

Notices from State Agencies: *A Guide for Municipalities*



An Advisory of the New Hampshire Municipal Association
September 2026

Summary of Changes Pursuant to 2026 Chapter Law 67:1 (SB 527)

Amendments to RSA 541-A:39, I-II, relative to written notice provided by state agencies to municipalities regarding pending state applications:

[2026 Chapter Law 67:1](#) (SB 527) amends RSA 541-A:39, Notice to Municipalities. State agencies are currently required to “give notice to and afford all affected municipalities reasonable opportunity to submit data, views, or comments with respect to the issuance of a permit, license, or any action within its boundaries that directly affects the municipality.” The statute further lists that notice by a state agency is also required if there may be an effect on land use, land development, or transportation; if the state agency is approving the operation of a business; or if there would be an immediate fiscal impact on the municipality or require the provision of additional municipal services.

When or why a state agency must provide notice to municipalities has not changed. How state agencies provide notice is changing. Previously, each agency was required to “give notice by first class mail” to the town or city clerk. Moving forward, each agency shall “ensure written notice is provided” to the town or city clerk. Additionally, written notice may be provided by electronic mail (email) unless the town or city clerk notifies the state agency that it objects to notice by electronic mail. If the town or city clerk objects to receiving notice by electronic mail, then written notice will be provided by first-class mail.

To fulfill the requirements of this statute, each state agency using electronic mail for written notice shall keep an up-to-date list of electronic mail addresses for each town or city clerk, and a list of those towns or cities that object to electronic mail written notice. Town or city clerks who object to receiving written notice by email should do so by directly emailing or mailing the relevant state agencies. For example, if a town or city clerk wishes for the Department of Environmental Services to send notices via first-class mail, they should send an email or letter to that department stating their objection to receiving notices by means other than first-class mail and requesting notice by first-class mail.

Each state agency will have a different individual who town or city clerks will need to contact if they wish to opt-out of email notification. We recommend contacting each state agency and ascertaining the best person to email or mail to register objection, if you choose to object and prefer notification by first-class mail. Keep a copy of your objection on file in case your initial communication is not received or is lost.

Here is a list of every state government agency: <https://www.nh.gov/government/state-government-agencies>

Effective Date: July 7, 2026

Statutes Amended: RSA 541-A:39, I-II