department.

Finance has been working with our financial advisors and bond counsel on the \$24,670,00 bond sale that will occur January 22, 2025. This bond represents \$6,670,00 for the former wastewater treatment facility's soil remediation project and \$18,00,000 for the second tranche of the police station construction project. We had our rating phone call with S+P on January 6<sup>th</sup> and will receive the rating on Tuesday, January 14<sup>th</sup>.

In early 2025 Finance will start to work on the RFP for new accounting software. We will likely work with a consultant to draft this RFP. We will have a meeting with a consultant the week of January 13<sup>th</sup> to get an understanding of their fees and expertise when it comes to drafting RFPs for municipal accounting software. This is a complicated bid to write and will take a few weeks to get out a RFP that will demonstrate all of the capabilities Salem will need in an accounting software. It is an exciting time for Finance.

Thank you.



# SALEM FIRE DEPARTMENT

CHIEF OF DEPARTMENT CRAIG J. LEMIRE  
152 MAIN STREET, SALEM, NH 03079  
PHONE: 603-890-2215 CELL: 603-327-6505  
[clemire@salemnh.gov](mailto:clemire@salemnh.gov)

## Memo

**Date:** January 15, 2024  
**To:** Joseph R. Devine, Town Manager  
**From:** Craig J. Lemire, Chief of Department  
**Re:** Monthly Update

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### Notable Items Related to Ongoing Operations:

578 Total Runs for December.  
76% were EMS Calls.  
Simultaneous Runs Rate was 60%  
38 total runs were to the Tuscan Village.



**Station 2 HVAC** replaced- thank you for supporting this!

**Interviews** being conducted this week to fill our open firefighter positions.

**Hazard Mitigation Plan** moving along well. We hope to have it complete and brought to the Council for adoption in a couple of months.

|                      |  |
|----------------------|--|
| Fire Permits: 60     | Health: Inspections 75 and \$200 Revenue |
| Fire Inspections: 51 |  |
| Revenue: \$4,020     |  |
| Burn Permits: 32     |  |

|                        |   |
|------------------------|---|
| Inspectional Services: | Well/Septic: 18 Permits and \$1,140 Revenue |
| Permits 278            |   |
| Inspections 278        |   |
| Revenue: \$264,381     |   |



# SALEM FIRE DEPARTMENT

CHIEF OF DEPARTMENT CRAIG J. LEMIRE  
152 MAIN STREET, SALEM, NH 03079  
PHONE: 603-890-2215 CELL: 603-327-6505  
[clemire@salemnh.gov](mailto:clemire@salemnh.gov)

## Department Goals Updates:

**Facility Plan**- St. 3 design continues; we have made significant progress on this recently. Designs will be presented at the MBAC meeting on January 15<sup>th</sup>

**Reorganization Plan**- Collaborating with the Town Manager on ways to become more efficient with the staffing that we have.

**Strategic Planning**- Considering options to assist us.

**Updating Policies/Procedures**- A lot of progress has been made.

**Access to Online Permitting**- All fire permits have been moved to opengov. Still working on opengov connection with munismart. Kiosks and iPads were ordered and in process of being set up.

## Training/Personnel Updates:

Fire Inspector Patrick Swanson- Employee of the Month

291 hours of Training for December

Ice Rescue training happening this month at Canobie Lake Park

Chief Lemire gave a presentation to the Men's Morning Group at Senior Center

Chief Lemire and Asst. Chief Colby attended the Women's Club meeting at the Elks and discussed some ways to stay safe in the winter months.

## Upcoming Items/Key Dates:

Jan 17<sup>th</sup>- Annual Awards Ceremony

Recognizing new hires, members who have been promoted, hit significant years of service milestones, retirements, and recognizing great achievements.

**Retirees:** Jeffrey Jensen, Gary Levesque, & Deb Scafidi

**Promotions:** Battalion Chief Shane Murphy  
Paramedic Nick Michaud  
Paramedic Nick Hamilton

**New Hires:** FF Shanya Ravenscroft  
FF David Jacques  
FF Cole Ferguson  
Fire Prevention Administrative Secretary Pam Sternberg  
Fire Prevention Administrative Secretary Dianne Emanuelson

**Recognition:** FF of year – FF/P Bagrowski  
Chiefs Award – Pam Russell

**Life Saving Award:** Firefighters Josh Tapley and Brad Palmer

**Community Volunteer Award:** Edward Lynch (Knights of Columbus)

**Civilian Life Saving Award:** Remy Surprenant, Chris Cares, Kevin Campbell (Campbell's Scottish Highlands)



# SALEM FIRE DEPARTMENT

CHIEF OF DEPARTMENT CRAIG J. LEMIRE

152 MAIN STREET, SALEM, NH 03079

PHONE: 603-890-2215 CELL: 603-327-6505

[clemire@salemnh.gov](mailto:clemire@salemnh.gov)

**10-year service award:** PJ Comeau, Colton Houle, Troy Ward, Sam Zannini

**20-year service award:** Steve Coonrod, Dennis Galvin

**30-year service award:** Sean Beaudet

## Other/In the News:

January 1- Responded to a significant house fire on Lake Street. 1 patient transported with burns. State Fire Marshalls office responded.

Assisted Atkinson with an ice rescue which unfortunately was ultimately a drowning.

Chief Lemire is working with SCTV on some Public Service Announcements related to Ice Safety and Carbon Monoxide.



**TOWN OF SALEM, NEW HAMPSHIRE  
HUMAN RESOURCES DEPARTMENT  
33 GEREMONTY DRIVE, SALEM, NH 03079  
(603) 890-2070**

To: Joseph Devine, Town Manager  
From: Justine Caron, HR Director

SUBJECT: January 2025 HR Department Report

The Department of Human Resources is happy to highlight the following for the month of January 2025.

1. **SIGNIFICANT INITIATIVE: Ongoing Employee Health & Wellness**
2. HR Processed 4<sup>th</sup> Quarter Wellness Incentive Payments into HAS
3. The HR team wrapped up Year End in support of the conversion to new dental provider, Delta Dental.
4. HR coordinated and provided support for the First Quarter DISA random drug testing.
5. HR Issued the Monthly January Awareness communication to all Town employees. A summary is as follows: As we begin 2025, it is a great time to stay informed about key observances, awareness days, and upcoming events that promote personal reflection, meaningful actions, and support for various causes. January features several important themes:
  - Mental Health Awareness Month highlights the importance of mental well-being, encourages seeking help, and promotes a balanced lifestyle.
  - Circadian Health focuses on optimizing sleep and daily habits for better health.
  - Stress Management through techniques like meditation and deep breathing encourages mental calmness.
  - Key observances include National Compliment Day (January 24th), promoting positivity, National Opposite Day (January 25th), encouraging creative thinking, and Data Privacy Day (January 28th), focusing on protecting personal information online.
  - National Blood Donor Month, Cervical Health Awareness Month, and National Mentoring Month also provide opportunities to engage with vital causes.
  - Additionally, individuals can access discounts via the Shopping Center | Town of Salem with code LYCLGS for savings on travel, tickets, and products from major brands like Apple and Nike.

This January, we encourage employees to use these observances to reflect, learn, and make a positive impact in both personal and professional settings.

6. HR rolled out the **January 2025 Healthy Eating Challenge** from January 16<sup>th</sup> – January 31<sup>st</sup>. Participants are encouraged to email healthy eating photos to [HR@salemnh.gov](mailto:HR@salemnh.gov) by January 31<sup>st</sup>, 2025 for a chance to receive a \$50 gift card!



**TOWN OF SALEM, NEW HAMPSHIRE  
HUMAN RESOURCES DEPARTMENT  
33 GEREMONTY DRIVE, SALEM, NH 03079  
(603) 890-2070**



**SIGNIFICANT INITIATIVE: Ongoing Employee Appreciation**

On January 13, 2025, On Town Manager, Joe Devine and in collaboration with HR and the Employee Recognition Committee presented Fire Inspector, Patrick Swanson as the Employee of the Month for January 2025!



Patrick's dedication at Salem Fire and NH 911 has been truly remarkable. He has shown exceptional skills in coping with trauma, developing effective strategies that have greatly benefited his colleagues and the community.

During his time serving as Firefighter/Paramedic, Patrick has been a beacon of support, guiding and encouraging his peers to prioritize mental well-being and seek assistance when needed. His unwavering commitment to helping others has left a lasting positive impact on those he works with.



**TOWN OF SALEM, NEW HAMPSHIRE  
HUMAN RESOURCES DEPARTMENT  
33 GEREMONTY DRIVE, SALEM, NH 03079  
(603) 890-2070**

Congratulations to Patrick for this well-deserved recognition!

**JANUARY 2025 MILESTONE ACHIEVEMENT:**

HR applied in early Fall 2024 to Employ Humanity's Best Place to Work on behalf of the Town of Salem. We are thrilled to have been informed the application was successful as the Town was selected as a [2025 Employ Humanity® Best Place to Work!](#)

HR is publicizing this recognition as part of our recruitment plan and actively promoting this new distinction on the [Town's the Employment Opportunities website.](#)





## **Town of Salem, New Hampshire**

### **Human Services**

33 Geremonty Drive  
Salem, New Hampshire 03079  
(603) 890-2130 FAX (603) 893-3190

1/7/25

To: Joe Devine, Town Manager

From: Leslie Kent, Director of Human Services

Re: Monthly Report

The holidays are behind us and a new year has begun. The holidays weren't as busy as I thought they'd be. There were a lot of area agencies (Boys & Girls Club, Isaiah 58, Salem Family Services, St. David's Church, Center Point Church, Community Action, Methodist Church and St. Mary & Joseph Church) that offered food, toys, gift cards to residents and I worked closely with them for residents that came to me in need. The Fire Dept. delivered over 100 gift cards.

This past month I have seen 15 new individuals as well as continuing to work with others. People facing eviction or already evicted has been the primary issue. I have 3 people in a hotel. All 3 are medically compromised and it would be very detrimental for them to be on the street or in a shelter. 1 has been there since July, Derek the Homeless Coordinator and me having been searching for a place that will take him or that he can afford. He is on the waiting list of 3 of the Habor Homes. There is a woman that has been at the hotel since 12/12/24, she has a brain injury case manager who is working on getting her Medicaid reinstated and she will then be eligible to go to a nursing home. Another woman just entered last night; she has a housing voucher so is actively looking for an apartment. All of them receive SSDI and pay for a week of their stay when their check comes in.

I had 3 people needing help with rent and I made partial payments towards this. 3 people were seeking assistance with electricity. I helped one, the other 2 never followed through after giving them the application. I provided 3 gas vouchers and 1 bus pass. I provided 6 MB gift cards, 3 Walmart gift cards, and 1 Amazon gift card. I still have a good supply of various gift cards that were donated.

This past month I attended the SNHHS meeting, PIT meeting and Community Caregivers Open House.

My focus the coming month is to make site visits to more agencies, particularly the ones we fund.

# SALEM MUNICIPAL SERVICES

Roy E. Sorenson - *Director*

ENGINEERING ♦ PUBLIC WORKS ♦ UTILITIES

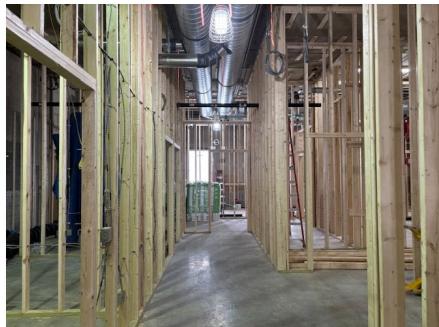


[www.salemnh.gov](http://www.salemnh.gov)

21 Cross Street  
Salem, NH 03079  
TEL: 603-890-2150 FAX: 603-890-3882

**Date:** January 13, 2025  
**To:** Town Council  
**From:** Roy E. Sorenson, Municipal Services Director  
**Through:** Joseph Devine, Town Manager  
**RE:** Department Update

The DPW renovation continues to move forward with interior framing of the common administration areas. Electrical, plumbing, HVAC, and fire protection have been continuing with anticipation of wallboard by February. The rear garage slab was demoed and a new trench drain installed along with a fully engineering heavy duty slab for the new fleet area. Despite the cold temperatures, work continued outside with siding and trim work notwithstanding additional trenching for communications from the poles on Cross Street. An emergency generator was also installed to isolate the fuel pumps so they are not impacted by the various electrical shutdowns that must occur as part of the project.



Winter has become more demanding over the past month with continued water main breaks and various salting events. While the overall precipitation has been down, moreover in liquid form, the first plowable event came on January 11, 2025, with an overall accumulation of three inches. The staff has been working on equipment and signage during the routine day-to-day operations. Considerable time has also been centered around picking up roadside debris which seems to have increased from previous years.

The major cleanup of contaminated soil at the former wastewater facility site has been completed.



Contaminated areas originally targeted for excavation are complete as verified through field sampling that has met the exceedances as identified through the Remedial Action Plan through NHDES. The area of work has been brought to subgrade and final loaming will begin the week of January 13<sup>th</sup>. The contractor has been asked to provide a price for continued leveling and grading of the area where the trees were removed including removing and disposal of all stumps.

Millville Lake Dam Rehabilitation Project remains on schedule through the winter months. The new border walls have been poured and brought to the design elevation that was established through the engineering study for a high hazard dam. Shotcrete was hydraulically sprayed into place over the reinforced face wall of the spill area. The method is a construction technique that involves spraying concrete onto a reinforced surface at high velocity using compressed air and immediately cures adhering to the surface. Work on the dam will continue with the next major element being the rock anchor drills which will drive post-tensioned anchors through the main dam wall and into the bedrock below to secure the dam to its natural footing.





# Town of Salem, New Hampshire

Community Development Department

Planning Division

33 Geremonty Drive, Salem, New Hampshire 03079

(603) 890-2083 - Fax (603) 898-1223

e-mail: [jlafontaine@salemnh.gov](mailto:jlafontaine@salemnh.gov)

To: Town Council & Joseph Devine, Town Manager

From: Jacob LaFontaine, Planning Director

RE: Planning Division - January Update

Date: 1/15/2025

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Please find recent Planning Division updates listed below:

- **The Planning Board** has recently approved a 4,500 sq. ft. phased addition at 5 Manor Parkway for GPD Optoelectronics; a change of use for a 40-seat wine bar at 18 Artisan Drive; and a change of use for a 2,100 sq. ft. function space and 1,400 (100 seat) restaurant expansion at Sevmar – both located at 401 Main Street.
- **The Master Plan Steering Committee** met seven times in 2024 and will convene for the final time for a joint meeting with the Planning Board on February 19<sup>th</sup>. Following this meeting a final period of public comment will be opened, prior to an anticipated adoption in late March or early April. The Steering Committee has been instrumental in ensuring that the document is reflective of our community wide aspirations and Community Development Staff Crayton Brubaker and John Vogl have been indispensable to the process.
- **The Zoning Board** reviewed 57 petitions in 2024, many for residential development – most notably 22 townhouses at 175 Main Street and 55 age-restricted units at 380-384 Main Street. The Board recently granted two rehearing requests, and the applications will be re-heard at the February 4<sup>th</sup> meeting. The Board is in the process of updating their Rules of Procedures and anticipate adopting amendments in early 2025.
- **Code Enforcement** has continued at a steady pace. 63 complaints were received in 2024 and 50 complaints were corrected – for a correction rate of 79%. The hiring of Code Enforcement Officer Bob McDowell in January of 2024 has been critical to resolving violations, many of which would undoubtedly have persisted without his proficiency.
- **Plan Review Meeting** the Planning Division will begin hosting an interdepartmental meeting in February to review upcoming land use applications and to create a more streamlined and predictable process for applicants.
- **Zoning Amendments**, including updates to non-commercial keeping of chickens, temporary occupancy of manufactured homes, expansion of certain nonconforming uses, corner lot

setbacks, and parking requirements, were reviewed by the Planning Board on 12/10/24, and 1/14/2025 and should be before the Town Council early 2025.

- **Salem Housing Supply Statistics** are currently being updated using the most recent data (2022) and will be presented to the Planning Board early 2025. The data is compiled using BEA's Current Estimates and Trends in New Hampshire's Housing Supply study. In 2022, Salem issued more permits for residential development (470 units) than any other municipality in the State – Please see tables below:

| Municipality | Residential Units Permitted in 2022 |
|--------------|-------------------------------------|
| Salem        | 470 units                           |
| Portsmouth   | 404 units                           |
| Londonderry  | 321 units                           |
| Rochester    | 287 units                           |
| Manchester   | 263 units                           |

| Salem Housing Composition (2022) |                 |
|----------------------------------|-----------------|
| Housing Type                     | Estimated Units |
| Single Family                    | 8,852           |
| Two Family                       | 804             |
| 3-4 Family                       | 408             |
| 5 or More                        | 2,653           |
| Manufactured Housing             | 639             |
| <b>Total</b>                     | <b>13,356</b>   |

- **Update to the Public Safety, School and Recreation Impact Fee Schedule** remains on-going. The Planning Division is working with Mark Fougere on the first update since 2016; traffic impact fees were updated in 2023.



# Town of Salem

## New Hampshire

To: Town Council

From: \_\_\_\_\_

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

Re: Monthly Department Activities Update

Notable items Related to Ongoing Operations

Department Goal Updates

Training/Personnel Updates

Upcoming Items/Key Dates

Other/In the News



## TOWN OF SALEM, NEW HAMPSHIRE

33 GEREMONTY DRIVE, SALEM, NH 03079  
(603) 893-7069 x-5118 · FAX: (603) 890-2220

SALEM COMMUNITY TELEVISION

### MEMORANDUM

To: Joe Devine, Town Manager  
From: Tom Giarrosso, Executive Director, SCTV  
Date: January 13, 2025  
Re: SCTV January 2025 Department Update

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January Department update notes for SCTV:

SCTV continued collaboration with other departments - Susan updated the Senior Center programs for our 'Lunch and Learn' with Maria in January. We also covered the Firefighter's luncheon and the Christmas Dance Show at the Senior Center.

The Master Plan Steering Committee meeting on 12/11 at the TV Studio had a very positive outcome. SCTV coordinated a Zoom call with consultants to update the town on the latest results from the surveys and possible implementation strategies in a lively demonstration. The next MPSC meeting will be February 19<sup>th</sup> at 6pm in the TV Studio.

We are continuing our progress on recruitment videos with Fire, Police and HR on their video needs in January. Susan and Brenden covered Ice Rescue Training on 1/13 and we talked with the Fire Chief about Ice Safety.

The NH Philharmonic Holiday show was a rousing success on 12/15 as well as the New England Tenor and Interfaith Choir concerts covered by our volunteers. We also covered the Play Among the Stars Christmas performance.

On Saturday 1/11, Bob Berthel premiered our new series 'Salem History on Tape'. The first episode showed Doug Cooke and Paul Marashio interviewing Salem Coach Hugh Johnson and Trinity Coach Jack Gati followed by player introductions. It was recorded at Grant Field on November 10, 1979.

Respectfully submitted,

Tom Giarrosso  
Executive Director  
Salem Community Television