



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

VOICE (603) 772-7391 • FAX (603) 775-0517

MEMORANDUM

TO: Michael Houghton, Select Board Chair
Allison Knab, Select Board Vice Chair
Joe Anderson, Select Board

FROM: David Moore, Town Administrator

DATE: December 16, 2022

RE: Select Board Agenda and Materials for the December 19th Regular Meeting

Please allow this memorandum to serve as a guide to the Select Board Meeting agenda for Monday, December 19, 2022.

III. Consideration of Minutes – December 5, 2022 and December 14, 2022 special meeting

The minutes from your meeting on December 5, 2022 and December 14, 2022 are included in your packet for your review and consideration for acceptance at your meeting.

IV. Treasurer Report (second meeting of the month)

V. Department Reports & Presentations

- A. John Cushing – Presentation by First Responder Golf Tournament Committee
- B. Energy Commission – Community Power Presentation
- C. Jeff Denton, Fire Chief
- D. Anthony King, Police Chief

VI. Correspondence

VII. Public Comment

VIII. Public Hearings, Ordinances and/or Resolutions

IX. Discussion of Monthly Reports – (second meeting of the Month)

X. New Business and Action Items

A. Update on Banking Transition

Finance Administrator Christiane McAllister will provide an update on our banking transition.

B. Eversource Request – Stephens Drive Parcel Temporary Access

Eversource has requested temporary access across Town-owned property on Stephens Drive. This request is similar to a request made by Eversource in 2019. At that time, the Board authorized me to facilitate the temporary access. With the assistance of the building inspector and Parks and Recreation Director we established specific conditions for the use and return condition of the property and I would recommend the same in this instance. The draft permit included by Eversource does not include these items at this time, but I will request them and report back to the Board if the requests are not agreed to.

Sample motion: To authorize the Town Administrator to execute a temporary access permit.

C. Veterans Credit Amendment – Expansion of Eligibility and Needed Warrant Article

The State of NH has expanded eligibility for the Veterans' property tax credit. The expansion revises eligibility requirements to include individuals who have not yet been discharged from service in the armed forces (we understand this to also include those in the reserves). As a result, the DRA is requiring towns to readopt the Veterans' Credit warrant article anew.

I have conferred with the Assessor and Town Clerk who advise that there is no data available on the number of individuals on active duty military and reserve in Stratham who would become eligible to apply in 2023 (the earliest tax year this would have an impact). The current value of this tax credit to currently eligible veterans in Stratham is \$600 and it is claimed by 360 Veterans (\$216,000). If there were an additional 30 active duty or reserve personnel who owned homes in Stratham that would increase the value by \$18,000. Additional materials from DRA about this change is included along with draft warrant article language. Unless the Board directs otherwise, I will plan to include this warrant article language in our materials going forward for the 2023 Town Meeting, including the February public hearing. A vote of the Board would come as you are finalizing the Warrant.

D. Budget Preparations – I will review the draft materials prepared to be presented for the upcoming Budget Advisory Committee meetings in January.

- E. Energy Commission for Proposal of Electricity Aggregation Committee Under RSA 53-E:6 (action on this item may take place under Presentations).

In a presentation to the Select Board on Monday, the Energy Commission is planning to propose the Town take a formal step forward toward establishing Community Power in Stratham. The first step in the process is, outlined in RSA 53-E, is for the governing body to designate an Energy Aggregation Committee. I have attached some information as background ahead of the Committee's presentation.

Here is a draft motion for the Board to consider:

As authorized in RSA 53E-6, the Select Board hereby individually appoints the members of the Stratham Energy Commission to serve as the Town of Stratham Energy Aggregation Committee; those appointees are Matt O'Keefe, Joe Van Gombus, Charlie Case, Mike Ream, Mike Welty, and Joe Anderson. The Committee's charge shall be to develop an Energy Aggregation Plan in accordance with RSA 53-E and the Committee's term shall sunset on April 1, 2024. In accordance with the RSA, the plan shall be prepared for the Select Board's consideration to advance to a Town Meeting.

XI. Town Administrator Report

I will present developments associated with open items and other business of the Town. If any Board member has a specific request of an item I cover at the meeting, I welcome hearing from you at any time.

- A. Resignation Acceptance – Jason Warren
- B. Heritage Commission Discussion – February 2023
- C. Equalization Ratio

XII. Informational Items

- A. PFAS Grant (up to \$350,000) Governor and Council agenda (tentative December 21)
- B. Informational Items – Boards and Commissions Attendance Reports
- C. Private Well Workshop & Water Testing – Feb. 22, 2023 (Feb. 23, 2023 Snow Date)
- D. Article on Zoning/Planning Board Diversity (see attached)
- E. November 2022 Budget Report

XIII. Reservations, Event Requests & Permits

- A. New Life Baptist Church request to continue using Room A for 2023 with the same arrangement

XIV. Review of Recent or Upcoming Board & Commissions Agendas

XV. Boards and Commissions Nominations & Appointments

A. Appointments *for consideration*: None

B. Appointments *to be voted on*:

- a. Timothy Copeland re-appointment to the Conservation Commission for a 3 year term to expire in 2025
- b. William Kenny re-appointment to the Conservation Commission for a 3 year term to expire in 2025
- c. K. Kyle Saltonstall re-appointment to the Conservation Commission for a 3 year term to expire in 2025
- d. Joe Van Gombos re-appointment to the Energy Commission for a 3 year term to expire in 2025

C. Resignation Acceptance – Pamela Hollasch

XVI. Miscellaneous & Old Business

XVII. Adjournment



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**SELECT BOARD AGENDA
DECEMBER 19, 2022
7:00 P.M. Public**

**Hutton Room, Stratham Municipal Center
10 Bunker Hill Avenue, Stratham, NH 03885**

This meeting of the Select Board will be held in the Hutton Room of the Stratham Municipal Center

The public may access this meeting at the date and time above using this conference call information. Please dial the conference number **(877) 205-7349** and input **2254** when prompted for a user pin/code.

If at any time during the meeting you have difficulty hearing the proceedings, please e-mail dmoore@strathamnh.gov.

To access materials related to this meeting, please see this link: <https://www.strathamnh.gov/select-board>

- I. Call to order
- II. Roll Call
- III. Consideration of Minutes – December 5, 2022 and December 14, 2022
- IV. Treasurer Report (second meeting of the month)
- V. Department Reports & Presentations
 - A. John Cushing – Presentation by Golf Tournament Committee
 - B. Energy Commission – Community Power Presentation
 - C. Jeffrey Denton, Fire Chief
 - D. Anthony King, Police Chief
- VI. Correspondence
- VII. Public Comment
- VIII. Public Hearings, Ordinances and/or Resolutions
- IX. Discussion of Monthly Reports – (second meeting of the Month)

The Select Board reserves the right to take up business in any order deemed appropriate by the Chair. A motion to enter Non-Public Session in accordance with RSA 91-A:3 may occur at any time during the meeting. Submission of items to be placed on the Agenda must be to the Town Administrator by 4 pm the Wednesday before the scheduled meeting.



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- X. New Business and Action Items
 - A. Update on Banking Transition
 - B. Eversource Request - Stephens Drive Parcel Temporary Access
 - C. Veterans Credit Amendment – Expansion of Eligibility and Needed Warrant Article
 - D. Budget Preparations
 - E. Energy Commission for Proposal of Electricity Aggregation Committee Under RSA 53-E:6 (action on this item may take place under Presentations).

- XI. Town Administrator Report

- XII. Informational Items
 - A. PFAS Grant (up to \$350,000) Governor and Council agenda
 - B. Informational Items – Boards and Commissions Attendance Reports
 - C. Private Well Workshop & Water Testing – Feb. 22, 2023 (Feb. 23, 2023 snow date)
 - D. Article on Zoning/Planning Board Diversity
 - E. November 2022 Budget Report

- XIII. Reservations, Event Requests & Permits
 - A. New Life Baptist Church request for Room A for Sundays 2023 & reduced fee

- XIV. Review of Recent or Upcoming Board & Commissions Agendas

- XV. Boards and Commissions Nominations & Appointments
 - A. Appointments *for consideration*: None for this meeting
 - B. Appointments *to be voted on*:
 - a. Timothy Copeland re-appointment to the Conservation Commission for a 3 year term to expire in 2025
 - b. William Kenny re-appointment to the Conservation Commission for a 3 year term to expire in 2025
 - c. K. Kyle Saltonstall re-appointment to the Conservation Commission for a 3 year term to expire in 2025
 - d. Joe Van Gombos re-appointment to the Energy Commission for a 3 year term to expire in 2025

 - C. Resignation Acceptance – Pamela Hollasch from the Planning Board

- XVI. Miscellaneous & Old Business

- XVII. Adjournment

MINUTES OF THE DECEMBER 5, 2022 SELECT BOARD MEETING

MEMBERS PRESENT: Board Members Chair Mike Houghton, Vice Chair Allison Knab, Joe Anderson

ALSO PRESENT: Town Administrator David Moore, Finance Administrator Christiane McAllister, Parks & Recreation Director Seth Hickey

Ms. Knab motioned to approve the Select Board minutes from November 21, 2022. Mr. Anderson seconded the motion. All voted in favor.

Mr. Houghton recognized Parks & Recreation Director Seth Hickey who began by talking about the ski program. He gave a handout on Senior Programming and described the planned events. Other programs currently underway are hiking at SHP, Bone Builders, painting class, tai chi, coffee hour, etc. He will continue to expand on programs for seniors.

Mr. Hickey updated the board on youth sports, noting basketball has begun. Parks and Recreation Programming Coordinator Jamie Schaaf has done a great job working with the Basketball Board, coordinating with the Seacoast League and the Town of Exeter. Basketball is one of our largest and most complex programs and there were changes this year due to some volunteers moving on. Facility restrictions have hindered the program in the past but they're doing creative brainstorming to continue to meet the needs. A baseball kick off meeting is planned for January. They are working with resident John Hopping to offer indoor clinics, ensuring the kids will be ready for the season.

Next, Mr. Hickey addressed the parking at Jack Rabbit Lane and the need for additional signage. At a previous meeting, he shared the draft ordinance. The Stratham Hill Park Association has reviewed it. He will share it with the Conservation Commission next. He will include it in an upcoming newsletter to keep the public informed. The Trail Management Advisory Committee will hold another community listening meeting in the near future. The community meetings have been productive in the past. The group hopes to hold another one in May / June at the park.

Mr. Houghton asked what feedback has been received by the residents regarding the change at Jack Rabbit Lane. Mr. Hickey reported that residents understand the need behind it and are in favor of it. Mr. Hickey continued his report saying the Eco-counter installation occurred on Nov. 9th. He will do an analysis of the data and create a report. One more trail work day to repair a bridge is scheduled. He has been guiding the Park Association in an attempt to assist them in setting goals/objectives for coming year. They will be putting together a list of their past accomplishments. Ms. Knab suggested they have a page on the town website if they wish. Mr. Hickey noted that the library story walk at the park has been in disrepair and preparations are being made for its removal after consult with the Youth Librarian and Interim Director. He has reviewed RFPs for the pump track renovation and will report back in January. A plaque has been ordered for Smyk Park and its installation is imminent. He and Mr. Schaaf have been brainstorming some low key programs to introduce people to the Smyk Park. Mr. Hickey was pleased to report good attendance at the community Christmas tree lighting. He will be meeting

with the Lights 4 Lives organizers this week to support their efforts, answer questions, and help them connect with people, ensuring a successful event.

January 7th is the community bonfire in partnership with Stratham Memorial School. Mr. Hickey requested permission to hold the bonfire. Mr. Houghton motioned to authorize Parks & Recreation to proceed in submitting a burn permit request for the community bonfire. Mr. Anderson seconded the motion. All voted in favor.

Lastly, Mr. Hickey reported that spring programming planning has begun. He and Mr. Schaaf plan to build the program.

Recalling that Mr. Hickey planned to bring the draft parking ordinance to the Conservation Commission, Ms. Knab informed him that the Conservation Commission has cancelled their December meeting. Mr. Moore will confirm the path for ordinance approval, namely confirming the Select Board is authorized to make these particular contemplated changes. Mr. Moore commended TMAC and Mr. Hickey on outreach and collaboration. Mr. Houghton acknowledged seeing tremendous progress during his time on the Board when it comes to collegiality, cooperation and communication between the entities.

CORRESPONDENCE

Mr. Moore explained that we received the NHMA letter on dues which will be paid in the beginning of the year. We've also received a letter from Comcast regarding pricing changes. They observed that the prices will be raised quite a bit. The Board remarked that the Town has no control over what Comcast charges.

NEW BUSINESS

Mr. Moore requested a non-public session. At 7:29pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II (b) hiring of a public employee. Ms. Knab seconded the motion. Roll call: Houghton-yes; Knab-yes; Anderson-yes

At 8:48 Houghton motioned to come out of the non-public session and seal the minutes in accordance with RSA 91-A:3, III noting that failure to do so would render a proposed action ineffective. Mr. Anderson seconded the motion. All voted in favor.

NEW BUSINESS

Mr. Moore directed attention to the budget schedule. Mr. Anderson will be the Select Board representative to the Finance Advisory Committee for the School Board. Mr. Moore will present the draft CIP to the Planning Board at an upcoming meeting. He and Ms. McAllister will refine the draft budget and present it at the next Select Board meeting on December 19th. Proposals from department heads to include part-time hours for fire inspection services (by the fire chief), and animal control services (by the Chief of Police) will be include.

Ms. McAllister gave an update on the budget, reporting an increase of just under 2%, which is \$30,000 less than the preliminary budget. She explained that payroll costs were carried forward and some changes were made based on open enrollment and positions that were filled. The increase is based on actual costs; not assumptions, allowing this to be a more precise version.

She spoke in general about changes employees have elected regarding insurance plans. She noted legal fees have increased. In response to a question from Mr. Moore regarding encumbrances, Ms. McAllister needs more information from department heads.

BOARDS & COMMISSIONS

Ms. Knab observed that there were many committee members whose appointments' were expiring. Mr. Moore said a record of attendance will be forthcoming. The last ZBA meeting was cancelled due to only four members being available, which is a quorum; however, the applicants elected to delay in hopes of having five members sat.

APPOINTMENTS

Ms. Knab motioned to move Veronique Ludington forward for the Library Trustee vacancy with a term to expire at Town Meeting 2023. Mr. Anderson seconded the motion. All voted in favor.

Ms. Knab motioned approval of Dave Canada's reappointment to the Planning Board for a three year term expiring 2026. Mr. Anderson seconded the motion. All voted in favor.

Ms. Knab motioned approval of Jessie Hook and Ryan Guerette's appointment to the Recreation Commission to fill open positions for three year terms expiring 2024. Mr. Anderson seconded the motion. All voted in favor.

Mr. Houghton motioned approval of Lucy Cushman to the Heritage Commission to the vacant alternate position for a three year term expiring 2025. Mr. Anderson seconded the motion. All voted in favor.

ADMINISTRATION

Mr. Moore reported that we had a chance to apply again to the DES Strategic Planning grant for engineering services regarding PFAS. Mr. Houghton motioned to allow the Town Administrator to submit an application for the sustainability grant application for PFAS long term alternatives analysis. Ms. Knab seconded the motion. All voted in favor.

Mr. Moore reminded the Board about the Police Dept. event at which recent departmental promotions will be recognized on Dec. 19th.

Mr. Moore reported that the Conservation Commission requested a change in their representative to the Open Space and Connectivity Steering Committee. Ms. Knab motioned to appoint Kyle Saltonstall to the Open Space and Connectivity Steering Committee to replace Brad Jones who had commitments precluding his participation. Mr. Anderson seconded the motion. All voted in favor.

Mr. Moore reported that self-appraisals are underway. The permitting software contract has been executed. The Town Report memo requesting submissions will go out tomorrow. Mr. Moore noted events being planned by a number of community organizations to recognize the Civil Rights Day/Martin Luther King Day holiday. He noted the collaborators included the Stratham Historical Society, the Racial Unity Team, the Boys Scouts pack 185, Wiggin Memorial Library and the Stratham Community Church. Town cooperation was needed in

hosting a valentines for Stratham drop-box at the Municipal Center. The Board agreed to host the box.

Mr. Moore explained that the NH Preservation Alliance is the grantor of funds received from The 1772 Foundation. The Historical Society building is in need of some attention. Mr. Moore, along with the Historical Society, the Heritage Commission, and the Library Trustees (they own the building) are working to determine if they are eligible to apply for this grant. A plan on how to best manage the care of this historical building is needed to move forward. Mr. Moore requested the release of \$450 from the Historical Preservation Trust to have an assessment done by Drew Bedard of Bedard Preservation. The Board was supportive. They discussed the possibility of adjusting the lease to be long-term and Mr. Moore said he would confer with Heritage Commission Chair. The Board agreed that the building should remain as is and kept in good repair. Mr. Bedard also assessed the Gifford Barn in preparation for already budget and planned improvements for stabilizing the painted façade of the Gifford Barn..

Mr. Moore called attention to Police Chief King's news release on the deployment of body worn cameras. It is planned to be included in the December 16th newsletter.

Ms. Knab motioned to adjourn. Mr. Anderson seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard
Recording Secretary

MINUTES OF THE DECEMBER 14, 2022 SELECT BOARD SPECIAL MEETING

MEMBERS PRESENT: Board Members Chair Mike Houghton, Vice Chair Allison Knab, Joe Anderson

ALSO PRESENT: Town Administrator David Moore, Finance Administrator Christiane McAllister

At 4:00 pm Mr. Houghton opened the meeting then motioned to go into a non-public session in accordance with RSA 91-A:3, II(b) the hiring of any person as a public employee. Ms. Knab seconded the motion. Roll call: Houghton – yes; Knab – yes; Anderson - yes

At 4:30 pm Mr. Houghton motioned to come out of the non-public session and seal the minutes noting that divulgence of the information likely would render the proposed action ineffective. Ms. Knab seconded the motion. All voted in favor.

At 4:31 pm Mr. Anderson motioned to adjourn. Ms. Knab seconded the motion. All voted in favor.

**Bank Statement Balances as
of 11/30/2022**

Amt. Transferred
/Beginning Bal.

Town of Stratham - Finance Held Accounts

<u>Account Name:</u>	<u>Fund</u>	<u>Bank:</u>		<u>Bank:</u>	<u>Account Name:</u>
General Fund	100	Citizen's	\$ 385,364.51	\$ 3,747,600.90	TD General Fund Checking
Payroll	100	Citizen's	\$ -	\$ 211,887.74	TD General Fund Electronic Deposits
Investment Account	100	Citizen's	\$ -		n/a
EMS Fund	102	M&T	\$ 560,747.42	\$ 37,684.18	TD Fire Dept EMS Fund
Recreation Revolving	104	M&T	\$ -	\$ 307,426.90	TD Recreation Revolving Fund

\$ 548,465.38 TD Stratham Disbursement Account

TOWN MISC ACCOUNTS

Police Detail Fund	103	TD Bank	\$ -	\$ 118,569.40	
SHP Revolving Fund	105	TD Bank	\$ -	\$ 50,673.38	
Stratham DARE	112	TD Bank	\$ -	\$ 6,282.41	
Drug Forfeiture Fund	106		\$ -		balance combined with DARE
Heritage Fund	109	TD Bank	\$ -	\$ 7,024.36	
Cemetery Land Fund	300	TD Bank	\$ - *	\$ 7,538.28	

ASSET ACCOUNTS

Bunker Hill Ave Improvements		TD Bank	\$ - *	\$ 17,280.27	
Bunker Hill Commons Fire Cistern		TD Bank	\$ - *	\$ 8,055.62	
Mobil Cistern		TD Bank	\$ - *	\$ 33,962.42	
Tansy Ave		TD Bank	\$ - *	\$ 7,117.50	
Winterberry Cistern		TD Bank	\$ - *	\$ 945.52	
Fire Protection Fund		TD Bank	\$ - *	\$ 47,511.08	
Green Solar Surety		TD Bank	\$ - *	\$ 4,422.73	
Varsity Wireless Historic Sign (designated for Heritage Comm for signage--spend)		TD Bank	\$ - *	\$ 7,327.96	

RENTAL PROPERTY DEPOSIT ESCROW ACCOUNTS

Foss Property Sec. Dep.		TD Bank	\$0.00 *	\$ 3,676.06	
Gifford House Sec. Deposit		TD Bank	\$0.00 *	\$ 2,123.20	
Park Cottage Sec. Dep.		TD Bank	\$0.00 *	\$ 972.20	

PERFORMANCE BONDS

Altid Enterprises (2011 Bond-Mark will confirm release w/ DPW)		TD Bank	\$0.00 *	\$ 11,244.95	
Kennebunk Savings Landscape Bond		TD Bank	\$0.00 *	\$ 1,021.68	
Kennebunk Savings Performance (Maint) Bond		TD Bank	\$0.00 *	\$ 2,554.21	
200 Domain Drive Landscape Bond		TD Bank	\$0.00 *	\$ 2,560.85	
Lindt Offsite Improvements (expired impact fees?)		TD Bank	\$0.00 *	\$ 1,265.98	
NHSPCA		TD Bank	\$0.00 *	\$ 36,006.16	
Robie Farms--renamed Treat Farms		TD Bank	\$0.00 *	\$ 112,092.27	
GCNE (2004)		TD Bank	\$0.00 *	\$ 35,425.95	
Jotaph Realty (2005)		TD Bank	\$0.00 *	\$ 22,810.94	

Moving Toward a More Democratized Electric System

By Eli Emerson, Esquire

When the electric industry first developed, its design and implementation was as local as one could imagine. Oftentimes, a community would decide that a local resource (typically the water flowing through a dam) was an appropriate place to locate a turbine and electric generation equipment. From there, the community would decide how to build out the delivery systems. Poles, wires and other distribution equipment would run to local businesses and homes that surrounded the generator. The availability of electricity would spur the development of other businesses and encourage new residential development. As technology advanced and prices got cheaper, these systems would expand out to more rural areas. This utility system development was sometimes done by a private entity; more often, though, the development was initiated and owned by the local municipality. Eventually with the advancement of larger generation technology and high volt-age transmission lines, the electric system became more centralized and smaller public utilities were consolidated into larger private utilities. Although this current system has some advantages (e.g., lower cost per kilowatt-hour), it lacks in flexibility, cost-control and reliability. It is a significant contrast with the roots of the electric system, which were characterized by small, decentralized, renewable and, most importantly, locally-owned systems.

The trend of the electric industry has reversed its course over the past couple of decades. There is an understanding that the electric grid can be cleaner, cheaper and more resilient when the sources of power, delivery and storage are more distributed. As the technology has trended this way, it has taken longer for law and regulation to catch up. The community power bill (SB 286), which passed in 2019, is a critical step in the continued path toward a more democratized electric system. It authorizes municipalities and counties to utilize all of the resources available to them in order to establish an energy system that reflects the values of the community they represent.

Municipally-owned electric utilities have existed for well over 100 years. They have given communities the opportunity to decide how they want to deliver electricity to their residents and at what price. But operating an electric utility requires a huge capital investment to build out the necessary infrastructure. Community power is not a new idea either, and SB 286 builds off a number of provisions that existed in New Hampshire law for years. For instance, the ability for a municipality to act as an aggregator of electric customers already existed in statute. Aggregation simply means an entity collects individual customers and makes a purchase of electricity on behalf of those customers. SB 286 makes some necessary and critical additions to the law that

would allow communities to develop and successfully operate a community power system.

The best thing about the new legislation is that it gives so many options to a municipality regarding how to address energy in its community and the flexibility to create the structure it desires. As will typically happen with an aggregator, it could mean contracting with large national brokers or regional generators for the purchase of electricity. It could also mean contracting with local, renewable generators or even developing its own local generation. It could even mean collaborating with local residents and businesses to encourage smaller-scale generation like rooftop solar. The community could decide to incorporate battery storage to take advantage of hourly changes in electricity prices in the wholesale market. Because of breadth of the law, the opportunities do not end on the supply side; the community power entity is able to influence behavior on the delivery side. This can include special metering that allows for direct communication with in-home devices and implementation of special rates that encourage conservation at economically appropriate times. It would even allow for the installation of electric vehicle charging stations. In addition, none of this requires the municipality to build or own utility infra-structure; it would use the existing transmission, distribution and metering network to deliver these products at rates that it determines are appropriate. There is no regulation of these services by the Public Utilities Commission (except for the relationship between the community power entity and distribution utility (1)). Lastly, the legislation allows the municipality to set up an enterprise fund to make sure the operation of the community power entity stays separate from the rest of the municipalities' operations and it allows for the issuance of revenue bonds to support the development and operation of the system.

The process to create a community power system is both simple in terms of steps and complex from a planning perspective. The governing body of the municipal or country first votes to create a community power committee. This can be a newly constituted committee or it can utilize an existing energy committee. That committee then develops a plan for the design and implementation of the community power system. The plan can be developed jointly with other municipalities. During the process, the committee must hold public hearings and solicit public input. Then the voters of that municipal or county need to vote to approve the community power plan. The complexity arises in the planning. The provision of electricity is a critically important function of modern life, and the electric industry is a complicated one. It is not a service that a municipality typically does. And under the community power law, there are many options for what the system will feature and services that it will offer to its customers. This speaks to the importance of getting knowledgeable people involved early and taking advantage of efforts among similarly-situated communities.

Some of the important questions that a municipality must answer in the planning process are obvious. What mixes of power do the systems want to be a part of their portfolio? Does this system want to rely on existing resources or develop its own local resources? Does it want to participate in wholesale markets as a utility would? Then there are questions that are not so obvious but equally important. Does it want to interact with its customers on the delivery side, like offering unique rates and services?

How will the municipality initially fund the system, and then how will its finances work once it is up and operating? What are the risks, especially for a public entity? How will the community power system interface with the distribution utility and its metering system? Will the system allow customers to opt in or will it require them to opt out? The breadth of the possibilities is what really presents the biggest challenge when designing the system. Under past attempts to instigate community-based power, the municipality was oftentimes asked to structure its program and goals around the existing gaps in electricity production and delivery. That was very limiting and very discouraging. Under this new paradigm, a community can start by asking what are its values and how does it want its energy delivery and usage system to reflect those values. It can then plan as much detail into the structure of the system as it deems appropriate. It can also partner with other municipalities to achieve economies of scale and share back office operation, and it can enlist industry experts to help in areas that are not natural to municipal operations.

Smaller scale and more local electric energy systems are the direction that the country and the world is heading. While this certainly helps control costs, it also provides a more reliable electric system that is designed around the goals of a community or set of communities. Community power will lead the way in this evolution and New Hampshire is now in a position to be one of those leaders.

(1) The PUC has opened a rulemaking to address issues related to impacts on the utilities and their provision of default service.

Elijah D. Emerson is an attorney with Primmer Piper Eggleston & Cramer, PC. Eli can be reached at their Littleton office at 603.444.4008 or via email at eeemerson@primmer.com.



**COMMUNITY
POWER COALITION
OF NEW HAMPSHIRE**

For Communities, By Communities

**WELCOME BOOKLET &
FREQUENTLY ASKED QUESTIONS**

Community Power Coalition of New Hampshire

A Non-Profit for Municipal and County
Community Power Aggregations

June 2021



Mission Statement

To foster resilient New Hampshire communities by empowering them to realize their energy goals through civic engagement, public education and technical assistance.

Values Statements

In carrying out its mission, the Coalition is guided by the following values:

1. Embody an inspiring vision for New Hampshire's energy future.
2. Support communities to reduce energy costs and pursue economic vitality by harnessing the power of competitive markets and innovation.
3. Support communities to implement successful energy and climate policies and to promote the transition to a carbon neutral energy system.
4. Balance the interests of member communities who are diverse in demographics, geography and their energy goals.
5. Use our shared expertise, leadership and skills to educate, empower and build the capacities of our members.
6. Help communities demystify the power sector to make informed decisions.
7. Facilitate collaboration and teamwork by championing diversity, equity and inclusion of people and communities of all kinds.



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Introduction

This document provides a brief introduction to Community Power and the Community Power Coalition of New Hampshire (CPCNH, or, “The Coalition”) and answers Frequently Asked Questions.

Community Power – authorized under NH RSA 53-E, Relative to Aggregation of Electric Customers by Municipalities and Counties – presents a significant opportunity to stabilize and lower long-term energy costs and increase the ability of communities to benefit from development of local renewable energy resources.

The Coalition was created as a public nonprofit to empower our state’s cities, towns and counties to fully realize the benefits of Community Power by pooling their resources, knowledge and expertise. Community leaders are invited to follow up by visiting www.cpcnh.org or by reaching out to any of the members of the Coalition’s Organizing Group.





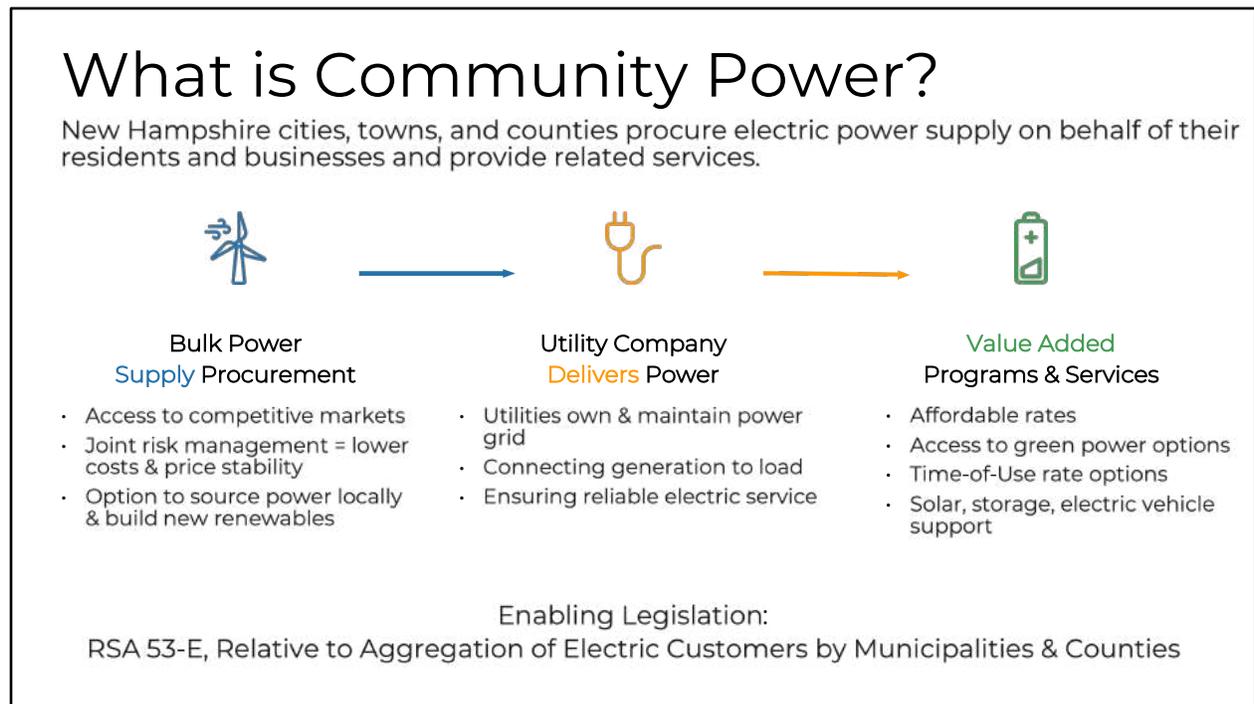
1. What is Community Power?

Community Power, authorized by [NH RSA 53-E](#), is a program that allows local governments to procure electric power on behalf of their residents, businesses, and municipal accounts from alternative suppliers. Community Power is sometimes referred to as “Community Choice Aggregation.”

Community Power empowers towns, cities and counties to choose where their electricity comes from and how it is generated on behalf of their residents and businesses. In many states across the country, municipalities and counties have launched regional Community Power programs as a means of taking control of their combined electricity purchases, both to reduce the cost to consumers and to push for production of more renewable energy.

There are three main components of Community Power:

1. **Bulk Electricity Purchases.** Communities pool together purchasing power to make large electricity buys jointly. Bulk purchasing can stabilize and lower costs, while expanding choices such as renewable energy options.
2. **Electric Distribution Utilities.** Under Community Power programs, the existing utility provider (Eversource, Unitil, Liberty, New Hampshire Electric Coop) continues to deliver power and provide electric distribution and transmission services.
3. **Value Added Retail Products & Services.** Community Power can create a number of benefits for residents and businesses including: affordable rates, green power options, demand response and time varying rates, greater access to rooftop solar, home energy storage or other technology innovations.





2. What is Community Power Coalition of NH (CPCNH / the Coalition)?

Community Power Coalition of New Hampshire (CPCNH, or, “The Coalition”) is a public nonprofit in formation, designed “For Communities, By Communities.” The Coalition was created so that municipalities and counties across New Hampshire could:

1. Streamline implementation by collaborating across a statewide network of peers;
2. Share services and staff support across member cities, towns and counties;
3. Participate in joint power solicitations and project development opportunities (e.g., community solar + storage);
4. Speak with one voice in state policy affairs relating to energy issues.

New Hampshire cities, towns and counties may join CPCNH as members by vote of their governing body. CPCNH is structured as a tax-exempt governmental instrumentality governed by member municipalities and counties. New Hampshire cities, towns, and counties who join as Members of CPCNH may appoint representatives to the agency’s Board of Directors, ensuring a governance structure that maintains operational and financial transparency. All founding members will be directly represented on CPCNH’s Board until more than twenty-one members join, at which point directors will be elected by vote of the members at annual meetings. All meetings of CPCNH will comply with NH’s Right-to-Know Law ([NH RSA 91-A](#)).

CPCNH’s scale and structure as a Joint Powers Agency is what allows it to provide its members with continuous, expert management of a diversified portfolio of short- to long-term energy contracts negotiated with multiple competing suppliers. This approach is more “hands on” and flexible in terms of risk management compared to Community Power programs in some other states, where a municipality will typically: hire a broker on an individual basis, contract with a single electricity supplier at a fixed-price for a 1-to-3-year term, and hope that the program results in cost savings for customers on average (compared to how utility default service rates change over the length of contract).

The founding members of the CPCNH include the cities of Nashua and Lebanon, the Towns of Exeter, Hanover and Harrisville, and Cheshire County. Several other communities across the state are in the process of adopting the Joint Powers Agreement and joining the CPCNH.

Visit the CPCNH website for more info: [Community Power Coalition of New Hampshire \(cpcnh.org\)](#)

3. Who Can be a Member of CPCNH?

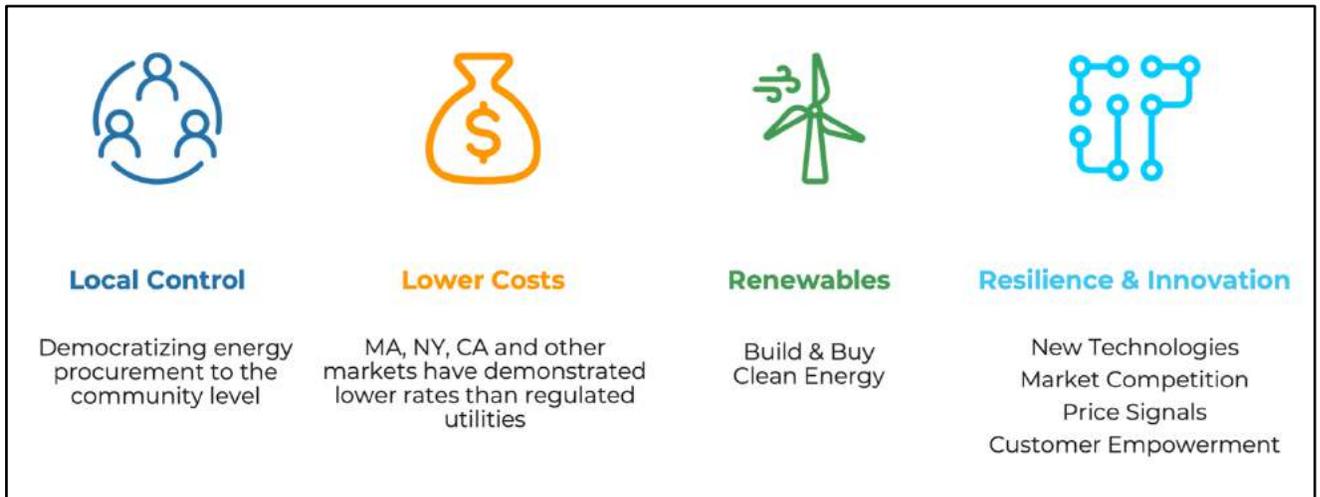
New Hampshire cities, towns, counties and jointly operated Community Power Aggregations can be members of CPCNH.



4. What are the Benefits of Community Power?

The main benefits of Community Power are:

- **Local Control:** Community Power presents an opportunity for cities and towns to have greater choice in sourcing their electricity, and gives them the local control authorities to meet their respective energy goals.
- **Lower Costs:** Community Power can lower energy costs by giving cities and towns access to competitive market options for power supply. Other Community Power markets have demonstrated an ability to supply power at rates that are lower than or at parity with the regulated utility.
- **Renewable Energy:** Community Power can enable cities and towns to procure more renewable energy on the open market. It also creates opportunities to contract directly with existing local renewable energy systems, or, to contract for development of new local generation such as solar or solar + storage to supply power to their program.
- **Resilience & Innovation:** Community Power can also facilitate greater resiliency and “retail innovation.” Programs can empower customers with more options including lower energy supply rates, green power options, time-based rate options, or other programs for residents and businesses including options for modern technologies like rooftop solar and battery storage (net metering alternatives), electric vehicle charging, energy efficiency options, and more. These programs can help “shift load” to off-peak times, provide backup power during outages, and lower procurement costs for the program as a whole.



The Community Power Law, NH RSA 53-E, allows municipalities and counties to enter Intermunicipal Agreements, such as for the aggregation of electric customers. A number of cities and towns in NH are forming Community Power Coalition of New Hampshire (CPCNH, aka, “The Coalition”) based on national best practices in order to maximize the benefit of Community Power for all cities and towns in NH. By becoming



a member of the Coalition, cities and towns can gain a greater economy of scale and access to lower rates for the default energy supplier of all residents, businesses and municipal accounts while also offering more options so people could choose greener energy if they wish.

Just as it is possible today, it would still be possible for any account holder to opt-out of the CPCNH power and choose a different supplier.

5. What is the Process for Launching a Community Power Program?

There are three basic steps in the process for a city or town to launch a Community Power program.

- **Step 1: Join the Coalition.** The first step is for the Governing Body (Select Board, City Council, Town Council) to adopt the CPCNH's Joint Powers Agreement to join the Coalition. There is no cost to joining the Coalition. By joining the Coalition, communities join a statewide network of peers and experts, and gain support towards developing Community Power Plans and launching programs.
- **Step 2: Form a Committee and Develop a Community Power Plan.** The second step is the Governing Body (Select Board, City Council, Town Council) to establish a Community Power Committee to create a Community Power Plan detailing the structure and goals of the program. The Community Power Committee may be a sub-committee of an existing committee.
- **Step 3: Local Legislative Approval of Community Power Plan.** The final step is to get local legislative authorization through Town Meeting, City Council or Town Council approval and adoption of the Community Power Plan. CPCNH works with member cities and towns to customize its template Community Power Plan to their specific local policy goals and objectives.

6. How to Does a City or Town Join CPCNH?

To join the Coalition, a Governing Body (e.g., Select Board) votes to authorize adoption of the Joint Powers Agreement and appoints a representative to the CPCNH Board.

7. What is the Joint Powers Agreement and Where Can I Find it?

The Joint Powers Agreement is a contract among counties, cities and towns and the corporate charter of the Community Power Coalition of New Hampshire. It is authorized under [NH RSA 53-A](#), relative to inter-municipal agreements.

The Joint Powers Agreement establishes a new legal entity, controlled by its members, and delegates certain authorities to it. The Joint Powers Agreement



includes the Articles of Agreement and Bylaws of the new nonprofit. It establishes the general purpose, authorities, structure, Board of Directors, committees, cost-sharing principles, liability protections, and other aspects of the organization.

Under the Joint Powers Agreement, CPCNH is authorized to:

- Jointly exercise certain municipal authorities to promote the common good, general welfare and economic vitality across Member communities;
- Provide supportive services and technical assistance to Member's Community Power programs; and
- Promote public education and civic engagement.

As of June 2021, Hanover, Lebanon, Exeter, Nashua, Harrisville and Rye have joined the Coalition by vote of governing body to adopt the Joint Powers Agreement. Several other communities are anticipated to join over the coming months. The NH Attorney General has approved the Joint Powers Agreement as compliant with NH law.

The CPCNH Joint Powers Agreement can be downloaded at www.cpcnh.org/about under "Join the Coalition."

8. Are There Any Costs to Join CPCNH?

No. Joining the CPCNH through signing the Joint Powers Agreement (JPA) doesn't cost anything and doesn't commit a city or town or its residents to the programs of the CPCNH. Only after a subsequent adoption of the Community Power Plan (via a vote at Town Meeting, by City Council, or by Town Council) would the default energy provider be switched to CPCNH.

Municipalities are under no financial obligation until they execute a cost-sharing agreement. Municipalities may withdraw from the Coalition prior to entering into a cost-sharing agreement without any financial obligation, and withdraw at any time thereafter subject to the terms, conditions and continuing obligations specified in the cost-sharing agreement.

Community Power programs are self-funded from the revenue received from participating customers:

- Members will be able to launch Community Power programs at no upfront expense through the CPCNH
- Program implementation and ongoing operating costs for each Member will be recovered post-launch through revenues from electricity sales.
- All costs will be recovered in the customer rates set by each Member.

There are no taxpayer funds required for a community and its residents to take power supply services through CPCNH. The cost to operate programs will be recovered through revenues associated with electricity sales (i.e., a small portion of the energy supply rate paid by each participating electric customer).

CPCNH Members are expected to appoint a representative to the organization's Board of Directors.



9. Will Everyone Be Required to Use CPCNH Power?

No. If a city or town joins CPCNH and adopts a Community Power Plan, then the default energy provider for all of that city or town's customers will be CPCNH (instead of Eversource, Liberty, NH Electric Coop, or Unitil).

Just as it is possible today for an individual to choose a different energy supplier, any customer will be able to opt-out of the CPCNH default and choose to use a utility's default supplier or another competitive energy supplier.

10. Will my Current Utility Continue to Deliver my Electricity?

Yes, your current incumbent electric utility (Eversource, Liberty, Unitil, NH Electric Cooperative) will continue to own the transmission and distribution system including all electricity substations, power lines, utility poles, transformers, the electricity feed to your home and your meter. The utility will still be responsible for reliability and responding to power outages. The utility will continue to be compensated fairly for its services of maintaining the grid.

New Hampshire is a deregulated state which means that the incumbent electric utility that provides your service owns all the transmission and distribution equipment, maintains these systems and bills you for the electricity you use. The incumbent utilities purchase the electricity they supply from independent electricity generators, bidding their electricity business on the open market on a periodic basis.

11. What are Some Considerations for Joining the CPCNH?

- Joining the CPCNH is the first step towards launching a Community Power Program. There is **no risk** and **no down-side** to joining the CPCNH. By joining the Coalition, a community gains access to the statewide network of peers and experts to support Community Power planning. If/when a community moves forward with adopting a Community Power Plan (e.g., town meeting), that community can then **benefit from Coalition's shared services and economy of scale.**
- **There is no cost to join CPCNH.** A community may withdraw from the Coalition at any time. All costs will be recovered through revenues from electricity sales (not from general funds or tax payer funds). In order to take power supply and other service through the Coalition, a town/city must subsequently agree to a separate "Cost-Sharing Agreement."
- **Significant due diligence, work, and expertise went into the drafting of the Joint Powers Agreement, based on national best practices.** Member communities are shielded from liability because the agreement creates a new



legal entity, a governmental instrumentality, that holds the liabilities. The Joint Powers Agreement was drafted in partnership with legal firm Duncan Weinberg Genzer Pembroke, who has 50 years of expertise in public power. The Joint Powers Agreement has been approved by the NH Attorney General as compliant with New Hampshire law.

- **The potential up-side for Community Power and the Coalition is large.** Through the Coalition Model, communities pool resources, gain access to a higher class of national vendors who will want to provide services to the agency. The Coalition model achieves a **greater economy of scale** than a community could achieve on its own. By joining the Coalition, communities build the body of strength of the Coalition and contribute to its success, which can include lowering costs, building local renewables and collaborating on public advocacy to improve NH energy market / policies.

12. Are There Example Motions for Joining the Coalition?

Yes. Examples motions for joining CPCNH:

[Hanover Select Board, 1/25/21, Item 4](#)

[Lebanon City Council, 2/3/21, Item G](#): *“Councilor Bronner MOVED, that the Lebanon City Council hereby authorizes the City Manager to enter into an intermunicipal agreement known as the “Joint Powers Agreement” under the provisions of New Hampshire RSA 53-A to create the Community Power Coalition of New Hampshire (CPCNH) for the purpose of supporting member municipalities and counties in developing and implementing electric aggregation plans, pursuant to RSA 53-E, as well as related statutory authorities. BE IT FURTHER MOVED, that the Mayor, in consultation with the City Manager, is authorized to appoint a City representative and an alternate to the CPCNH Membership and Board of Directors.”*

[Exeter Select Board, 5/10/21, Item 6.b](#): *“Ms. Gilman moved that Exeter join the newly formed Community Power Coalition and further authorize the Town Manager to sign the Joint Powers Agreement.”*

[Nashua Board of Aldermen, 5/11/21, R-21-133 \(page 4\)](#): *“Authorizing the City of Nashua to enter into a Joint Powers Agreement of Community Power Coalition of New Hampshire.”*

[Harrisville Select Board, 5/28/21](#): *“a) Regarding Community Power, Andrea Hodson restated the committee’s recommendation that the town join CPCNH, the Community Power Coalition, allowing the town at no cost to access their technical expertise along with other municipalities. Following discussion, Kathy Scott moved to join the Community Power Coalition of NH, as recommended by the Electric Aggregation Committee. Jay Jacobs seconded. All voted in favor. Andrea Hodson will sign the Joint Powers Agreement when the document is ready.”*



About the Coalition

Beginning in 2019, an ad-hoc work group known as the “Coalition Organizing Group” met regularly to research national best practices and explore the viability of establishing a new public power nonprofit to share services across municipalities and counties. The Coalition Organizing Group has been led by the following municipal and county staff and officials:



Clifton Below
Assistant Mayor
City of Lebanon



Doria Brown
Energy Manager
City of Nashua



Julia Griffin
Town Manager
Town of Hanover



April Salas
Sustainability Director
Town of Hanover



Rod Bouchard
Deputy Administrator
Cheshire County

Additional municipal partners include: Tad Montgomery, Energy & Facilities Manager and Everett Hammond, Assistant Public Works Director for the City of Lebanon; Cheshire County Administrator Christopher Coates; Selectwoman Andrea Hodson and Electric Aggregation Committee member Ned Hulbert from the Town of Harrisville; and Mary Day Mordecai, Growing Edge Partners.

The Coalition has been supported by technical and community advisors including:



Henry Herndon
(formerly) Director of
Local Energy Solutions
Clean Energy NH



Dori Drachman
Co-founder
Monadnock
Sustainability Hub



Samuel Golding
President
Community Choice
Partners



Dr. Amro Farid
Associate Professor
Thayer School of Engineering
Dartmouth College

Members of the Coalition’s Organizing Group have:

- Participated and often led discussions in the Community Power informal rule drafting process hosted by the Public Utilities Commission;
- Intervened in regulatory proceedings and legislative hearings to represent the interests of communities and customers, such as by advocating for expanded data access in the Commission’s Statewide Data Platform docket (DE 19-197), and successfully negotiating the clarification and expansion of key Community Power authorities in House Bill 315
- Assessed power agency design best practices — in terms of community governance and competitive operating models — by interviewing elected



officials, senior staff and vendors operating Community Power programs in other states (such as the Redwood Coast Energy Authority and Silicon Valley Clean Energy in California), along with representatives from public power associations (such as the American Public Power Association and the Vermont Public Power Supply Authority) and other industry experts; and

- Hosted a virtual summit on Community Power that was attended by over eighty representatives from thirty-one municipalities, collectively representing one-quarter of the state's default electricity market.

In the second half of 2020, the City of Lebanon and Town of Hanover, in collaboration with the Organizing Group, after reviewing six responses to a Request for Qualifications, retained the law firm of Duncan, Weinberg, Genzer & Pembroke and worked with firm president Michael Postar Esq. and subcontracted New Hampshire counsel to draft the Coalition's Joint Power Agreement. Duncan Weinberg are national leaders with over 50 years of public power legal guidance. In January 2021, the New Hampshire Attorney General approved the Coalition's governance agreement as conforming to state law.

In February 2021, the City of Lebanon using previously secured grant funding and in collaboration with the Coalition's Organizing Group contracted with Henry Herndon (formerly the Director of Local Energy Solutions at Clean Energy New Hampshire) and Samuel Golding of Community Choice Partners, Inc., to provide implementation support services prior to launch. Services include supporting municipalities throughout the Community Power approval and formation process, and conducting competitive solicitations for the services, credit support and electricity procurement required to launch and operate member Community Power programs.

The Coalition will contract with qualified vendors and credit-worthy suppliers to cover the upfront cost of implementing Community Power programs, the expense of which is expected to be amortized and recovered in member program's rates and charges to participating customers for a specified term. Similar at-risk and performance-based contract structures have been used to successfully launch and operate programs in other Community Power markets.

To ensure effective management of business operations, as well as enhanced transparency and oversight, the Coalition plans to hire a small number of qualified staff.



Stratham Fire Department Summary: December 2022



Vision Statement

Provide the town of Stratham with Fire, Emergency Medical, and Rescue Services at top performing levels through the use of highly trained individuals and equipment reliability.

Functional Responsibilities of Fire Chief

- Maintained trained, qualified personal available to respond to emergency situations for the Town of Stratham
- Provide Command, Control and Direction for the town during emergencies
- Ensure Public Safety is maintained through Code Compliant public buildings, gathering locations and fire prevention.
- Maintain Fire Department property, equipment and apparatus in top operating conditions available to respond at a moments notice.
- Provide the town with a fiscally responsible budget that is based off of needs and is forward looking.
- Provide an open relationship within the fire department, with other organizations and with the public.

Key Performance Indicators (Green, White, Yellow, Red) **Yellow**

and Red Indicators

- Succession Planning
- **Formal Inspection Program**

Staffing:

Part Time – Shift Coverage

- Current schedule is covered with exceptions, continue to address needs based on personal. Work to recruit more qualified personnel
- *Currently advertising for part time Day shift employees with on the State of NH site with some response.*
- Implemented, but only somewhat effective covering the schedule so far with limitations at night and on weekends for published shifts. Calls continue to be covered by on call personnel. Current Pay Rates are below average for the area.
- Current Staffing is:
 - 7 Days per Week 2 People 7am to 5pm at the Station
 - 7 nights per week up to 3 people on standby coverage 5pm to 7am.

Safety

- SOG's being updated to ensure safety compliance with operational procedures and required protective equipment.
- **Looking for ways to purchase a 2nd set of Structural FF Gear for all interior certified FF's. Health and safety initiative.**

YTD Calls for Service: On track to complete est. 750+ calls this year

	1/1/22 – 11/30/22	1/1/21 – 11/30/21	% Change
# of Calls	700	764	-08%

2022 Fire Dept Budget

2022 FD Budget	11/30/2022	% Expended
FD Less Payroll	\$171919.03	67%
FD Payroll	\$212905.91	62.33%%
FD Total Expenditures	\$384824.94	74.44%

FD Budget is on track as the third quarter of the year as expenditures are less than 56% expended. Individual line items are on track or as expected **with the exception of Heating costs, Vehicle maintenance costs and internet/IT costs which are all over budget currently.**

Major Repairs:

- A2 needs front ball joints replaced to be inspected- completed 10/11/22– in service.

Ongoing Projects:

- Looking to switch our cellular service over to AT&T FirstNet. Will be a cost increase but our service capability will improve with wireless points in all trucks and cellular repeaters in the station. -2023 Budget

Major Building Projects

- 275 Portsmouth Ave –
 - Discussed with Town Lawyers- Building inspection office pursuing enforcement options. Property owner has expanded tenant space without town approval or occupancy permits.
 - Skin Care clinic between Market Basket and 110 grill.-Construction ongoing. Per NFPA Fire code no Alarm or Sprinkler systems required
- Ocean State Job Lot** – Fire Pump water supply contaminated by weeds clogging the intake. Pond will be dredging has not been started as was expected by early November. Dedicated professional fire watch from 2030-0830 7 days a week in place as a temporary solution. **Fire Pond Dredging schedule is TBD at this time. We will continue to monitor this project until completion.**

Gap #1 Succession Planning

Department currently doesn't provide adequate succession planning to allow for smooth transitions during leadership changes.

Drivers

- Currently no formal job description/responsibilities for leadership position which tends to cause confusion.
- Current FF ranks don't promote responsibilities / commitments to allow personal to determine if officer position is viable.

Actions:

- Election of new Chief Completed. Turnover completed. Chief Denton, Deputy Chief Crow and Larrabee continuing to work together to achieve department transition and goals.
- Officers meeting Owner: Denton Complete

Gap #2 Formal Inspection Program

Town of Stratham has never had a formal fire inspection program to ensure public places maintain current life safety requirements.

Drivers

- Very labor intensive and difficult for volunteer department to maintain.

Actions

- Formal inspection program is required. Owner: Denton.
- Develop strategy to implement based on Action 1 results. Owner: Denton.
- Recommendation Evaluate Part time inspector.
 - Researching feasibility of Stratham Hosted Fire Inspector 1.- Ongoing.
- Determine responsibilities between Building Dept. and FD. Owner: Denton. Complete
- How will scheduling for FD Inspection activities be completed. Owner: Denton/Crow Due: Ongoing
- Documentation expectations/ responsibilities between Building and FD. Owner: Denton Due: Ongoing

GAP #3: Active Shooter SOG's and planning:

- FD Active shooter Draft SOG in place.
- Coordinated Exercise with PD Complete
- Review Final Report from HSEM– **Final Report Debrief on 20 Dec with HSEM and Stratham PD.**
- Draft Combined Fire/PD Active shooter SOG that both departments will operate under and Train to.– **Ongoing**
- Develop Annual Joint Active Shooter Training requirements with PD and Fire. -**TBD**
- Implement plan. – **TDB.**



Stratham Fire Department Summary: July 2022



Training Activities

- State Fire Inspector 1 Course (21 Sept-16 Nov)- Chief Denton and Deputy Chief Crow attending.- Final Exam Completed—*Awaiting Results.*
- Active Shooter Exercise scheduled for October 27th at SHP – *Final Report is in and will be debriefed with PD and HSEM on Dec 20th.*
- State of NH Emergency Medical Responder Class to be held at Stratham Fire Department From 12 October 2022 to December 3rd 2022. 100% Grant funded. Lt Heal, Seth Gahr, Nicky Denton and new member Tori Delorie are attending. Will qualify the ambulance with an EMT once they are certified.- **Testing complete with 3 of the 4.** Tori Delorie, Nick Denton, Chris Heal all certified, Seth Gahr is practical complete and will complete the written test for certification in the next few weeks.
- **Firefighter 1 course beginning in Jan 2023.** Torie Delorie and Jason Ostrowski will attend from Stratham Fire.
- FF/EMT Dustin Almon completed the NH Firefighter-2 course and is now certified. Tyler Blood will test in January to complete certification.
- FF/EMT Matt Bartel and EMT Drew Vanderslice currently completing Advanced EMT Course in January 2023.
- Training focus for 2023– Baseline certification and training for all Driver/Pump operators.

Resource Utilization

- Future Officer Development—Targeted Fire/EMS officer Leadership Training- Research options and cost - TBD.
- **Need to Hire a Part time Fire Inspector to help manage the workload of inspections. Requirements outpacing resources at times. Proposal for 2023 budget.**
- **Recruiting and Retention will be a focus for 2023– establishing an R&R committee to make recommendations.**

Upcoming Events

- Association Meeting now just 3rd Tuesday each month.
- Lights-4-Lives events will be held on Saturday Dec 17th (18th rain/snow date). Will include a Santa Parade ending at SHP for a bonfire and community event.

Key Strategic / Tactical Actions

Key Strategic Actions:

- Recruiting plan: Need to continually attract Firefighter/EMT's for Day shift and Call Coverage.
 - Identify shortfalls and find ways to incentivize applicants and retain current workers.
 - Active recruitment efforts currently underway online and with FB
 - Developing an internal R&R committee to find better ways to recruit and retain people.
- Develop Mentorship program to help fill future leadership needs of the Dept.
- Truck Committee – The Committee has selected Emergency ONE's truck bid as the preferred replacement for our current Engine 1. The cost estimate has been forwarded to the town Manager for review and funding approval through the Select Board and Town Meeting.
- Develop a proposal to hire a part time Fire Inspector in 2023 to help manage the current workload and improve the overall success rate of inspections on businesses and town buildings (Schools etc..)- Fire inspector position working group has been formed with the Fire Chief, Building Inspector's office, Town Planner's office, Finance office and Town Administrator being part of this team to help frame the proposal.

Selectman Assistance

- **Funding for replacement of Engine 1– CIP, Ambulance fund and possibly FD Assn help.**
- **Research possibility of hiring a paid part time Fire Inspector to manage inspections- Inspections are starting to conflict with other requirements of our Chief Officers.**
- Long Term Sustainability Plan
- Recruiting Incentives– Tax break, free transfer station permits, Other incentives to motivate volunteer force to continue to respond regularly and maintain qualifications.
- Budgeting for increase on call stipend rate to \$10/hr. to fill gaps in night coverage?
- Budgeting for increase in officer pay rate account for increased responsibilities of Officers.
- Increase our base pay rates to be competitive with other Departments in the area and be able to attract quality applicants to cover our Fire and EMS requirements.

Other Items



Stratham Fire Department

10 Bunker Hill Avenue • Stratham, NH 03885 • (603) 772-9756



11/11/2022

Dear Chief Jeff Denton,

On behalf of the Stratham Fire Department Truck Committee, we are recommending the Emergency One (E-One) Fire Apparatus to replace our current engine 1. This truck will be built by E-One at their plant in Ocala, Florida. The apparatus will be sold by Greenwood Emergency Vehicles located in North Attleboro, Massachusetts and Brunswick, Maine. The current cost for the apparatus is \$879,555.00, with an estimated cost increase of 7-8% between November 2022 and March of 2023. The manufacturer can provide a discount if 100% prepayment is received at the time of signing.

The E-One fire apparatus will be built on a “long cab” Cyclone chassis with a 1,200-gallon water tank (200 gallons more than we have on our current engine 1). The long cab provides more room for firefighters, firefighting tools, and lifesaving equipment. Additionally, it will provide the members of the Stratham Fire Department with the most up to date firefighting technology and critical safety features to better serve the citizens of Stratham, New Hampshire. The truck also features full depth compartments, increasing the amount of equipment that can be placed on the apparatus. The apparatus will serve the Town of Stratham for a minimum of 15-20 years.

Prompt and quality service is one of the most important items when considering a fire apparatus manufacturer and dealer. Greenwood Emergency Vehicles has a proven track record of providing exceptional service and quality apparatus for the Stratham Fire Department. We hope to continue this relationship with Greenwood Emergency Vehicles with the purchase of the E-One Fire Apparatus.

Respectfully,

The Stratham Fire Department Truck Committee

Stratham Fire Department Fire Inspections data:

Inspection/Permit Type	Inspection/Permit **3	Code Requirement	Frequency	Current annual completed	Current Town Fee	Avg Est Hours to complete without reinspection required	Who is performing it currently	Paid or Volunteer	Current Or Future Fee based inspection?	Number of Possible added inspections	Comparable Fees from other towns
Annual School insp.	Insp	NFPA 101 / NFPA 1 / NH State Fire Marshal	Annual	5 (+ reinspections)	None	6 to 8	Fire Dept Chief/Deputy	Volunteer	Current		
Change Of Use/Occupancy	Insp	NFPA 1: 2018 table 1.12.8(a)	as req	2 (5 for jim)	\$75	3 to 5	Fire Dept Chief/Deputy	Paid	Current		
Place of Assembly	Insp	NFPA 1 table 1.12.8(a)/ NFPA 101 Ch. 12/13	Annual or As req	15	\$75	2 to 4	Fire Dept Chief/Deputy	Paid	Current		
Certificate of Occupancy	Insp	NFPA 1	as req	10	\$75	2 to 4	Fire Dept Chief/Deputy	Paid	Current		
Oil Burner Install Permit	P	NFPA 1 table 1.12.8(a)	upon request	15			Delegated to Building Insp.		Current		
Fire alarm Install/Mod	P	NFPA 1 table 1.12.8(a)	upon request				None		Future		
Annual Business Life Safety Insp.	Insp	NFPA 1: 2018: Ch 10.2.7	See Note **2		\$75		Fire Dept Chief/Deputy	Paid	Future		
Certificate of Fitness permit	P	NFPA 1:2018: ch 1.13	as req				None		Future		
Carnival/Fair Permit	P	NFPA 1 table 1.12.8(a)	as req						Future		
Automatic Fire Suppression Systems permit	P	NFPA 1 table 1.12.8(a)	as req						Future		
Asbestos removal permit	P	NFPA 1 table 1.12.8(a)	as req	demo,5					Future		
Automotive Fuel Servicing	P	NFPA 1 table 1.12.8(a)	as req						Future		
Compressed Gas permits	P	NFPA 1 table 1.12.8(a)	as req						Future		
Construction/ Plans review	P	NFPA 1 table 1.12.8(a)	as req		avg \$60/hr	depends on project	3rd party Fire Engineer	Paid by requestor	Current		
Crop Maze permit	P	NFPA 1 table 1.12.8(a)	as req						Future		
Cutting and Welding	P	NFPA 1 table 1.12.8(a)	as req						Future		
Display Fireworks(1.3G)	P	NFPA 1 table 1.12.8(a)	as req						Future		
Energy Storage Systems installation	P	NFPA 1 table 1.12.8(a)	as req	battery,3					Future		
Exhibits and Trade shows	P	NFPA 1 table 1.12.8(a)	as req						Future		
Fire alarm and detection systems + related Equip.	P	NFPA 1 table 1.12.8(a)	as req						Future		
Fire Apparatus Access to roads	P	NFPA 1 table 1.12.8(a)	as req						Future		
Fire Hydrants and water control valves	P	NFPA 1 table 1.12.8(a)	as req						Future		
Fire pumps and related equipment	P	NFPA 1 table 1.12.8(a)	as req						Future		
Flammable and Combustable Liquids	P	NFPA 1 table 1.12.8(a)	as req						Future		
General Storage Permit	P	NFPA 1 table 1.12.8(a)	as req						Future		
Liquified Petroleum Gas	P	NFPA 1 table 1.12.8(a)	as req						Future		
Membrane Structures or Tents (Temp or Perm)	P	NFPA 1 table 1.12.8(a)	as req	12	\$75	1-2 hours	Fire Dept Chief/Deputy	Paid	Current		
Mobile Cooking Operations	P	NFPA 1 table 1.12.8(a)	as req						Future		
Oil and Gas Fueled Heating appliances	P	NFPA 1 table 1.12.8(a)	as req	40					Future		
Open Burning/ open Fires	P	NFPA 1 table 1.12.8(a) and NH Div of Forest and Lands	as req	See Note **1	\$5	15 min to 1 hour	Online/ Deputy Fire Wardens	Volunteer	Current		
Pyrotechnics before a proximate audience	P	NFPA 1 table 1.12.8(a)	as req						Future		
Private Fire Hydrants	P	NFPA 1 table 1.12.8(a)	as req						Future		
Repair Garages and service stations	P	NFPA 1 table 1.12.8(a)	as req	2					Future		
Standpipe Systems	P	NFPA 1 table 1.12.8(a)	as req						Future		
Special Outdoor Events	P	NFPA 1 table 1.12.8(a)	as req						Future		
Water Supply Systems for Fire Flow	P	NFPA 1 table 1.12.8(a)	as req						Future		

NOTES:

**** 1**

****2**

****3**

Fire Deputy wardens can issue permits but most are done through the online system the state has set up. Number issued varies annually.

NFPA 1 2018: ch 10.2.7 defines **Minimum** inspection frequency in terms of Risk. **High**= Annual **Moderate**=Biennially **Low**= Triennially **Critical infrastructure** = Per AHJ

Note: many permits will require inspections as well and some inspections will generate/fulfill permit requirements. Most permits require an hour or less to issue while inspections take much longer.

To: Stratham Select Board

From: Anthony King, Chief of Police

Date: December 13, 2022

Subject: November Monthly Report

I. BUDGET REVIEW AND COMPARISON:

Comparable Analysis of year to date activity vs. last year's levels: Time January 1st through November 30th

Formula: (2022 YTD – 2021 YTD) / 2021 YTD x 100

<u>Police Department Line Item</u>	<u>2022 Budgeted</u>	<u>2022 YTD</u>	<u>2021 YTD</u>	<u>YTD Difference</u>	<u>Rationale</u>
Overtime	\$105,000.00	\$60,860.00	\$88,359.00	-31%	
Vehicle Maintenance	\$17,000.00	\$17,173.00	\$11,999.00	43%	Unanticipated repairs front line vehicles and repairs for MC vehicle
Building Maintenance	\$16,000.00	\$7,252.00	\$14,774.00	-51%	
Uniforms	\$12,000.00	\$10,329.00	\$8,469.00	22%	
New Equipment	\$8,000.00	\$16,900.00	\$6,641.00	154%	Body Worn Cameras paid for in November. Awaiting grant reimbursement
Equipment Repair	\$3,000.00	\$1,282.00	\$1,019.00	26%	
Technical Support	\$18,000.00	\$16,151.00	\$18,421.00	-12%	

II. POLICE DEPARTMENT ACTIVITY:

Activity levels do not show any patterns or trends requiring intervention at this time.

<u>Calls for Service</u>	<u>2022 YTD</u>	<u>2021 YTD</u>	<u>% Difference</u>
Offense Reports	377	346	9%
MV Stops	3091	3705	-17%
Summons/Citations	222	434	-49%

Warnings	2710	3169	-14%
Arrests	145	100	45%
Accidents	145	102	42%
Assist Citizens	199	244	-18%
Animal Incidents	209	219	-5%
Neighborhood and Building Checks	9055	7707	17%
Medical Aid	393	473	-17%
Traffic Monitoring	1277	967	32%
Alarm Activations	144	242	-40%
Well Being Checks	88	77	14%
Mutual Aid	62	135	-54%

III. DEPARTMENT UPDATES and IMPORTANT INFORMATION:

- Upon the retirement of Sgt. Emerson at the end of November, the organizational restructure is now complete. Lt. Chris Call is the new Operations Lieutenant and Officers Ken Gauthier and Mike Doucette are not evening patrol supervisors. Their official searing in will be December 19th.
- John Emerson will be staying on as a part-time officer and will be available for shifts February 1st, 2023. Chuck law serves as the 2nd part-time officer.
- Officer Taylor Dezotell has passed the modified oral board, background, polygraph, physical fitness test, medical examination and psychological examination. Her appointment is awaiting final Select Board approval. Taylor is currently a full-time certified officer working in the Town of Litchfield, NH.
- Body Worn cameras target deployment date is January 1st, 2023. Department training and final IT needs are being completed.
- Employee appraisals and performance evaluations have been completed and submitted.
- Department Use of Force, Taser and Room Clearing Training completed in November.
- Chief King passed the mandated 3-year Physical Fitness test as required by NHPSTC. All officers in compliance.
- PD conducted a school security assessment in conjunction with NH Homeland Security at the Cornerstone School on High Street.
- Chief King and Lt. Pierce attended the SVFD Christmas Party and Awards Dinner on December 3rd.

- Chief King and Lt. Pierce attended the Stratham Senior Coffee social on December 9th.

IV. BUILDING and EQUIPMENT UPDATES:

- The new 2022 cruiser has arrived and is currently in service.
- Awaiting final installation of light motion detectors to be installed throughout the PD building.
- The sally-port side door is set to be replaced the week of December 12th as it is rotted.

V. UPCOMING GOALS in 2023:

- Final preparations for upcoming 2023 budget meetings with Board and BAC.
- Continued evaluation regarding the efficacy of a part-time/on-call Animal Control Officer (ACO) for the Town of Stratham. A needs assessment and new policy have been drafted for future consideration by the Board.
- Posting to fill 3rd the final part-time officer position.
- The curriculum and planning for the first Citizen Police Academy is being finalized. Dates TBD with an anticipated February 2023 date.
- In-line with ongoing Active Shooter training, school safety and exercises, the PD is researching the purchase of ballistic shield for each cruiser as well as other police equipment. Costs to purchase would be requested from the First Responder Golf/Community Funds.
- Ongoing partnership and training with SFD when responding to an active shooter or critical incident.

VI. SELECT BOARD CONSIDERATION:

There are no considerations at this time.

Thank you all for your time and consideration. Please feel free to contact me with any questions or concerns contained in this report.

Respectfully submitted,

Anthony King

Chief of Police



PRESS RELEASE

ANY QUESTIONS REGARDING THIS RELEASE OF INFORMATION MAY BE DIRECTED TO THE STRATHAM POLICE DEPARTMENT'S PUBLIC INFORMATION OFFICER: ANTHONY KING, CHIEF OF POLICE, 603-778-9691, 74 PORTSMOUTH AVENUE, STRATHAM NH, 03885.

FOR IMMEDIATE RELEASE

TBD

STRATHAM POLICE DEPARTMENT DEPLOYS BODY WORN CAMERAS

The officers of the Stratham Police Department will now have a new piece of equipment to use while on-duty: body worn cameras. Starting January 1, 2023, body worn cameras will be required for all officers who regularly respond to calls for service and perform other law enforcement duties. Officers will wear and turn on their cameras when responding to a call, conducting a traffic stop, conducting a search, transporting someone in their vehicle and when involved in a pursuit or an interview.

The use of body worn cameras is an effective tool a law enforcement agency can use to demonstrate its commitment to transparency, ensure the accountability of its members, increase the public's trust in officers, and protect its members from unjustified complaints of misconduct. As such, the Stratham Police Department has committed to establishing a BWC program that reinforces its responsibility for protecting public and officer safety.

Body-worn cameras are relatively small devices that record interactions between police and community members. These video and audio recordings are intended to document statements, observations, behaviors and other evidence, and to deter unprofessional, illegal and inappropriate behaviors by both law enforcement and the community.

In 2020, the Commission on Law Enforcement Accountability, Community and Transparency (LEACT) recommended that New Hampshire "encourage all law enforcement agencies to use body and/or dash cameras. This recommendation stopped short of a statewide mandate on cameras, and right now there is no law that requires law enforcement officers to use body cameras in New Hampshire. "In an effort to be transparent and accountable to the public, we thought it was in the community's best interest to not wait for a possible mandate," said Chief Anthony King. "We have already created longstanding relationships within our community. This provides the opportunity to enforce and build upon that trust and confidence that this police department has earned, and the community deserves. It is a win-win situation as these devices can protect both the public and our officers." King said.

For the past year, the police department has researched, field-tested, and developed policy towards future acquisition and implementation of these devices. The purchase of (14) cameras with the chosen vendor, Motorola, was made possible with grant funds received through the Small, Rural, and Tribal Body-Worn Camera Micro-Grant Program (SRTBWC), provided by the Bureau of Justice Assistance of the Office of Justice Programs, U.S. Department of Justice and Justice & Security Strategies. Required matching funds for this grant were provided through proceeds received following the first annual, Stratham First Responders Golf Tournament.

Town of Stratham 2022 Reorganization of Banking Relationships and Account Structure

Legacy Banking Relationships and Account Structures

In the process of familiarizing myself with the particulars of the Town of Stratham's financial organization and procedures during the first months of my employment, the number of banking relationships and the number of bank accounts was a significant concern.

At that time the Town had established relationships with four banks and had a total of 36 accounts held in these four institutions. The arrangement had become unwieldy, time consuming and contributed to accounting errors due to less than adequate cash management practices, including delayed statement reconciliations and improperly managed inter-fund transfers.

Objectives for Reorganization of Town

1. Use one banking institution
 - a. Using one bank would allow for streamlined inter-fund transfers, a regular practice based on the multi-fund environment in Stratham; reduce the number of online e-treasury accounts accessed; centralize support with one institution; and eliminate misidentified bank accounts used in transactions.
2. Consolidate the number of bank accounts to the minimum number possible to continue to meet the needs of the Town within the framework of Generally Accepted Accounting Practices.
3. Establish one of those accounts solely for the purpose of collecting electronic receipts.
 - a. Reconciliation of ACH and Credit Card transactions is difficult and time consuming by nature--isolating these deposits from the primary checking account would be a significant step towards alleviating the delay in statement reconciliations.
4. Identify appropriate fraud protection measures for all banking practices and implement best practices and recommended controls on all bank accounts.
 - a. Eliminate the risks for asset loss as much as possible in the current environment where municipalities are a target of cyber bad actors.

First Steps

The Treasurer and I met with each of the banks we currently hold accounts with through the early spring months. I presented the set of circumstances I was trying to improve and the objectives that I had identified for our banking operations.

1. Citizens Bank Government Relationship Manager did not offer a plan or approach, but was focused on implementing the fraud control products.
2. Peoples Bank team of Government Relationship members verbally offered support, but the primary focus was the pending merger of Peoples Bank with M&T Bank. Although a commitment to the Town was expressed, I did not have confidence that the support and guidance needed to undertake a transition was available with Peoples/M&T.
3. TD Bank responded to my initial phone outreach to schedule a meeting with a proactive offer of their ability to provide initial guidance and ongoing support through the full process.

Their Government Banking Relationship Manager and Assistant Vice President came to our meeting with a full folio of recommendations that supported and improved my objectives. Part of the offer was providing ongoing support through the transition.

Transition Plan

The Treasurer and I agreed to make the transition to TD Bank for all banking needs, other than the current accounts the Town holds with the New Hampshire Public Investment Pool (NH PDIP) which is an investing option, as opposed to operational accounts.

1. Late July
 - a. We confirmed with TD Bank that the Town would transition accounts from Peoples and Citizens Bank.
2. Early August account set up documents with TD Bank were completed.
3. The plan would move the 33 accounts to 5 accounts with TD Bank.
4. Each of the 5 accounts would be established with the appropriate level and type of fraud protections.
5. A timeline of actions was developed for a smooth transition of both banking and accounting transitional activity.
 - a. Internal changes that would be required from other departments were identified and communicated, especially with the Town Clerk/Tax Collectors office, including modifying daily receipt reporting, daily transfer to the State for MV transactions and cash deposit management.
 - b. Outside party changes were initiated with new banking information and effective dates for transition for:
 - i. The State of NH bank information associated with Town's State Vendor Id
 - ii. Comstar Ambulance Billing to update the Town's Medicare agreement and third party payers arrangements.
 - iii. Interware, the vendor that manages the Town's credit card and ACH payments.
 - iv. Isolved, the Town's payroll processor.
 - v. Update to SAM.gov account which manages Federal awards.
 - c. I worked with AccuFund, the Town's accounting software provider to establish new "bank accounts" and "checks" in the setup of our accounting software system. AccuFund created the internal file to correct specs that captures data we import as a Positive Pay file with each AP run of checks. We also established a new "Fund" and correlating chart of accounts for the Recreation Revolving Fund to make this pending change at the same time the banking changes were implemented.

Implementation

1. The new banking arranging would include 5 accounts with TD Bank:
 - a. **General Fund Checking Account (1)**
 - i. Primary operating account for the Town;
 - ii. one of three accounts with check writing capability (to limit the most vulnerable activity to the fewest accounts reasonably possible)

- iii. set up "Positive Pay" fraud protection which inhibits the most prominent type of fraud committed on banks;
- iv. also set up with ACH Positive Pay which protects unauthorized electronic withdrawals.
- v. eTreasury account is set up to require two levels of approval on electronic debits.
- vi. The account is managed on an "analysis" basis which calculates interest based on certain expected balance thresholds, with bank fees netted from the interest. As of the end of November the Town recognized \$4,545.02 in TD interest earnings. While the interest environment has improved in the last half of the year, this is \$2,300 more than the Town earned in 2021, and slightly more than half of current year to date interest earnings of \$8,859.

b. Electronic Deposits Account (2)

- i. This account accepts all electronic receipts received via EB2Gov from the Town Clerk/Tax Collector and miscellaneous receipts from other departments. The average number of total receipts deposited electronically is approximately \$125K to \$150K each month in 80-100 individual bank settlements.
- ii. The account outflows are restricted to internal transfers to the General Fund Checking account, and to internally approved credits for returned or denied transactions.
- iii. The account is designed to be transferred in full to the General Fund Checking Account each month after being reconciled.

c. EMS Fund Checking Account (3)

- i. This account was established for the Fire Department EMS Special Revenue Fund and set up independent of other funds as required by statute and GFOA.
- ii. Segregation was also required due to the access that our ambulance billing vendor, Comstar, has by virtue of the business arrangement.
- iii. This account is not set up with Positive Pay, since check writing activity is low.
- iv. The Town has now arranged for third party payments made by check to be deposited into the TD Bank account directly by Comstar. Previously the checks were mailed to the Town and we prepared a deposit to carry to Peoples Bank.

d. Recreation Revolving Fund Checking Account (4)

- i. The Recreation Revolving Fund is under the spending authority of the Recreation Commission, so despite a recommendation by TD Bank to include this account in the Disbursement Account, I recommended segregating the banking to allow for proper approvals.
- ii. The account is not set up with Positive Pay, again due to the lower volume of check writing activity.
- iii. The accounting "Fund" and fund chart of accounts were revamped to adapt to the State's uniform chart of accounts, and for improved reporting

capacity that meets internal and external interest. A subsidiary ledger has been developed that should allow the Rec Dept to provide financial reporting to individual sports and programs while providing a view of the fund in total.

e. **Disbursement Account (5)**

- i. This account holds the remaining 28 of the prior accounts.
- ii. Fraud protection is provided by the set up as a “savings” type account with no check writing capability. When needed, funds are paid out through the General Fund Checking Account, which is reimbursed via an inter-fund transfer.
- iii. This account holds 4 “mid-levels” each holding a type of Town account.
- iv. **Mid-level one** holds **5 minor Town** accounts that are accounted for as they had been prior to the transition:
 1. Police Detail Revolving Fund Account (103)
 2. Stratham Hill Park Revolving Fund Account (105)
 3. Heritage Fund Account (109)
 4. Dare Account (112)
 5. Cemetery Land Fund Account (300)
- v. **Mid-level two** holds the Town’s three rental property escrow accounts.
- vi. **Mid-level three** holds the Town’s Asset Accounts, which are accounts identified as being a long term sum held for the purpose of providing financial resources to maintain a Town asset. In particular these are related to the Fire Cistern agreements.
- vii. **Mid-level four** holds the cash performance bond agreements.
- viii. Accounting for these accounts has been simplified to reflect the low level of activity—basically inflow and outflow, and monthly interest earnings. The monthly bank statement provides an ongoing record of the account balance with monthly interest attributed to the individual principles.

f. Transition timeline:

- i. September
 1. All five accounts established and all Town receipts for 4 of the five new accounts are deposited into TD accounts; EMS Account was pending approval by Medicare.
 2. All Accufund Accounting updates were identified and created to allow funds to connect to new bank accounts, checks were designed, and the file required for importing to the bank for Positive Pay was designed and tested by the bank.
 3. Treasurer executed a hard close on all Peoples Bank Performance Bond accounts and 5 minor accounts. This balance was deposited into the Disbursement Account.
 4. Third party agreements and updates had been completed (State of NH, Interware, Isolved).

5. Transfers from Citizens Bank General Fund in amounts of \$1,000,000 are made weekly to reduce the balance in account before closing bringing the balance to under \$300K by October.
- ii. October
 1. In addition to the 5 TD Bank accounts, the Town has General Fund checking account open at Citizens and EMS & Rec Rev open at what is now M&T Bank.
 2. AP checks are now drawn on TD Bank General Fund Checking. Staff trained on the process of Positive Pay. Positive Pay up and running with no issues.
 3. Minor setback with Recreation Revolving Fund electronic receipts deposited into the General Fund Electronic Account in error— Interware corrected this when notified.
 4. Minor setback with EMS Fund TD Account when first check run denied by bank in error--TD Bank corrects account set up to allow check writing.
 5. First monthly statements arrive and are reconciled.
 - iii. November
 1. Treasurer hard closes M&T Bank Recreation Revolving Account and deposits balance into TD Bank.
 2. Comstar resolves last issues with Medicare and Echo Health so that electronic deposits change to TD Bank.
 3. Outstanding activity in Citizens Bank General Fund account is identified with intention to clear prior to December hard close.
 - iv. December
 1. Treasurer will hard close M&T Bank EMS Fund Account and transfer balance to TD Bank EMS Fund Account.
 2. Citizens Bank General Fund Account outstanding activity cleared or identified for void and re-issue. Treasurer will hard close prior to the end of month, (end of fiscal year) and deposit balance into TD General Fund Checking Account.
 3. Recreation Revolving Fund accounting for the misapplied deposits and the change in fund account structure is the last task to complete this multi-month banking transition.
 4. Three (savings) accounts remain with NHPDIP. The Treasurer and I agreed to wait and see the interest activity produced by TD through the first half of next year prior to formulating action with these accounts.

The consolidation and transitioning of the Town's banking relationships and accounts was a huge task that was successful in no small part because of the teamwork and contribution of many parties. Credit is due the staff in the Town Clerk/Tax Collectors Office who cooperated in the process by offering feedback, willingness to adapt to new processes, and actively engaging with Interware to provide a report to allow these new processes to function without undue burden on their staff. The Recreation Department trusted my judgement to bring their financials to a better place, and willingly adapted

during a time that the department was onboarding a new employee. All third parties who had a role to play were responsive until the job was done--thanks go to Trish Primmer at Comstar, to Nora Al-Omari at AccuFund and to Karissa Arone at Interware, to the unknown folks at the State Treasury who managed the complex process to update our State Vendor banking information. A huge credit is due TD Bank's Keith Pike and Tracey Whipple, who did more than I asked for, always when needed, and made sure we reached our goal.

A tremendous credit is given to Shandy, Finance Assistant and Tracy, our Treasurer, for trusting my vision, for engaging in the process without complaint, for providing their energy, time and expertise above and beyond what could be expected. They are the best.

I also want to credit David and the Select Board with giving me free reign to realize this vision. Your confidence carried the task forward.

When we start the new fiscal year in January 2023

- a. the Town will be working with one bank (two to include NHPDIP for now),
- b. five accounts instead of 36 to reconcile on a timely basis.
- c. The accounting records will be reconciled to the true cash balance.
- d. The Town will make the high dollar transactions, i.e., School Distribution and semi-annual bond payments via an ACH, reducing risk incurred with mailing a million dollar check.
- e. The new process to manage the Recreation Revolving Funds should provide an ability to budget and plan for future endeavors.
- f. The Town's assets are protected to highest level recommended by best banking practices current to the industry.

From: [David Moore](#)
To: [Karen Richard](#)
Subject: FW: Eversource Temporary Access Permit on Town of Stratham Property
Date: Wednesday, December 14, 2022 10:58:32 AM
Attachments: [NHTA-694 Temporary Access Permit JB.pdf](#)
[image002.png](#)

Karen,

Please put this letter request on the agenda as an action item; please include this e-mail as a .pdf and join it with the attachment.

Thank you.

David M.

From: Timpone, Lucia <ltimpone@cornerstoneenergyinc.com>
Sent: Monday, December 05, 2022 9:35 PM
To: David Moore <dmoore@StrathamNH.gov>
Subject: RE: Eversource Temporary Access Permit on Town of Stratham Property

Hi David,

I am reaching out to you today on behalf of Eversource Energy regarding your recent correspondence with my colleague, Kaitlin Griffin. Eversource is asking permission to utilize an access road on your property for an upcoming maintenance / construction project that is schedule for a segment of their transmission facility that is on your property. I work for the real estate department at Eversource in securing temporary access permissions ahead of their project. I have attached a Temporary Access Agreement showing you detail of the path discussed with Kaitlin for your review.

With your permission, I ask if you can please sign and return to me the temporary permit, the goal of the document is primarily to provide proof to any regulatory agency that we have permission to use a privately owned path to access our transmission right of way, and to give you some assurance that Eversource intends to restore any damages if any is done to the property. It is a temporary document that is set to expire once our projects for the year are done.

I very much appreciate your time and consideration of this proposal. My contact information is below. My phone or email are generally the most reliable ways to reach me. For more detail of the proposed maintenance project, please do not hesitate to contact Kaitlin Griffin, the Eversource project manager of outreach, she can be reached at 603-233-7508, Kaitlin.griffin@eversource.com

Thank you for your time and consideration.

Best Regards,

Lucia Timpone



Lucia Timpone – ROW Specialist
Cornerstone Energy Services, Inc.
603-724-3564 (cell)
ltimpone@cornerstoneenergyinc.com

From: David Moore <dmoore@StrathamNH.gov>
Sent: Saturday, December 3, 2022 8:09 AM
To: GRIFFIN, KAITLIN <kaitlin.griffin@eversource.com>
Cc: Nathaniel Mears <nmears@StrathamNH.gov>; Creer, David J <david.creer@eversource.com>; Cardin, Matthew R <matthew.cardin@eversource.com>; Timpone, Lucia <ltimpone@cornerstoneenergyinc.com>
Subject: Re: Eversource Temporary Access Permit on Town of Stratham Property

Kaitlin, you can start with me as permission will be needed from our Select Board. You can direct materials to our attention. I believe we did something similar to this in 2019 or 2020 and there was a simple right of entry used which I don't have access to right now. That and a vote of our Board which meets on the first and third Mondays of the month should be all we need.

Happy to help and will look to hear from you.

David Moore

On Dec 2, 2022, at 2:51 PM, GRIFFIN, KAITLIN <kaitlin.griffin@eversource.com> wrote:

Hello,

My name is Kaitlin Griffin. I'm an Outreach Rep from Eversource.

I'm attempting to set up a Temporary Access Permit through Town of Stratham Property off Stephen Drive for upcoming 2023 structure replacement work in the Eversource ROW. Is there a contact I can speak with to discuss potential access?

I can be reached at this email address or by phone (603-233-7508)

Thanks,

Kaitlin Griffin

Transmission Rotational Cohort, Project Services | Hooksett, NH
(C) 603.233.7508

This electronic message contains information from Eversource Energy or its affiliates

that may be confidential, proprietary or otherwise protected from disclosure. The information is intended to be used solely by the recipient(s) named. Any views or opinions expressed in this message are not necessarily those of Eversource Energy or its affiliates. Any disclosure, copying or distribution of this message or the taking of any action based on its contents, other than by the intended recipient for its intended purpose, is strictly prohibited. If you have received this e-mail in error, please notify the sender immediately and delete it from your system. Email transmission cannot be guaranteed to be error-free or secure or free from viruses, and Eversource Energy disclaims all liability for any resulting damage, errors, or omissions.

TEMPORARY ACCESS PERMIT

The Town of Stratham, with a primary address of 10 Bunker Hill Avenue, Stratham, New Hampshire 03855 (“Owner”), for the agreements set forth below and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, hereby permit and license Public Service Company of New Hampshire, a New Hampshire corporation doing business as Eversource Energy, having its primary office at 780 North Commercial Street in Manchester, NH (“PSNH”), the right, privilege and authority for PSNH, its agents, employees and contractors, to pass and repass with vehicles and equipment over and across a strip of land of varied width (the “Temporary Access Area”), as shown on an aerial image entitled “Exhibit A.” Said Temporary Access Area being a portion of our property located off Stephen Drive, Stratham, NH described in a deed recorded in Book 3436, Page 1127 of the Rockingham County Registry of Deeds, subject to the following terms and conditions.

PSNH shall have the right to cut and remove trees, brush, rocks, and other obstructions within the Temporary Access Area and to fill depressions or roughly grade the surface of the Temporary Access Area, if necessary, for the purpose of exercising the rights herein. If the Temporary Access Area is disturbed or damaged due to the Project’s construction activity, PSNH agrees to restore said Temporary Access Area to a condition substantially the same as that which existed prior to said construction and no additional compensation to Owner shall be required for disturbance or damage to the Temporary Access Area. Restoration shall include final grading and driveway repaving where necessary.

This Temporary Access Permit will begin on the date hereof and shall terminate on December 31, 2023. It is understood by both parties that no electric transmission facilities shall be constructed within the Temporary Access Area.

Additional Considerations:

Town of Stratham

By: _____

Signature: _____

(Witness)

Dated _____, 2022

Title (Duly Authorized):

Exhibit A



The Temporary Access Area, as referenced in this Temporary Access Permit, consists of a variable width strip of land, centered on an existing unimproved roadway, its approximate location is shown as a purple line in the above image, leading to and from Stephen Drive, and the PSNH Transmission Right-of-Way.

From: [David Moore](#)
To: [Karen Richard](#)
Cc: [Jim Marchese](#); [Christina Murdough](#); [Christiane McAllister](#)
Subject: FW: 2023 Veteran Credit Changes
Date: Friday, December 9, 2022 2:14:28 PM
Attachments: [DRA technical information release.pdf](#)
[2023 vets credit warrant article language SAMPLE.docx](#)

Karen,

Please print this e-mail below from Chris as well as the two attachments and put in the Board packet for the 19th. Please save all of these three documents in one .pdf. It should be an Informational Item.

Thank you.

David M.

From: Christina Murdough <cmurdough@StrathamNH.gov>
Sent: Tuesday, December 06, 2022 3:11 PM
To: David Moore <dmoore@StrathamNH.gov>; Jim Joseph <JJoseph@StrathamNH.gov>
Subject: 2023 Veteran Credit Changes

House bill 1667 amended eligibility criteria for certain veterans property tax credits. The bill amended RSA 72:28 (highlighted below).

I've attached the technical information release from the DRA which explains everything that should be done.

I've also attached a sample warrant article that can be used as a guide.

Please let me know if you have any questions.

Chris

TITLE V TAXATION

CHAPTER 72 PERSONS AND PROPERTY LIABLE TO TAXATION

Property Taxes

Section 72:28

72:28 Standard and Optional Veterans' Tax Credit. –

- I. The standard veterans' tax credit shall be \$50.
- II. The optional veterans' tax credit, upon adoption by a city or town pursuant to RSA 72:27-a, shall be an amount from \$51 up to \$750. The optional veterans' tax credit shall replace the standard veterans' tax credit in its entirety and shall not be in addition thereto.
- III. Either the standard veterans' tax credit or the optional veterans' tax credit shall be subtracted each year from the property tax on the veteran's residential property. However, the surviving spouse of a resident who suffered a service-connected death may have the amount subtracted from the property tax on any real property in the same municipality where the surviving spouse is a resident.
- IV. The following persons shall qualify for the standard veterans' tax credit or the optional veterans' tax credit:
 - (a) Every resident of this state who is a veteran, as defined in RSA 21:50, and served not less than 90 days on active service in the armed forces of the United States in any qualifying war or armed conflict listed in this section, and continues to serve or was honorably discharged or an officer who continues to serve or was honorably separated from service; or the spouse or surviving spouse of such resident, provided that training for active duty by a member of the national guard or reserve shall be included as service under this subparagraph;
 - (b) Every resident of this state who was terminated from the armed forces because of service-connected disability; or the surviving spouse of such resident; and
 - (c) The surviving spouse of any resident who suffered a service-connected death.
- V. Service in a qualifying war or armed conflict shall be as follows:
 - (a) "World War I" between April 6, 1917 and November 11, 1918, extended to April 1, 1920 for service in Russia; provided that military or naval service on or after November 12, 1918 and before July 2, 1921, where there was prior service between April 6, 1917 and November 11, 1918 shall be considered as World War I service;
 - (b) "World War II" between December 7, 1941 and December 31, 1946;
 - (c) "Korean Conflict" between June 25, 1950 and January 31, 1955;
 - (d) "Vietnam Conflict" between December 22, 1961 and May 7, 1975;
 - (e) "Vietnam Conflict" between July 1, 1958 and December 22, 1961, if the resident earned the Vietnam service medal or the armed forces expeditionary medal;
 - (f) "Persian Gulf War" between August 2, 1990 and the date thereafter prescribed by Presidential proclamation or by law; and
 - (g) Any other war or armed conflict that has occurred since May 8, 1975, and in which the resident earned an armed forces expeditionary medal or theater of operations service medal.

Source. 1871, 13:1. GL 54:2. PS 56:4. 1907, 95:1. 1919, 54:1. 1921, 12:3; 103:1. 1923, 68:2. PL 60:26. 1941, 157:1. RL 73:29. 1943, 174:1. 1944, 4:1. 1947, 240:1, par. 29. 1949, 167:1. 1951, 132:1. RSA 72:28. 1955, 289:1. 1963, 49:1; 118:1; 324:1. 1967, 35:1, 2; 219:1, 2. 1971, 303:1. 1975, 282:1. 1976, 42:1, 2. 1977, 61:1. 1979, 288:2. 1981, 215:1. 1989, 64:1; 270:1. 1991, 70:3-6. 1992, 70:3. 1993, 73:3, 10; 262:1. 2003, 299:2. 2005, 126:1, eff. April 1, 2006. 2013, 254:2, eff. July 24, 2013. 2016, 217:9, eff. Aug. 8, 2016. 2018, 148:1, eff. Apr. 1, 2018. 2022, 121:1, eff. July 26, 2022.

**New Hampshire Department of Revenue Administration
109 Pleasant Street, Concord, NH 03301**

**TECHNICAL INFORMATION RELEASE
UPDATED TIR 2022-005 Date: October 24, 2022**

A Technical Information Release is designed to provide immediate information regarding tax laws administered by the Department or the policy positions of the Department as a service to taxpayers and practitioners. A Technical Information Release represents the position of the Department on the limited issues discussed herein based on current law and Department interpretation. For the current status of any tax law, practitioners and taxpayers should consult the source documents (i.e., Revised Statutes Annotated, Rules, Case Law, Session Laws, etc.).

Statutory Change to Property Tax Credits for Veterans – Readoption Required

The New Hampshire Legislature passed, and Governor Sununu signed into law House Bill 1667 (Chapter 121, Laws of 2022), amending eligibility criteria for certain veterans' property tax credits. Effective on July 26, 2022, the bill amended RSA 72:28, the "Standard and Optional Veterans' Tax Credit," and RSA 72:28-b, the "All Veterans' Tax Credit," to expand the eligibility requirements of the veterans' tax credit to include individuals who have not yet been discharged from service in the armed forces.

Under RSA 72:27-a, IV amendments to tax credits and exemptions which require adoption will only apply "in a municipality which previously adopted the provision only after the municipality complies with the procedure" specified in RSA 72:27-a, II, unless otherwise expressly required by law. Nothing in HB 1667 created an exception to this readoption requirement.

As a result of the passage of HB 1667, municipalities should consider the following:

- For municipalities with the Standard Veteran's Tax Credit:
 - No readoption is required, the expanded eligibility will apply to the Standard Veterans' Tax Credit for the April 1, 2023 tax year.
 - Municipalities can adopt the Optional Veterans' Tax Credit under RSA 72:28, II and/or the All Veterans' Tax Credit under RSA 72:28-b with the expanded eligibility for the April 1, 2023 tax year.
- For municipalities with an Optional Veterans' Tax Credit under RSA 72:28, II:
 - The existing Optional Veteran's Tax Credit will remain in place for the April 1, 2022 tax year.
 - The Optional Veteran's Tax Credit, at the existing amount or at a new amount, must be *readopted* pursuant to RSA 72:27-a to remain in place and include the expanded eligibility effective for the April 1, 2023 tax year.

- If the Optional Veteran's Tax Credit is not readopted, the Standard Veterans' Tax Credit will be in place for the April 1, 2023 tax year, which will include the expanded eligibility requirements.
- For municipalities with the All Veterans' Tax Credit under RSA 72:28-b:
 - The existing All Veterans' Tax Credit will remain in place for the April 1, 2022 tax year.
 - The All Veterans' Tax Credit, at the existing amount or at a new amount, must be *readopted* pursuant to RSA 72:27-a to remain in place and include the expanded eligibility effective April 1, 2023 tax year.
 - If the All Veterans' Tax Credit is not readopted, the Standard Veterans' Tax Credit will be in place for the April 1, 2023 tax year, which will include the expanded eligibility requirements.

The Department will examine warrant article submissions to ensure that communities which have previously adopted these credits are aware that they must be readopted to remain in effect. Additionally, and in accordance with our usual practice, before approving a municipality's veterans' tax credit totals reported on the "Summary Inventory of Valuation" (MS-1) the Department will determine that a legislative body vote to readopt these credits has occurred.

Additional information can be obtained by referencing RSAs 72:27-a, 72:28, 72:28-b, and 21:50. Questions may be directed to the Department of Revenue Administration's Municipal Bureau at (603) 230-5090.

Article ____ Readoption of Veterans Tax Credits

Shall the Town of Stratham vote in accordance with RSA 72:27-a to readopt the provisions of RSA 72:28, II, previously adopted, for an Optional Veterans' Tax Credit at \$600.00 per year? If readopted, the All Veterans' Tax Credit, previously adopted, will also be \$600.00 per year, the same amount as the Optional Veterans Tax Credit. If readopted and approved, this article shall take effect for the 2023 property tax year. (Recommended/Not Recommended by the Board of Selectmen ?-?) Tax Rate Impact is \$.0



TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue · Stratham, NH 03885

Town Clerk/Tax Collector 603-772-4741

Selectmen's Office/ Administration/ Assessing 603-772-7391

Code Enforcement/ Building Inspections/ Planning 603-772-7391

Fax (All Offices) 603-775-0517

TO: Select Board Members
David Moore, Town Administrator

FROM: Mark Connors, AICP, Town Planner

FOR: December 19, 2022

RE: **Planning Board Attendance and Appointments for 2023**

Board Attendance 2022

There have been 21 meetings of the Planning Board so far this year, including 19 regular meetings and two site walks. The Board's last meeting of the year will be on Wednesday, December 21, 2022. Outlined below are the rates of attendance of all members who served in 2022 thus far including those who only served for part of the year. The Town is very appreciative of the volunteer efforts of our Planning Board members who served the community very well in 2022. Please note that 'On time Attendance' is calculated as the share of meetings that the member attended where he or she arrived on time and stayed for the duration of the meeting.

Member	Total Meetings	Meetings Absent	Arrived Late/ Left Early	Attendance Rate	On-time Attendance
THOMAS HOUSE, Chair	21	2	2	90%	89%
DAVID CANADA, Vice Chair	21	3	1	86%	94%
MICHAEL HOUGHTON, SB Rep.	21	2	0	90%	100%
CHRIS ZAREMBA, Member	21	5	0	76%	100%
PAMELA HOLLASCH, Member	21	10	3	52%	73%
JOHN KUNOWSKI, Alt.*	11	2	0	82%	100%
JOE ANDERSON, Alt.*	5	0	0	100%	100%
ROBERT ROSEEN*, Member	4	4	N/A	0%	N/A
NATHAN ALLISON, Alt.*	1	0	0	100%	100%

**-Member's tenure on the Board was only active for part of the year.*

See following page for Vacancy and Appointments up for renewal in 2023.

Vacancy and Appointments up for Renewal

Beginning in the New Year, the Planning Board will have one vacancy for a regular member position as Pamela Hollasch has expressed her intent to step down from the Board after the December 21, 2022 meeting. Staff would recommend the Select Board “promote” Alternate member **John Kunowski**, effective January 1, 2023, to Ms. Hollasch’s term as a regular member with a term expiring in 2025. Mr. Kunowski has served in the Alternate member role since May and has already established himself as a valuable member of the Board.

If the Select Board appoints Mr. Kunowski to the regular member term, the Planning Board will have a vacancy beginning on January 1, 2023 for an Alternate Member position expiring in 2024.

The terms of three Planning Board members come up for renewal in 2023 including Vice Chair **David Canada**, Regular Member **Chris Zaremba**, and Alternate **Nathan Allison**. Both Mr. Canada and Mr. Zaremba have expressed their wishes to renew their terms on the Board. The Select Board has already approved a new term for Mr. Canada and Mr. Zaremba’s paperwork is currently pending. Every indication so far is that Mr. Allison will apply to renew his term, however he has only had the opportunity to sit for one meeting so far. Staff will check in with him in January.

I hope this information is helpful. Please don’t hesitate to contact me if you have any questions.



TOWN OF STRATHAM

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Code Enforcement/ Building Inspections/ Planning 603-772-7391

Fax (All Offices) 603-775-0517

TO: Select Board Members
David Moore, Town Administrator
Nathan Merrill, Heritage Commission Chair

FROM: Mark Connors, AICP, Town Planner

FOR: December 19, 2022

RE: **Heritage Commission Attendance and Appointments for 2023**

Commission Attendance 2022

There have been 10 meetings of the Heritage Commission this year. The Commission's last meeting of the year was held on Tuesday, December 14, 2022. As one of Stratham's most active volunteer-led bodies, the Town is very appreciative of the Commission's continued work and contributions, which are many. Outlined below are the rates of attendance of all members who currently serve on the Commission.

Member	Total Meetings	Meetings Absent	Attendance Rate
NATHAN MERRILL, Chair	10	0	100%
FORREST BARKER, Treasurer	10	1	90%
MICHAEL HOUGHTON, SB Rep.	10	1	90%
DAVID CANADA, PB Rep.	10	2	80%
REBECCA MITCHELL, Member	10	0	100%
TAMMY HATHAWAY, Alt., Secretary	10	3	70%
JEFFREY HYLAND, Alt.	10	3	70%
LUCY CUSHMAN*, Alt.	1	0	100%

**-Member's tenure on the Commission was only active for part of the year.*

Appointments up for Renewal

There are currently no vacant positions on the Heritage Commission. The terms of two Commission members come up for renewal in 2023, including **Chair Nathan Merrill** and

Regular Member/Treasurer **Forrest Barker**. I am happy to report that both Mr. Merrill and Ms. Barker have indicated they would like to renew their terms (to expire in Spring 2026). Staff will work with them to complete the paperwork so that they may be formally appointed to a new term at a meeting in the near future. We look forward to continuing to work with them and their continued contributions to Stratham and its quality of life.

I hope this information is helpful. Please do not hesitate to contact me if you have any questions.



TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue · Stratham, NH 03885

Phone (603) 772-4741

TO: Select Board Members
David Moore, Town Administrator

FROM: Seth Hickey, Parks and Recreation Director

FOR: December 19, 2022

RE: **Recreation Commission Attendance and Appointments for 2023**

Board Attendance 2022

There have been 12 meetings of the Recreation Commission this year. The Commission had its last meeting of the year on Tuesday, December 13th, 2022. Outlined below are the rates of attendance of all members who served in 2022 thus far including those who only served for part of the year. The Parks and Recreation Department is very appreciative of the volunteer efforts of our Commission members who served the community very well in 2022. The Department is excited about the recent membership additions to the Commission.

Member	Total Meetings	Meetings Absent	Attendance Rate
TRACY ABBOTT, Chair & SEC.	12	1	92%
ALLISON KNAB, SB Rep.*	9	5	45%
KATE DARDINSKI	12	1	92%
SEAN KOTKOWSKI, Member	12	2	83%
JEFF SIMEONE, Member*	3	1	67%
BRENT SCOTT, Member*	2	0	100%
JESSIE HOOK, Member*	1	0	100%
RYAN GUERETTE*, Member	1	0	100%

**-Member's tenure on the Board was only active for part of the year.*

**Jeff Simeone served his term through our March meeting.*

** Recently appointed members, Scott, Hook and Guerette have staggered terms (3,2 and 1)*

Vacancy and Appointments up for Renewal

The terms of members coming up for renewal in 2023, two members are up for renewal. Sean Kotkowski has served for the last six years. I have reached out to Sean regarding his intentions for renewal to the Commission. I am awaiting his response. Ryan Guerette's term will expire as well, recently appointed, but unsure of college plans for next year. Depending on his plans for school in the fall, Ryan will determine his involvement in the Commission in the coming months.

I hope this information is helpful. Please don't hesitate to contact me if you have any questions.



TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue · Stratham, NH 03885

Phone (603) 772-4741

TO: Select Board Members
David Moore, Town Administrator

FROM: Seth Hickey, Parks and Recreation Director

FOR: December 19, 2022

RE: **Trail Management Advisory Committee (TMAC)
Attendance and Appointments for 2023**

Committee Attendance 2022

There have been 9 meetings of TMAC this year. The TMAC had its last meeting of the year on Wednesday, December 14th, 2022. Outlined below are the rates of attendance of all members who served in 2022 thus far. The Parks and Recreation Department is very appreciative of the volunteer efforts of our TMAC members who served the community very well in 2022.

Member	Total Meetings	Meetings Absent	Attendance Rate
KATE DARDINSKI, Chair	9	0	100%
PATARICIA WEIDMAN, Sec	9	1	89%
EDIE BARKER	9	2	78%
GREG BLOOD	9	2	78%
KEVIN O'BRIEN	9	0	100%
WILLIAM MCCARTHY	9	3	67%

Vacancy and Appointments up for Renewal

The current membership for this Committee has expressed interest in additional members joining the committee in 2023. With the Boards approval, Town staff could develop a newsletter item for the solicitation of additional members to TMAC.

I hope this information is helpful. Please don't hesitate to contact me if you have any questions.

ZONING BOARD OF ADJUSTMENT ATTENDANCE - 2021

	1/21	1/26	2/9	2/23	3/9	3/23	4/13	4/27	5/11	5/25	6/8	6/22	7/13	7/27	8/10	8/24	9/14	9/28	10/12	10/26	11/9	11/23	12/14	12/28
Garrett Dolan			X			X		Absent	X	X	7:20			No Longer A Member										
Phil Caparso - Alternate			Absent			Absent		Absent	Absent	Absent	Absent			Absent		Absent		X	Absent					
Bruno Federico - Member			X			X		X	X	X	X			X		Absent		X	X					
Amber Dagata - Vice Chair			X			X		X	X	X	X			Absent		X		X	X					
Drew Pierce - Chair			X			X		Absent	X	X	X			X		X			Absent	X				
Richard Goulet - Member			X			X		X	X	X	X			X		X			Absent	X				
Brent Eastwood - Alternate														New membe	Absent	Absent		X	X					
Erik Herring - Member														New membe	X		X		X	Absent				

ZONING BOARD OF ADJUSTMENT ATTENDANCE - 2022

	1/14	1/25	2/8	2/22	3/8	3/22	4/12	4/26	5/10	5/24	6/14	6/28	7/12	7/26	8/9	8/23	9/13	9/27	10/11	10/25	11/8	11/22	12/13	12/27
Drew Pierce - Chair			X					X		X												X		
Amber Dagata - Vice Chair			X					Absent		X													Resigned	
Bruno Federico - Member			X					X		X												X		
Richard Goulet - Member			X					X		X												X		
Erik Herring - Member			Absent					Expired		Expired												Expired		
Brent Eastwood - Alternate			X					Absent		X											X		Absent	
Phil Caparso - Alternate			X					Absent		Absent												Absent		

NO MEETING SCHEDULED
ELECTION DAY - NO HEARINGS SCHEDULED

Group claims NH planning and zoning boards are insufficiently 'diverse'

Michael Cousineau, The New Hampshire Union Leader, Manchester

Mon, December 12, 2022 at 11:59 PM · 3 min read

Dec. 12—A push is on to make zoning and planning boards more diverse, bringing on renters and younger people to serve in an effort to improve the state's current housing shortage.

"This is about bringing in new voices," said Nick Taylor, executive director of the Workforce Housing Coalition of the Greater Seacoast.

Taylor helped outline what was dubbed as NowWhatNH at the fifth annual Housing We Need Stakeholder Forum at the New Hampshire Institute of Politics at Saint Anselm College on Friday.

Very few renters and first-time homebuyers serve on local housing and zoning boards.

"The vast majority of our land use boards are the people that have purchased their home, maybe they have paid off their mortgage, and they haven't been in the housing market recently," Taylor told about 90 attendees.

"That doesn't mean that they're acting necessarily out of ill will or saying we don't want the next group to come along, but it's just a different lived perspective that is really important when you're making these tough decisions," Taylor said.

Molly Lunn Owen, who also explained the project, serves on her local board.

"I'm the only woman, and the only renter on the Manchester Planning Board, and we don't have any individuals of color," said Owen, who's also executive director of 603 Forward, a nonprofit that helps young people run for office.

Owen said she and her husband have been saving for a house for a decade "and still can't buy a house despite dual incomes."

NowWhatNH, a coalition of educators, housing industry experts, planners, and community leaders, found 45% of planning boards in New Hampshire recently had at least one vacancy while more than half of the state's zoning boards had at least one chair empty.

That "means less voices involved in each decision," said Sarah Marchant, chief of staff at the New Hampshire Community Loan Fund.

Organizers view it as a chance to form a pipeline to encourage and train new board members.

A brainstorming session turned up many barriers that keep people from joining boards.

"The good news is they're on cable TV now for transparency," said attendee Jay Childs.

"The bad news is they look incredibly boring and you hit that (channel) clicker and it's three hours and 24 minutes (long) and it turns people off," said Childs, who made a documentary called "Communities and Consequences II: Rebalancing New Hampshire's Human Ecology," which shared stories of people working together to create vibrant and welcoming places.

Several people cited other barriers, including neighbors confronting members in the supermarket over an unpopular decision and being intimidated by rules or orders and complicated regulations.

The session also included asking for ways to recruit new members.

Attendee William Maddocks of Amherst said the state's racial demographics are changing and perhaps providing language translation would spark interest.

"Maybe our planning boards and zoning boards can kind of look more like the future than the past," Maddocks said.

North Sturtevant of Portsmouth, who has served on nonprofit boards, said organizers need to sell the importance of such boards to their hometowns.

"What does that mean for a community? The trees on the street, the playground, the dog park," Sturtevant said. "Those are great stories and they really enrich that sense of service and giving back in the community."

Another group brainstorming suggested getting children as young as third-graders or members of the Boy Scouts and Girl Scouts to attend meetings in hopes of sparking a later interest to serve.

"Get them to come to these meetings. I know it's past their bedtimes," said Ben Frost, chief legal officer and deputy executive director at New Hampshire Housing. "There's got to be a merit badge for planning board."

Town of Stratham For 11/30/2022

	Dept Budget 2022	MTD Actual	YTD Actual 2022	Balance	% Expended
GENERAL GOVERNMENT					
EXECUTIVE					
Select Board					
100 4130 01 101 Select Board Stipends	12,000.00	0.00	0.00	12,000.00	0.00
Administration					
100 4130 02 102 Town Administrator Salary	101,459.00	9,038.46	103,703.59	(2,244.59)	102.21
100 4130 02 103 Executive Assistant	48,564.00	4,164.30	44,676.59	3,887.41	92.00
100 4130 02 201 Supplies	5,500.00	202.16	2,508.62	2,991.38	45.61
100 4130 02 204 Association Dues	9,800.00	763.75	9,449.75	350.25	96.43
100 4130 02 208 Contracted services	1,500.00	0.00	2,350.00	(850.00)	156.67
100 4130 02 209 Workshops & Training	1,750.00	0.00	1,482.50	267.50	84.71
100 4130 02 216 Advertising	2,000.00	85.08	1,487.13	512.87	74.36
100 4130 02 224 Meetings & Meals	4,000.00	0.00	1,988.87	2,011.13	49.72
100 4130 02 225 Mileage	500.00	0.00	59.67	440.33	11.93
100 4130 02 230 Fed-Ex	250.00	0.00	0.00	250.00	0.00
100 4130 02 231 Postage	12,000.00	91.20	9,002.99	2,997.01	75.02
100 4130 02 262 Town Report	3,500.00	0.00	2,518.25	981.75	71.95
100 4130 02 317 Service Contract (copier)	6,500.00	542.00	6,070.40	429.60	93.39
100 4130 02 319 Background Checks	500.00	94.00	663.00	(163.00)	132.60
100 4130 02 328 Town Meeting	1,000.00	0.00	0.00	1,000.00	0.00
Total Administration	198,823.00	14,980.95	185,961.36	12,861.64	93.53
Total Executive	210,823.00	14,980.95	185,961.36	24,861.64	88.21
ELECTION & REGISTRATION					
100 4140 01 201 Supplies	3,200.00	0.00	8,217.10	(5,017.10)	256.78
100 4140 01 219 Ballot Clerks	2,500.00	2,850.00	4,812.00	(2,312.00)	192.48
100 4140 01 220 Moderator/Asst. Moderator	875.00	275.00	825.00	50.00	94.29
100 4140 01 221 Meals	1,100.00	0.00	549.80	550.20	49.98
100 4140 01 301 Supervisors of the checklist	3,600.00	1,800.00	3,600.00	0.00	100.00
100 4140 01 308 Workshops & Training	100.00	0.00	0.00	100.00	0.00
100 4140 01 317 Equipment Maintenance	625.00	0.00	0.00	625.00	0.00
Total Election & Registration	12,000.00	4,925.00	18,003.90	(6,003.90)	150.03
FINANCIAL ADMINISTRATION					
FINANCE					
100 4150 01 120 Finance Payroll	138,232.00	9,484.11	107,724.96	30,507.04	77.93
100 4150 01 204 Dues/Misc Exp.	150.00	0.00	355.00	(205.00)	236.67
100 4150 01 217 Audit	18,500.00	7,212.25	25,472.63	(6,972.63)	137.69
100 4150 01 306 Financial Software Lic/Training	9,000.00	0.00	4,552.75	4,447.25	50.59
100 4150 01 308 Workshops & Training	600.00	0.00	1,308.65	(708.65)	218.11
100 4150 01 401 Contracted Services	7,000.00	1,577.70	18,340.37	(11,340.37)	262.01
100 4150 01 900 Bank Fees	0.00	106.56	106.56	(106.56)	0.00
100 4150 05 111 Finance-Treasurer Stipend	6,250.00	0.00	3,270.25	2,979.75	52.32
Total Finance	179,732.00	18,380.62	161,131.17	18,600.83	89.65
ASSESSING					
100 4150 02 114 Assessing Payroll	7,566.00	682.66	8,031.65	(465.65)	106.15
100 4150 02 201 Assessing Supplies	0.00	0.00	371.95	(371.95)	0.00
100 4150 02 204 Dues/Misc Exp.	500.00	0.00	479.00	21.00	95.80
100 4150 02 218 Registry Expense	100.00	5.50	36.50	63.50	36.50
100 4150 02 304 Tax maps	4,000.00	180.00	3,969.34	30.66	99.23
100 4150 02 316 Cell Phone Reimbursement	0.00	0.00	650.72	(650.72)	0.00
100 4150 02 317 Equipment Maintenance/Software	7,000.00	6,706.00	7,039.34	(39.34)	100.56
100 4150 02 401 Contracted Services	70,000.00	3,900.00	48,602.50	21,397.50	69.43
Total Assessing	89,166.00	11,474.16	69,181.00	19,985.00	77.59
Town Clerk/Tax Collector					
100 4150 03 112 TC/TC Payroll	141,909.00	11,282.99	115,923.39	25,985.61	81.69
100 4150 03 201 Office Supplies	4,000.00	0.00	2,415.86	1,584.14	60.40
100 4150 03 204 Dues & Memberships	60.00	0.00	60.00	0.00	100.00
100 4150 03 209 Conventions	400.00	0.00	235.00	165.00	58.75
100 4150 03 218 Registry of Deeds	400.00	2.60	180.02	219.98	45.01
100 4150 03 223 Lien Notifications	600.00	0.00	243.75	356.25	40.63
100 4150 03 225 Mileage	400.00	0.00	177.50	222.50	44.38
100 4150 03 269 Restoration of records	3,000.00	0.00	2,970.00	30.00	99.00
100 4150 03 306 Computer Support-Service	11,650.00	0.00	11,618.90	31.10	99.73

Town of Stratham For 11/30/2022

	Dept Budget 2022	MTD Actual	YTD Actual 2022	Balance	%
					Expended
100 4150 03 308 Workshops & Training	550.00	0.00	250.00	300.00	45.45
100 4150 03 318 New Equipment	975.00	0.00	975.00	0.00	100.00
Total Town Clerk/Tax Collector	163,944.00	11,285.59	135,049.42	28,894.58	82.38
Total Financial Administration	432,842.00	41,140.37	365,361.59	67,480.41	84.41
COMPUTER SERVICES					
100 4150 04 201 IT Supplies/Materials	7,000.00	832.83	12,911.02	(5,911.02)	184.44
100 4150 04 205 Computer services	70,000.00	4,998.00	47,284.97	22,715.03	67.55
Total Computer Services	77,000.00	5,830.83	60,195.99	16,804.01	78.18
LEGAL EXPENSES					
100 4153 01 202 Legal Expenses	30,000.00	8,560.87	38,524.64	(8,524.64)	128.42
Total Legal Services	30,000.00	8,560.87	38,524.64	(8,524.64)	128.42
PERSONNEL ADMINISTRATION					
100 4155 01 171 Medicare	51,231.00	2,040.99	38,253.81	12,977.19	74.67
100 4155 01 173 New Hampshire Retirement	595,800.00	(79,550.84)	507,992.32	87,807.68	85.26
100 4155 01 174 Social Security	138,000.00	9,253.05	107,145.54	30,854.46	77.64
100 4155 01 176 Unemployment	1,642.00	0.00	1,642.00	0.00	100.00
100 4155 01 191 Insurance Buyout Program	48,206.00	0.00	38,463.14	9,742.86	79.79
100 4155 01 192 Life/AD&D	7,000.00	1,105.50	6,584.64	415.36	94.07
100 4155 01 193 Long-Term Disability	12,000.00	1,774.58	9,207.92	2,792.08	76.73
100 4155 01 194 Short-Term Disability	12,000.00	1,987.47	11,630.83	369.17	96.92
100 4155 01 195 Health/Dental Insurance	438,250.00	(12,551.42)	349,820.49	88,429.51	79.82
100 4155 01 196 HealthTrust HRA/FSA	13,000.00	958.75	16,064.31	(3,064.31)	123.57
100 4155 01 197 Misc. Fees	600.00	0.00	0.00	600.00	0.00
100 4155 01 198 Leave Compensation	8,000.00	3,049.41	12,046.83	(4,046.83)	150.59
100 4155 02 198 Compensation Adjustments	85,000.00	0.00	0.00	85,000.00	0.00
Total Personnel	1,410,729.00	(71,932.51)	1,098,851.83	311,877.17	77.89
PLANNING & ZONING					
PLANNING					
100 4191 01 120 Planner Salary	79,000.00	6,353.12	73,685.07	5,314.93	93.27
100 4191 01 121 Bldg. & Code Enf. Coordinator	50,494.00	3,840.00	43,365.14	7,128.86	85.88
100 4191 01 122 Land Use Project Coordinator	20,728.00	1,680.00	8,778.00	11,950.00	42.35
100 4191 01 201 Supplies	1,500.00	0.00	1,644.01	(144.01)	109.60
100 4191 01 203 Legal Ads	3,800.00	0.00	1,546.28	2,253.72	40.69
100 4191 01 204 Dues & Memberships	500.00	0.00	89.99	410.01	18.00
100 4191 01 270 Rockingham Conservation District	500.00	0.00	0.00	500.00	0.00
100 4191 01 271 Rock. Planning Commission	7,669.00	0.00	7,669.00	0.00	100.00
100 4191 01 276 Special Projects	2,500.00	0.00	693.52	1,806.48	27.74
100 4191 01 306 Software License & Training	3,200.00	1,826.00	3,881.22	(681.22)	121.29
100 4191 01 308 Training	1,000.00	0.00	958.50	41.50	95.85
100 4191 01 318 Equipment	200.00	0.00	56.23	143.77	28.12
100 4191 01 319 Gas - Mileage	75.00	0.00	58.70	16.30	78.27
Total Planning	171,166.00	13,699.12	142,425.66	28,740.34	83.21
BUILDING INSPECTOR/CODE ENFORCEMENT					
100 4191 02 122 BI / CEO Payroll	78,000.00	6,003.00	63,735.31	14,264.69	81.71
100 4191 02 201 Supplies	1,750.00	90.11	2,656.99	(906.99)	151.83
100 4191 02 235 Fire Inspection Fees	800.00	0.00	0.00	800.00	0.00
100 4191 02 260 Plan Review	100.00	0.00	0.00	100.00	0.00
100 4191 02 266 Reference Materials	1,500.00	(445.45)	1,075.05	424.95	71.67
100 4191 02 306 Software License & Training	2,500.00	0.00	0.00	2,500.00	0.00
100 4191 02 308 Workshops & Training	2,000.00	61.88	501.88	1,498.12	25.09
100 4191 02 318 Equipment	1,500.00	0.00	82.22	1,417.78	5.48
100 4191 02 376 Vehicle Maintenance	250.00	40.00	889.72	(639.72)	355.89
Total Building Inspector/Code Enforcement	88,400.00	5,749.54	68,941.17	19,458.83	77.99
Total Planning & Zoning	259,566.00	19,448.66	211,366.83	48,199.17	81.43
GENERAL GOVT. BUILDINGS					
100 4194 01 104 Facilities Payroll	52,927.00	4,110.62	51,525.18	1,401.82	97.35
100 4194 01 106 Custodial PT	17,517.00	1,490.72	13,080.83	4,436.17	74.68
100 4194 01 222 MC Supplies	4,500.00	275.54	4,378.79	121.21	97.31
100 4194 01 314 MC Electricity	27,500.00	2,859.14	19,979.43	7,520.57	72.65
100 4194 01 315 MC Heat	9,440.00	0.00	9,853.85	(413.85)	104.38
100 4194 01 316 MC Telephone	9,486.00	927.68	10,390.01	(904.01)	109.53

Town of Stratham
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	Dept Budget 2022	MTD Actual	YTD Actual 2022	Balance	%
					Expended
100 4194 01 318 MC Equipment	3,200.00	0.00	305.15	2,894.85	9.54
100 4194 01 375 MC Building Maintenance/Repairs	30,500.00	3,843.81	28,390.30	2,109.70	93.08
100 4194 02 375 Gifford Building Maintenance/Repairs	5,000.00	123.79	4,204.62	795.38	84.09
100 4194 03 375 Foss Property Maintenance/Repairs	2,500.00	0.00	286.55	2,213.45	11.46
100 4194 04 314 Historical Soc. Electricity	1,400.00	182.42	1,021.68	378.32	72.98
100 4194 04 315 Historical Soc. Heat	5,000.00	604.13	4,544.68	455.32	90.89
100 4194 04 375 Historical Building Maintenance/Repairs	2,500.00	9.26	459.26	2,040.74	18.37
100 4194 06 240 Smyk Landscape Maintenance	3,200.00	2,379.12	3,264.60	(64.60)	102.02
100 4194 07 375 Park Cottage Maintenance	1,200.00	2,824.00	4,819.11	(3,619.11)	401.59
Total General Govt. Buildings	175,870.00	19,630.23	156,504.04	19,365.96	88.99
CEMETERIES					
100 4195 01 141 Cemetery Payroll	40,000.00	1,590.86	18,119.50	21,880.50	45.30
100 4195 01 222 Supplies	2,000.00	601.88	3,212.05	(1,212.05)	160.60
100 4195 01 240 Ground Maintenance	8,301.00	0.00	9,959.00	(1,658.00)	119.97
100 4195 01 306 Computer Maintenance	500.00	0.00	170.88	329.12	34.18
100 4195 01 317 Equipment Maintenance	4,170.00	0.00	1,492.48	2,677.52	35.79
100 4195 01 318 Equipment	240.00	1,214.71	1,519.02	(1,279.02)	632.93
100 4195 01 401 Contracted Services	1,500.00	0.00	0.00	1,500.00	0.00
Total Cemeteries	56,711.00	3,407.45	34,472.93	22,238.07	60.79
INSURANCE					
100 4196 01 190 Workers' Compensation	46,473.00	0.00	23,144.50	23,328.50	49.80
100 4196 01 248 Property & Liability Insurance	68,288.00	0.00	51,800.23	16,487.77	75.86
Total Insurance	114,761.00	0.00	74,944.73	39,816.27	65.31
OTHER GEN. GOVT.					
100 4199 01 243 Town Ctr Water Contamination Expenses	2,500.00	1,598.65	7,270.95	(4,770.95)	290.84
100 4199 01 999 ARPA applied costs	0.00	0.00	81,200.00	(81,200.00)	0.00
Total Other Gen. Government	2,500.00	1,598.65	88,470.95	(85,970.95)	3,538.84
TOTAL GENERAL GOVERNMENT	2,782,802.00	47,590.50	2,332,658.79	450,143.21	83.82
PUBLIC SAFETY					
POLICE					
PD Payroll					
100 4210 01 130 Police - Full Time	908,206.00	72,602.30	830,457.27	77,748.73	91.44
100 4210 01 131 Secretary Payroll	50,732.00	4,099.20	46,333.37	4,398.63	91.33
100 4210 01 133 Police-Holiday pay	27,125.00	0.00	4,509.03	22,615.97	16.62
100 4210 01 134 Prosecutor Payroll	38,454.00	2,987.58	34,253.71	4,200.29	89.08
100 4210 01 135 Police Overtime	105,000.00	6,332.63	60,860.15	44,139.85	57.96
100 4210 01 136 Police - PT	20,000.00	972.00	9,524.48	10,475.52	47.62
Total Payroll	1,149,517.00	86,993.71	985,938.01	163,578.99	85.77
PD Operations					
100 4210 02 201 PD Office Supplies	8,000.00	843.67	5,156.61	2,843.39	64.46
100 4210 02 226 Community Service Program	1,000.00	51.26	689.77	310.23	68.98
100 4210 02 278 Special Response Team (SERT)	2,500.00	0.00	2,500.00	0.00	100.00
100 4210 02 305 Technical Support	18,000.00	1,007.92	16,151.34	1,848.66	89.73
100 4210 02 308 Training & Dues	22,000.00	1,626.40	16,964.46	5,035.54	77.11
100 4210 02 310 Uniforms	12,000.00	418.75	10,329.46	1,670.54	86.08
100 4210 02 317 Equipment Repairs	3,000.00	450.70	1,281.54	1,718.46	42.72
100 4210 02 318 New Equipment	8,000.00	17,675.00	25,009.15	(17,009.15)	312.61
100 4210 02 319 Gas & Oil	19,000.00	0.00	20,250.69	(1,250.69)	106.58
100 4210 02 376 Vehicle Maintenance	17,000.00	3,133.99	21,588.58	(4,588.58)	126.99
100 4210 02 888 PD Grant Paid Expenditures	0.00	0.00	38,702.00	(38,702.00)	0.00
Total PD Operations	110,500.00	25,207.69	158,623.60	(48,123.60)	143.55
PD Building					
100 4210 03 314 Electricity	11,000.00	929.23	7,004.00	3,996.00	63.67
100 4210 03 315 Heating	4,500.00	0.00	3,945.96	554.04	87.69
100 4210 03 316 Telephone	8,000.00	714.00	6,711.17	1,288.83	83.89
100 4210 03 375 PD Building Maintenance	16,000.00	733.30	7,251.55	8,748.45	45.32
Total PD Building	39,500.00	2,376.53	24,912.68	14,587.32	63.07
Total Police	1,299,517.00	114,577.93	1,169,474.29	130,042.71	89.99
FIRE DEPARTMENT					
FD Operations					

Town of Stratham For 11/30/2022

	Dept Budget 2022	MTD Actual	YTD Actual 2022	Balance	%
					Expended
100 4220 01 100 Fire Dept. Payroll	343,208.00	19,597.33	212,905.91	130,302.09	62.03
100 4220 01 130 FD Detail	5,000.00	187.50	5,637.50	(637.50)	112.75
100 4220 01 204 Dues	2,500.00	0.00	2,776.80	(276.80)	111.07
100 4220 01 222 Supplies	2,500.00	344.79	2,787.93	(287.93)	111.52
100 4220 01 228 EMS Supplies	13,000.00	742.48	12,960.60	39.40	99.70
100 4220 01 236 Fire Prevention	3,000.00	0.00	3,715.50	(715.50)	123.85
100 4220 01 243 Haz-Mat Start Team	3,200.00	0.00	3,198.20	1.80	99.94
100 4220 01 245 Insurance	1,232.00	0.00	0.00	1,232.00	0.00
100 4220 01 308 Training & Conferences	3,000.00	25.00	4,075.01	(1,075.01)	135.83
100 4220 01 310 Uniforms	3,000.00	120.00	1,178.35	1,821.65	39.28
100 4220 01 317 Equipment Maintenance	28,000.00	1,583.69	40,660.80	(12,660.80)	145.22
100 4220 01 318 New Equipment	31,800.00	6,195.00	18,183.83	18,183.17	57.18
100 4220 01 319 Gas & Oil	4,500.00	0.00	5,794.38	(1,294.38)	128.76
100 4220 01 323 Billing Expenses	13,000.00	380.42	12,093.77	906.23	93.03
100 4220 01 999 COVID expenses	2,000.00	0.00	618.60	1,381.40	30.93
Total FD Operations	458,940.00	29,176.21	326,587.18	132,352.82	71.16
FD Building					
100 4220 02 240 Landscape Maintenance	1,000.00	0.00	0.00	1,000.00	0.00
100 4220 02 246 Internet/IT Charges	6,000.00	125.96	6,971.65	(971.65)	116.19
100 4220 02 314 Electricity	15,000.00	1,881.61	12,296.63	2,703.37	81.98
100 4220 02 315 Heat	16,000.00	878.16	17,282.70	(1,282.70)	108.02
100 4220 02 316 Telephone	8,000.00	582.48	6,422.24	1,577.76	80.28
100 4220 02 375 Building Maintenance & Repairs	12,000.00	1,342.95	15,264.54	(3,264.54)	127.20
Total FD Building	58,000.00	4,811.16	58,237.76	(237.76)	100.41
Total Fire Department	516,940.00	33,987.37	384,824.94	132,115.06	74.44
EMERGENCY MANAGEMENT					
100 4290 01 227 Emergency Management Expenses	9,638.00	0.00	6,444.35	3,193.65	66.86
Total Emergency Management	9,638.00	0.00	6,444.35	3,193.65	66.86
DISPATCH SERVICES					
100 4299 01 316 Dispatch Phone Expense	1,000.00	80.87	787.80	212.20	78.78
Total Public Safety	1,827,095.00	148,646.17	1,561,531.38	265,563.62	85.47
PUBLIC WORKS					
HIGHWAY					
100 4312 01 140 Highway Payroll	238,449.00	18,891.56	211,154.63	27,294.37	88.55
100 4312 01 141 Highway Overtime	29,952.00	194.85	18,558.62	11,393.38	61.96
100 4312 01 142 Temporary Plow Drivers	10,000.00	0.00	4,217.89	5,782.11	42.18
100 4312 01 210 Hwy Vehicle Purchase	33,161.00	0.00	32,791.29	369.71	98.89
100 4312 01 211 Drainage	7,392.00	0.00	7,512.65	(120.65)	101.63
100 4312 01 222 Supplies	4,200.00	110.88	6,515.39	(2,315.39)	155.13
100 4312 01 224 Meals	1,000.00	0.00	1,151.25	(151.25)	115.13
100 4312 01 279 Substance Abuse Testing	1,250.00	330.00	1,486.50	(236.50)	118.92
100 4312 01 303 Rented Equipment	6,000.00	0.00	6,827.89	(827.89)	113.80
100 4312 01 306 Computer Software Maintenance	1,734.00	0.00	1,198.99	535.01	69.15
100 4312 01 308 Training	1,500.00	0.00	110.00	1,390.00	7.33
100 4312 01 310 Uniforms	5,740.00	1,831.25	5,835.64	(95.64)	101.67
100 4312 01 314 Electricity	8,750.00	1,136.33	7,420.97	1,329.03	84.81
100 4312 01 315 Heating	2,500.00	0.00	1,109.96	1,390.04	44.40
100 4312 01 316 Telephone	4,208.00	252.95	2,440.85	1,767.15	58.00
100 4312 01 317 Equipment Repairs & Maintenance	50,000.00	2,581.22	58,341.06	(8,341.06)	116.68
100 4312 01 318 New Equipment & Signs	8,400.00	3,054.42	9,411.05	(1,011.05)	112.04
100 4312 01 319 Gas & Oil	39,200.00	0.00	32,570.85	6,629.15	83.09
100 4312 01 320 Road Paint	10,080.00	319.90	9,642.88	437.12	95.66
100 4312 01 321 Salt	55,300.00	52,938.05	53,452.55	1,847.45	96.66
100 4312 01 322 Aggregate	8,500.00	1,754.28	6,922.73	1,577.27	81.44
100 4312 01 325 Paving & Road Reconstruction	150,000.00	56,464.57	207,412.17	(57,412.17)	138.27
100 4312 01 375 Building Maintenance	20,000.00	8,415.43	16,994.46	3,005.54	84.97
100 4312 01 401 Contracted Services	3,500.00	0.00	1,955.00	1,545.00	55.86
Total Highway	700,816.00	148,275.69	705,035.27	(4,219.27)	100.60
STREET LIGHTING					
100 4316 01 314 Street Lighting	10,000.00	1,553.98	8,735.78	1,264.22	87.36

Town of Stratham
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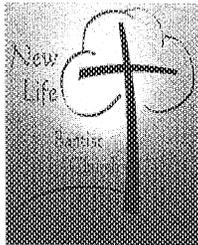
	Dept Budget 2022	MTD Actual	YTD Actual 2022	Balance	% Expended
Total Public Works	710,816.00	149,829.67	713,771.05	(2,955.05)	100.42
SANITATION					
SOLID WASTE COLL. & DISPOSAL					
100 4323 01 142 Sanitation Payroll	41,000.00	3,438.62	36,977.93	4,022.07	90.19
100 4323 01 212 MSW/Recycling Coll. & Disposal	925,816.00	72,464.71	689,580.16	236,235.84	74.48
100 4323 01 242 Hazardous Waste Collection	5,277.00	0.00	920.00	4,357.00	17.43
100 4323 01 247 Landfill Closure Costs	9,500.00	314.51	10,731.20	(1,231.20)	112.96
100 4323 01 309 Transfer Station Expenses	95,081.00	10,534.32	74,570.02	20,510.98	78.43
100 4323 01 314 Electricity	810.00	129.78	693.65	116.35	85.64
100 4323 01 317 Materials & Supplies	6,144.00	46.77	1,035.86	5,108.14	16.86
Total Solid Waste Coll. & Disposal	1,083,628.00	86,928.71	814,508.82	269,119.18	75.16
PUBLIC WORKS (OTHER)					
HEALTH					
ANIMAL CONTROL					
100 4414 01 244 Impoundment Fees/Supplies	600.00	0.00	0.00	600.00	0.00
Total Animal Control	600.00	0.00	0.00	600.00	0.00
PEST CONTROL					
100 4414 02 326 Pest Control Contracted Services	54,144.00	0.00	45,830.00	8,314.00	84.64
PUBLIC SERVICE AGENCIES					
100 4415 01 000 Annie's Angels	2,500.00	0.00	2,500.00	0.00	100.00
100 4415 01 001 American Red Cross	800.00	800.00	800.00	0.00	100.00
100 4415 01 351 Seacoast Mental Health Ctr.	3,000.00	3,500.00	3,500.00	(500.00)	116.67
100 4415 01 352 Waypoint	2,500.00	2,500.00	2,500.00	0.00	100.00
100 4415 01 353 Haven	4,250.00	4,250.00	4,250.00	0.00	100.00
100 4415 01 354 Big Brother & Big Sister	1,000.00	1,000.00	1,000.00	0.00	100.00
100 4415 01 355 Community Action Prog.	4,500.00	4,500.00	4,500.00	0.00	100.00
100 4415 01 356 Retired & Senior Volunteer Prog	500.00	0.00	500.00	0.00	100.00
100 4415 01 357 Richie McFarland Children's Center	4,200.00	0.00	0.00	4,200.00	0.00
100 4415 01 359 AIDS Response of the Seacoast	1,000.00	0.00	1,000.00	0.00	100.00
100 4415 01 360 Rockingham County Nutrition Program	5,420.00	3,420.00	3,420.00	2,000.00	63.10
100 4415 01 361 Seacoast Shipyard Assoc.	200.00	200.00	200.00	0.00	100.00
100 4415 01 362 Crossroads House	1,000.00	1,000.00	1,000.00	0.00	100.00
100 4415 01 366 Child Advocacy Center	1,250.00	0.00	1,250.00	0.00	100.00
100 4415 01 368 Families First	2,500.00	0.00	2,500.00	0.00	100.00
100 4415 01 369 Womenade of Greater Squamscott	2,000.00	0.00	2,000.00	0.00	100.00
100 4415 01 370 Transportation Assistance for Seacoast Citizens	3,000.00	0.00	3,000.00	0.00	100.00
Total Public Service Agencies	39,620.00	21,170.00	33,920.00	5,700.00	85.61
WELFARE					
DIRECT ASSISTANCE					
100 4445 01 314 Public Asst. Electricity	1,250.00	0.00	0.00	1,250.00	0.00
100 4445 01 340 Public Asst. Food	150.00	0.00	50.00	100.00	33.33
100 4445 01 341 Public Asst. Heat	1,500.00	559.90	1,541.10	(41.10)	102.74
100 4445 01 343 Public Asst. Medical-Pharmacy	100.00	0.00	0.00	100.00	0.00
100 4445 01 344 Public Asst. Rent-Mortgage	7,500.00	2,700.00	4,309.44	3,190.56	57.46
100 4445 01 345 Public Asst. Misc. Assistance	875.00	0.00	59.40	815.60	6.79
Total Direct Assistance	11,375.00	3,259.90	5,959.94	5,415.06	52.40
CULTURE & RECREATION					
PARKS					
100 4520 01 144 PT Ranger Payroll	78,871.00	3,221.45	40,397.88	38,473.12	51.22
100 4520 01 201 Supplies	400.00	44.28	566.28	(166.28)	141.57
100 4520 01 240 Grounds Maintenance	36,480.00	1,384.00	43,995.62	(7,515.62)	120.60
100 4520 01 308 Training	350.00	0.00	0.00	350.00	0.00
100 4520 01 310 Uniforms	600.00	673.50	725.90	(125.90)	120.98
100 4520 01 314 Electricity	6,100.00	1,750.87	7,670.47	(1,570.47)	125.75
100 4520 01 316 Cellphone Reimbursement	0.00	81.34	81.34	(81.34)	0.00
100 4520 01 317 Equipment Maintenance	3,500.00	128.83	4,375.43	(875.43)	125.01
100 4520 01 330 Park Maintenance Supplies	4,625.00	0.00	5,360.67	(735.67)	115.91
100 4520 01 376 Park Vehicle Maintenance	4,000.00	0.00	4,370.98	(370.98)	109.27
100 4520 01 377 All Other Park Building Maintenance	5,050.00	1,393.29	8,702.44	(3,652.44)	172.33
Total Parks	139,976.00	8,677.56	116,247.01	23,728.99	83.05

Town of Stratham For 11/30/2022

	Dept Budget 2022	MTD Actual	YTD Actual 2022	Balance	% Expended
RECREATION					
100 4520 02 145 Recreation Payroll	74,284.00	6,269.24	75,993.04	(1,709.04)	102.30
100 4520 02 147 Program Asst Salary	48,445.00	4,080.00	37,125.65	11,319.35	76.63
100 4520 02 201 Office Expenses	1,200.00	1.99	1,208.23	(8.23)	100.69
100 4520 02 273 Seniors Trips	6,000.00	3,585.23	16,928.53	(10,928.53)	282.14
100 4520 02 316 Cellphone Reimbursement	1,302.00	0.00	813.40	488.60	62.47
100 4520 02 319 Gas-Mileage	650.00	58.75	498.66	151.34	76.72
100 4520 02 324 Brochures/Newsletters	1,500.00	161.98	990.93	509.07	66.06
100 4520 02 328 Special Events	13,000.00	0.00	2,116.93	10,883.07	16.28
Total Recreation	146,381.00	14,157.19	135,675.37	10,705.63	92.69
Total Parks & Recreation	286,357.00	22,834.75	251,922.38	34,434.62	87.97
LIBRARY					
100 4550 01 147 Library Payroll	430,548.00	30,245.62	355,123.43	75,424.57	82.48
100 4550 01 249 Non-salary expenses	104,200.00	0.00	104,200.00	0.00	100.00
Total Library	534,748.00	30,245.62	459,323.43	75,424.57	85.90
PATRIOTIC PURPOSES					
100 4583 01 238 Flags	500.00	80.00	80.00	420.00	16.00
100 4583 01 277 Patriotic Misc.	1,200.00	128.00	494.24	705.76	41.19
Total Patriotic Purposes	1,700.00	208.00	574.24	1,125.76	33.78
CONSERVATION					
100 4611 01 207 Conservation Commission	5,000.00	0.00	634.47	4,365.53	12.69
HERITAGE COMMISSION					
100 4619 01 215 Heritage Administrative Expenses	400.00	0.00	124.91	275.09	31.23
100 4619 01 302 Survey/Software-Heritage	5,000.00	0.00	0.00	5,000.00	0.00
100 4619 01 308 Training/Conferences	100.00	0.00	0.00	100.00	0.00
100 4619 01 313 Veterans/Engraving	200.00	0.00	50.00	150.00	25.00
TOTAL EXPENSES	5,700.00	0.00	174.91	5,525.09	3.07
ECONOMIC DEV. COMM.					
TOWN CENTER REVITALIZATION					
ENERGY COMMISSION					
100 4660 02 281 Energy Commission Expenses	1,200.00	0.00	0.00	1,200.00	0.00
DEBT SERVICE					
PRINCIPLE - LONG TERM					
100 4711 00 400 Debt Service Principal	570,000.00	0.00	570,000.00	0.00	100.00
INTEREST - LONG TERM					
100 4721 00 401 Debt Service Interest	135,400.00	0.00	135,400.00	0.00	100.00
CAPITAL OUTLAY					
LAND					
MACH/EQUIP/VEHICLE CIP EXPENSES					
100 4902 20 900 Town-wide Computer Replacement-prior	7,210.82	735.91	7,210.82	0.00	100.00
100 4902 20 901 Town-wide Computer Replacement-current	5,000.00	1,843.06	1,843.06	3,156.94	36.86
100 4902 21 900 Permitting software/digital storage-prior	10,000.00	0.00	0.00	10,000.00	0.00
100 4902 22 900 Town-wide Technology - prior	16,803.10	0.00	10,969.97	5,833.13	65.29
100 4902 22 901 Town-wide Technology - current	7,000.00	0.00	0.00	7,000.00	0.00
100 4902 23 900 Police Station Solar Array Buyout - prior	5,000.00	0.00	0.00	5,000.00	0.00
100 4902 23 901 Police Station Solar Array Buyout - current	5,000.00	0.00	0.00	5,000.00	0.00
100 4902 24 900 Traffic Control Program - prior	2,202.00	0.00	2,202.00	0.00	100.00
100 4902 24 901 Traffic Control Program - current	5,000.00	0.00	2,483.00	2,517.00	49.66
100 4902 25 900 MC Town vehicles - prior	15,000.00	0.00	0.00	15,000.00	0.00
100 4902 26 900 PD Cruiser Replacement - prior	4,410.49	0.00	4,410.49	0.00	100.00
100 4902 26 901 PD Cruiser Replacement - current	39,000.00	0.00	31,539.51	7,460.49	80.87
TOTAL MACH/EQUIP/VEHICLE CIP EXPENSES	121,626.41	2,578.97	60,658.85	60,967.56	49.87
BUILDING CIP EXPENSES					
100 4903 30 900 Library Interior Improvements-prior	20,000.00	0.00	0.00	20,000.00	0.00
100 4903 30 901 Library Interior Improvements-current	15,000.00	0.00	0.00	15,000.00	0.00
100 4903 39 900 Library Assessment & Facility Plan - prior	20,000.00	0.00	20,000.00	0.00	100.00

Town of Stratham
For 11/30/2022

	Dept Budget 2022	MTD Actual	YTD Actual 2022	Balance	% Expended
TOTAL BUILDINGS	55,000.00	0.00	20,000.00	35,000.00	36.36
ALL OTHER/NON-BUILDING CIP EXPENSES					
100 4909 40 900 Cemetery Improvements - prior	26,503.12	(2,000.00)	11,888.13	14,614.99	44.86
100 4909 50 900 Parks Facilities Improvements - prior	20,359.37	0.00	3,000.00	17,359.37	14.74
100 4909 50 901 Parks Facilities Improvements - current	7,000.00	0.00	0.00	7,000.00	0.00
100 4909 51 900 Parks Rds/Parking Lot Improvements - prior	9,000.00	0.00	0.00	9,000.00	0.00
100 4909 51 901 Parks Rds/Parking Improvements - current	7,000.00	0.00	0.00	7,000.00	0.00
100 4909 59 900 Parks-Open Space Connectivity Plan - prior	10,000.00	0.00	0.00	10,000.00	0.00
100 4909 59 901 Parks-Open Space Connectivity Plan - current	35,000.00	0.00	0.00	35,000.00	0.00
100 4909 60 900 SHP Facilities & Fields Improvments - prior	41,594.08	0.00	0.00	41,594.08	0.00
100 4909 60 901 SHP Facilities & Fields Improvments - current	22,000.00	0.00	0.00	22,000.00	0.00
100 4909 61 900 SHP Roads/Parking Improvments - prior	56,000.00	0.00	0.00	56,000.00	0.00
100 4909 69 901 SHP Area Plan - current	25,000.00	0.00	0.00	25,000.00	0.00
100 4909 71 900 Town-wide Parking Lots Paving - prior	54,000.00	0.00	0.00	54,000.00	0.00
100 4909 71 901 Town-wide Parking Lots Paving - current	27,000.00	0.00	0.00	27,000.00	0.00
100 4909 72 900 Road Reconstruction Program - prior	59,008.61	0.00	59,008.61	0.00	100.00
100 4909 72 901 Road Reconstruction Program - current	145,000.00	2,294.43	145,000.00	0.00	100.00
100 4909 74 900 Bike & Ped Transp Improvements- prior	10,000.00	0.00	0.00	10,000.00	0.00
100 4909 74 901 Bike & Ped Transp Improvements- current	5,000.00	0.00	0.00	5,000.00	0.00
100 4909 75 900 State Roadway/Intersection Proj Partic- prior	50,000.00	0.00	0.00	50,000.00	0.00
100 4909 75 901 State Roadway/Intersection Proj Partic-current	25,000.00	0.00	0.00	25,000.00	0.00
100 4909 81 900 Stormwater Planning - prior	48,000.00	0.00	0.00	48,000.00	0.00
100 4909 82 900 Water & Sewer Infrastructure Study - prior	20,000.00	0.00	0.00	20,000.00	0.00
100 4909 91 900 Revaluation Expenses - prior	45,902.19	0.00	9,695.36	36,206.83	21.12
100 4909 91 901 Revaluation Expenses - current	24,000.00	0.00	0.00	24,000.00	0.00
100 4909 92 900 PFAS Response & Remediation - prior	15,934.00	0.00	49,752.68	(33,818.68)	312.24
100 4909 92 901 PFAS Response & Remediation - current	75,000.00	33,488.13	118,936.31	(43,936.31)	158.58
100 4909 99 900 Master Plan Update - prior	38,237.50	0.00	0.00	38,237.50	0.00
TOTAL ALL OTHER/NON-BUILDING CIP EXPENSES	901,538.87	33,782.56	397,281.09	504,257.78	44.07
TOTAL CIP EXPENSES	1,078,165.28	36,361.53	477,939.94	600,225.34	44.33
TOTAL OPERATING BUDGET ONLY	8,050,185.00	510,713.32	6,926,809.41	1,123,375.59	86.05
OPERATING TRANSFERS OUT					
CAPITAL PROJECT FUND					
TRANSFERS TO CAPITAL RES. FUND					
100 4915 04 295 FD Cap Reserves	110,000.00	0.00	110,000.00	0.00	100.00
100 4915 04 296 Radio Communication Cap Res	5,000.00	0.00	5,000.00	0.00	100.00
100 4915 04 330 Highway Vehicle Cap Res	125,000.00	0.00	125,000.00	0.00	100.00
100 4916 01 599 Heritage Preservation	50,000.00	0.00	50,000.00	0.00	100.00
TOTAL TRANSFERS TO CAPITAL RES. FUND	290,000.00	0.00	290,000.00	0.00	100.00
PAYMENTS TO OTHER GOVERNMENTS					
100 4933 01 427 Rockingham County Tax Assessment	0.00	1,345,872.00	1,345,872.00	(1,345,872.00)	0.00
TOTAL COUNTY TAXES	0.00	1,345,872.00	1,345,872.00	(1,345,872.00)	0.00
100 4933 01 427 Rockingham County Tax Assessment	0.00	1,345,872.00	1,345,872.00	(1,345,872.00)	0.00
100 4933 11 686 CMS Assessments	12,386,136.00	1,083,670.00	11,302,466.00	1,083,670.00	91.25
100 4933 11 687 SMS Assessments	10,878,304.00	989,145.00	9,889,159.00	989,145.00	90.91
TOTAL OTHER PAYMENTS	23,264,440.00	3,418,687.00	22,537,497.00	726,943.00	96.88
INSURANCE REIMBURSEMENTS					
TOTAL GRANTS & INSURANCE					
GRAND TOTAL ALL EXPENSES	32,682,790.28	3,965,761.85	30,232,246.35	2,450,543.93	92.50



December 11, 2022

Town of Stratham
Board of Selectmen
10 Bunker Hill Ave.
Stratham, NH 03885

Dear Honorable Selectmen,

We would like to request the use of the auditorium again, for 2023. We have been thankful for the facilities and that we have been able to shovel snow in front of the doors as needed. Please let us know of any other way we can serve. Thanks for asking us to help in any way we can.

Back in 2020, we wanted to start an outreach to families that were dealing with loved ones who were dealing with addiction, but Covid happened. Drug addiction is rampant in our world and especially here in New Hampshire.

Our church family has been touched by substance abuse and we would like to help others who have also been affected by this plague. There are programs and people that help those who are addicted to substances, but not many for their families.

Addictions have a spiritual component that is not dealt with very often in addicts and those who love them. We want to provide comfort for families and friends of addicts by offering a kind word, prayer, and hope that there is an answer to this problem.

We appreciate being able to use the auditorium on the first and third Sundays of the month after our regular services as we have just begun to put this together. We would like to continue on the 1st and 3rd Sundays this next year, with your permission.

We would certainly appreciate any input or ideas you may have that would allow us to be a comfort to as many hurting people as possible.

Thank you for your time and I look forward to hearing from you. My cell number is 603-767-4952 and my home number is 603-659-4939 if you have any thoughts or questions.

Best regards,

Thomas Oliver
Thomas Oliver, Pastor

PO Box 795 Stratham, NH 03885
603-767-4952



TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue • Stratham, NH 03885

Voice (603) 772-7391 • Fax (603) 775-0517 • www.strathamnh.gov



COMMITTEE APPOINTMENT APPLICATION

- | | |
|---|---|
| <input type="checkbox"/> Heritage Commission | <input type="checkbox"/> Zoning Board of Adjustment |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Public Works Commission |
| <input checked="" type="checkbox"/> Conservation Commission | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Stratham Fair Committee | <input type="checkbox"/> Energy Commission |
| <input type="checkbox"/> Exeter Squamscott River Advisory Committee | <input type="checkbox"/> Rockingham Planning Commission |
| <input type="checkbox"/> Pedestrian & Cyclist Advocacy Committee | <input type="checkbox"/> Other _____ |

Timothy D. Copeland 603-580-1998

 Applicant Name (print) Phone #

17 Raeder Drive Stratham NH 03885 kirin88@comcast.net

 Address Email

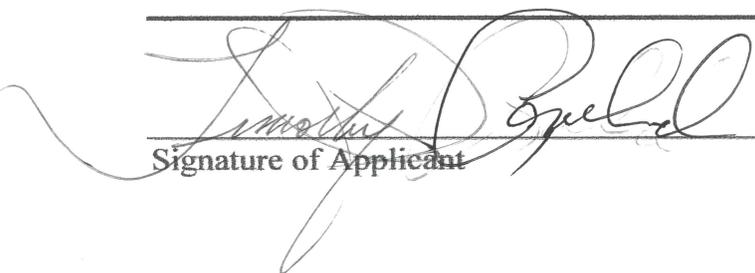
Registered Voter of Stratham? YES NO Number of Years as a Resident 20.5

I would like to be considered by the Select Board for appointment to a town/board/commission/committee indicated above because:

I have served on this board since 2008 (14 years) and have enjoyed the work and people on the board and wish to continue that service to the town as an alternate. Being an alternate is my preference due to my travel throughout the year.

I feel the following experience and background qualifies me for this position:

Present member of the Conservation Commission. Past Selectman (three terms) and Conservation Commission representative during those terms which was my choice. Past member of the NH House of Representatives (two terms) serving on Municipal and County Government committee.



 Signature of Applicant

12-07-2022

 Date



TOWN OF STRATHAM

Incorporated 1716

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COMMITTEE APPOINTMENT APPLICATION

- | | |
|---|---|
| <input type="checkbox"/> Heritage Commission | <input type="checkbox"/> Zoning Board of Adjustment |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Public Works Commission |
| <input checked="" type="checkbox"/> Conservation Commission | <input type="checkbox"/> Recreation Commission |
| <input type="checkbox"/> Stratham Fair Committee | <input type="checkbox"/> Energy Commission |
| <input type="checkbox"/> Exeter Squamscott River Advisory Committee | <input type="checkbox"/> Rockingham Planning Commission |
| <input type="checkbox"/> Pedestrian & Cyclist Advocacy Committee | <input type="checkbox"/> Other _____ |

William Kenny

603-264-3866

Applicant Name (print)

Phone #

1 Russell Dr. Stratham N.H.

wekenny@comcast.net

Address

Email

Registered Voter of Stratham? YES NO Number of Years as a Resident 30 yrs.

I would like to be considered by the Select Board for appointment to a town/board/commission/committee indicated above because:

Hi, I have been on the Conservation Commission for a number of years. I am currently the Chair person for the Commission. I am interested in Conservation issues and like volunteering for the town.

I feel the following experience and background qualifies me for this position:

William E. Kenny

Dec 12 2022

Signature of Applicant

Date



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Incorporated 1716

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COMMITTEE APPOINTMENT APPLICATION

- | | |
|---|---|
| <input type="checkbox"/> Heritage Commission | <input type="checkbox"/> Zoning Board of Adjustment |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Public Works Commission |
| <input checked="" type="checkbox"/> Conservation Commission | <input type="checkbox"/> Recreation Commission |
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| <input type="checkbox"/> Exeter Squamscott River Advisory Committee | <input type="checkbox"/> Rockingham Planning Commission |
| <input type="checkbox"/> Pedestrian & Cyclist Advocacy Committee | <input type="checkbox"/> Other _____ |

K Kyle Saltonstall 6033124806

Applicant Name (print) Phone #

61 Stratham Heights Road, Stratham NH 03885 kyle@saltonstallfarm.com

Address Email

Registered Voter of Stratham? YES NO Number of Years as a Resident 4

I would like to be considered by the Select Board for appointment to a town/board/commission/committee indicated above because:

I would like to continue as a Vice Chair. I have enjoyed my time so far and believe that it's my duty to serve my community

I feel the following experience and background qualifies me for this position:

I'm a farmer and have a Bachelors Degree in sustainable ag from UNH.

14Dec2022

Signature of Applicant

Date

From: [Mark Connors](#)
To: [David Moore](#)
Cc: [Karen Richard](#)
Subject: FW: Pamela Hollasch resignation
Date: Friday, December 9, 2022 2:03:42 PM

FYI. I will obviously reach out to her to let her know our appreciation for her service.

Thanks,
Mark

From: Pamela Hollasch [mailto:pjhollasch@gmail.com]
Sent: Friday, December 09, 2022 12:54 PM
To: Mark Connors <mconnors@StrathamNH.gov>
Subject: Re: December 7, 2022 Planning Board packet

Hi Mark,

Thanks for the email. I would like to finish my term this year and then step down for the start of 2023.

Pamela

On Tue, Dec 6, 2022 at 10:01 AM Mark Connors <mconnors@strathamnh.gov> wrote:

Thanks for letting me know Pamela.

I know we talked earlier this year because your term is up this year in 2022. At that time, you expressed that you would like to step back from Planning Board but would stay on until we filled the vacancy caused by Joe's resignation. We have finally filled Joe's spot – Nate Allison who will start on Wednesday - so we are back to a full board. As it's the end of the year, I wanted to check in with you. Would you still like to finish your term this year and step down or would you like to re-up for another term?

Please feel free to call if it's easier to discuss.

Thanks Pamela,
Mark

From: Pamela Hollasch [mailto:pjhollasch@gmail.com]
Sent: Monday, December 05, 2022 7:26 PM
To: Mark Connors <mconnors@StrathamNH.gov>
Subject: Re: December 7, 2022 Planning Board packet

Hello Mark,
I am unable to attend the meeting
Pamela

On Mon, Dec 5, 2022 at 6:42 PM Mark Connors <mconnors@strathamnh.gov> wrote:

Good Afternoon everyone,

The link to access the December 7, 2022 electronic Planning Board packet is:

https://www.strathamnh.gov/sites/g/files/vyhlf5051/f/pages/2022.12.05_pb_packet.pdf

If you are not able to attend the meeting, please let me know as soon as possible. Otherwise, I look forward to seeing you all on Wednesday.

Thank you,

Mark Connors
Town Planner
Town of Stratham
mconnors@strathamnh.gov
(603) 772-7391, x. 147

New Hampshire's Right to Know Law (RSA 91-A) provides that Town email communications regarding the business of the Town of Stratham are governmental records which may be available to the public upon request. Therefore, this email communication may be subject to public disclosure.