

A G E N D A
TOWN COUNCIL MEETING

April 6, 2026

Salem High School
44 Geremonty Drive, Salem, NH

6:00 p.m. CALL TO ORDER

Non-Public Sessions
RSA 91-A:3,II(m, l, d, c)

7:00 p.m. PUBLIC SESSION

1. Pledge of Allegiance
2. Meeting Minutes
3. Chairman Comments
4. Approve Consent Agenda
5. Additions and/or Requests by Public or Council by Vote
6. Interview Session/Appointments to Boards, Committees & Commissions
 - a. Conservation Commission
 - b. Economic Development Committee
 - c. Ethics Committee
 - d. Historic District Commission
 - e. Housing Authority
 - f. Recreation Advisory Committee
7. Second Read/Adoption
 - a. Resolution No. 2026-08 – Proposed Establishment of Finance Committee
8. New Business
 - a. Police Department - Revote Grant Acceptance of \$38,097.40 for Total of \$59,297.40 from NH Department of Safety for Mobile Data Terminals and Equipment

- b. Public Hearings – - Application for Tax Exemption under the Salem Commercial and Industrial Property Tax Exemption Program
 - 1. Public Hearing #1 - Application for Tax Exemption under the Salem Commercial and Industrial Property Tax Exemption Program – Building 1300 Parking Garage – 24 Via Toscana – Map 108 Lot 12657 – Tuscan Village Development LLC (Applicant)
 - 2. Public Hearing #2 - Application for Tax Exemption under the Salem Commercial and Industrial Property Tax Exemption Program – Jewel Buildings North– 21 Artisan Drive – Map 108 Lot 12659 – Tuscan Village Development LLC (Applicant)
- c. 2026 Resident Survey
- d. Authenticate 2026 Charter Amendments
- e. Town Manager’s Report/Questions from the Council
- 9. Old Business/Tabled and Pending
- 10. Upcoming Meetings
 - April 20, 2026
 - May 4, 2026
 - May 18, 2026

Adjourn

**MINUTES OF THE
Town Council**

**Deliberative Session Meeting of
January 31, 2026**

The Town Council held a meeting on Saturday, January 31, 2026, at the Auditorium at Salem High School Salem, NH.

PRESENT: Chairman Cathy Stacey, Councilor Joe Sweeney, Councilor Lisa Withrow, Councilor Robert Bryant, Councilor Paul Pelletier, Councilor D.J. Bettencourt, Councilor Jeffrey Hatch, Councilor Bonnie Wright, Councilor Keith Stramaglia, and Joe Devine (Town Manager).

CALL TO ORDER:

Chairman Stacey opened the meeting at 8:45 AM

MOTION: by Councilor Bryant

Move to recess the meeting until after the Deliberative Session.

SECOND: by Councilor Withrow

VOTE: 8-0-0

The motion passed unanimously.

Councilor Bettencourt was not present during first part of meeting.

Meeting called back to order at 1:37 PM

MOTION: by Councilor Bryant

Motion to adjourn at 1:37 PM

SECOND: by Councilor Withrow

VOTE: 9-0-0

The motion passed unanimously.

Notes/minutes taken by: Jeremiah Lamson

Approved: Town Council

Date Approved: _____

**MINUTES OF THE
Town Council**

**Regular Meeting of
March 16, 2026**

The Town Council held a meeting on Monday, March 16, 2026, at the Media Center at Salem High School Salem, NH.

PRESENT: Chairman Cathy Stacey, Councilor Joe Sweeney, Councilor Lisa Withrow, Councilor Robert Bryant, Councilor Paul Pelletier, Councilor D.J. Bettencourt, Councilor Jeffrey Hatch, Councilor Bonnie Wright, Councilor Keith Stramaglia, and Joe Devine (Town Manager).

CALL TO ORDER:

Chairman Stacey began by calling the meeting to order at 7:00 p.m.

1. Pledge of Allegiance

Chairman Stacey led the Town Council in the Pledge of Allegiance.

2. Meeting Minutes

MOTION: by Councilor Withrow

Move to approve the Town Council Public Session Meeting Minutes from March 2, 2026.

SECOND: by Councilor Bryant

VOTE: 8-0-1

The motion passed with Councilor Wright abstaining.

3. Chairman Comments:

None.

4. Approve Consent Agenda

MOTION: by Councilor Bryant

Move to approve the March 16, 2026, Consent Agenda.

SECOND: by Councilor Stramaglia

VOTE: 9-0-0

The motion passed unanimously.

5. Additions and/or Requests by Public or Council by Vote

None.

6. Town Council Organization

a. Election of Town Council Officers

Chairman Stacey asked if she had a motion.

MOTION: by Councilor Hatch

Move that the Salem Town Council appoint Robert Bryant as Chairman, Joe Sweeney as Vice-Chairman, and Lisa Withrow as Secretary.

1 **SECOND:** by Councilor Pelletier

2 **VOTE:** 9-0-0

3
4 Chairman Bryant thanked them for appointing him as Chairman again.

5
6 **b. Review/Discuss Council Appointments to Board, Committees and Commissions**

7 Chairman Bryant asked for the Councilor's request for appointment. He would look at them.

8
9 Councilor Bettencourt stated that he would submit his request this evening.

10
11 Councilor Hatch stated that he would be at the mercy of whatever the Chairman wanted to do.

12
13 Chairman Bryant stated that he would go through them and send the list of assignments to the
14 Town Manager.

15
16 Manager Devine stated that Economic Development Committee was asking to either reduce the
17 number of representatives from the Council from two to one or add another citizen representative
18 so that there was an odd number of members.

19
20 Councilor Wright stated that she wanted to stay as a representative to that committee.

21
22 Councilor Sweeney stated that he would be an alternate to that committee instead of a full
23 member.

24
25 **c. Review/Discuss Town Council Policy Documents**

26 **1. Town Council Bylaws**

27 Chairman Bryant asked if they were doing anything with the Bylaws.

28
29 Manager Devine stated that if there were any amendments.

30
31 Chairman Bryant asked if there were any amendments or if they would move on with the same
32 ones.

33
34 **MOTION:** by Councilor Stacey

35 ***Move that the Town Council hereby votes to reaffirm the Town Council Bylaws as printed.***

36 **SECOND:** by Councilor Stramaglia

37
38 Councilor Wright stated that one of the documents had the order incorrect.

39
40 **VOTE:** 9-0-0

41
42 **2. Non- Public Meeting Requests and Rules of Procedure**

43 Chairman Bryant asked if there were any changes to the rules.

44
45 **MOTION:** by Councilor Sweeney

1 *Move that the Town Council hereby votes to reaffirm the Non-Public Meeting Requests and*
2 *Rules of Procedure as printed.*

3 **SECOND:** by Councilor Stacey

4 **VOTE:** 9-0-0

5
6 **7. Second Read/ Adoption**

7 **a. Resolution No. 2026-07 – Discussion on Policy on Attendance for Boards,**
8 **Committees and Commissions**

9 Manager Devine stated that this was the second reading of the policy.

10
11 **MOTION:** by Councilor Sweeney

12 *Move that the Salem, NH Town Council adopts Resolution No. 2026-07. This Resolution shall*
13 *take effect upon its passage as follows:*

14 *Resolution #2026-07*

15 *Establish & Adopt Appointed Boards & Committees Attendance Policy*

16 *WHEREAS the Salem Town Council has the authority to establish policies and procedures for*
17 *the Town of Salem, NH; and*

18 *WHEREAS the Charter of the Town of Salem, New Hampshire authorizes the Town Council*
19 *to appoint members to the Conservation Commission, Communication Committee, Economic*
20 *Development Committee, Recreation Advisory Committee, Historic District Commission and*
21 *other administrative boards and committees as may be established by the Town Council if*
22 *necessary; and*

23 *WHEREAS the Salem Town Council intends that all boards and committees appointed by the*
24 *Council conduct business effectively, maintain quorum, and uphold their responsibilities to*
25 *the residents of Salem through consistent and active participation by appointed members.*

26 *NOW, THEREFORE, BE IT RESOLVED BY THE SALEM TOWN COUNCIL THAT the*
27 *Salem Town Council hereby adopts the Appointed Board & Committees Attendance Policy.*

28 **SECOND:** by Councilor

29
30 Councilor Bettencourt thanked Bianca Carlson for posting the open committee vacancies on
31 social media. There were a lot of opportunities for citizens to get involved.

32
33 **VOTE:** 9-0-0

34 **The motion passed unanimously.**

35
36 **8. First Read**

37 **a. Resolution No. 2026-08 – Proposed Establishment of Finance Committee**

38 Manager Devine stated that this was for the establishment of Finance Committee. They presented
39 a draft in February. Based on the feedback received it was reduced to three members, and they
40 were not participating on other committees.

41
42 Councilor Hatch asked what the value of this committee would be given the vote on the Charter
43 Amendment. They would get the budget earlier. He asked if this was better than the Council
44 getting the budget earlier. Councilor Hatch wanted to know what the plan was.

1 Manager Devine stated that the Budget Committee looked at the budget year to year. This would
2 be looking at the budget more long-term.

3
4 Councilor Withrow stated that she wanted them to have more hands-on involvement with the
5 budget earlier on. They should be looking more in-depth.

6
7 Councilor Sweeney stated that having more eyes on the budget was good given the recent voter
8 results on the budgets. It was more helpful to have non-Councilors looking at things and helping
9 explain what was happening with the budget.

10
11 Councilor Pelletier stated that he wanted them to be transparent to the public to what they had
12 advised the Council on regarding the budget.

13
14 Councilor Bettencourt stated that a number of the Councilors had Budget Committee experience
15 but that may not be the case in the future. The budget process was the main part. The other part
16 for the Finance Committee was the fee schedule and having them involved in that process. They
17 could also monitor the budget as the year went on to help explain what's happening. When they
18 give the targeted tax rate, this committee could help with that. He wanted to have the budget
19 clearly delineated as to who owned the budget at what step in the process because people were
20 clearly confused this year. More education on the budget was needed. Forty votes was a very
21 close vote to pass a budget.

22
23 Councilor Stramaglia asked if the Finance Committee was only looking at the Town Budget.

24
25 Chairman Bryant stated that it was only the Town Budget.

26
27 **MOTION:** by Councilor Sweeney
28 *Move that the Town Council hereby votes to reaffirm the Non-Public Meeting Requests and*
29 *Rules of Procedure as printed.*

30 **SECOND:** by Councilor Stacey

31 **VOTE:** 9-0-0

32
33 Chairman Bryant stated that they would need to determine how to qualify people for the
34 committee.

35
36 Manager Devine stated that the policy provided guidance on possible qualifications for
37 membership.

38 39 **9. New Business**

40 **a. Community Police Department – Public Hearing – Accept \$38,097.40 Grant from** 41 **NH Department of Safety for Mobile Data Terminals and Equipment**

42 Manager Devine stated that this was a public hearing for a grant for the Police Department.

43
44 Chairman Bryant opened the Public Hearing at 7:19 PM.

1 Joel Dolan, Police Chief, stated that this was an amendment to an earlier grant. It would allow
2 them to replace four mobile data terminals that were coming to their end of life.

3
4 Councilor Hatch asked if it would lead to subscription fees for the terminals.
5 Chief Dolan answered no.

6
7 **MOTION:** by Councilor Sweeney

8 *Move in accordance with RSA 31:95(b), that the Town Council accepts with gratitude a grant*
9 *in the amount of \$38,097.40 from the State New Hampshire, Office of Highway Safety. to*
10 *purchase four (4) Mobile Data Terminals and accompanying equipment for the Police*
11 *Department; and further to authorize the Town Manager to sign any and all documents*
12 *necessary to effectuate this grant.*

13 **SECOND:** by Councilor Withrow

14 **VOTE:** 9-0-0

15 **The motion passed unanimously.**

16
17 Chairman Bryant closed the Public Hearing at 7:21 PM.

18
19 **b. Town Manager Update/Questions from the Council**

20 Manager Devine stated that he wanted to discuss the election results. He thanked everyone who
21 voted and participated in the election. The voter turnout was at 17%. The projected tax rate was
22 \$6.17 as a result of the vote. It was an estimated increase of 4.58%. The 2026 Operating Budget
23 was down from the previous year by about \$1.3 million; however, the revenues also decreased so
24 the result was a tax increase. There was a 13% decrease in Revenues, mainly from using fund
25 balance for the ladder truck purchase. It was a consequence of rolling the spending articles into
26 the budget where they had previously been separate items. It distorted the Operating Budget and
27 the Default Budget because the truck was a one-time purchase.

28
29 Councilor Withrow stated that a lot of people just saw the difference and didn't understand the
30 offsets. They needed to make people understand the true picture.

31
32 Manager Devine stated that they were working with the DRA at ways to better explain the
33 impact of the Default Budget in the Article language. A lot of voter guides were not taken this
34 year and those had explanations of the actual impact.

35
36 Councilor Wright stated that a lot of people made decisions before the day of election.

37
38 Manager Devine stated that they tried to have outreach, but people did not come to the events.

39
40 Councilor Bettencourt stated that it was an education exercise and getting people to understand
41 that there was not a big difference in the tax impact between the Operating Budget and the
42 Default Budget because of the revenues. The Default Budget was laid out by State Law. He
43 appreciated the explanation on the budget. The other thing that people forgot about was the
44 bonds which carried on from year to year. The people supported the Warrant Article, but they
45 also had to pay for the Police Station. He asked about feedback on the polling location changes.

1 Manager Devine stated that he heard complaints about the Barron School but mainly related to
2 snow in the parking lot.

3
4 Councilor Bettencourt stated that he was concerned about voter confusion. It sounded like they
5 did a good job with getting the notices out.

6 Manager Devine stated that Lawrence Road had some confusion because the polling locations
7 were different for each side of the road.

8
9 Councilor Wright stated that she was told that people were mad because they did not know to go
10 to Woodbury instead of the Senior Center.

11
12 Chairman Bryant asked about the postcards that were sent out.

13
14 Manager Devine stated that there were two mailings. One was the postcard the Town sent out,
15 and one was a mailing from the election officials. Construction on the flyover would cause it to
16 be closed from April to November 13th. It would reopen for the holiday season.

17
18 Councilor Stacey stated that the construction could not go past November 13th or it would
19 interfere with the holiday traffic.

20
21 Manager Devine answered yes. That had been conveyed to the State. He wanted to recognize
22 Officer Joey DeFeudis who was recognized as the School Resource Officer of the Year for New
23 Hampshire. The Southern New Hampshire Chamber of Commerce was hosting an Economic
24 Development Breakfast where Manager Devine would be speaking. The Easter Egg Hunt would
25 be March 28th at Hedgehog Park. The Annual Fishing Derby would be on May 2nd at Hedgehog
26 Park. The Town Forest Cleanup Day was on May 30th. The Community Garden would be open
27 again this year at Hawkins Farm. Litter cleanup would be starting on April 6th. They were having
28 a March Madness Bracket for people to vote between different town locations.

29
30 Councilor Pelletier congratulated the Police Department for winning the hockey game in
31 Manchester.

32
33 Councilor Sweeney stated that there was a viral video of a fight at a Salem restaurant. He asked
34 about the Town's response.

35
36 Manager Devine stated that they were working on it. In 2025, the Town responded to the Tuscan
37 Village over 1,700 times. The Tuscan was looking to transition to more of a security focus
38 instead of a customer service focus with their security.

39
40 Chief Dolan stated that they were working on it. They had started addressing it a month ago.
41 There were several locations that they were trying to address because they had become
42 congregation points. Tuscan was the single largest location of calls for service. It was not
43 unusual as the Mall had high volumes in the past. They were being more proactive and working
44 with the vendors. It was tough to pick because that one went viral, but there was another one that
45 happened on a Tuesday. They were trying to address the issues.

1 Councilor Hatch asked for a breakdown of the calls by the focus of the response.

2
3 Chief Dolan stated that he should be able to break it down. The new system would be more
4 robust and able to break the data down more.

5
6 Councilor Hatch stated that the data would affect how they addressed the problem.

7 Chief Dolan stated that they worked well with the Tuscan staff. He spoke about the meetings that
8 the Department had with the Tuscan Security personnel.

9
10 Councilor Hatch asked if the Tuscan was taking away from one of the five patrol areas.

11
12 Chief Dolan stated that the viral video issue was new, but the call volume was not.

13
14 Councilor Stacey stated that they had five routes. She wanted to have more patrol routes off of
15 Route 28. They were sold on the Tuscan Village being private roads. She wanted to see them
16 take more responsibility for what was happening in the Tuscan Village. The Town had money
17 that they were owed. Councilor Stacey stated that she had issues with Tuscan. The Council
18 should send a letter to them about the money. The Tuscan should be addressing the parking and
19 skateboarding issues. She was tired of hearing about the Police Department being called there.

20
21 Councilor Withrow stated that it was unfair to have officers over there all the time instead of
22 patrolling other parts of town. There were a lot of things that were not criminal and the Tuscan
23 should deal with those issues.

24
25 Councilor Stacey stated that she wanted to see some relief for the Police Department because she
26 was frustrated by the development.

27
28 Chief Dolan stated that it was growing pains. They were working with the Tuscan. The Tuscan
29 and the businesses there hired details when they held events during the summer. Changing the
30 model for the security force would help the situation.

31
32 Councilor Bettencourt asked about training. He understood that there was an incident at the
33 Tuscan where the security seemed to have overreacted to a situation. Councilor Bettencourt
34 asked if they worked with the Police Department on training.

35
36 Chief Dolan spoke about the process for dealing with trespassing situations. The situation that
37 Councilor Bettencourt mentioned was resolved by having the parents notified of the problem.

38
39 Councilor Wright stated that the issue that needed correcting was in the Nonpublic Session rules
40 where the approval came after the revision.

41
42 **10. Old Business/Tabled and Pending**

43 None

11. Upcoming Meetings

- April 6, 2026
- April 20, 2026

ADJOURNMENT AT 7:49 P.M.**MOTION:** by Councilor Sweeney***Move to adjourn at 7:49 PM.*****SECOND:** by Councilor Stramaglia**VOTE:** 9-0-0**The motion passed unanimously.**Notes/minutes taken by: Jeremiah LamsonApproved: Town Council

Date Approved: _____

**CONSENT AGENDA ITEMS - TOWN COUNCIL
MEETING OF APRIL 6, 2026**

	<u>TYPE OF ITEM SIGNED</u>	<u>DATE SIGNED</u>	<u>SIGNATURE or VOTE</u>
1	Assessing-Dock Abatement(grant), Grove,Shore,Sandy Beach,Wreck,E.Broadway,Millville Cir, Palm, N. Main	03/20/26	<u>DocuSign</u>
2	Assessing-Tax Abatement (grant), Duston Rd, Glencrest Dr. Shanon Rd.	03/23/25	DocuSign
3	Cemetery Deeds	04/06/26	In Person
4	Donation-RSA 31:95(b), Human Services-\$370 from St. Mary & Joesph Church-Hotel Stays	04/06/26	Vote
5	Donation-RSA 31:95(e), Fire-\$25.00 Gift Card to Grandfanallys From Joshua Berube	04/06/26	Vote

SUMMARY OF BOARDS, COMMITTEES, AND COMMISSIONS

VACANCIES, TERMS, AND APPLICATIONS RECEIVED – APRIL 2026

Board, Committee, Commission	No. of Applications Received	Applicants (Current Member or New Applicant)
Conservation Commission (3 Vacancies) • 2 Regular Members (April 2029) • 1 Alternate Member (April 2029)	2 Applications Received	<i>Alan Lord (current member)</i> <i>Glen Reynolds (current alternate seeking appointment to regular member)</i>
Economic Development Committee (3 Vacancies) • 2 Regular Members (April 2029) • 1 Regular Member (April 2027)	2 Applications Received	Kaitlynn Caravoulas (<i>new applicant</i>) <i>Richard Dobzelecki (current member)</i>
Ethics Committee (2 Vacancies) • 2 Regular Members (April 2029)	2 Applications Received	Kaitlynn Caravoulas (<i>new applicant</i>) <i>Donna Loranger (current member)</i>
Historic District Commission (2 Vacancy) • 1 Regular Member (April 2029) • 1 Regular Member (April 2027)	4 Applications Received	Andrew Feeney (<i>new applicant</i>) Brandilynn Feeney (<i>new applicant</i>) <i>Beverly Glynn (current member)</i> Jubilee Oberlander (<i>new applicant</i>)
Housing Authority (1 Vacancy) • 1 Regular Member (April 2031)	2 Applications Received	<i>Ginny Consoli (current member)</i> Lorraine Thompson (<i>new applicant</i>)
Recreation Advisory Committee (3 Vacancies) • 3 Regular Members (April 2029)	5 Applications Received	Ashley Fitzpatrick (<i>new applicant</i>) <i>Richard Murray (current member)</i> Jubilee Oberlander (<i>new applicant</i>) <i>Kevin Richard (current member)</i> <i>Tom Woelfel (current member)</i>

Candidates are listed in alphabetical order by Committee and Applicant.

Bold italics indicates current member requesting reappointment.



TOWN OF SALEM, NEW HAMPSHIRE

33 GEREMONTY DRIVE, SALEM, NH 03079
(603) 890-2120 · FAX: (603) 890-2220

OFFICE OF THE TOWN MANAGER
Joseph R. Devine, Town Manager
Colleen Mailloux, Assistant Town Manager

MEMO

DATE: March 10, 2026
TO: Salem Town Council
FROM: Joseph R. Devine, Town Manager
RE: Proposed Finance Committee

Executive Summary

This memorandum proposes the establishment of a three-member Finance Committee appointed by the Town Council to serve in an advisory capacity on matters related to the Town's financial planning and annual operating budget.

The purpose of the committee is to provide structured financial review, independent analysis, and public discussion of budget priorities prior to Town Council deliberations. The committee will strengthen fiscal planning, enhance transparency, and provide the Council with informed recommendations while preserving the Town Council's full authority over the Town's budget decisions.

Purpose

The proposed Finance Committee will assist the Town Council by providing informed financial review and recommendations regarding the Town's annual operating budget, long-term fiscal outlook, and major financial drivers.

The committee is intended to:

- Provide additional financial analysis during the budget development process
- Strengthen transparency through public discussion of financial priorities
- Support the Town Council's strategic decision-making on fiscal policy
- Provide informed recommendations regarding budget proposals and long-term financial sustainability

The Finance Committee will function solely in an advisory capacity to the Town Council.

Proposed Committee Structure

The Finance Committee will operate as a small, focused advisory body appointed by the Town Council.

Membership

- The committee shall consist of three (3) voting members appointed by majority vote of the Town Council.

Eligibility Requirements

Members must meet the following qualifications:

- Must be residents of the Town of Salem
- No member of the Town Council may serve on the Finance Committee
- Members may not simultaneously serve on any other Town board, committee, commission, or advisory body

This structure is intended to maintain the committee's independence and ensure members can devote focused attention to financial oversight.

Professional Experience

Members should collectively reflect experience or knowledge in areas such as:

- finance or accounting
- business or economic analysis
- budgeting or financial management
- municipal operations or public administration
- data analysis or policy evaluation

Terms

Members shall serve three-year staggered terms to ensure continuity of knowledge and consistent committee membership.

Initial appointments may be staggered to establish the rotation.

Officers

The committee shall elect a Chair and Vice Chair annually from among its members.

Role and Responsibilities

The Finance Committee will provide structured advisory review of the Town's financial plans and proposed operating budget.

Primary responsibilities include:

- Annual Budget Review

The committee will:

- Receive presentations regarding the Town's financial outlook, including revenues, expenditures, and tax rate drivers
 - Review department budget requests and the Town Manager's proposed operating budget
 - Evaluate alignment between budget proposals and Town Council priorities
 - Consider service impacts, long-term sustainability, staffing implications, and major cost drivers
 - Prepare written advisory recommendations to the Town Council prior to Council budget workshops
- Financial Monitoring
 - The committee may receive periodic updates on budget-to-actual performance and major financial trends during the fiscal year.
 - This allows the committee to identify potential fiscal pressures and provide advisory comments when appropriate.
 - Capital Planning Coordination
 - The Finance Committee may review capital planning materials and major capital projects in order to understand long-term financial impacts and operating cost implications.
 - Coordination with capital planning activities will occur through staff presentations and information sharing, rather than cross-membership on committees.
-

Authority and Limitations

The Finance Committee shall serve strictly in an advisory capacity.

The committee may:

- review financial information
- conduct public meetings
- receive departmental presentations
- prepare written recommendations to the Town Council

The committee shall not:

- direct Town staff operations
- negotiate labor matters
- set appropriations
- commit Town funds
- adopt a budget or otherwise exercise authority reserved to the Town Council

All fiscal policy decisions and budget approvals remain the responsibility of the Town Council and the voters.

Integration with the Budget Development Process

The Finance Committee will be incorporated into the Town's annual budget calendar to ensure that financial review occurs prior to Town Council deliberations.

A general framework would include the following:

June – Policy Direction and Budget Guidance

- The Town Council establishes annual fiscal priorities, service level expectations, tax impact considerations, staffing philosophy, reserve targets, and capital affordability guidance.
- Departments begin preparing budget requests consistent with these priorities.

August – Town Manager Budget Development

- Departments submit proposed budgets to the Town Manager.
- The Town Manager reviews requests and develops a proposed operating budget aligned with Town Council policy direction.

September – Finance Committee Review

- The Finance Committee receives the proposed budget and conducts public meetings with departments and the Town Manager.
- The committee evaluates fiscal sustainability, service impacts, and alignment with Council priorities.
- The committee then transmits written advisory recommendations to the Town Council.

October – Town Council Deliberation

The Town Council conducts budget workshops and public hearings informed by:

- the Town Manager's proposed budget
- the Finance Committee's advisory recommendations

The Town Council then deliberates and adopts their recommended operating budget.

Benefits of the Proposed Model

Establishing a Finance Committee offers several benefits to the Town's budget development process.

Earlier Financial Review

Budget discussions occur earlier in the process, strengthening proposals before they reach Town Council workshops.

Stronger Fiscal Analysis

A small committee focused on financial matters allows for deeper analysis of revenue projections, expenditure trends, and major cost drivers.

Enhanced Transparency

Public meetings and written recommendations provide residents with additional insight into the Town's fiscal planning process.

Long-Term Financial Perspective

The committee can review broader fiscal trends including capital planning impacts and long-term financial sustainability.

Focused Advisory Role

Because members cannot serve on other Town committees, the Finance Committee remains a dedicated and independent advisory body focused solely on fiscal review.

Recommendation

It is recommended that the Town Council consider this memorandum and the accompanying Finance Committee Policy as part of the first reading of a resolution establishing an advisory Finance Committee.

Following the first reading, the item should be referred to a second reading and potential adoption of the resolution creating the Finance Committee and approving the associated policy framework.

This process will allow the Council to review the proposed structure, membership requirements, and scope of responsibilities for the committee prior to formal adoption. The proposed Finance Committee would serve as a three-member advisory body to the Town Council focused on financial review, fiscal planning, and budget analysis.



POLICY AND PROCEDURE MEMO

No. _____

Date: _____

SUBJECT: Finance Committee

1. ESTABLISHMENT

The Town Council hereby establishes a Finance Committee to serve as an advisory body to the Town Council on matters related to the Town's financial planning, annual operating budget, and long-term fiscal outlook.

The purpose of the Finance Committee is to provide informed financial review, promote transparency in the budget development process, and offer advisory recommendations to assist the Town Council in its fiscal decision-making responsibilities.

2. ADVISORY STATUS AND AUTHORITY

The Finance Committee serves solely in an advisory capacity to the Town Council.

The committee may:

- Review financial information and budget proposals
- Receive presentations from the Town Manager and Town departments
- Conduct public meetings related to financial matters
- Provide written recommendations to the Town Council regarding the Town's proposed operating budget and fiscal outlook

The Finance Committee shall not:

- Direct Town staff or municipal operations
- Negotiate labor agreements or personnel matters
- Set appropriations or commit Town funds
- Adopt or amend the Town budget
- Exercise any authority reserved to the Town Council, Town Meeting, or voters

All fiscal policy decisions and budget approvals remain the responsibility of the Town Council and the voters of the Town of Salem.

3. MEMBERSHIP

Composition

- The Finance Committee shall consist of three (3) voting members.

Appointment

- Members shall be appointed by majority vote of the Town Council.

Eligibility

- Members must meet the following requirements:
 - Must be residents of the Town of Salem
 - No member of the Town Council may serve on the Finance Committee



POLICY AND PROCEDURE MEMO

No. _____

Date: _____

SUBJECT: Finance Committee

-
- Members may not simultaneously serve on any other Town board, committee, commission, or advisory body

Members appointed to the Finance Committee must resign from any other Town committee or board prior to appointment.

Failure to maintain eligibility during a term shall result in the member's seat being declared vacant by the Town Council.

Qualifications

Members should collectively possess experience or knowledge in areas such as:

- finance or accounting
- budgeting or financial management
- business or economic analysis
- municipal operations or public administration
- data analysis or policy evaluation

4. Terms of Office

- Finance Committee members shall serve three (3) year terms.
- Initial appointments may be staggered to ensure continuity of membership.
- Vacancies shall be filled by appointment of the Town Council for the remainder of the unexpired term.
- Members may be reappointed at the discretion of the Town Council.

5. Officers

The Finance Committee shall annually elect from among its members:

- Chair
- Vice Chair

The Chair shall:

- Preside over committee meetings
- Coordinate agendas with the Town Manager or designee
- Ensure that committee recommendations are transmitted to the Town Council in writing

The Vice Chair shall perform the duties of the Chair in the Chair's absence.

6. MEETINGS, QUORUM, AND PROCEDURES

All meetings of the Finance Committee shall comply with RSA 91-A (New Hampshire Right-to-Know Law) regarding public meetings, notice, and minutes.



POLICY AND PROCEDURE MEMO

No. _____

Date: _____

SUBJECT: Finance Committee

- Quorum
 - A quorum shall consist of two (2) members.
- Voting
 - Committee recommendations shall require a majority vote of members present and voting.

The committee may adopt internal procedures or bylaws consistent with this policy.

7. SCOPE OF WORK

The Finance Committee shall review financial matters and provide advisory recommendations to the Town Council.

Primary areas of focus include:

A. Annual Budget Review

The Finance Committee shall:

- Receive an annual overview of the Town's financial outlook, including revenues, expenditures, and tax rate drivers
- Review department budget requests and the Town Manager's proposed operating budget
- Evaluate alignment between the proposed budget and Town Council priorities
- Consider service impacts, ongoing versus one-time costs, staffing implications, and long-term fiscal sustainability

Following its review, the Finance Committee shall prepare written advisory recommendations to the Town Council prior to Council budget workshops.

The committee may recommend:

- adjustments to proposed spending levels
- areas for further analysis
- fiscal strategies related to reserves, revenue trends, or cost pressures

These recommendations are non-binding.

B. Financial Monitoring

The Finance Committee may periodically review financial updates during the fiscal year, including:

- budget-to-actual performance
- significant revenue trends
- major expenditure pressures
- emerging fiscal risks

The committee may provide advisory observations or recommendations to the Town Council when appropriate.



POLICY AND PROCEDURE MEMO

No. _____

Date: _____

SUBJECT: Finance Committee

C. Capital Planning Review

The Finance Committee may review information regarding capital projects and long-term capital planning in order to understand potential operating impacts and long-term financial commitments.

Information regarding capital planning shall be provided through staff presentations, reports, or informational briefings.

Finance Committee members shall not serve on other Town committees, including the Capital Improvement Program Committee.

8. RELATIONSHIP TO TOWN COUNCIL BUDGET GOALS

The Town Council may establish annual fiscal priorities and policy guidance to inform the budget development process.

The Finance Committee shall conduct its financial review with consideration of those priorities and may reference them in its advisory recommendations.

9. STAFF SUPPORT

The Town Manager shall provide reasonable administrative support to the Finance Committee, including:

- scheduling and meeting coordination
- preparation and distribution of financial materials
- access to budget documents and presentations

Department presentations to the committee shall be coordinated through the Town Manager's Office.

10. TRANSPARENCY AND REPORTING

All recommendations of the Finance Committee shall be transmitted in writing to the Town Council. When practicable, recommendations shall be included with Town Council meeting materials to ensure public transparency.

The committee may also provide summary explanations of major financial issues or budget drivers to support public understanding of the Town's fiscal planning process.

Effective Date: April 6, 2026

Adopted By:

Town of Salem, Town Council

Date: _____



**TOWN OF SALEM, NEW HAMPSHIRE
By the Salem Town Council**

Resolution #2026-08

Establish & Adopt Advisory Finance Committee

WHEREAS The Town Council of the Town of Salem is responsible for the fiscal stewardship of the Town and the development of the Town's annual operating budget and financial policies; and

WHEREAS The Town Council recognizes the value of structured financial review and public transparency in the budget development process; and

WHEREAS The Town Council desires to establish a Finance Committee and adopt a policy governing its membership, duties, and operations; and

WHEREAS The establishment of an advisory Finance Committee will provide the Town Council with additional financial analysis, public engagement, and advisory recommendations related to the Town's financial planning and annual operating budget; and

WHEREAS The Finance Committee will serve solely in an advisory capacity to the Town Council and shall not exercise any authority reserved to the Town Council, Town Meeting, or the voters of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE SALEM TOWN COUNCIL THAT the Town Council of the Town of Salem hereby establishes a Finance Committee to serve as an advisory body to the Town Council on matters related to financial planning, fiscal policy, and the Town's annual operating budget.

First Reading: *March 16, 2026*

Second Reading: *April 6, 2026*

Approval: *April 6, 2026*

VOTING RECORD			
Date of Vote:	YES	NO	ABSTAIN
Councilor Bettencourt			
Councilor Hatch			
Councilor Pelletier			
Councilor Stacey			
Councilor Stramaglia			
Councilor Wright			
Secretary Withrow			
Vice-Chair Sweeney			
Chair Bryant			
Total Votes:			
Resolution: Does Does Not pass.			

Approved: _____
Robert Bryant, Chair Town Council

A True Copy Attest: _____
Nicole Morse, Town Clerk



Salem Police Department

21A Cross Street, Salem New Hampshire 03079

Phone: (603) 893-1911 Fax: (603) 685-6475

www.townofsalemnh.org/police-department

Joel P. Dolan, Chief of Police

To: Joseph R. Devine, Jr., Town Manager

From: Joel P. Dolan, Chief of Police 

Date: March 2, 2026

Subject: Acceptance of Funding from New Hampshire Office of Highway Safety- MDT Grant

I am pleased to inform you that the Salem Police Department has once again been awarded funding through the New Hampshire Office of Highway Safety to support the purchase of four (4) new Mobile Data Terminals (MDT), including accompanying accessories, fourteen (14) mobile printers, and fourteen (14) external bar code scanners. This funding will help the Salem Police Department stay current with up-to-date functioning MDTs in our front line vehicles. Several of the MDTs that are currently in service are either near or at end of life.

Previously on July 7, 2025, the Town Council voted to accept funding in the amount of **\$21,200.00**, from the New Hampshire Office of Highway Safety for grant funding related to enforcement patrols such as Speed, DUI, Distracted Driving, etc. Due to this request being in the same funding year I request you accept additional funding in the amount of **\$38,097.40**, totaling **\$59,297.40**. Listed below is a breakdown of the awarded funding and required match.

Additional Project and Funds Awarded	Adjustment	Match Requirement
4 Tablets/Operating Systems/Internal GPS (Cellular Modems)	\$10,611.20	\$3,183.36
4 Docking Stations/Chargers/Mounting Hardware/Stand/ Antennas/External Keyboards- for Tablet Only	\$6003.20	\$1,800.96
14 Compatible Printers w/(1) Roll of Paper Per Printer	\$7525.00	\$1881.25
14 Printer Mounts/Adapter Plates	\$7658.00	\$1914.50
14 Compatible External Bar Code Scanners	\$6300.00	\$1,575.00
Total	\$38,097.40	\$10,355.07

JPD/nrt



State of New Hampshire Department of Safety

Robert L. Quinn, Commissioner
Eddie Edwards, Assistant Commissioner
Steven R. Lavoie, Assistant Commissioner

Office of Highway Safety

John A. Clegg, Program Manager



GRANT AGREEMENT AMENDMENT NOTICE

Attn: Chief Joel Dolan

Salem Police Department

21A Cross Street

Salem, NH 03079

Date: 02/26/2026

Grant Agreement Title/Number: SALEM PD HIGHWAY SAFETY GRANT 26-165

The NH Office of Highway Safety is amending your FFY26 original award amount from \$21,200.00 to \$59,297.40.

Upon your acceptance of this amendment, it shall be attached to and made a part of your department's current Federal Fiscal Year's grant agreement. Please refer to your Grant Agreement and Scopes of Work for any requirements, which will also apply to this amendment.

Adjustments:

Additional Project & Funds Awarded	Adjustment	Match Requirement
4 Tablets/Operating Systems/Internal GPS (Cellular Modems)	\$ 10,611.20	\$ 3,183.36
4 Docking Stations/Chargers/Mounting Hardware/Standards/Antennas/External Keyboards- for Tablet Only	\$ 6,003.20	\$ 1,800.96
14 Compatible Printers w/(1) Roll of Paper Per Printer	\$ 7,525.00	\$ 1,881.25
14 Printer Mounts/Adapter Plates	\$ 7,658.00	\$ 1,914.50
14 Compatible External Bar Code Scanners	\$ 6,300.00	\$ 1,575.00
Total	\$ 38,097.40	\$ 10,355.07

Comments: Scope of Work Attached

Signature and Title of Subrecipient 1 Date

Signature and Title of Subrecipient 2 Date

Signature and Title of Subrecipient 3 Date

Acknowledgment: State of New Hampshire, County of _____, on _____, before the undersigned officer, personally appeared the person(s) identified above, known to me (or satisfactorily proven) to be the person(s) whose name(s) is(are) signed above, and acknowledged that he/she executed this document in the capacity indicated above.

Name, Title & Signature of Notary Public or Justice of the Peace

Robert L. Quinn, Commissioner, or Designee
NH Department of Safety

Date

Approval by Attorney General (Form, Substance and Execution) (if G & C approval required By: _____
Assistant Attorney General, On: _____.

Scope of Work

E-Crash Equipment

NOTE: All equipment that is \$10,000.00 or more individually must meet the "BUY AMERICA" requirement and receive prior written approval from the National Highway Traffic Safety Administration (NHTSA) before it can be purchased. The Office of Highway Safety shall be under no obligation to provide reimbursement to a grantee for equipment purchased outside of these requirements.

NOTE: Agencies shall follow all internal standard operating procedures in obtaining vendor quotes prior to submission of the OHS equipment grant application. Once a quote and vendor have been agency approved and submitted to the OHS, quotes/vendors shall not be changed.

NOTE: All equipment must be purchased and invoiced by May 31st. Equipment Reimbursements must be submitted no later than July 15th. ***Purchased equipment must be installed and in use by July 1st for utilization in quarter 4.**

***Attorney General Final written approval must be given prior to purchase of equipment.**

EQUIPMENT AWARDED IS INDICATED BY AN "X" NEXT TO THE PROJECT

Printer, External Bar Code Scanner, External USB GPS Receiver Equipment, Hardware Firewall, CAD-RMS Software.

- A reimbursable **product** includes the following six items: - OHS will reimburse @ 100% for each awarded:
 - X**Compatible Printer w/Mobile Adapter Kit/Printer Mount and Adapter Plate
 - X**Compatible External Bar Code Scanner
 - Compatible External USB GPS Receiver
 - X**One roll of paper per printer
 - Hardware Firewall
 - CAD-RMS Software
- Only cruisers that are **primarily (used more than 50% of the time for enforcement efforts)** used for traffic enforcement, Electronic Crash Reporting, and must have and continue connectivity to the J-One state system, will be considered eligible for this E-Crash equipment grant.
- Law Enforcement agencies who want to participate in this program are expected to begin submitting electronic MMUCC5 crash reports to the Division of Motor Vehicles as soon as possible, but prior to receiving and installing this equipment.

Mobile Data Terminal Equipment with Internal GPS and/or Scanner

- A reimbursable **product** includes the following two items:
 - X**Laptop/Tablet - OHS will reimburse @ 80% for each awarded.
 - X**Docking Station/Mounting Hardware/Cords/Stand/External Keyboard-for Tablet
 - Only/Shipping - OHS will reimburse @ 80% for each awarded.
- Only cruisers that are **primarily (used more than 50% of the time for enforcement efforts)** used for traffic enforcement, Electronic Crash Reporting, and must have and continue connectivity to the J-One state system, will be considered eligible for this E-Crash equipment grant.
- Law Enforcement agencies who want to participate in this program are expected to begin submitting electronic MMUCC5 crash reports to the Division of Motor Vehicles as soon as possible, but prior to receiving and installing this equipment.

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____

Grantee Initials: _____
Date: _____



TOWN OF SALEM, NEW HAMPSHIRE

33 GEREMONTY DRIVE, SALEM, NH 03079

(603) 890-2120 · FAX: (603) 890-2220

Item #:

Department: Town Manager

Prepared by: Colleen Mailloux

Town Council Meeting Date: April 6, 2026

STAFF REPORT

PURPOSE:

☐ Information Only ☐ Discussion ☐ Action Requested ☒ Public Hearing

BRIEF SUMMARY:

This is a request for an exemption under the Commercial and Industrial Property Tax Exemption program adopted by the Town Council in accordance with RSA 71:82.

There are two parcels for which applications have been filed, which should be taken up separately by the Council:

- Building 1300 Parking Garage – 24 Via Toscana – Map 108 Lot 12657 – Tuscan Village Development LLC (Applicant)
- Jewel Buildings North– 21 Artisan Drive – Map 108 Lot 12659 – Tuscan Village Development LLC (Applicant)

BACKGROUND:

In November 2024, the Town Council approved Salem’s [Commercial and Industrial Property Tax Exemption Program](#). The intent of the exemption program is to provide incentives to businesses to build, rebuild, modernize, or enlarge within Salem. The exemption applies only to the increase in assessed value attributable to construction of new structures, and additions, renovations, or improvements to existing structures. The exemption applies to the percentage of increased assessed value, as follows:

- 50% for Year 1
- 40% for Year 2
- 30% for Year 3
- 20% for Year 4
- 10% for Year 5

Subsequent years will be assessed at the full rate.

The two parcels for which applications have been filed are located within Tuscan Village. As the Council may be aware, the Tuscan Village has been approved under Salem’s Large Scale Redevelopment ordinance (§490-710), which among additional criteria, requires that the proposal “mitigate negative impacts on traffic, public utilities, municipal services, and natural resources.” RKG’s July 31, 2023 Fiscal Impact Analysis concluded that despite the development resulting in associated costs for providing Town services, “incremental increases in property tax revenues [will] offset such costs.” RKG also acknowledged that “such services and any associated costs are likely to be realized incrementally, and concurrent with phase(s) of the build-out, while any potential offsets, through increased property tax receipts, would not necessarily be received until property valuations are complete and taxes levied, more on an annualized and ongoing basis. In this manner, there will be a time gap between incurring costs and realizing some level of property tax offset.” Tax exemptions were not considered under this analysis.

Notwithstanding the above, the Town Council must consider the current requests under the tax exemption program. The requests must be reviewed for compliance with the adopted standards of the program. Planning and Assessing staff have reviewed the requests and provided recommendation memorandums (attached).

BUDGET IMPACT:

☒ No budget impact ☐ Within approved budget ☐ New expenditure ☐ Grant-funded

ESTIMATED COST: N/A

FUNDING SOURCE: N/A

RECOMMENDATION / ACTION REQUESTED:

Building 1300 Parking Garage – 24 Via Toscana – Map 108 Lot 12657 – Tuscan Village Development LLC (Applicant)

Staff recommends that the Town Council DENY the request for the tax exemption as the use is not a qualifying structure and the Applicant has not demonstrated that the request provides a public benefit in accordance with Section 8.1 of the Commercial and Industrial Tax Exemption Program as noted in the staff memorandum dated March 30, 2026.

Jewel Buildings North– 21 Artisan Drive – Map 108 Lot 12659 – Tuscan Village Development LLC (Applicant)

Staff recommends that the Town Council APPROVE the request for the tax exemption as the buildings are located within a qualifying area, are qualifying uses and the Applicant has demonstrated that it satisfies two public benefit criteria in accordance with Section 8.1 of the Commercial and Industrial Tax Exemption Program as noted in the staff memorandum dated March 30, 2026.

ATTACHMENTS:

☐ Photos ☐ Contracts / Agreements ☐ Charts/Graphs ☐ Map
☐ Resolution ☒ Supplemental Reports ☒ Other



Town of Salem, New Hampshire

Community Development Department

Planning Division

33 Geremonty Drive, Salem, New Hampshire 03079

(603) 685-6439 - Fax (603) 898-1223

e-mail: jlafontaine@salemnh.gov

To: Town Council & Joseph Devine, Town Manager
From: Jacob LaFontaine, Planning Director and Jon Duhamel, CNHA Chief Assessor
RE: Tuscan Bldg 1300 Garage – Tax Exemption Request
Date: 3/30/2026

Recommendation: The Town Council should determine whether the proposed use is located in a qualifying area, is a qualifying structure, or is an “additional commercial use [that has] a public benefit,” as garages are not expressly listed under Commercial Uses in Section 6.2.

If the Council is satisfied that the garage has a “public benefit,” the Council should review the applicant’s response to the criteria of Section 8 and use reasonable discretion to determine whether the proposed new construction provides two or more of the public benefits outlined.

Staff recommends that the Town Council DENY the request as the following criteria are NOT satisfied:

- The parking garage is located in the Qualifying Area (Town of Salem), satisfying this criteria.
- **The parking garage is not a Qualifying Structure:** To qualify for the Program the structure shall be “built... to be used for Commercial or Industrial Uses as defined [by the Program].” The Program defines “Commercial Uses” as “retail, wholesale, and services uses...” Parking garages are not expressly listed under the “included” uses and the parking garage does not provide a “public benefit” as outlined in Section 8. The garage is for the private benefit of the Tuscan Village Development and is required to satisfy their minimum parking requirements. Per the applicant’s October 14, 2024, conditional use permit request for reduced parking, the applicant stated that “a total of 420 spaces will be provided for the residential component in the new garage, which will have a parking capacity of 420 spaces and be exclusive to [the] residential use, with no shared parking in the garage.” If the applicant intends to no longer restrict access to the garage, as currently indicated, the parking spaces in the garage are still being expressly provided to accommodate the private residential parking demand.
- **The building does not satisfy the public benefits for granting tax relief as outlined in Section 8:**
 1. Enhance economic growth and increase the Town’s tax base: **The construction of the parking garage will not directly promote economic growth; the parking structure is being constructed to accommodate the parking demands of the private development similar to an ancillary surface parking lot.**
 2. Creation of needed services or facilities not currently available in Town: **The parking garage is being constructed to accommodate the parking demands of the private development and does not serve the same function as a municipal garage.**
 3. Redevelop and revitalize commercial or industrial area: **While Tuscan Village has redeveloped and revitalized a 170-acre parcel, increasing tourism and commerce for the Town of Salem, the parking garage does not directly revitalize this commercial area. The**

parking garage is being constructed to accommodate the private parking demands of the development, which has been underway for greater than ten years and has already been substantially redeveloped.

4. Prevent or eliminate blight: ***The parking garage does not directly prevent or eliminate blight, the garage is being constructed to accommodate the parking demands of the private development which has been underway for greater than ten years. The property presently is not blighted.***
5. Retain local jobs, increase the local job base, and/or provide diversity in the job base: ***As the applicant has acknowledged, the proposed garage will not generate local jobs.***

Planning Review: The applicant is applying for a property tax exemption for the Tuscan Building 1300 Garage under Salem's Commercial and Industrial Property Tax Exemption Program, adopted by the Town Council on November 18, 2024.

The Building 1300 Garage is located at 26 Via Toscana, Map 108, Lot 12657 and is a new 5-story parking garage with 420 parking spaces conditionally approved by the Planning Board on November 12, 2024. The garage accommodates Building 1300's parking demand, which at the time of approval (11/14/23) required 949 spaces based on the residential (600 spaces), and retail uses (319 spaces). The Planning Board granted a conditional use permit to allow for a shortfall of 307 spaces on-site the Building 1300 site. Please note that as of March 12, 2026, the overall parking deficit approved for Tuscan South/Central Village is a shortfall of 1,559 spaces where an overall deficit of 1,875 spaces was approved by the Planning Board under the South and Central Village Plans on June 18, 2019.

Assessing Review:

As noted above, the applicant is applying for property tax exemption for the Tuscan Building 1300 Garage.

Projected Full Assessed Value: \$5,103,900*		
Year	Discount	Assessment
1	0.5	\$2,551,950
2	0.6	\$3,062,340
3	0.7	\$4,083,120
4	0.8	\$4,083,120
5	0.9	\$4,593,510

* Assuming same value as 11 Artisan Dr (Bldg 3000 Garage, 5-stories, 493 spaces, 175,300 sq. ft.)

Assessing does not see the "public benefit" requirement under the program, therefore does not support this property for a tax reduction. The above chart illustrates approximate assessments on the increase in value of the garage structure only. Land will be assessed regardless of any improvements.



72 ROCKINGHAM BLVD. SALEM, NH | 603.212.9650 | TUSCANVILLAGESALEM.COM

March 9, 2026

Mr. Joseph Devine, Town Manager, c/o Salem Town Council
Salem Municipal Office Building
33 Geremonty Drive
Salem, New Hampshire 03079

RE: Application for Property Tax Exemption Building 1300 Garage - Update
Tuscan Village Development

Dear Mr. Devine and Town Council Members:

On behalf of Joe Faro and Tuscan Village Master Development LLC, please a filing fee of \$ 150.00 for the previously submitted Tax Exemption Application for the Building 1300 parking garage. Despite my conversation with Jacob LaFontaine regarding the concern that this commercial use does not fall under the specific uses under Section 6: Definitions, we believe that it does fall under Section 6.2 Commercial Uses, more specifically under the last sentence of this section that states.....” **or any additional commercial use as determined to have a public benefit by the Town Council**”.

In our application previously submitted, we believe that the garage is an accessory use for many of the defined commercial uses listed in Section 6.2, and as such, creates a public benefit to the Town and the residents as outlined in Sections 1 through 5 of our application. We would respectfully request the application be placed on the earliest possible agenda for the Town Council to take under consideration.

Should you have any questions or require additional information, please feel free to contact me at (603) 475-7593 or email me at mgross@tuscanvillagesalem.com.

Sincerely,
Tuscan Village Development


Mark S. Gross
Director of Permitting/Entitlements

cc: (via email)
Mr. Joseph Faro, Tuscan Village Master Development, LLC
Mr. Michael Powers, President, Tuscan Master Development
Mr. Tony Nigro, Construction Division



72 ROCKINGHAM BLVD. SALEM, NH | 603.212.9650 | TUSCANVILLAGESALEM.COM

February 10, 2026

Mr. Joeseeph Devine, Town Manager
Town Council
Salem Municipal Office Building
33 Geremonty Drive
Salem, New Hampshire 03079

RE: Application for Property Tax Exemption Building 1300 Garage
Tuscan Village Development

Dear Mr. Devine and Town Council Members:

On behalf of Joe Faro and Tuscan Village Master Development LLC, please find attached our application for the property tax exemption for the Building 1300 garage for commercial and industrial properties pursuant to RSA 72:81, which was adopted by the Town of Salem Town Council.

In addition to the application, we have also attached a limited set of construction plans as requested in the application. I would be happy to meet with you to review the application and supporting documentation prior to submission to the Town Council for consideration.

Should you have any questions or require additional information, please feel free to contact me at (603) 475-7593 or email me at mgross@tuscanvillagesalem.com.

Sincerely,
Tuscan Village Development



Mark S. Gross
Director of Permitting/Entitlements

cc: (via email)

Mr. Joseph Faro, Tuscan Village Master Development, LLC
Mr. Michael Powers, President, Tuscan Master Development
Mr. Tony Nigro, Construction Division



TOWN OF SALEM, NEW HAMPSHIRE

33 GEREMONTY DRIVE, SALEM, NH 03079

Phone: (603) 890-2120 | Fax: (603) 890-2220 | www.salemnh.gov

Town Manager's Office

Application for Property Tax Exemption

For Commercial and Industrial Properties Pursuant to RSA 72:81

YOU MUST APPLY FOR EXEMPTION BEFORE STARTING CONSTRUCTION OR RENOVATION

Date: 1-28-2026

Name of Business: Tuscan Village Development Building 1300 Parking Garage

Applicant / Title: Tuscan Village Development LLC c/o Mark Gross, Agent

Director of Permitting and Entitlements _____

Property Owner: Tuscan Village Block 1300 LLC c/o Joseph Faro, Tuscan

Brands _____

Property Address: 24 Via Toscana _____

Tax Map and Lot: Map 108 Lot 12657 _____

Telephone: (603) 475-7593 _____ Email: mgross@tuscanvillagesalem.com _____

Type of project to be completed: ☒ New Construction ☐ Addition ☐ Renovation

Provide a description of the work to be done (Attach building plans if available):

The proposed project is for the construction of a 400+ space 5-story parking garage that will service the general public including patrons and residents of the Tuscan Village development. All the parking spaces in the new garage will be shared parking, with no exclusive parking spaces for residents. The new parking garage will be located adjacent to the newly constructed building (Building 1300) that has 299 residential apartments on the upper 5 floors and a ground floor with retail space including a new Whole Foods grocery store.

Anticipated start date: Spring 2026

Estimated completion date: 18 months from start _____

Estimated total cost of project: \$ 10.5 M _____

As voted by the Salem Town Council, the exemption shall apply only to the municipal and local school property taxes assessed by the Town. State education and county taxes are excluded from the exemption.

The exemption applies to the increase in assessed value attributable to construction of new structures, and additions, renovations, or improvements to existing structures, as follows: The exemption applies to the percentage of increased assessed value as follows - 50% for year 1, 40% for the year 2, 30% for the year 3, 20% for the year 4, 10% for the year 5. Subsequent years will be assessed at the full rate.

As voted by the Salem Town Council, **in order to satisfy the public benefit requirement a minimum of two of the benefits listed below must be demonstrated.** Where applicable, provide an explanation of the anticipated outcomes of the project for each of the following eligible public benefits (attach additional sheets if needed):

1. Enhance economic growth and increase the Town's tax base:

The continued development of the Tuscan Development including the construction of new parking facilities available to the public will promote economic growth to the Town of Salem and increase the Town's tax base. The taxes generated by the construction of this new parking garage will result in almost 100% municipal tax revenue since the costs to the municipality for the parking garage are minimal as there are no employees associated with the garage.

Potential municipal costs could include inspectional services during construction, assessing as well as minimal service calls for police and/or fire. There would be no local education costs associated with the local education tax revenue for this project. Based on the current tax rate (2025) of \$ 18.16/\$ 1000 assessed value ((72.4% of market value) for the parking garage (market value assumed to be \$7.5 M based on the existing parking garage's calculated market value), the total gross tax revenue for the new garage is calculated to be as follows: $\$7.5\text{M} \times .724 \times \$18.16/\$1000 = \$98,600$. The gross municipal tax revenue is calculated to be $\$7.5\text{M} \times .724 \times \$5.90/\$1000 = \$32,037$, and the gross local education tax revenue is calculated to be $\$7.5\text{M} \times .724 \times \$10.70/\$1000 = \$58,100$. The total tax revenue for both local education and municipal tax revenue subject to the exemption under the Salem Commercial and Industrial Property Tax Exemption Program would total approximately \$ 90,000.

2. Creation of needed services or facilities not currently available in the Town:

The construction of this new parking garage creates additional parking for the residents of Salem (Tuscan Village) as well as patrons and customers of Salem that visit the Tuscan Village Development. Other than the municipal parking lots located in the Salem Depot area, there are no other municipal parking areas available to the residents of Salem.

This proposed parking garage as well as the existing parking garage located in Tuscan Village creates additional needed parking services and facilities not currently available in the Town of Salem.

3. Redevelop and revitalize commercial or industrial areas:

The continued development of the Tuscan Village project has redeveloped and revitalized one of the largest commercial areas in the Town of Salem. The 170-acre parcel is one of the largest commercial properties in Salem and is located at one of the most important gateways to New Hampshire, which has increased tourism and commerce for the Town of Salem as well as the State of New Hampshire.

4. Prevent or eliminate blight:

The proposed parking garage, as part of the overall Tuscan Village Development has taken a 170-acre parcel that was formerly the Rockingham Park racetrack facility and eliminated the rundown and dilapidated racetrack property that had ceased operating in the early 2000's. The development of the initial 50-acre property with the North Tuscan Village District in 2015 started with the demolition of the horse barns and associated buildings. Subsequently the remaining 120 acres were purchased in 2016 and revitalization of the 120-acres began with demolition of the

Grandstand and associated structures and racetrack and redeveloped into the Tuscan Village South and Central Districts. Future development known as the Tuscan Village West District will occupy the western portion of the property, thereby finalizing the revitalization of the entire 170-acre property. The redevelopment of the former 170-acre track property has significantly improved the aesthetics of the property and eliminated the property blight that been the former Rockingham Park property.

5. Retail local jobs, increase local job base, and/or provide diversity in the job base:

While the proposed garage project will not generate any local jobs in itself, the entire project that it is associated with has created significant retail jobs, increased the local job base and has provided diversity in the job base with such companies as Mass General Brigham's, Autostore and various other office and retail users that are unique to the area.

I have read and understand the above conditions of this exemption. By signing below, I affirm that I am authorized to sign this application on behalf of the entity seeking this exemption.

Signature of Applicant: Mark S Gross Agent for Tuscan Village Development LLC

Printed Name: Mark S Gross Authorized agent for Tuscan Village Development LLC _____

Title: Director of Permitting and Entitlements _____

Date: 1/28/2026 _____

Office Use Only

Director of Planning Review:

Assessor Review:

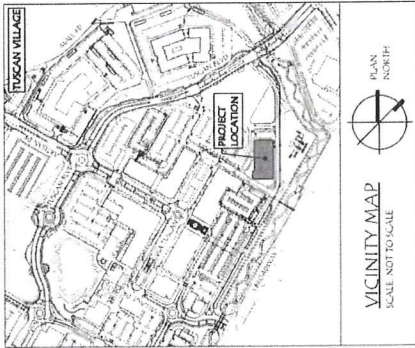
Salem Town Council: _____ Approve _____ Deny

B.1300 PARKING GARAGE

26 VIA TOSCANA
SALEM NH, 03079



NOTE: PERSPECTIVE VIEW. RENDERING IS CONCEPTUAL AND FOR INFORMATION ONLY. NO OTHER DETAILS, DIMENSIONS, OR OTHER SHEETS SHALL CONTRADICT THIS SHEET.



SHEET NUMBER	SHEET NAME
1	COVER SHEET
2	GENERAL NOTES
3	FOUNDATION
4	STRUCTURAL
5	MECHANICAL
6	ELECTRICAL
7	PLUMBING
8	HAZARDOUS WASTE
9	ASBESTOS
10	ENVIRONMENTAL
11	ARCHITECTURAL
12	LANDSCAPE
13	TRAVEL
14	UTILITY
15	CONCRETE
16	STEEL
17	WOOD
18	GLASS
19	PAINT
20	FINISHES
21	MECHANICAL
22	ELECTRICAL
23	PLUMBING
24	HAZARDOUS WASTE
25	ASBESTOS
26	ENVIRONMENTAL
27	ARCHITECTURAL
28	LANDSCAPE
29	TRAVEL
30	UTILITY
31	CONCRETE
32	STEEL
33	WOOD
34	GLASS
35	PAINT
36	FINISHES
37	MECHANICAL
38	ELECTRICAL
39	PLUMBING
40	HAZARDOUS WASTE
41	ASBESTOS
42	ENVIRONMENTAL
43	ARCHITECTURAL
44	LANDSCAPE
45	TRAVEL
46	UTILITY
47	CONCRETE
48	STEEL
49	WOOD
50	GLASS
51	PAINT
52	FINISHES
53	MECHANICAL
54	ELECTRICAL
55	PLUMBING
56	HAZARDOUS WASTE
57	ASBESTOS
58	ENVIRONMENTAL
59	ARCHITECTURAL
60	LANDSCAPE
61	TRAVEL
62	UTILITY
63	CONCRETE
64	STEEL
65	WOOD
66	GLASS
67	PAINT
68	FINISHES
69	MECHANICAL
70	ELECTRICAL
71	PLUMBING
72	HAZARDOUS WASTE
73	ASBESTOS
74	ENVIRONMENTAL
75	ARCHITECTURAL
76	LANDSCAPE
77	TRAVEL
78	UTILITY
79	CONCRETE
80	STEEL
81	WOOD
82	GLASS
83	PAINT
84	FINISHES
85	MECHANICAL
86	ELECTRICAL
87	PLUMBING
88	HAZARDOUS WASTE
89	ASBESTOS
90	ENVIRONMENTAL
91	ARCHITECTURAL
92	LANDSCAPE
93	TRAVEL
94	UTILITY
95	CONCRETE
96	STEEL
97	WOOD
98	GLASS
99	PAINT
100	FINISHES

SHEET NUMBER	SHEET NAME
1	COVER SHEET
2	GENERAL NOTES
3	FOUNDATION
4	STRUCTURAL
5	MECHANICAL
6	ELECTRICAL
7	PLUMBING
8	HAZARDOUS WASTE
9	ASBESTOS
10	ENVIRONMENTAL
11	ARCHITECTURAL
12	LANDSCAPE
13	TRAVEL
14	UTILITY
15	CONCRETE
16	STEEL
17	WOOD
18	GLASS
19	PAINT
20	FINISHES
21	MECHANICAL
22	ELECTRICAL
23	PLUMBING
24	HAZARDOUS WASTE
25	ASBESTOS
26	ENVIRONMENTAL
27	ARCHITECTURAL
28	LANDSCAPE
29	TRAVEL
30	UTILITY
31	CONCRETE
32	STEEL
33	WOOD
34	GLASS
35	PAINT
36	FINISHES
37	MECHANICAL
38	ELECTRICAL
39	PLUMBING
40	HAZARDOUS WASTE
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42	ENVIRONMENTAL
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52	FINISHES
53	MECHANICAL
54	ELECTRICAL
55	PLUMBING
56	HAZARDOUS WASTE
57	ASBESTOS
58	ENVIRONMENTAL
59	ARCHITECTURAL
60	LANDSCAPE
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63	CONCRETE
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65	WOOD
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67	PAINT
68	FINISHES
69	MECHANICAL
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74	ENVIRONMENTAL
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84	FINISHES
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91	ARCHITECTURAL
92	LANDSCAPE
93	TRAVEL
94	UTILITY
95	CONCRETE
96	STEEL
97	WOOD
98	GLASS
99	PAINT
100	FINISHES



Tuscan Village LLC, 8000 U.S. Highway 1, Salem, NH 03079

OWNER / GC



Dailey Project, 1000 Airport Road, Manchester, NH 03102

PROJECT MANAGER / GC CONTRACT



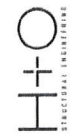
Tighe & Bond, 1000 Airport Road, Manchester, NH 03102

CIVIL ENGINEER / GC CONTRACT



Market Square Architects, 1000 Airport Road, Manchester, NH 03102

ARCHITECT



H+O Structural Engineering, 1000 Airport Road, Manchester, NH 03102

STRUCTURAL ENGINEER / GC CONTRACT



Granite State Plumbing & Heating, 1000 Airport Road, Manchester, NH 03102

PLUMBING ENGINEER / GC CONTRACT



GEMINI, 1000 Airport Road, Manchester, NH 03102

ELECTRICAL ENGINEER / GC CONTRACT



Hampshire Fire Protection, 1000 Airport Road, Manchester, NH 03102

FIRE PROTECTION ENGINEER / GC CONTRACT

PERMIT SET

12/04/2024



2024 Aqueduct Square Architects

BUILDING CODE SUMMARY

The following information represents a summary of the building code requirements for the proposed project. It is not intended to be a complete code book and should not be used as a substitute for the actual code book.

Project: 26 Via Toscana

INTERNATIONAL BUILDING CODE (IBC) - 2018 EDITION
 INTERNATIONAL FIRE CODE (IFC) - 2018 EDITION
 INTERNATIONAL PLUMBING CODE (IPC) - 2018 EDITION
 INTERNATIONAL MECHANICAL CODE (IMC) - 2018 EDITION
 INTERNATIONAL ELECTRICAL CODE (IEC) - 2018 EDITION

NEW HAMPSHIRE STATE BUILDING CODE (NHBSC) - 2018 EDITION

NEW HAMPSHIRE STATE FIRE CODE (NHSFC) - 2018 EDITION

NEW HAMPSHIRE STATE PLUMBING CODE (NHSPC) - 2018 EDITION

NEW HAMPSHIRE STATE MECHANICAL CODE (NHSMC) - 2018 EDITION

NEW HAMPSHIRE STATE ELECTRICAL CODE (NHSEC) - 2018 EDITION

NEW HAMPSHIRE STATE GAS CODE (NHSGC) - 2018 EDITION

NEW HAMPSHIRE STATE HAZARDOUS WASTE CODE (NHSWC) - 2018 EDITION

NEW HAMPSHIRE STATE ASBESTOS CODE (NHASC) - 2018 EDITION

NEW HAMPSHIRE STATE LEAD CODE (NHSLC) - 2018 EDITION

NEW HAMPSHIRE STATE MOLD CODE (NHMC) - 2018 EDITION

NEW HAMPSHIRE STATE RADON CODE (NHSRC) - 2018 EDITION

NEW HAMPSHIRE STATE SOLENOID CODE (NHSCS) - 2018 EDITION

NEW HAMPSHIRE STATE TANK CODE (NHSCTC) - 2018 EDITION

NEW HAMPSHIRE STATE TOWER CODE (NHSCTC) - 2018 EDITION

NEW HAMPSHIRE STATE TOWER CODE (NHSCTC) - 2018 EDITION

NEW HAMPSHIRE STATE TOWER CODE (NHSCTC) - 2018 EDITION

NEW HAMPSHIRE STATE TOWER CODE (NHSCTC) - 2018 EDITION

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NEW HAMPSHIRE STATE TOWER CODE (NHSCTC) - 2018 EDITION

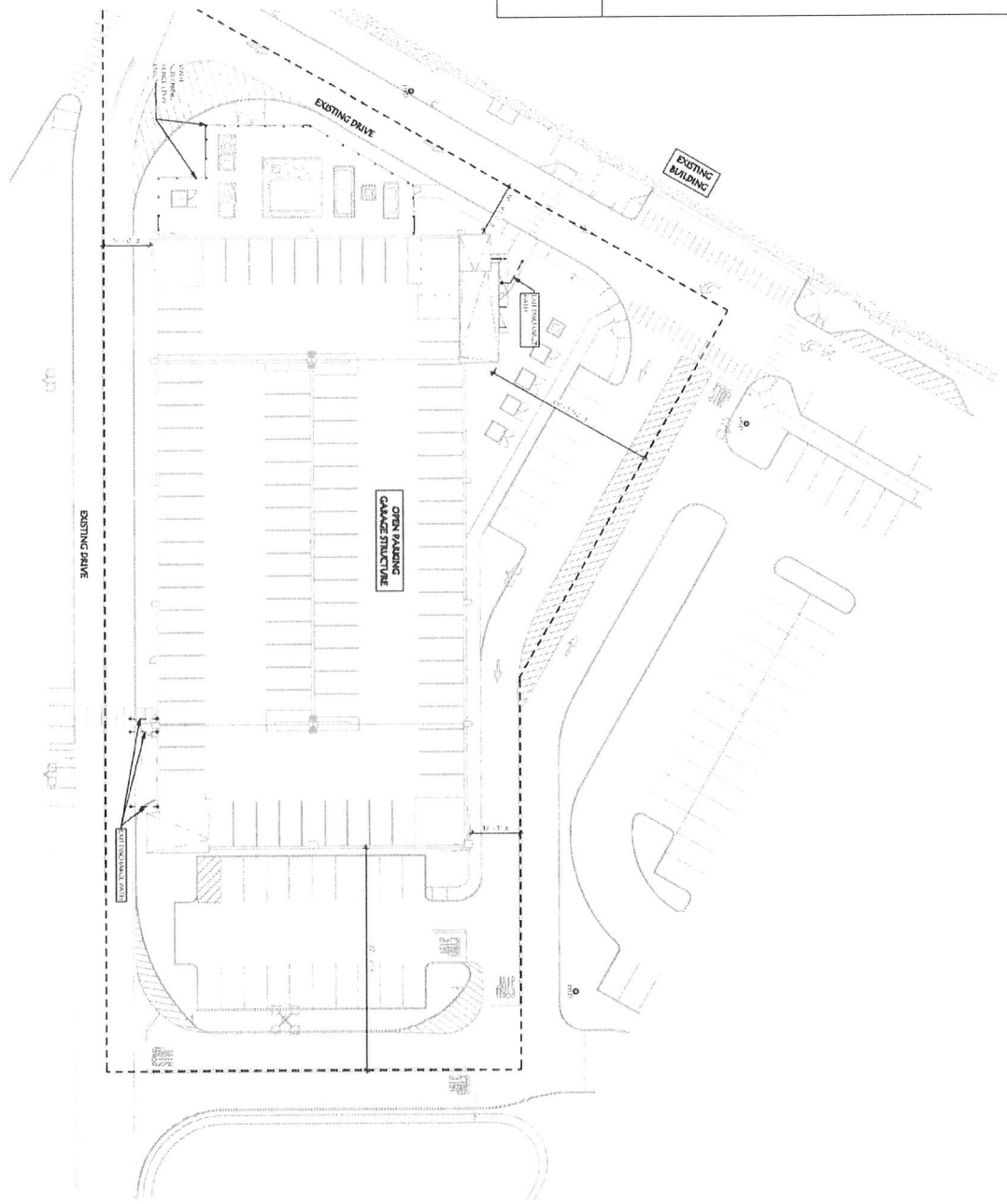
NEW HAMPSHIRE STATE TOWER CODE (NHSCTC) - 2018 EDITION

NEW HAMPSHIRE STATE TOWER CODE (NHSCTC) - 2018 EDITION

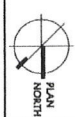
NEW HAMPSHIRE STATE TOWER CODE (NHSCTC) - 2018 EDITION

NEW HAMPSHIRE STATE TOWER CODE (NHSCTC) - 2018 EDITION

NEW HAMPSHIRE STATE TOWER CODE (NHSCTC) - 2018 EDITION



1 CODE COMPLIANCE SUMMARY SITE PLAN
 SCALE: 1" = 30'-0"



Title BUILDING CODE COMPLIANCE SITE PLAN & SUMMARY A0.20	Scale Drawn By Checked By Project No PERMIT SET Date	As indicated AUB AUB 2024042 12/04/2024	Revisions Description Date	B.1300 PARKING GARAGE 26 VIA TOSCANA SALEM NH, 03079	 MARKET SQUARE ARCHITECTS 100 Congress St. STE 201 Portsmouth, NH 03801 Tel: 603.541.2222
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SEAL NOT TO SCALE

STAIR NO. 2
ENTRANCE
STAIR NO. 1

PARKING SPACE COUNT (APPROXIMATE SPACE COUNT PROVIDED BY PARKING INCUBATOR, LLC)

LEVEL	NO. OF SPACES	NO. OF SPACES	NO. OF SPACES	NO. OF SPACES	NO. OF SPACES
LEVEL 1	1	2	3	4	5
LEVEL 2	6	7	8	9	10
LEVEL 3	11	12	13	14	15
LEVEL 4	16	17	18	19	20
LEVEL 5	21	22	23	24	25
TOTAL	2	3	4	5	6

STAIR NO. 2
ENTRANCE
STAIR NO. 1

STAIR NO. 2
ENTRANCE
STAIR NO. 1

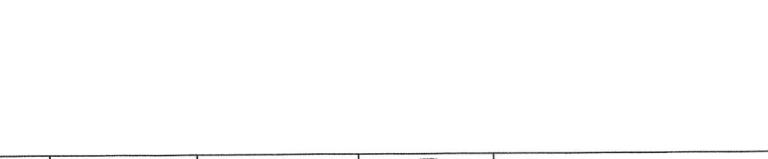
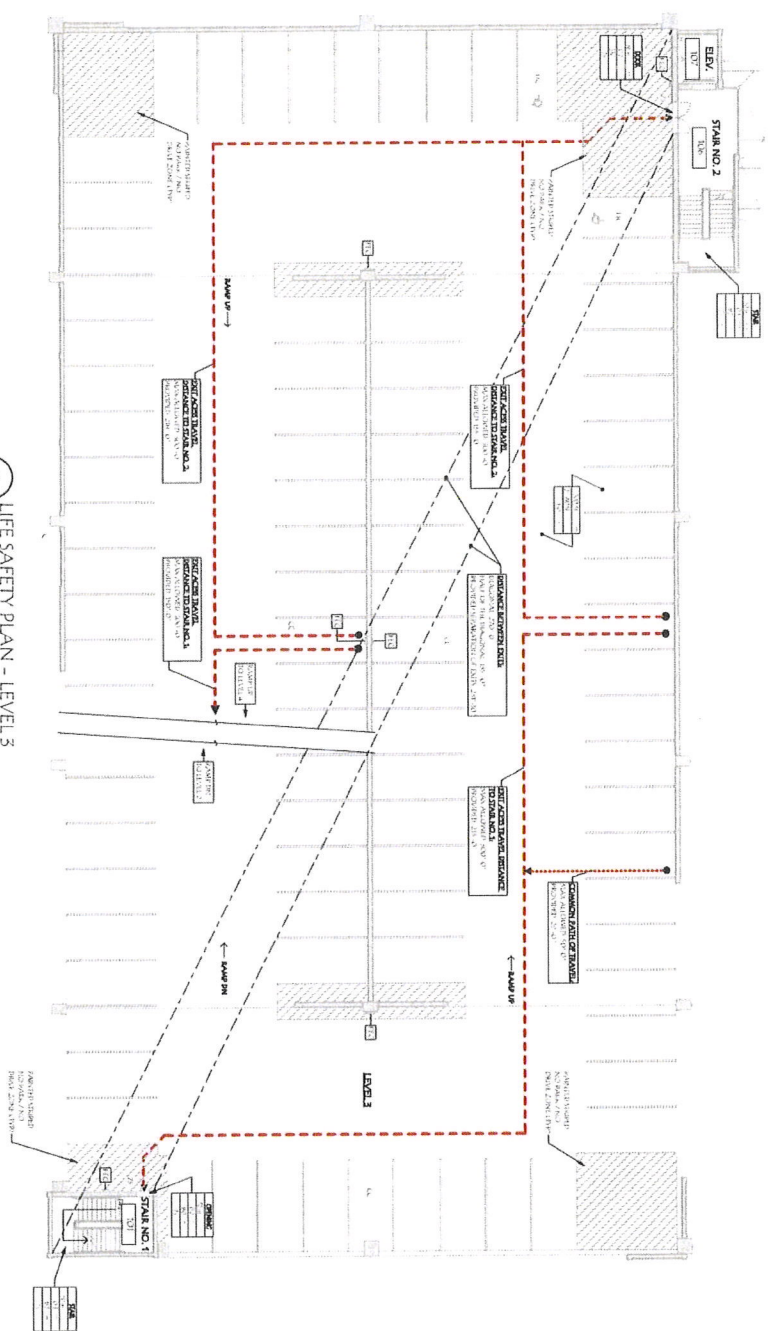
STAIR NO. 2
ENTRANCE
STAIR NO. 1

STAIR NO. 2
ENTRANCE
STAIR NO. 1

STAIR NO. 2
ENTRANCE
STAIR NO. 1

STAIR NO. 2
ENTRANCE
STAIR NO. 1

STAIR NO. 2
ENTRANCE
STAIR NO. 1



STAIR NO. 2
ENTRANCE
STAIR NO. 1

STAIR NO. 2
ENTRANCE
STAIR NO. 1

LIFE SAFETY GENERAL NOTES

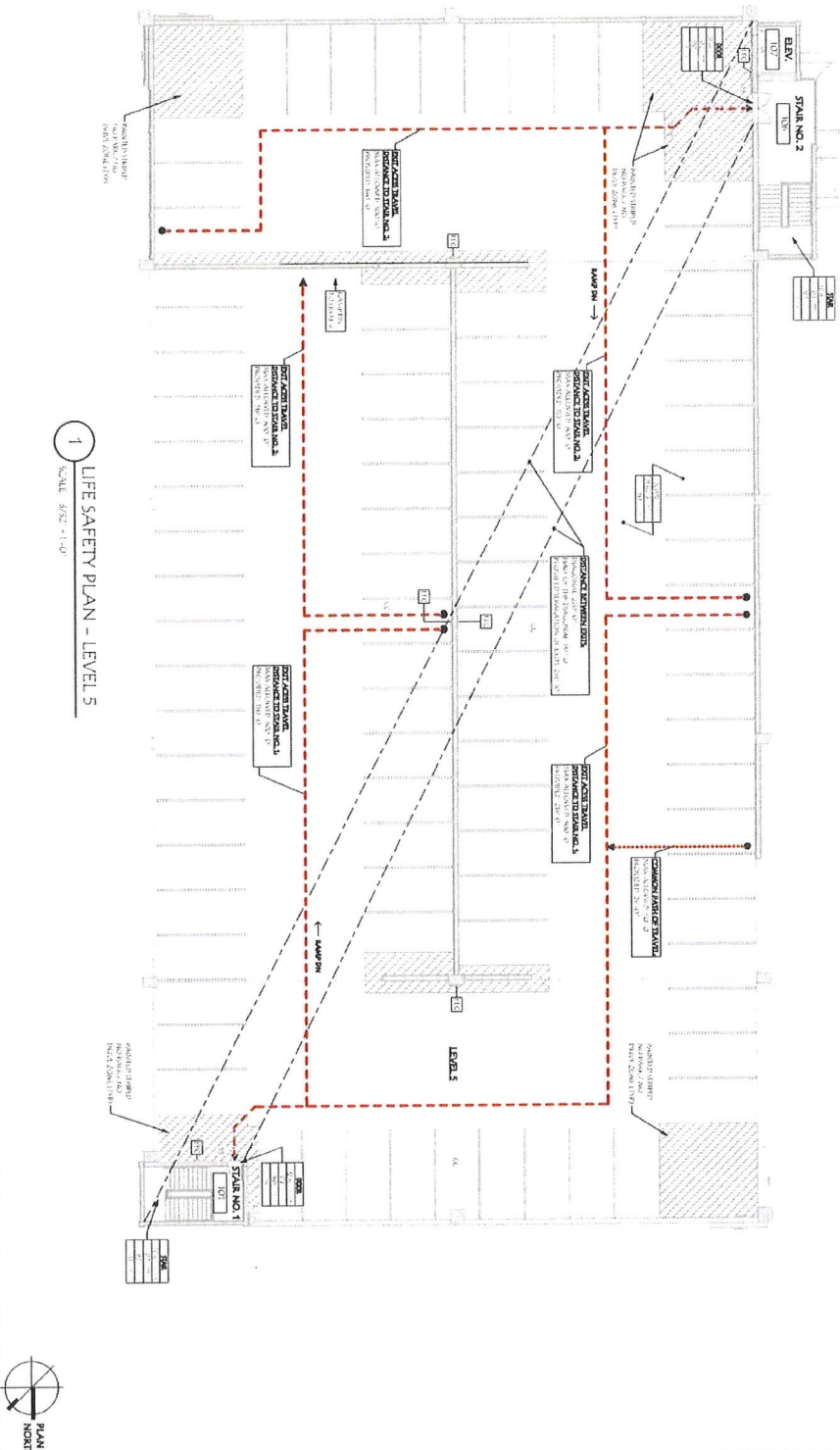
1. THE LIFE SAFETY PLAN IS BASED ON THE ASSUMPTION THAT ALL OCCUPANTS WILL FOLLOW THE INDICATED ROUTES IN THE EVENT OF A FIRE OR OTHER EMERGENCY.
2. THE LIFE SAFETY PLAN IS BASED ON THE ASSUMPTION THAT ALL OCCUPANTS WILL FOLLOW THE INDICATED ROUTES IN THE EVENT OF A FIRE OR OTHER EMERGENCY.
3. THE LIFE SAFETY PLAN IS BASED ON THE ASSUMPTION THAT ALL OCCUPANTS WILL FOLLOW THE INDICATED ROUTES IN THE EVENT OF A FIRE OR OTHER EMERGENCY.
4. THE LIFE SAFETY PLAN IS BASED ON THE ASSUMPTION THAT ALL OCCUPANTS WILL FOLLOW THE INDICATED ROUTES IN THE EVENT OF A FIRE OR OTHER EMERGENCY.
5. THE LIFE SAFETY PLAN IS BASED ON THE ASSUMPTION THAT ALL OCCUPANTS WILL FOLLOW THE INDICATED ROUTES IN THE EVENT OF A FIRE OR OTHER EMERGENCY.
6. THE LIFE SAFETY PLAN IS BASED ON THE ASSUMPTION THAT ALL OCCUPANTS WILL FOLLOW THE INDICATED ROUTES IN THE EVENT OF A FIRE OR OTHER EMERGENCY.
7. THE LIFE SAFETY PLAN IS BASED ON THE ASSUMPTION THAT ALL OCCUPANTS WILL FOLLOW THE INDICATED ROUTES IN THE EVENT OF A FIRE OR OTHER EMERGENCY.
8. THE LIFE SAFETY PLAN IS BASED ON THE ASSUMPTION THAT ALL OCCUPANTS WILL FOLLOW THE INDICATED ROUTES IN THE EVENT OF A FIRE OR OTHER EMERGENCY.
9. THE LIFE SAFETY PLAN IS BASED ON THE ASSUMPTION THAT ALL OCCUPANTS WILL FOLLOW THE INDICATED ROUTES IN THE EVENT OF A FIRE OR OTHER EMERGENCY.
10. THE LIFE SAFETY PLAN IS BASED ON THE ASSUMPTION THAT ALL OCCUPANTS WILL FOLLOW THE INDICATED ROUTES IN THE EVENT OF A FIRE OR OTHER EMERGENCY.

LIFE SAFETY LEGEND

- 1. EXIT ROUTE (DASHED LINE)
- 2. EXIT ROUTE (DASHED LINE)
- 3. EXIT ROUTE (DASHED LINE)
- 4. EXIT ROUTE (DASHED LINE)
- 5. EXIT ROUTE (DASHED LINE)
- 6. EXIT ROUTE (DASHED LINE)
- 7. EXIT ROUTE (DASHED LINE)
- 8. EXIT ROUTE (DASHED LINE)
- 9. EXIT ROUTE (DASHED LINE)
- 10. EXIT ROUTE (DASHED LINE)

MARKET SQUARE ARCHITECTS

1270 MARKET SQUARE, SUITE 100, SALEM, NH 03079



Title	Life Safety Plan - Level 5
Scale	As Indicated
Drawn By	JGR
Checked By	JGR
Project No.	2024042
Date	12/04/2024
Permit Set	

1 LIFE SAFETY PLAN - LEVEL 5
SCALE: 1/8" = 1'-0"

STAIR NO. 2

ENTRANCE

STAIR NO. 1

LEVEL	NO.	NO. OF STAIRS	NO. OF STAIRS	NO. OF STAIRS	NO. OF STAIRS
LEVEL 1	1	1	1	1	1
LEVEL 2	2	2	2	2	2
LEVEL 3	3	3	3	3	3
LEVEL 4	4	4	4	4	4
LEVEL 5	5	5	5	5	5

PARKING GARAGE KEY

STAIR NO. 1

STAIR NO. 2

STAIRING SPACE COUNT

PROVIDED BY PAULY RECORD LLC

LEVEL	NO.	NO. OF STAIRS	NO. OF STAIRS	NO. OF STAIRS	NO. OF STAIRS
LEVEL 1	1	1	1	1	1
LEVEL 2	2	2	2	2	2
LEVEL 3	3	3	3	3	3
LEVEL 4	4	4	4	4	4
LEVEL 5	5	5	5	5	5

LIFE SAFETY GENERAL NOTE

1. THE LIFE SAFETY PLAN IS A GENERAL PLAN AND DOES NOT SHOW THE EXACT LOCATION OF THE STAIRS. THE EXACT LOCATION OF THE STAIRS SHALL BE DETERMINED BY THE ARCHITECT AND THE OWNER.

LIFE SAFETY LEGEND

1. FIRE ALARM

2. FIRE EXTINGUISHER

3. FIRE ESCAPE

4. FIRE ESCAPE

5. FIRE ESCAPE

6. FIRE ESCAPE

7. FIRE ESCAPE

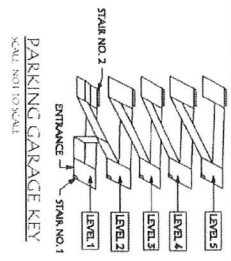
8. FIRE ESCAPE

9. FIRE ESCAPE

10. FIRE ESCAPE

MARKET SQUARE ARCHITECTS

26 VIA TOSCANA
SALEM NH, 03079



PARKING SPACE COUNT (APPROXIMATE SPACE COUNT PROVIDED BY PARKLY PROTECT, LLC)

LEVEL	NO.	TYPE	STANDARD	ADDITIONAL	TOTAL
1	1	STANDARD	1	0	1
2	2	STANDARD	1	0	1
3	3	STANDARD	1	0	1
4	4	STANDARD	1	0	1
5	5	STANDARD	1	0	1
TOTAL	5	STANDARD	5	0	5

STAIR NO. 1

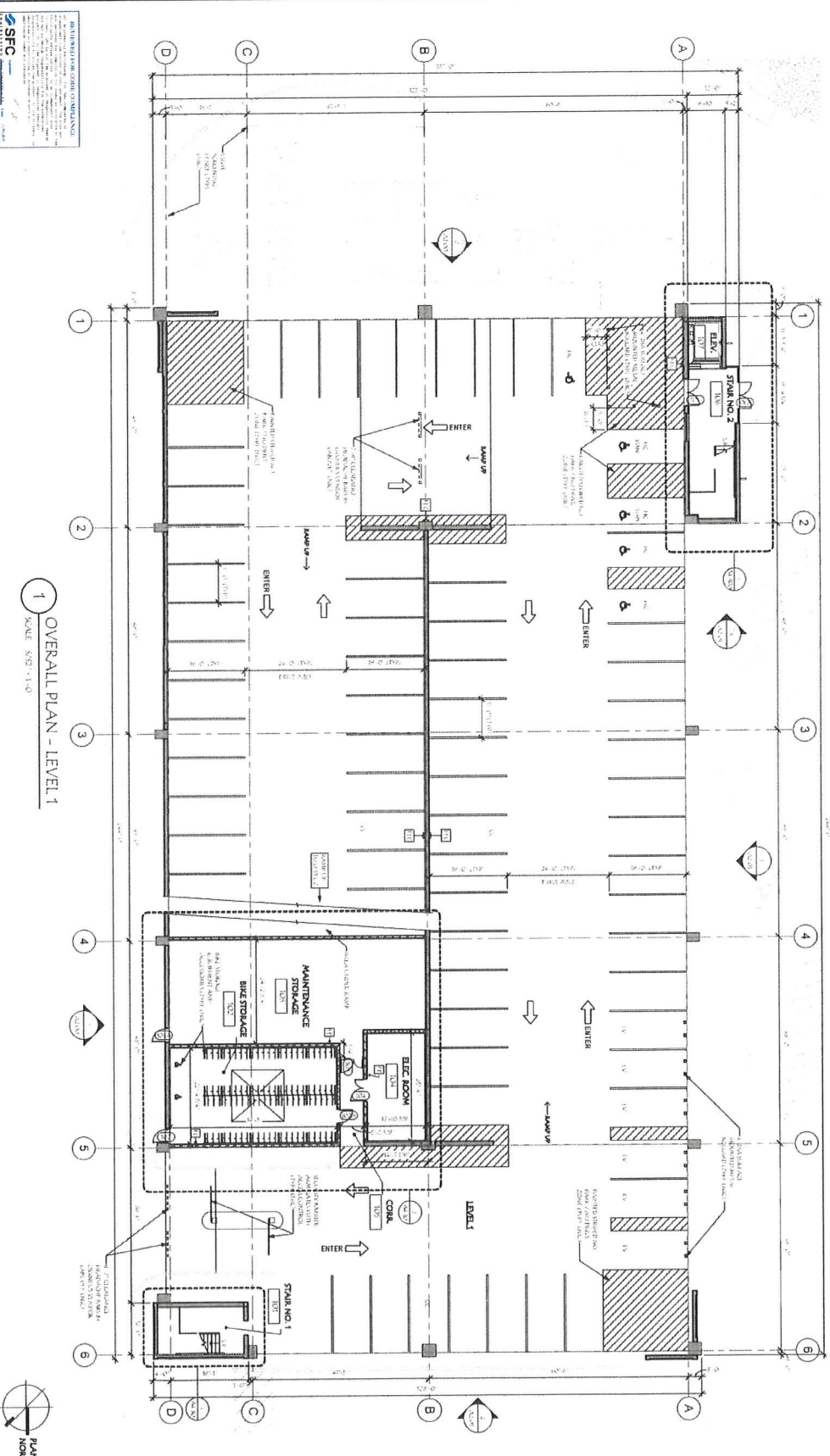
LEVEL	NO.	TYPE	STANDARD	ADDITIONAL	TOTAL
1	1	STANDARD	1	0	1
2	2	STANDARD	1	0	1
3	3	STANDARD	1	0	1
4	4	STANDARD	1	0	1
5	5	STANDARD	1	0	1
TOTAL	5	STANDARD	5	0	5

GENERAL SHEET NOTES

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND THE INTERNATIONAL PLUMBING CODE (IPC).
2. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL MECHANICAL CODE (IMC) AND THE INTERNATIONAL ELECTRICAL CODE (IEC).
3. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL FIRE CODE (IFC) AND THE INTERNATIONAL SAFETY CODE (ISC).
4. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL ENERGY CODE (IEC) AND THE INTERNATIONAL SUSTAINABLE DESIGN CODE (ISDC).
5. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL ACCESSIBILITY CODE (IAC) AND THE INTERNATIONAL TRANSPORTATION CODE (ITC).
6. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL ENVIRONMENTAL CODE (IEC) AND THE INTERNATIONAL CLIMATE CODE (ICC).
7. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL HEALTH AND SAFETY CODE (IHSC) AND THE INTERNATIONAL WELL-BEING CODE (IWC).
8. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL QUALITY CODE (IQC) AND THE INTERNATIONAL EXCELLENCE CODE (IEC).
9. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL INNOVATION CODE (IIC) AND THE INTERNATIONAL FUTURE CODE (IFC).
10. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL LEADERSHIP CODE (ILC) AND THE INTERNATIONAL VISION CODE (IVC).

PLAN NOTES

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND THE INTERNATIONAL PLUMBING CODE (IPC).
2. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL MECHANICAL CODE (IMC) AND THE INTERNATIONAL ELECTRICAL CODE (IEC).
3. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL FIRE CODE (IFC) AND THE INTERNATIONAL SAFETY CODE (ISC).
4. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL ENERGY CODE (IEC) AND THE INTERNATIONAL SUSTAINABLE DESIGN CODE (ISDC).
5. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL ACCESSIBILITY CODE (IAC) AND THE INTERNATIONAL TRANSPORTATION CODE (ITC).
6. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL ENVIRONMENTAL CODE (IEC) AND THE INTERNATIONAL CLIMATE CODE (ICC).
7. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL HEALTH AND SAFETY CODE (IHSC) AND THE INTERNATIONAL WELL-BEING CODE (IWC).
8. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL QUALITY CODE (IQC) AND THE INTERNATIONAL EXCELLENCE CODE (IEC).
9. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL INNOVATION CODE (IIC) AND THE INTERNATIONAL FUTURE CODE (IFC).
10. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL LEADERSHIP CODE (ILC) AND THE INTERNATIONAL VISION CODE (IVC).



Title
OVERALL PLAN - LEVEL 1

A1.01

Scale
As indicated

Drawn By
Sub

Checked By
ACB

Project No
2004042

PERMIT SET

Date
12/04/2024

Revisions
Description

Rev

Date

B.1300 PARKING GARAGE

26 VIA TOSCANA
SALEM NH, 03079

MARKET SQUARE ARCHITECTS

300 GERRARD ST. E. #100
TORONTO, ONT. M5E 1B3
TEL: 416-593-8888



Hg = total Hg in the water sample (ppb)
 Hg_{blank} = Hg in the blank water sample (ppb)
 H₂O = 10.0 mL of water
 Cu = 0.00000001 g/mL

PAIDING SPACE COUNT (APPROXIMATE SPACE COUNT PROVIDED BY DAILEY PRECAST, LLC)				DATE/REMARKS	
DATE	REQ.	175,000 SQ. FT.	NO. MONTHS	REMARK	REMARKS
1	5	2	5	50	17
2	2			30	
3	2			50	37
4	2			50	37
5	2			50	37
TOTAL	9	2	15	400	420

PLAN NOTES

- [illegible]



Title	Scale	As indicated
OVERALL PLAN - LEVEL 2	Drawn By	JGB
	Checked By	JGB
	Project No	2024042
A1.02	PERMIT SET	
	Date	12/04/2024



26 VIA TOSCANA
SALEM NH, 03079



PARKING GARAGE COUNT (APPROXIMATE SPACE COUNT)
 PROVIDED BY PARKER PRECAST, LLC

LEVEL	TYPE	NO. OF SPACES	TOTAL NO. OF SPACES
LEVEL 5	STANDARD	100	100
LEVEL 4	STANDARD	100	200
LEVEL 3	STANDARD	100	300
LEVEL 2	STANDARD	100	400
LEVEL 1	STANDARD	100	500
TOTAL			500

STAIR NO. 2
 STAIR NO. 1

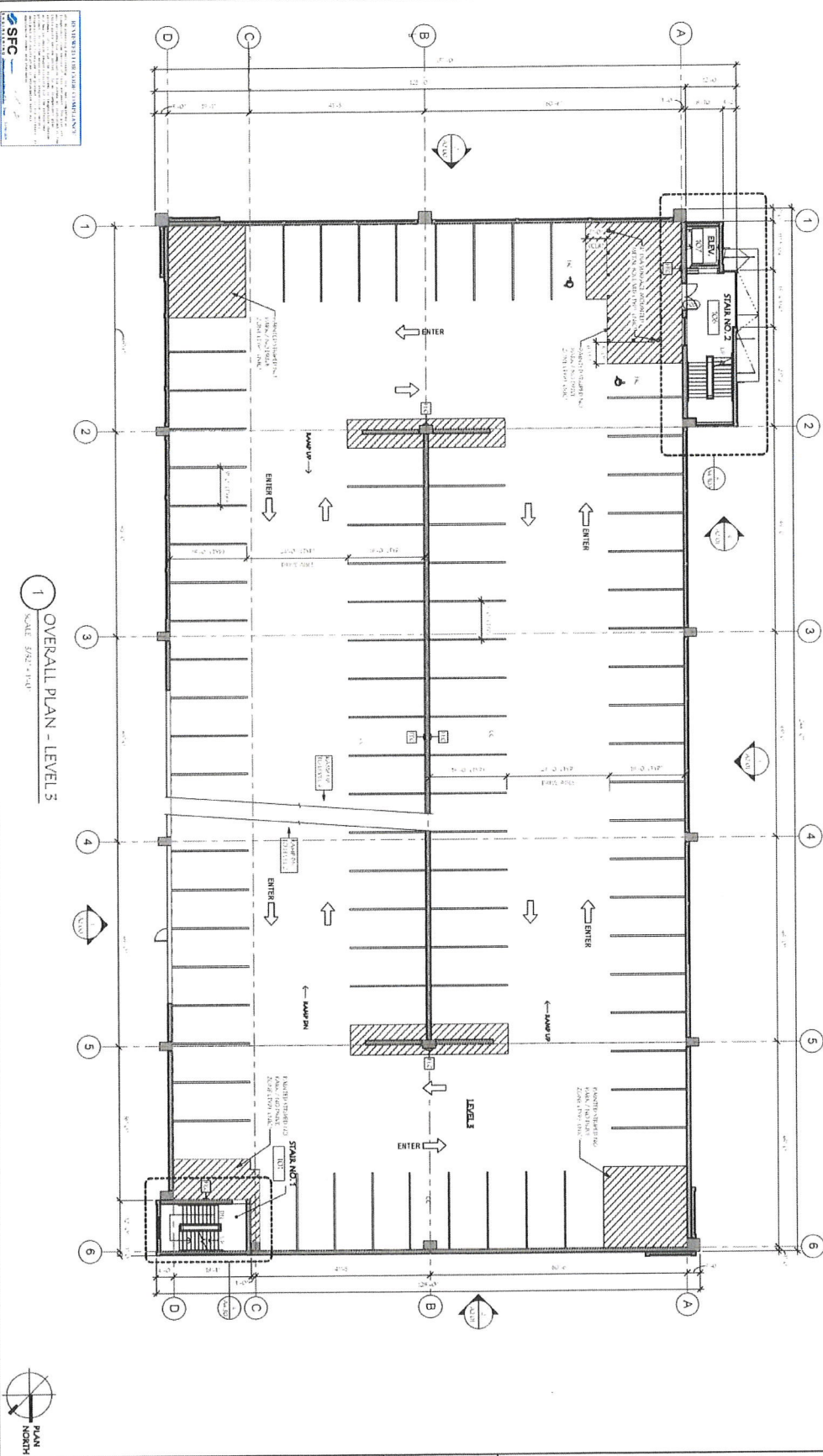
PARKING GARAGE KEY
 SCALE: 1/8" = 1'-0"

GENERAL SHEET NOTES

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IBC, AS APPLICABLE.
2. THE DESIGNER HAS REVIEWED THE SUBMITTALS FOR THE PARKING GARAGE AND HAS FOUND THEM TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE IBC AND THE CITY OF SALEM, MA.
3. THE DESIGNER HAS REVIEWED THE SUBMITTALS FOR THE PARKING GARAGE AND HAS FOUND THEM TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE IBC AND THE CITY OF SALEM, MA.
4. THE DESIGNER HAS REVIEWED THE SUBMITTALS FOR THE PARKING GARAGE AND HAS FOUND THEM TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE IBC AND THE CITY OF SALEM, MA.
5. THE DESIGNER HAS REVIEWED THE SUBMITTALS FOR THE PARKING GARAGE AND HAS FOUND THEM TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE IBC AND THE CITY OF SALEM, MA.
6. THE DESIGNER HAS REVIEWED THE SUBMITTALS FOR THE PARKING GARAGE AND HAS FOUND THEM TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE IBC AND THE CITY OF SALEM, MA.
7. THE DESIGNER HAS REVIEWED THE SUBMITTALS FOR THE PARKING GARAGE AND HAS FOUND THEM TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE IBC AND THE CITY OF SALEM, MA.
8. THE DESIGNER HAS REVIEWED THE SUBMITTALS FOR THE PARKING GARAGE AND HAS FOUND THEM TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE IBC AND THE CITY OF SALEM, MA.
9. THE DESIGNER HAS REVIEWED THE SUBMITTALS FOR THE PARKING GARAGE AND HAS FOUND THEM TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE IBC AND THE CITY OF SALEM, MA.
10. THE DESIGNER HAS REVIEWED THE SUBMITTALS FOR THE PARKING GARAGE AND HAS FOUND THEM TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE IBC AND THE CITY OF SALEM, MA.

PLAN NOTES

1. THE PARKING GARAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IBC, AS APPLICABLE.
2. THE PARKING GARAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IBC, AS APPLICABLE.
3. THE PARKING GARAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IBC, AS APPLICABLE.
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8. THE PARKING GARAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IBC, AS APPLICABLE.
9. THE PARKING GARAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IBC, AS APPLICABLE.
10. THE PARKING GARAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IBC, AS APPLICABLE.



MARKET SQUARE ARCHITECTS
 26 VIA TOSCANA
 SALEM, NH 03079

B.1300 PARKING GARAGE

26 VIA TOSCANA
 SALEM, NH 03079

MARKET SQUARE ARCHITECTS
 26 VIA TOSCANA
 SALEM, NH 03079

OVERALL PLAN - LEVEL 5

A1.03

Scale: As indicated

Drawn By: JGB

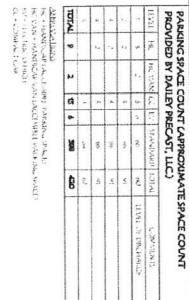
Checked By: JGB

Project No: 2024042

PERMIT SET

Date: 12/04/2024

2024 Market Square Architects 12/14/2024 12:46 AM



GENERAL SHEET NOTES

Consider the following questions in connection with the above text:

1. What is the author's main purpose in writing this text?
2. What is the author's main argument?
3. What is the author's main conclusion?
4. What is the author's main recommendation?
5. What is the author's main conclusion?

[illegible]

9. F. H. C. Crick and J. D. Watson, *Nature*, **162**, 413 (1948).
10. J. D. Watson and F. H. C. Crick, *Nature*, **171**, 380 (1953).
11. M. S.zybalski and A. D. Levin, *Advances in Enzymology*, **10**, 1 (1968).
12. A. D. Levin and M. Szybalski, *Advances in Enzymology*, **10**, 1 (1968).
13. J. D. Watson and F. H. C. Crick, *Nature*, **171**, 380 (1953).
14. J. D. Watson and F. H. C. Crick, *Nature*, **171**, 380 (1953).
15. J. D. Watson and F. H. C. Crick, *Nature*, **171**, 380 (1953).
16. J. D. Watson and F. H. C. Crick, *Nature*, **171**, 380 (1953).
17. J. D. Watson and F. H. C. Crick, *Nature*, **171**, 380 (1953).
18. J. D. Watson and F. H. C. Crick, *Nature*, **171**, 380 (1953).
19. J. D. Watson and F. H. C. Crick, *Nature*, **171**, 380 (1953).
20. J. D. Watson and F. H. C. Crick, *Nature*, **171**, 380 (1953).



1 OVERALL PLAN - LEVEL 4
SCALE 3/32" = 1'-0"



Title	Scale	As indicated
OVERALL PLAN - LEVEL 4	Drawn By:	JGB
	Checked By:	JGB
	Project No.	2024042
A1.04	PERMIT SET	
	Date	12/04/2024



B.1300 PARKING GARAGE

26 VIA TOSCANA
SALEM NH, 03079



PARKING GARAGE KEY SCALE: NOT TO SCALE

PARKING SPACE COUNT APPROXIMATE SPACE COUNT

LEVEL	TYPE	STANDARD	COMPACT	SMALL	TOTAL
LEVEL 1	STANDARD	10	0	0	10
LEVEL 2	STANDARD	10	0	0	10
LEVEL 3	STANDARD	10	0	0	10
LEVEL 4	STANDARD	10	0	0	10
LEVEL 5	STANDARD	10	0	0	10
TOTAL		50	0	0	50

STAIR NO. 1

STAIR NO. 2

ENTRANCE

- GENERAL SHEET NOTES**
1. THIS GARAGE IS TO BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF SALEM, OREGON, AND THE STATE OF OREGON, AND SHALL BE SUBJECT TO THE REVIEW AND APPROVAL OF THE CITY ENGINEER AND THE STATE ENGINEER.
 2. THE GARAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF SALEM, OREGON, AND THE STATE OF OREGON, AND SHALL BE SUBJECT TO THE REVIEW AND APPROVAL OF THE CITY ENGINEER AND THE STATE ENGINEER.
 3. THE GARAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF SALEM, OREGON, AND THE STATE OF OREGON, AND SHALL BE SUBJECT TO THE REVIEW AND APPROVAL OF THE CITY ENGINEER AND THE STATE ENGINEER.
 4. THE GARAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF SALEM, OREGON, AND THE STATE OF OREGON, AND SHALL BE SUBJECT TO THE REVIEW AND APPROVAL OF THE CITY ENGINEER AND THE STATE ENGINEER.
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 6. THE GARAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF SALEM, OREGON, AND THE STATE OF OREGON, AND SHALL BE SUBJECT TO THE REVIEW AND APPROVAL OF THE CITY ENGINEER AND THE STATE ENGINEER.
 7. THE GARAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF SALEM, OREGON, AND THE STATE OF OREGON, AND SHALL BE SUBJECT TO THE REVIEW AND APPROVAL OF THE CITY ENGINEER AND THE STATE ENGINEER.
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 9. THE GARAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF SALEM, OREGON, AND THE STATE OF OREGON, AND SHALL BE SUBJECT TO THE REVIEW AND APPROVAL OF THE CITY ENGINEER AND THE STATE ENGINEER.
 10. THE GARAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF SALEM, OREGON, AND THE STATE OF OREGON, AND SHALL BE SUBJECT TO THE REVIEW AND APPROVAL OF THE CITY ENGINEER AND THE STATE ENGINEER.

- PLAN NOTES**
1. THE GARAGE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF SALEM, OREGON, AND THE STATE OF OREGON, AND SHALL BE SUBJECT TO THE REVIEW AND APPROVAL OF THE CITY ENGINEER AND THE STATE ENGINEER.
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1 OVERALL PLAN - LEVEL 5

SCALE: 1/8" = 1'-0"



Title	As indicated
Scale	As indicated
Drawn By	JGB
Checked By	JGB
Project No	2024042
PERMIT SET	
Date	12/04/2004



B.1300 PARKING GARAGE

26 VIA TOSCANA
SALEM, NH 03079





1 ROOF PLAN
SCALE: 5/8" = 1'-0"



Title		Scale	As indicated
OVERALL ROOF PLAN		Drawn by	RGB
A1.06		Checked by	RGB
		Project No	2024042
		PERMIT SET	
		Date	12/04/2024

Revisions:
1. Per owner



B.1300 PARKING GARAGE

26 VIA TOSCANA
SALEM NH. 03079



GENERAL SHEET NOTES

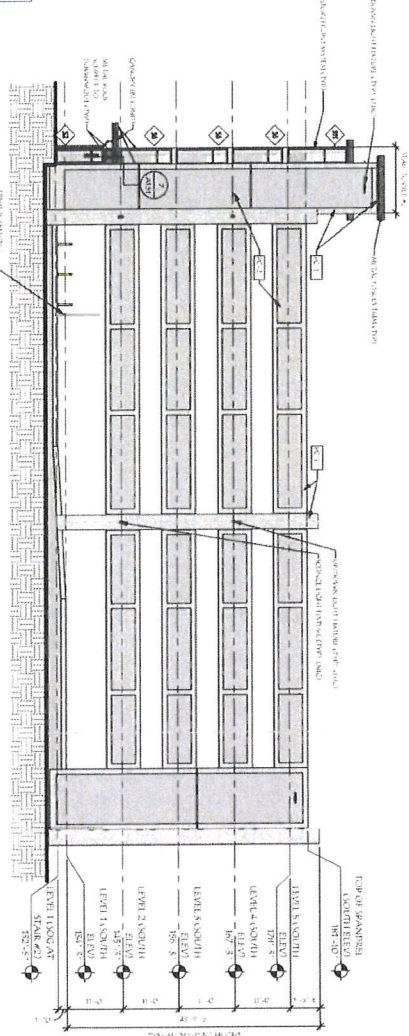
1. THIS PLAN SHALL BE USED IN CONJUNCTION WITH THE GENERAL NOTES TO THE PERMIT SET.
2. THE ROOF SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE 2024 NH BUILDING CODE.
3. THE ROOF SHALL BE SLOPED TO THE EXTERIOR AT A MINIMUM OF 1/4" PER FOOT.
4. THE ROOF SHALL BE COVERED WITH 2" MINIMUM THICKNESS OF POLYISOCYANURATE INSULATION.
5. THE ROOF SHALL BE FINISHED WITH 1/2" MINIMUM THICKNESS OF GYPSUM BOARD.
6. THE ROOF SHALL BE DRAINAGE TO THE EXTERIOR AT THE LOCATIONS SHOWN.
7. THE ROOF SHALL BE MAINTAINED FREE OF DEBRIS AND OTHER OBSTRUCTIONS.
8. THE ROOF SHALL BE INSPECTED AND MAINTAINED AS REQUIRED.

ROOF PLAN NOTES

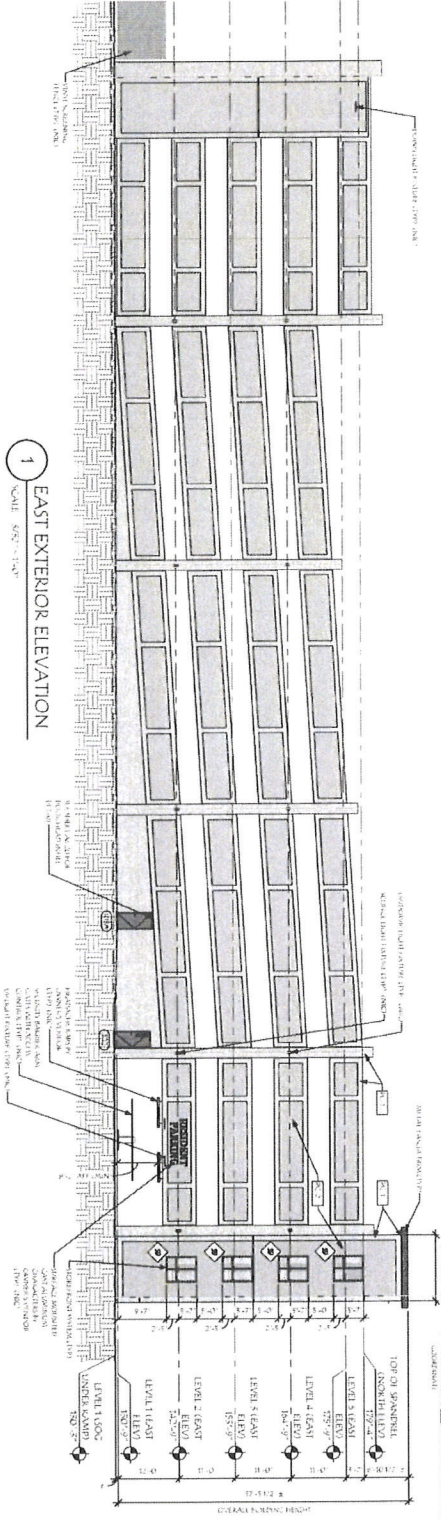
1. THE ROOF SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE 2024 NH BUILDING CODE.
2. THE ROOF SHALL BE SLOPED TO THE EXTERIOR AT A MINIMUM OF 1/4" PER FOOT.
3. THE ROOF SHALL BE COVERED WITH 2" MINIMUM THICKNESS OF POLYISOCYANURATE INSULATION.
4. THE ROOF SHALL BE FINISHED WITH 1/2" MINIMUM THICKNESS OF GYPSUM BOARD.
5. THE ROOF SHALL BE DRAINAGE TO THE EXTERIOR AT THE LOCATIONS SHOWN.
6. THE ROOF SHALL BE MAINTAINED FREE OF DEBRIS AND OTHER OBSTRUCTIONS.
7. THE ROOF SHALL BE INSPECTED AND MAINTAINED AS REQUIRED.



2 SOUTH EXTERIOR ELEVATION
SCALE: 1/8" = 1'-0"

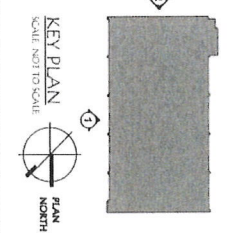


1 EAST EXTERIOR ELEVATION
SCALE: 1/8" = 1'-0"



- REVISIONS**
- | NO. | DATE | DESCRIPTION |
|-----|------------|-------------------|
| 1 | 04/04/2024 | ISSUED FOR PERMIT |
| 2 | 04/04/2024 | REVISIONS |
- GENERAL NOTES**
1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND SPECIFICATIONS.
 2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.
 3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
 4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES AND STRUCTURES.
 5. THE CONTRACTOR SHALL MAINTAIN ADEQUATE SAFETY MEASURES THROUGHOUT THE PROJECT.
 6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL ADJACENT AREAS.
 7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL ADJACENT AREAS.
 8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL ADJACENT AREAS.
 9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL ADJACENT AREAS.
 10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL ADJACENT AREAS.

GENERAL EXTERIOR COLOR REFINISH SCHEDULE			
NO.	LOCATION	FINISH	REMARKS
1	LEVEL 1 EXTERIOR WALLS	WHITE PEARL	
2	LEVEL 2 EXTERIOR WALLS	WHITE PEARL	
3	LEVEL 3 EXTERIOR WALLS	WHITE PEARL	
4	LEVEL 4 EXTERIOR WALLS	WHITE PEARL	
5	LEVEL 5 EXTERIOR WALLS	WHITE PEARL	
6	LEVEL 1 EXTERIOR ROOF	WHITE PEARL	
7	LEVEL 2 EXTERIOR ROOF	WHITE PEARL	
8	LEVEL 3 EXTERIOR ROOF	WHITE PEARL	
9	LEVEL 4 EXTERIOR ROOF	WHITE PEARL	
10	LEVEL 5 EXTERIOR ROOF	WHITE PEARL	

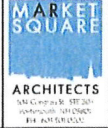


Title	EXTERIOR ELEVATIONS 1
Scale	As indicated
Drawn By	AGB
Checked By	AGB
Project No	2024042
PERMIT SET	
Date	12/04/2024



B.1300 PARKING GARAGE

26 VIA TOSCANA
SALEM NH, 03079





Town of Salem, New Hampshire

Community Development Department

Planning Division

33 Geremonty Drive, Salem, New Hampshire 03079

(603) 685-6439 - Fax (603) 898-1223

e-mail: jlafontaine@salemnh.gov

To: Town Council & Joseph Devine, Town Manager
From: Jacob LaFontaine, Planning Director and Jon Duhamel, CNHA Chief Assessor
RE: Tuscan North Jewel Buildings – Tax Exemption Request
Date: 3/30/2026

Recommendation: The Town Council should review the applicant's response to the criteria of Section 8 and use reasonable discretion to determine whether the proposed new construction provides two or more of the public benefits outlined. If satisfied, the Council should grant the request for tax exemption for the North Jewel Buildings (Buildings 1030 and 1040) at 21 Via Toscana.

Staff recommends that the Town Council grant the request as the following criteria are satisfied:

- The buildings are in the Qualifying Area (Town of Salem).
- The buildings are Qualifying Structures built for commercial use.
- The buildings satisfy the public benefits for granting tax relief as outlined in Section 8:
 1. Enhance economic growth and increase the Town's tax base: **Staff agree with the applicant's assertion that the construction of two new retail buildings will promote economic growth and increase the Town's tax base.**
 5. Retain local jobs, increase the local job base, and/or provide diversity in the job base: **The applicant projects that approximately 22 new employees will be hired when the buildings are fully occupied. This will increase the local job base.**

Planning Review: The applicant is applying for a property tax exemption for the Tuscan North Jewel Buildings (Buildings 1030 and 1040) under Salem's Commercial and Industrial Property Tax Exemption Program, adopted (7-0) by the Town Council on November 18, 2024.

The North Jewel Buildings, Buildings 1030 and 1040, are located at 21 Via Toscana, Map 108, Lot 12659 and consist of a new single-story 3,800 sq. ft. retail building with restaurant (Café Nero) and a two-story 7,500 sq. ft. retail building, which were conditionally approved by the Planning Board on March 12, 2026.

Assessing Review: As noted above, the applicant is applying for a property tax exemption for the Tuscan North Jewel Buildings (Buildings 1030 and 1040).

Building 1040 Projected Full Assessed Value: \$558,540		
Year	Discount	Assessment
1	0.5	\$279,270
2	0.6	\$335,124
3	0.7	\$446,832
4	0.8	\$446,832
5	0.9	\$502,686

Building 1030 Projected Full Assessed Value: \$595,680		
Year	Discount	Assessment
1	0.5	\$297,840
2	0.6	\$357,408
3	0.7	\$476,544
4	0.8	\$476,544
5	0.9	\$536,112

If the council believes they meet the requirements outlined in the program, they should approve the application. The charts above illustrate approximate assessments for new buildings only, land was not included as that will be assessed regardless of development.



72 ROCKINGHAM BLVD. SALEM, NH | 603.212.9650 | TUSCANVILLAGESALEM.COM

March 10, 2026

Mr. Joeseeph Devine, Town Manager
Salem Town Council
Salem Municipal Office Building
33 Geremonty Drive
Salem, New Hampshire 03079

RE: Application for Property Tax Exemption Jewel Buildings North
Tuscan Village Development Map 108 Lot 12659

Dear Mr. Devine and Town Council Members:

On behalf of Joe Faro and Tuscan Village Master Development LLC, please find attached our application and filing fee of \$150.00 for the property tax exemption application for the Jewel Buildings North project which is for commercial and industrial properties pursuant to RSA 72:81, which was adopted by the Town of Salem Town Council.

In addition to the application, we have also attached a limited set of construction plans as requested in the application. I would be happy to meet with you to review the application and supporting documentation prior to submission to the Town Council for consideration.

Should you have any questions or require additional information, please feel free to contact me at (603) 475-7593 or email me at mgross@tuscanvillagesalem.com.

Sincerely,
Tuscan Village Development



Mark S. Gross
Director of Permitting/Entitlements

cc: (via email)

Mr. Joseph Faro, Tuscan Village Master Development, LLC
Mr. Michael Powers, President, Tuscan Master Development
Mr. Tony Nigro, Construction Division



TOWN OF SALEM, NEW HAMPSHIRE

33 GEREMONTY DRIVE, SALEM, NH 03079

Phone: (603) 890-2120 | Fax: (603) 890-2220 | www.salemnh.gov

Town Manager's Office

Application for Property Tax Exemption

For Commercial and Industrial Properties Pursuant to RSA 72:81

YOU MUST APPLY FOR EXEMPTION BEFORE STARTING CONSTRUCTION OR RENOVATION

Date: 1-28-2026

Name of Business: Tuscan Village Development - Jewel Buildings North

Applicant / Title: Tuscan Village Development LLC c/o Mark Gross, Agent

Director of Permitting and Entitlements _____

Property Owner: Tuscan Village Master Development LLC P.O. Box 1648

Salem New Hampshire 03079 c/o Joseph Faro, Tuscan Brands _____

Property Address: 21 Artisan Drive _____

Tax Map and Lot: Map 108 Lot 12659 _____

Telephone: (603) 475-7593 _____ Email: mgross@tuscanvillagesalem.com _____

Type of project to be completed: ☒ New Construction ☐ Addition ☐ Renovation

Provide a description of the work to be done (Attach building plans if available):

The proposed project is for the construction of two buildings (B 1030 & B 1040) known as the Jewel Buildings North project with a total gross floor area of 11,219 sf. Building 1030 is a two-story building with a retail tenant and Building

1040 is a one-story building with a restaurant tenant (Café Nero) in the front part of the building, with a smaller retail tenant at the rear of the building.

Anticipated start date: Spring 2026

Estimated completion date: 6-8 months from start _____

Estimated total cost of project: \$ 3.1M _____

As voted by the Salem Town Council, the exemption shall apply only to the municipal and local school property taxes assessed by the Town. State education and county taxes are excluded from the exemption.

The exemption applies to the increase in assessed value attributable to construction of new structures, and additions, renovations, or improvements to existing structures, as follows: The exemption applies to the percentage of increased assessed value as follows - 50% for year 1, 40% for the year 2, 30% for the year 3, 20% for the year 4, 10% for the year 5. Subsequent years will be assessed at the full rate.

As voted by the Salem Town Council, **in order to satisfy the public benefit requirement a minimum of two of the benefits listed below must be demonstrated.** Where applicable, provide an explanation of the anticipated outcomes of the project for each of the following eligible public benefits (attach additional sheets if needed):

1. Enhance economic growth and increase the Town's tax base:

The continued development of the Tuscan Development including the construction of new retail buildings will promote economic growth to the Town of Salem and increase the Town's tax base. There would be no local education costs associated with the local education tax revenue for this project. Based on the current tax rate (2025) of

\$ 18.16/\$ 1000 assessed value ((72.4% of market value) for the retail buildings (market value assumed to be \$3.1 M based on construction costs), the total gross tax revenue for the two new retail buildings is calculated to be as follows: $\$3.1 \text{ M} \times .724 \times \$18.16/\$1000 = \$40,800$. The gross municipal tax revenue is calculated to be $\$3.1 \text{ M} \times .724 \times \$5.90/\$1000 = \$13,242$, and the gross local education tax revenue is calculated to be $\$3.1 \text{ M} \times .724 \times \$10.70/\$1000 = \$24,015$. The total tax revenue for both local education and municipal tax revenue subject to the exemption under the Salem Commercial and Industrial Property Tax Exemption Program would total approximately \$ 64,815.

2. Creation of needed services or facilities not currently available in the Town:

3. Redevelop and revitalize commercial or industrial areas:

The continued development of the Tuscan Village project has redeveloped and revitalized one of the largest commercial areas in the Town of Salem. The 170-acre parcel is one of the largest commercial properties in Salem and is located at one of the most important gateways to New Hampshire, which has increased tourism and commerce for the Town of Salem as well as the State of New Hampshire. The additional retail buildings will add to the overall development that currently exists.

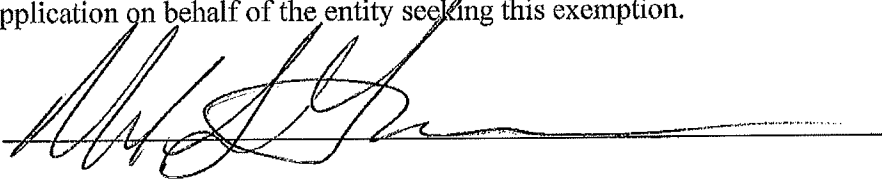
4. Prevent or eliminate blight:

5. Retail local jobs, increase local job base, and/or provide diversity in the job base:

The proposed project, consisting of two retail buildings with 11, 219 sf of gross floor area, will employ approximately 22 new employees for the various tenants located in these retail and restaurant spaces and will add to the overall work force in the Tuscan Village Development.

I have read and understand the above conditions of this exemption. By signing below, I affirm that I am authorized to sign this application on behalf of the entity seeking this exemption.

Signature of Applicant: _____



Printed Name: Mark S Gross Authorized agent for Tuscan Village Development LLC _____

Title: Director of Permitting and Entitlements _____

Date: 3/11/2026 _____

Office Use Only

Director of Planning Review:

Assessor Review:

Salem Town Council: _____ Approve _____ Deny

MATERIALS LEGEND



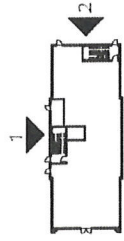
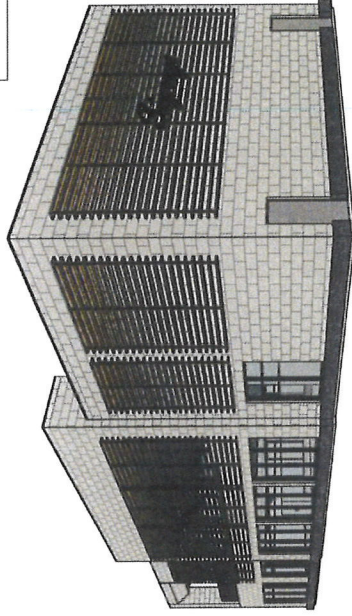
MAINTENANCE STONE - CORNER



MAINTENANCE STONE - CORNER

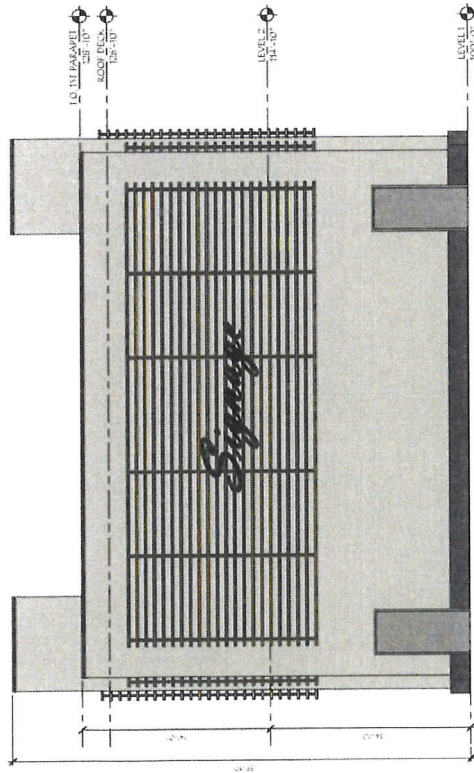


MAINTENANCE STONE - CORNER



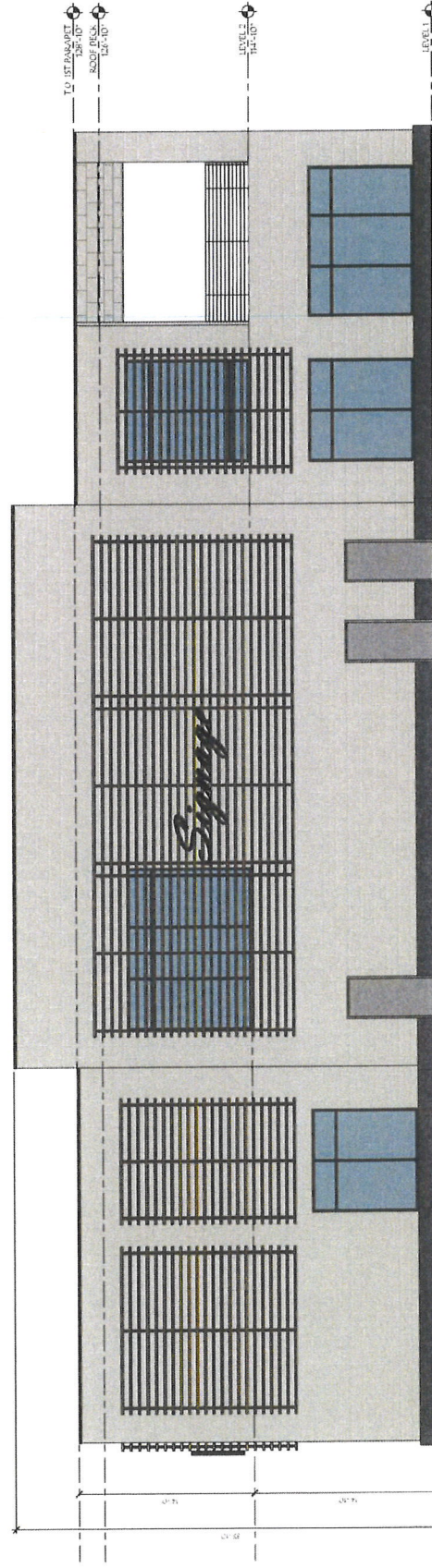
KEY PLAN SD2.1

SCALE: 1" = 40'-0"



NORTH ELEVATION SD

SCALE: 1/4" = 1'-0"



WEST ELEVATION SD

SCALE: 1/4" = 1'-0"

TUSCAN VILLAGE - B.1030 - RETAIL

VIA TOSCANA - SALEM, NH 03079



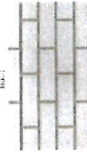
ARCHITECTS

100 Cambridge St., 3rd Floor
Portland, ME 04102
Phone: 603.633.0000
Fax: 603.633.0001

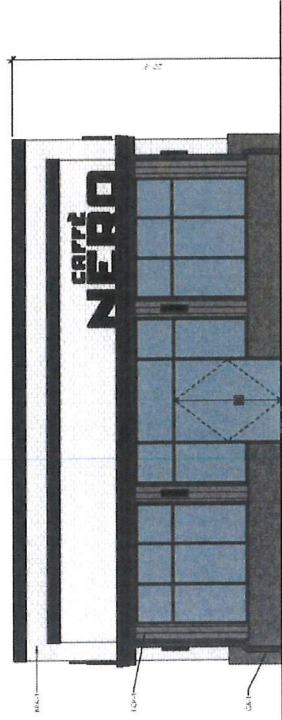
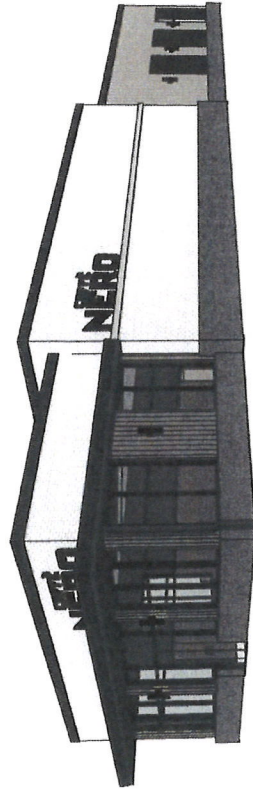
Project No.
Date

3/20/2004
02/07/20

MATERIALS LEGEND

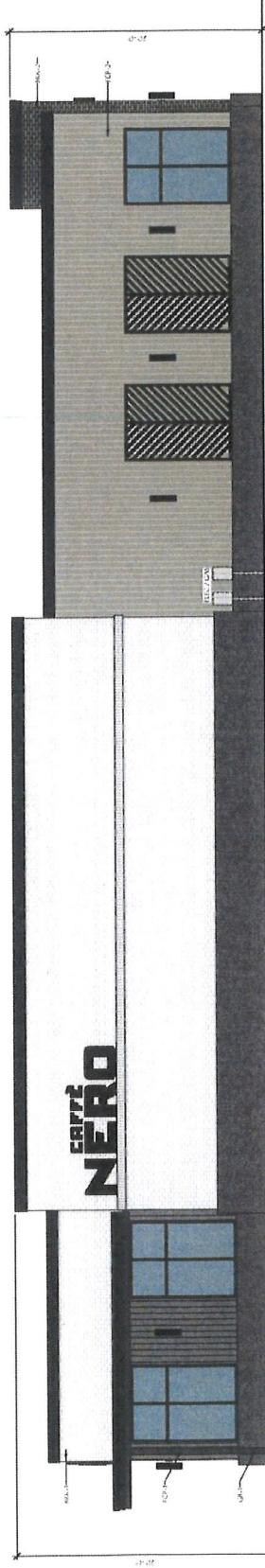


BRICK 1: LIGHT COLORED BRICK
BRICK 2: DARKER BRICK
BRICK 3: SOLID DARK
BRICK 4: HORIZONTAL WOOD GRAIN
BRICK 5: SOLID DARK



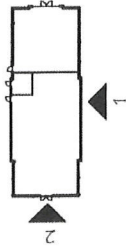
2 SOUTH ELEVATION SD

SCALE: 1/4" = 1'-0"



1 EAST ELEVATION SD

SCALE: 1/4" = 1'-0"



4 KEY PLAN SD2.0

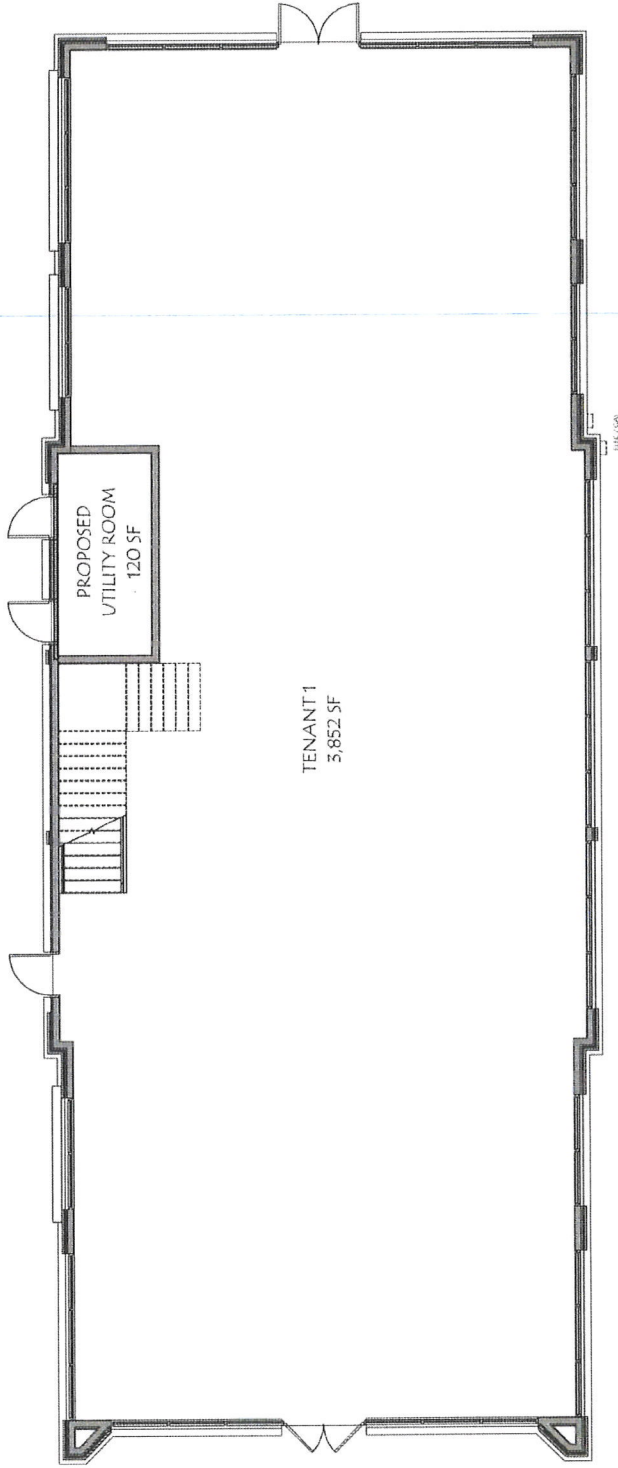
SCALE: 1" = 30'-0"

MARKET
SQUARE

ARCHITECTS
104 Congress St., STE
Portland, NH 03801
PH: 603.501.0202

Project No.: 2022.009
Date: 02/16/23

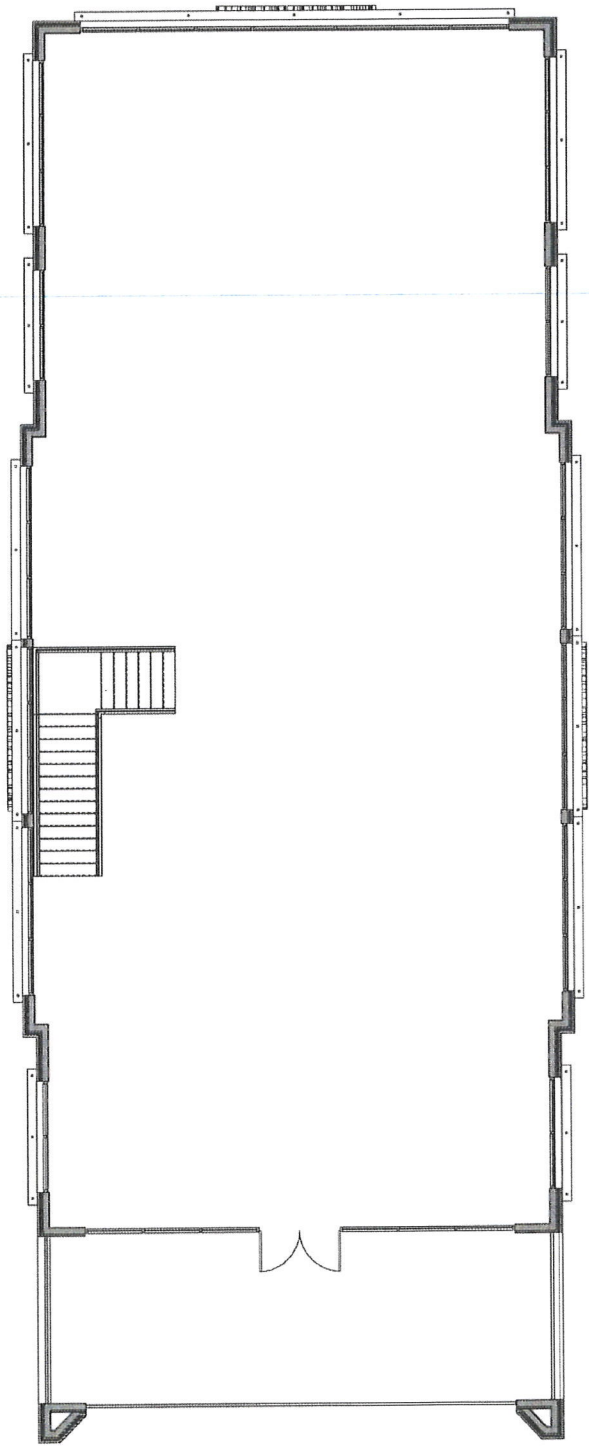
TUSCAN VILLAGE - B.1040
VIA TOSCANA - SALEM, NH 03079



LEVEL 1 OVERALL FOOTPRINT - 3,972 SF
 LEVEL 2 OVERALL FOOTPRINT - 3,474 SF
 TOTAL BUILDING - 7,446 SF

1 LEVEL 1 PLAN
 SCALE: 1/4" = 1'-0"

TUSCAN VILLAGE - B.1030
 VIA TOSCANA - SALEM, NH 03079

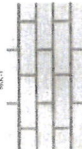


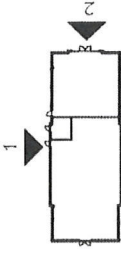
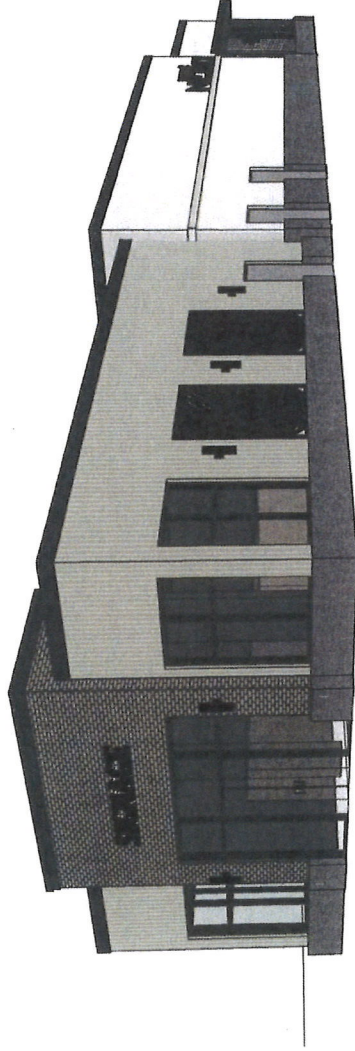
LEVEL 1 OVERALL FOOTPRINT - 3,972 SF
LEVEL 2 OVERALL FOOTPRINT - 3,474 SF
TOTAL BUILDING - 7,446 SF

1 LEVEL 2 PLAN
SCALE 1/4" = 1'-0"

TUSCAN VILLAGE - B.1030
VIA TOSCANA - SALEM, NH 03079

MATERIALS LEGEND

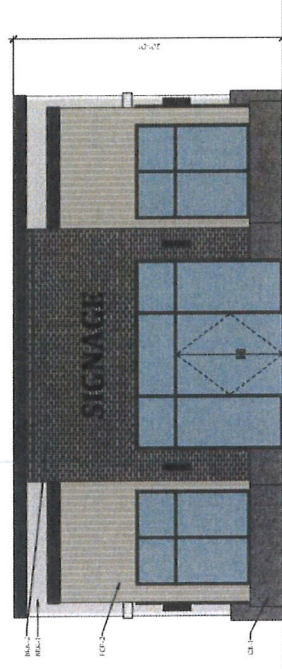
 RA-1 LIGHT GRAY HORIZONTAL SIDING	 RA-2 DARK GRAY BRICK	 KE-1 DARK GRAY SOLID COLOR	 FO-2 DARK GRAY HORIZONTAL SIDING	 GR-1 DARK GRAY SOLID COLOR
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KEY PLAN SD2.1

4

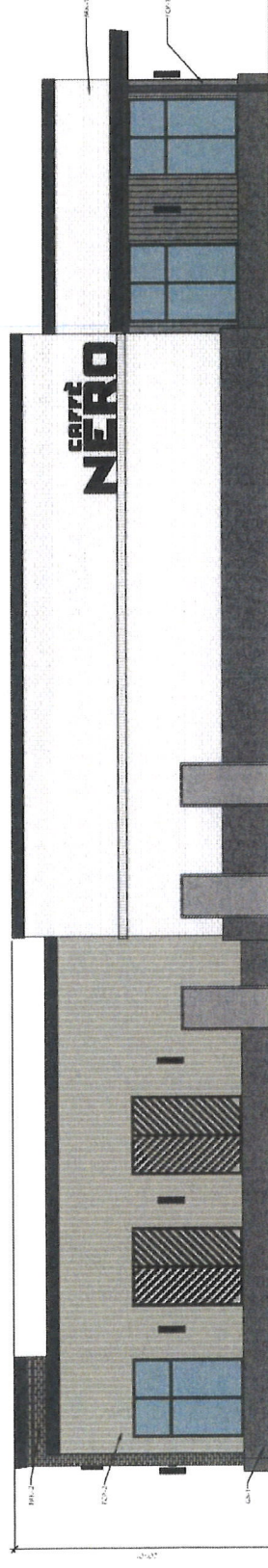
SCALE: 1" = 50'-0"



NORTH ELEVATION SD

2

SCALE: 1/4" = 1'-0"



WEST ELEVATION SD

1

SCALE: 1/2" = 1'-0"

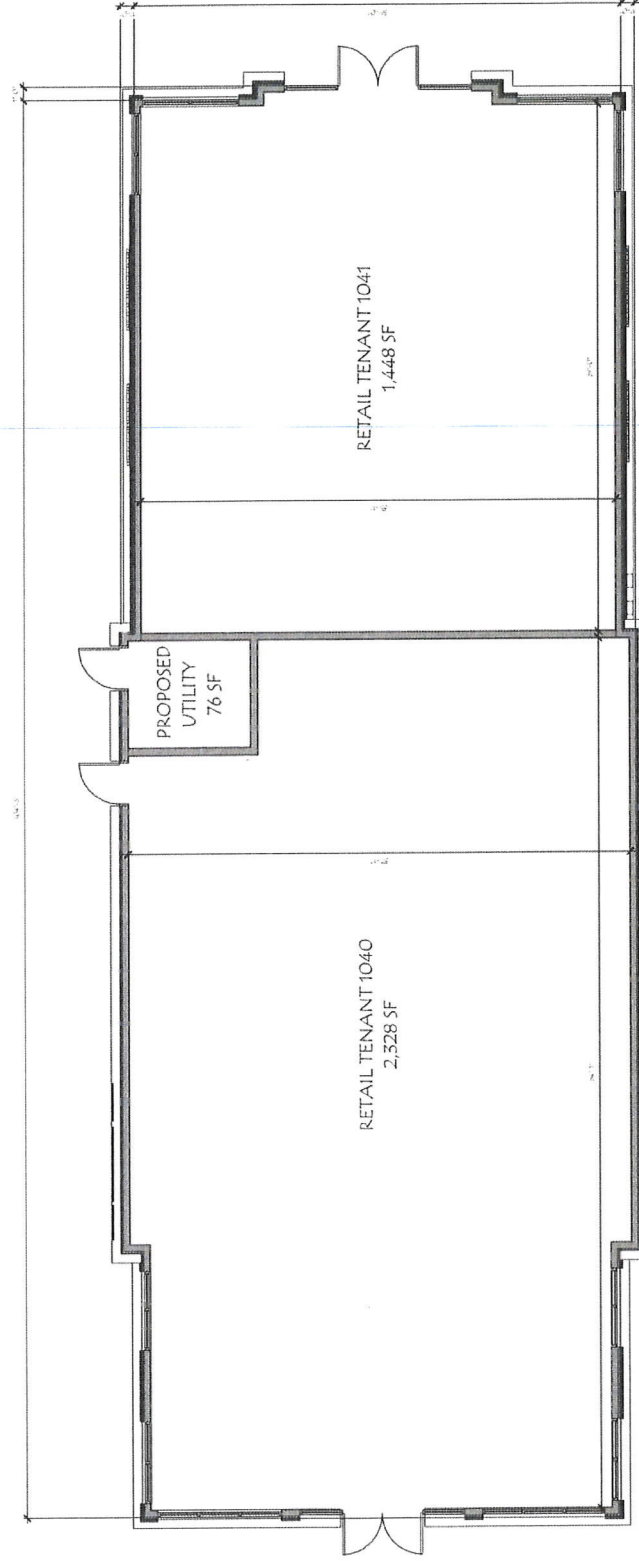
TUSCAN VILLAGE - B.1040

VIA TOSCANA - SALEM, NH 03079



MARKET SQUARE ARCHITECTS
 104 Congress St., STE 200
 Portsmouth, NH 03801
 PH: 603.501.0202

Project No.: 2022049
 Date: 02/14/24



OVERALL BUILDING 3,852 SQ. FT.

TUSCAN VILLAGE - B.1040 - RETAIL
VIA TOSCANA - SALEM, NH 03079



TOWN OF SALEM, NEW HAMPSHIRE

33 GEREMONTY DRIVE, SALEM, NH 03079

(603) 890-2120 · FAX: (603) 890-2220

Item #:

Department: Town Manager's Office

Town Council Meeting Date: April 6, 2026

Prepared by: Joseph R. Devine, Jr.

STAFF REPORT

PURPOSE:

☒ Information Only ☐ Discussion ☐ Action Requested ☐ Public Hearing

BRIEF SUMMARY:

Presentation of the results from the 2026 Resident Survey, providing insight into resident satisfaction, priorities, and areas of concern to help inform future planning and decision-making.

BACKGROUND:

The Town conducted a Resident Survey in 2026 to better understand community perspectives on Town services, priorities, and overall quality of life. A total of 316 responses were received.

The survey included questions related to resident satisfaction, service priorities, budget considerations, and communication preferences. The results provide a valuable snapshot of resident sentiment and will be used to help guide future policy decisions, budget development, and capital planning efforts.

Overall, responses indicate a generally positive perception of the Town and the services provided. Residents identified public safety, quality of life, and sense of community as key strengths. At the same time, recurring concerns include traffic congestion, the cost of living and property taxes, and growth and development pressures.

The survey also highlights the importance residents place on maintaining core services, investing in infrastructure, and improving communication between the Town and the community.

BUDGET IMPACT:

☒ No budget impact ☐ Within approved budget ☐ New expenditure ☐ Grant-funded

ESTIMATED COST: N/A

FUNDING SOURCE: N/A

RECOMMENDATION / ACTION REQUESTED:

No formal action is requested at this time. This report is provided for informational purposes to assist the Town Council in understanding resident feedback and to help inform ongoing and future decision-making.

ATTACHMENTS:

☐ Photos ☐ Contracts / Agreements ☐ Charts/Graphs ☐ Map
☐ Resolution ☒ Supplemental Reports



TOWN OF SALEM, NEW HAMPSHIRE

33 GEREMONTY DRIVE, SALEM, NH 03079
(603) 890-2120 · FAX: (603) 890-2220

OFFICE OF THE TOWN MANAGER
Joseph R. Devine, Town Manager
Colleen Mailloux, Assistant Town Manager

MEMO

DATE: March 31, 2026
TO: Salem Town Council
FROM: Joseph R. Devine, Town Manager 
RE: 2026 Resident Survey – Summary of Results

I am pleased to share with the Council a summary of the results from the Town of Salem's 2026 Resident Survey. A total of 316 responses were received, providing valuable insight into resident perspectives on Town services, priorities, and overall quality of life.

Overall, the survey results reflect a generally positive perception of the community and the services provided by the Town, while also highlighting several areas where residents would like to see continued focus and improvement.

Overall Sentiment

Residents expressed a generally favorable view of Salem as a community. Many respondents indicated they would recommend Salem as a place to live, and overall satisfaction with Town services remains strong. These results reinforce the continued efforts of staff across all departments to deliver reliable and responsive services.

What Residents Value Most

When asked to identify what they like most about Salem, respondents consistently highlighted:

- Public safety and the quality of police and fire services
- Overall quality of life
- The sense of community

These responses reflect the Town's continued strength in maintaining a safe and desirable place to live.

Key Challenges Identified

Residents also identified several ongoing challenges facing the community. The most frequently cited concerns included:

- Traffic and roadway congestion
- The cost of living and property taxes
- Growth and development pressures

These themes are consistent with prior feedback and will continue to inform planning and policy discussions moving forward.

Service and Investment Priorities

When asked to rank priorities for Town services and investments, residents placed the greatest importance on:

- Public safety services
- Infrastructure maintenance and improvements
- Maintaining overall quality of life

These priorities align with the Town's current focus on capital planning, infrastructure investment, and maintaining core services.

Budget Considerations

The survey also asked residents how the Town should approach potential budget challenges. Responses indicate that residents are mindful of costs while still valuing the services provided. There is no single consensus approach, but the results suggest a balanced expectation between maintaining services and managing financial impacts.

Communication and Engagement

Feedback related to communication indicates an opportunity to continue improving how information is shared with residents. While many residents feel informed, there is interest in clearer, more consistent communication regarding Town initiatives, projects, and decisions.

Moving Forward

The results of this survey will be used to help guide:

- Budget development and financial planning
- Capital improvement planning
- Service delivery priorities
- Ongoing communication and engagement efforts

This survey provides a valuable snapshot of resident sentiment and will serve as an important tool as we continue to make informed, data-driven decisions on behalf of the community.

I appreciate the Council's continued support of these efforts and welcome any questions or discussion on the results.

AUTHENTICATION STATEMENT

Charter Amendments Authenticated by Vote of the Town Council: April 6, 2026.

Robert Bryant, Chair, Town Council

Charter Amendments

No.	Description	Town Council Adoption	Town Meeting Action
2026 Charter Amendments			
26-01	Charter Amendment (Section 4.10.2)	December 1, 2025	March 10, 2026 (Passed)
26-02	Charter Amendment (Section 5.2, 5.3, 5.4, 5.5, 5.6, 6.3, 7.3, 10.1)	December 1, 2025	March 10, 2026 (Failed)
26-03	Charter Amendment (Section 6.3.7)	December 1, 2025	March 10, 2026 (Passed)
26-04	Charter Amendment (Section 6.3.13, 6.3.14)	December 1, 2025	March 10, 2026 (Passed)
26-05	Charter Amendment (Section 9.1.2)	December 1, 2025	March 10, 2026 (Passed)
2025 Charter Amendments			
25-01	Charter Amendment (Section 3.2)	December 16, 2024	March 11, 2025 (Passed)
25-02	Charter Amendment/Addition (Section 3.3.1, 3.3.5)	December 16, 2024	March 11, 2025 (Passed)
25-03	Charter Amendment (Section 8.7)	December 16, 2024	March 11, 2025 (Passed)
25-04	Charter Amendment/Deletion (Section 2.10)	December 16, 2024	March 11, 2025 (Passed)
25-05	Charter Amendment/Addition (Section 6.1, 6.2, 6.3.2, 6.3.7, 6.3.8, 6.3.9, 6.3.10, 6.3.11, 6.3.12, 6.3.13, 6.6)	December 16, 2024	March 11, 2025 (Passed)
2024 Charter Amendments			
24-01	Charter Amendment (Section 3.2, 3.7.1)	January 8, 2024	March 12, 2024 (Passed)
24-02	Charter Amendment (Section 4.5, 4.12.1)	January 8, 2024	March 12, 2024 (Passed)
24-03	Charter Amendment (Section 5.3.1, 5.6, 5.12)	January 8, 2024	March 12, 2024 (Passed)
24-04	Charter Amendment (Section 6.1, 6.2, 6.3.1, 6.3.2, 6.3.3, 6.3.4, 6.3.5, 6.3.6, 6.3.7, 6.3.8, 6.3.9, 6.3.10, 6.3.11, 6.3.12, 6.4, 6.5, 6.6)	January 8, 2024	March 12, 2024 (Passed)
24-05	Charter Amendment (Section 7.3)	January 8, 2024	March 12, 2024 (Passed)
24-06	Charter Amendment (Section 9.1.1, 9.1.2)	January 8, 2024	March 12, 2024 (Passed)

To: Salem Town Council
From: Joseph Devine, Town Manager
Date: April 6, 2026
Re: Town Manager's Report



MEMORANDUM



News and Noteworthy:

Municipal Code Website Update

The Town has transitioned its Municipal Code from a third-party hosted platform to a newly developed, in-house webpage available on the Town's website.

Historically, the Town utilized an external vendor to host and manage updates to the Municipal Code. While functional, this approach was both costly and time-consuming when making updates or revisions.

The new Municipal Code page improves accessibility and efficiency by allowing staff to manage and update content directly. This change provides greater control over the information, reduces ongoing costs, and allows for more timely updates as ordinances are adopted or amended.

This transition reflects a continued effort to improve transparency, modernize Town resources, and deliver information to residents in a more efficient and cost-effective manner.

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MUNICIPAL CODE

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PART I: ADMINISTRATIVE LEGISLATION

Chapter	Description	Revised
Chapter 1 (PDF)	General Provisions	11/02/2015
Chapter 10 (PDF)	Budget	11/02/2015
Chapter 16 (PDF)	Conservation Commission	11/02/2015
Chapter 29 (PDF)	Elections	12/18/2023
Chapter 33 (PDF)	Ethics (Chapter repealed; see Town Charter, Article 6 – Code of Ethics)	07/07/2025
Chapter 40 (PDF)	Fire Department	11/02/2015
Chapter 54 (PDF)	Historic District Commission	11/02/2015
Chapter 58 (PDF)	Housing Authority	11/02/2015
Chapter 90 (PDF)	Municipal Property	11/02/2015

2025 Equalization Ratio – NH Department of Revenue Administration

The Town has received its 2025 Equalization Ratio determination from the New Hampshire Department of Revenue Administration (DRA). Based on a sales ratio study of market transactions between October 1, 2024 and September 30, 2025, the DRA has established Salem's median assessment ratio at **70.5%** and the overall equalization ratio at **67.8%**.

These ratios indicate that, on average, assessed property values in Salem are below current market value. The median ratio is primarily used to evaluate assessment equity and guide abatement reviews, while the equalization ratio is used by the State to adjust local assessed values to full market value for purposes such as determining tax rates and state aid calculations.

This information is an important indicator of the Town's overall level of assessment and will be considered as part of ongoing evaluation of assessment practices and future revaluation planning.

Hydrant Flushing Program

The Town's annual hydrant flushing program will begin the week of April 6 and will continue over several weeks on Tuesday evenings between 11:00 PM and 5:00 AM.

This routine maintenance program is conducted by the Utilities Division to help ensure proper water quality, maintain system reliability, and verify the operation of fire hydrants throughout the community.

Residents may experience temporary discoloration or fluctuations in water pressure during flushing activities. While the water remains safe, residents are advised to check water clarity before use during these hours.

Additional information and updates are available on the Town's website through the Utilities Division page.

Rabies Clinic – 2026 Update

Staff reviewed the potential of hosting a Town-sponsored rabies clinic in 2026 and determined it is not feasible to move forward this year.

Historically, the clinic has not been a Town-run event. It was previously organized by the Lions Club, with the Town's role limited to having the Town Clerk's Office available to assist residents with dog licensing.

Staff will evaluate the steps needed to potentially offer this as a Town program in 2027 or explore opportunities to partner with a third-party organization to host the event moving forward.

Dog License Renewal Reminder

Dog license renewal season is underway, and residents are reminded that all dogs four (4) months of age or older must be licensed annually in accordance with New Hampshire law.

All licenses expire on April 30, 2026, and residents are encouraged to renew prior to that date to avoid late fees.

A current rabies vaccination is required for all registrations, and renewals can be completed online, by mail, or in person through the Town Clerk's Office.

Residents can find additional information, including renewal instructions and fees, on the Town's website or renew directly online.

Illegal Dumping Reminder

The Town has seen instances of illegal dumping of items such as mattresses, tires, and other debris along roadways and public areas. This type of activity creates unnecessary cleanup costs and impacts the overall appearance of the community.

Residents are reminded that these materials should be properly disposed of through approved methods, including the Transfer Station where applicable. Dumping items on Town property or along roadways is not permitted.

The Town will continue to monitor these situations and take appropriate enforcement action when necessary. We appreciate the community's help in keeping Salem clean and encourage residents to report any concerns they observe.

Annual Roadside Litter Cleanup – Volunteers Needed

The Town's Municipal Services Department, Public Works Division, will begin its annual roadside litter cleanup the week of April 6.

Community volunteers are encouraged to participate in this effort to help keep Salem clean and well-maintained. Individuals, groups, local organizations, and businesses are all welcome.

The Town will provide blue bags and assist with assigning cleanup areas.

Those interested in volunteering can contact Lisa Perry in Municipal Services at 603-890-2150.

Bridge Street Bridge Project Update

Progress continues on the Bridge Street Bridge project. Utility relocations have been completed, and the existing bridge deck along with one abutment has been removed in preparation for construction of the new structure.

The next phase of work involves the installation of steel-reinforced concrete footings. However, due to recent rain events and snowmelt, river flows are currently elevated and do not allow this work to proceed safely without the risk of impacts to nearby properties.

The contractor is prepared to resume work once river levels return to acceptable conditions. At this time, the project remains on schedule, and no time extension has been requested.

Residents can continue to follow project updates on the Town's website.

Tuscan Village – Public Safety Contribution Update

The Town recently met with representatives from Tuscan Village to discuss the remaining balance of the \$2 million contribution pledged to assist the Town with public safety costs.

As part of that discussion, Joe Faro confirmed that one payment will be made by the end of the current fiscal year, with the remaining balance to be paid by the end of the next fiscal year.

I want to thank Joe and the entire Tuscan Village team for their continued partnership and commitment to supporting the Town's public safety needs.

Items Signed on Behalf of the Town Council Since Last Update:

- Payroll Register No. 11 (03-17-26) - \$345,453.12
- Payment Check Register (03-18-26) - \$3,350,478.58
- Payment Register (03-24-26) - \$1,859,959.19
- Payment Register (VOID) (03-24-26) - \$1,470.63
- Payroll Register No. 12 (03-24-26) - \$377,256.76
- Payroll Register No. 13 (03-30-26) - \$381,557.87
- Payment Check Register (03-31-26) - \$5,287,942.46