

MEMORANDUM

TO: Michael Houghton, Select Board Chair
Joseph Lovejoy, Select Board Vice-Chair
Allison Knab, Select Board

FROM: David Moore, Town Administrator

DATE: April 8, 2021

RE: Select Board Agenda and Materials for the April 19, 2021 Regular Meeting

Please allow this memorandum to serve as a guide to the Select Board Meeting agenda for April 19, 2021.

III. Consideration of Minutes

Draft minutes from your meeting on April 5, 2021 have been submitted for your consideration.

IV. Treasurer Report (first meeting of the month)

Tracy Abbott will be present to give the Treasurer's Report

V. Department Reports & Presentations

- A. Legislative Delegation Discussion
- B. Chris Murdough, Interim Assessor – Assessing Quarterly Report
- C. Town Treasurer Tracy-Lynn Abbott – Bi-Annual Treasurer Report
- D. Mark Connors - Planning Dept. Quarterly Report

VI. Correspondence

VII. Public Comment

VIII. Public Hearings, Ordinances and/or Resolutions

None for this meeting.

IX. Discussion of Monthly Reports (second meeting of each month)

X. New Business and Action Items

- A. Discussion of Cable (TV) Franchise Agreement

This discussion is rescheduled from your April meeting.

The Town's current Franchise Agreement with Comcast expires September 7, 2021. This agreement concerns Cable TV and not internet services. As you know, the Town has most recently entered into one year renewals with Comcast. This year Comcast is not moving forward with one-year renewals due to changes in law they are required to reflect in agreements going forward. In coordination with the Counsel the Town previously used for these Agreements (who is not available for this engagement), I have arranged for an attorney with Drummond Woodsum to meet with the Board on Monday April 19th to discuss a way forward. I am hopeful that following this 15 to 20 minute conversation where the Board will have an opportunity to ask questions about these agreements, Attorney Huddy Grandy and I will have the needed guidance from the Board to pursue a new agreement that we will then bring back to the Board for consideration.

The link below is to slides used in a 2019 NHMA presentation on the topic of Cable Franchise Agreements and may be interesting background for the Board.
https://www.nhmunicipal.org/sites/default/files/uploads/webinars/what_municipal_officials_need_to_know_about_cable_franchising_final_12.18.19.pdf

B. Drought Management Plan for 2021

At your meeting, I will provided updated information form the State about the current abnormally dry conditions and planning out next steps for the Town in terms of the Town's water restriction as well as communication strategy.

C. Highway CRF – Expenditure Request – Replacement of Vehicle 102

Please see enclosed memorandum from Director of Public Works Nate Mears.

D. Police Department CIP Release Requests

Please see enclosed memorandum from Police Chief King regarding release of CIP funds.

E. Discussion of 2021 Organizational Goals

Under separate cover, I will send the Board a 2021 draft goals document for discussion.

F. Discussion of American Rescue Plan Information to Date

At this meeting, I plan to share updated information about municipal expenditures of American Rescue Fund monies.

XI. Town Administrator Report

I plan to present you with a number of updates on Town business. If you have any particular items of business you would like to make sure I am prepared to cover, please let me know. We will also need a non-public session for this meeting.

XII. Informational Items

A. 2021 YTD Revenues and Expense Report

Following, the adoption of the budget on March 27th, Finance Administrator Dawna Duhamel is preparing the first expenditure report through the end of March. This document will be transmitted to you separately.

B. Open Enrollment Survey Memo to Town Employees Eligible for Health Insurance

XIII. Reservations, Event Requests & Permits

A. Reach the Beach Relay Race, 9/18/21 – request for parade permit

XIV. Review of Recent or Upcoming Board & Commissions Agendas

XV. Boards and Commissions Nominations & Appointments

XVI. Miscellaneous & Old Business

A. PFAS in Town Center

B. Open Items Tracking

XVII. Adjournment



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

SELECT BOARD AGENDA APRIL 19, 2021

**6:15 P.M. – Non-public session per RSA 91-A
7:00 P.M.**

**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.

COVID Public Meeting Notice

This meeting is scheduled to be held “in person” at the Stratham Municipal Center. In accordance with this notice, if the Chair makes a determination to hold this meeting remotely notice will be published by 3:30 p.m. on the day of the meeting.

Per NH RSA 91-A:2 III (b) the Chair has declared COVID-19 Outbreak an emergency and has waived the requirement that a quorum be physically present at the meeting pursuant to the Governor’s Executive Order 2020-04, Section 8, as extended by Executive Order 2020-20, and Emergency Order #12, Section 3. Members will be participating remotely and will identify their location and any person present with them at that location. All votes will be by roll call.

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 – April 5, 2021

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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- IV. Treasurer Report (first meeting of the month)
- V. Department Reports & Presentations
 - A. Legislative Delegation Discussion
 - B. Chris Murdough, Interim Assessor – Assessing Quarterly Report
 - C. Town Treasurer Tracy-Lynn Abbott – Bi-Annual Treasurer Report
 - D. Mark Connors - Planning Dept. Quarterly Report
- 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. Comcast Franchise Agreement (Rescheduled from Previous Meeting)
 - B. Drought Management Plan for 2021
 - C. Highway CRF – Expenditure Request – Replacement of Vehicle 102
 - D. Police Department CIP Release Requests
 - E. Discussion of 2021 Organizational Goals
 - F. Discussion of American Rescue Plan Information to Date
- XI. Town Administrator Report
- XII. Informational Items
 - A. 2021 YTD Revenues and Expense Report
 - B. Open Enrollment Survey Memo to Town Employees Eligible for Health Insurance
- XIII. Reservations, Event Requests & Permits
 - A. Reach the Beach Relay Race, 9/18/21 – request for parade permit
- XIV. Review of Recent or Upcoming Board & Commissions Agendas
- XV. Boards and Commissions Nominations & Appointments
- XVI. Miscellaneous & Old Business
 - A. PFAS in Town Center
 - B. Open Items Tracking



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

XVII. Adjournment



STRATHAM POLICE DEPARTMENT

Anthony J. King – Chief of Police

76 Portsmouth Avenue, Stratham, NH 03885
(603) 778-9691 – FAX (603) 778-6183

To: David Moore, Town Administrator

From: Chief Anthony King, Stratham Police Department

Subject: Utilization of CIP and Capital Reserve Funds

Date: April 9, 2021

Following the recent Town Budget approval at the March 27th meeting at the Exeter High School, I am forwarding this request to allow expenditure of the following funds for police department operations:

- **POLICE CRUISER CIP:**

As part of the 2021 Police Cruiser Replacement Program, \$37,000 has been allocated for this purchase. Following the State Bid Discount received by McFarland Ford, this vehicle has been quoted at **\$35,950.00**. As a reminder, all costs associated for outfitting this cruiser will be utilized from the Police Detail Account. *The McFarland Ford quote is attached for your review.*

- **INFORMATIONS SYSTEMS CIP (Information Technology):**

In alignment with the PD's three-year plan towards the proactive monitoring, replacement and upgrading of our internal information technology, I requested \$16,930.00 in 2021 for this purpose. As part of this overall plan in 2021, two (2) MDT's (Mobile Data Terminals) needed to be purchased in order to replace two outdated units. These computers are utilized in the police cruisers, and are the primary tool used by our officers on each shift to accomplish their primary functions of patrol work in coordination with Rockingham County Dispatch. The cost to purchase these MDTs and associated hardware is **\$12,129.87**. *The quote from Glacier Computer is attached for your review.*

- **TRAFFIC CONTROL PROGRAM CIP:**

In this CIP, \$7000.00 has been approved for the purchase of updated radar units in the cruisers, as well as additional electronic, pole mounted speed measuring devices. At this time, I am requesting the use of these funds to purchase two (2) radar units to update two aging units at a total cost of **\$4798.00**. *The quote from Kustom Signals is attached for your review.*

- **RADIO COMMUNICATIONS CRF:**

I am requesting the use of funds from the Radio Communication Capital Reserve Fund for purchase of two (2) new portable radios and (2) microphones. This request is also in-line with my 2021 CIP requests outlining a replacement plan for outdated portables. As a reminder, I had requested to continue the annual funding of this line for police department purposes at \$10,000.00 per year. This was to ensure that aging portables and radios can be replaced accordingly, while creating a small inventory of spare portables in cases of emergency replacement or addition of personnel. *The total for this hardware is \$6582.60, and the quote from Motorola Solutions is attached to this request for your review.*

Should you have any questions or concerns, please do not hesitate to contact me at your earliest convenience.

Respectfully submitted,



Anthony King
Chief of Police

CC: Stratham Select Board
Donna Duhamel, Finance Director



QUOTATION

Date

Apr 6, 2021

Customer Stratham, NH Police Department

Salesperson John Geary

Contact Dave Pierce

Phone 978-490-7123

Phone 603-778-9691

Email johng@glaciercomputer.com

Email -

Quote # STRATHAMV110-0421-3

QTY	PART NUM	DESCRIPTION	MSRP	SALE	EXT PRICE
Base Computer System					
2	5993926	V110 G6 - Intel Core i5-10210U Processor, Windows Hello Webcam, Microsoft Windows 10 Pro x64 with 8GB RAM, 256GB PCIe SSD, Sunlight Readable (Full HD LCD + Touchscreen + Hard Tip stylus), US KBD + US Power cord, Membrane Backlit KBD, WIFI + BT + GPS/Glonass + 4G LTE (EM7511) + Pass-through, Hard Handle, HF RFID + Barcode Reader, Dual batteries, TouchPad W/ Click Button, 3 Year Bumper to Bumper Warranty	\$4,684.00	\$3,937.60	\$7,875.20
Base SubTotal					\$7,875.20
Accessories					
2	4430754	Getac Auto Adapter - 12 V DC, 24 V DC Input	\$149.99	\$156.00	\$312.00
2	5049436	V110 HAVIS TRI PASS-THROUGH VEHICLE DOCK & REPLICATION WITH SCREEN STIFFENER (BL	\$1,159.60	\$799.66	\$1,599.32
2	5398474	CELL/LTE, WIFI, GNSS, 19FT COAX, COLOR BLACK, NEW FORM FACTOR (THREADED BOLT)	\$235.00	\$188.00	\$376.00
1	4316187	PJ7 Vehicle Kit Includes: PJ723 Printer, DC Vehicle Adapter, Battery Cavity Mounting Block, USB Cable, Drivers and Configuration Software, Premium Paper Roll and Special Configuration (Auto Power On, No Auto Shut Off).	\$538.00	\$459.49	\$459.49
1	PJKIT-UVHR	Brother Printer Headrest Mount	\$489.00	\$380.00	\$380.00
1	5553952	2020-2021 Ford Interceptor Utility Premium Passenger Side Mount Package	\$712.48	\$577.33	\$577.33
1	4724740	2021 Dodge Charger, 2021 AWD Charger Premium Passenger Side Mount Package	\$679.06	\$550.53	\$550.53
Accessories SubTotal					\$4,254.67
Warranty					
Warranty SubTotal					\$0.00

Thank you for the opportunity to quote your rugged computing needs. Glacier Computer has over 20 years of data collection experience across various industries and applications. Please call with any questions.

QTY	PART NUM	DESCRIPTION	MSRP	SALE	EXT PRICE
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TOTAL EXTENDED	\$12,129.87
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Quote Notes

- Terms are net 30 pending proper credit approval.
- Devices are built to order, no returns or exchanges.
- All orders are subject to Glacier Terms & Conditions.
- Quote expires in 30 days.
- Shipping is free.
- Lead time is 6-8 weeks.

Thank you for the opportunity to quote your rugged computing needs. Glacier Computer has over 20 years of data collection experience across various industries and applications. Please call with any questions.

Prepared for: , TOWN OF STRATHAM

2021 Police Interceptor Utility AWD Base (K8A)

Price Level: 125



*Ordered
03/04/2021
Southy's
Whole
Deleted for
Agies \$800.00*

Client Proposal

Prepared by:
Eric Cummings
Office: 603-772-5953
Quote ID: STRATHAM
Date: 03/04/2021



Prepared for:

TOWN OF STRATHAM

Prepared by: Eric Cummings

03/04/2021

McFarland Ford Sales, Inc. | 151 Portsmouth Ave Exeter New Hampshire | 038332186

**2021 Police Interceptor Utility AWD Base (K8A)**

Price Level: 125 | Quote ID: STRATHAM

As Configured Vehicle

Code	Description	MSRP
Base Vehicle		
K8A	Base Vehicle Price (K8A)	\$40,845.00
Packages		
500A	Order Code 500A <i>Includes:</i> - 3.73 Axle Ratio - GVWR: 6,840 lbs (3,103 kgs) - Tires: 255/60R18 AS BSW - Wheels: 18" x 8" 5-Spoke Painted Black Steel Includes polished stainless steel hub cover and center caps. - Unique HD Cloth Front Bucket Seats w/Vinyl Rear Includes reduced bolsters, driver 6-way power track (fore/aft. up/down, tilt with manual recline, 2-way manual lumbar), passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both driver/passenger seatbacks. - Radio: AM/FM/MP3 Capable Includes clock, 4-speakers, Bluetooth interface with hands-free voice command support (compatible with most Bluetooth connected mobile devices), 1 USB port and 4.2" color LCD screen center stack smart display.	N/C
Powertrain		
99B	Engine: 3.3L V6 Direct-Injection (FFV) <i>(136-MPH top speed). Note: Deletes regenerative braking and lithium-ion battery pack; adds 250-Amp alternator, replaces H7 AGM battery (800 CCA/80-amp) with H7 SLI battery (730 CCA/80-amp) and replaces 19-gallon tank with 21.4-gallon.</i>	-\$3,530.00
44U	Transmission: 10-Speed Automatic (44U)	N/C
STDAX	3.73 Axle Ratio	Included
STDGV	GVWR: 6,840 lbs (3,103 kgs)	Included
Wheels & Tires		
STDTR	Tires: 255/60R18 AS BSW	Included
STDWL	Wheels: 18" x 8" 5-Spoke Painted Black Steel <i>Includes polished stainless steel hub cover and center caps.</i>	Included
Seats & Seat Trim		
9	Unique HD Cloth Front Bucket Seats w/Vinyl Rear <i>Includes reduced bolsters, driver 6-way power track (fore/aft. up/down, tilt with manual recline, 2-way manual lumbar), passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both driver/passenger seatbacks.</i>	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:

TOWN OF STRATHAM

Prepared by: Eric Cummings

03/04/2021

McFarland Ford Sales, Inc. | 151 Portsmouth Ave Exeter New Hampshire | 038332186

**2021 Police Interceptor Utility AWD Base (K8A)**

Price Level: 125 | Quote ID: STRATHAM

As Configured Vehicle (cont'd)

Code	Description	MSRP
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Other Options

PAINT	Monotone Paint Application	STD
119WB	119" Wheelbase	STD
STDRD	Radio: AM/FM/MP3 Capable <i>Includes clock, 4-speakers, Bluetooth interface with hands-free voice command support (compatible with most Bluetooth connected mobile devices), 1 USB port and 4.2" color LCD screen center stack smart display.</i>	Included
153	Front License Plate Bracket	N/C
43D	Dark Car Feature <i>Courtesy lamps disabled when any door is opened.</i>	\$25.00
17T	Switchable Red/White Lighting in Cargo Area <i>Deletes 3rd row overhead map light.</i>	\$50.00
60A	Grille LED Lights, Siren & Speaker Pre-Wiring	\$50.00
68G	Rear-Door Controls Inoperable <i>Locks, handles and windows. Note: Can manually remove window or door disable plate with special tool. Note: Locks/windows operable from driver's door switches.</i>	\$75.00
59B	Keyed Alike - 1284x	\$50.00
549	Heated Sideview Mirrors	\$60.00
76R	Reverse Sensing System	\$275.00
60R	Noise Suppression Bonds (Ground Straps)	\$100.00

Emissions

425	50 State Emission System	STD
Flexible Fuel Vehicle (FFV) system is standard equipment for vehicles equipped with the 3.3L V6 Direct-Injection engine.		

Interior Color

96_01	Charcoal Black	N/C
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Exterior Color

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Prepared for:

TOWN OF STRATHAM

Prepared by: Eric Cummings

03/04/2021

McFarland Ford Sales, Inc. | 151 Portsmouth Ave Exeter New Hampshire | 038332186

**2021 Police Interceptor Utility AWD Base (K8A)**

Price Level: 125 | Quote ID: STRATHAM

As Configured Vehicle (cont'd)

Code	Description	MSRP
UM_01	Agate Black	N/C
SUBTOTAL		\$38,000.00
Destination Charge		\$1,245.00
TOTAL		\$39,245.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:

TOWN OF STRATHAM

Prepared by: Eric Cummings

03/04/2021

McFarland Ford Sales, Inc. | 151 Portsmouth Ave Exeter New Hampshire | 038332186

**2021 Police Interceptor Utility AWD Base (K8A)**

Price Level: 125 | Quote ID: STRATHAM

Pricing Summary - Single Vehicle**MSRP***Vehicle Pricing*

Base Vehicle Price	\$40,845.00
Options	-\$2,845.00
Colors	\$0.00
Upfitting	\$0.00
Fleet Discount	\$0.00
Destination Charge	\$1,245.00
Subtotal	\$39,245.00

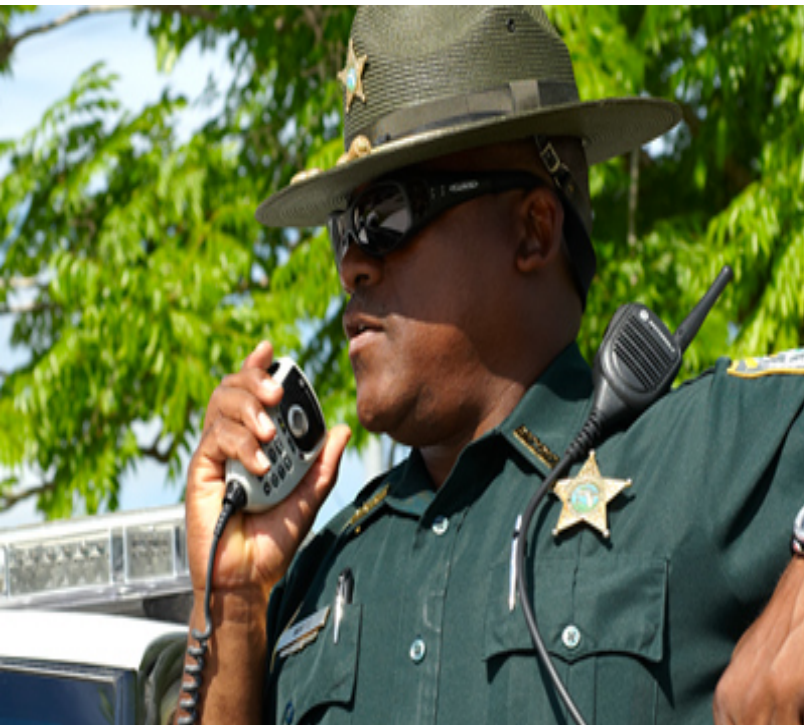
Pre-Tax Adjustments

Code	Description	MSRP
discount	STATE BID DISCOUNT	-\$6,960.00
warranty	5yr/1000 Ford Premium Care 0 ded	\$3,665.00
Total		\$35,950.00

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



STRATHAM POLICE DEPT

04/08/2021

04/08/2021

STRATHAM POLICE DEPT
Stratham Police Department
76 Portsmouth Avenue
Stratham, NH 03885

Dear Lt. David Pierce,

Motorola Solutions is pleased to present STRATHAM POLICE DEPT with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide STRATHAM POLICE DEPT with the best products and services available in the communications industry. Please direct any questions to Kelly McGrenaghan at kmcgrenaghan@2-way.biz.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Kelly McGrenaghan

Motorola Solutions Manufacturer's Representative

Billing Address:
 STRATHAM POLICE DEPT
 Stratham Police Department
 76 Portsmouth Avenue
 Stratham, NH 03885
 United States

Quote Date:04/08/2021
 Expiration Date:07/01/2021
 Quote Created By:
 Kelly McGrenaghan
 kmcgrenaghan@2-way.biz

End Customer:
 STRATHAM POLICE DEPT
 Lt. David Pierce
 dpierce@strathamdpd.org
 603-778-9691

Contract: 19860 - NASPO

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 6000 Series	APX6000				
1	H98KGF9PW6BN	APX6000 VHF MHZ MODEL 2.5 PORTABLE	2	\$3,026.00	\$2,208.98	\$4,417.96
1a	Q667BB	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	2	\$0.00	\$0.00	\$0.00
1b	Q58AL	ADD: 3Y ESSENTIAL SERVICE	2	\$115.00	\$115.00	\$230.00
1c	H35BU	ADD: CONVENTIONAL OPERATION	2	\$500.00	\$365.00	\$730.00
1d	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	2	\$515.00	\$375.95	\$751.90
2	LSV00Q00202A	DEVICE PROGRAMMING	1	\$40.00	\$40.00	\$40.00
3	PMMN4062AL	AUDIO ACCESSORY- REMOTE SPEAKER MICROPHONE,IMPRES RSM, NOISE CANC. EMERGENCY BUTTON 3.5MM JACK IP54	2	\$117.70	\$85.92	\$171.84
4	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	2	\$165.00	\$120.45	\$240.90

Grand Total

\$6,582.60(USD)



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Notes:



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.



Purchase Order Checklist

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead
(PO will not be processed without this)

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the *Legal* Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)



Quotation

Page 1 of 2

KUSTOM SIGNALS, INC.

9652 Loiret Blvd, Lenexa, KS 66219-2406
913-492-1400 Fax 913-492-1708
sales@kustomsignals.com www.kustomsignals.com

Date 03/29/2021

To... LT. DAVID PIERCE
STRATHAM POLICE DEPT

76 PORTSMOUTH AVE
STRATHAM NH 03885-2403

Quote # -453958298138NG
Terms Per Approved Terms
This Quote Expires on 06/27/2021
Phone 603-778-9691
Fax 603-772-5937

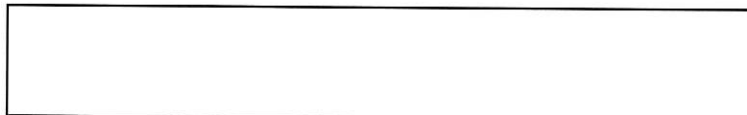
<u>Qty</u>	<u>Product Description</u>	<u>UnitPrice</u>	<u>SubTotal</u>
	SPECIAL DISCOUNTED PRICING FOR STRATHAM PD		
2	Eagle 3 Dual Ka-band antenna with Same Direction, Fastest and Scan Mode Includes Shipping and handling Current lead time is 30 days	\$2,399.00	\$4,798.00

Total \$4,798.00

Signature

Judy Beiriger

* Applicable Sales Tax Not Included. Seller may charge Buyer a 25% restocking fee.



Toll Free 800-4KUSTOM (800-458-7866)



TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue · Stratham, NH 03885

Town Clerk/Tax Collector 603-772-4741

Select Board's Office/ Administration/ Assessing 603-772-7391

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

Department of Public Works 603-772-5550

Fax (All Offices) 603-775-0517

TO: Michael Houghton, Select Board Chair
Joseph Lovejoy, Vice Chair
Allison Knab, Member
David Moore, Town Administrator

CC: Dawna Duhamel, Finance Director

FROM: Nate Mears; Director of Public Works Department

MEMO: Request for CRF Expenditure – Replacement of DPW Truck 102

DATE: April 6, 2021

Dear Select Board Members and Town Administration,

The Department of Public Works is requesting the authorization to proceed with procurement of one new pick-up truck to replace our late model Ford. Our existing 2008 Ford F350 continues to falter and will not pass state inspection in 2021 without substantial repairs estimated at more than it is valued.

We are proposing to replace the Ford 1-ton diesel pick-up with a new Chevrolet $\frac{3}{4}$ ton, gas, 4 wheel drive pick-up, this new vehicle will be more economical to operate and still meet all of our functions. Its gross vehicle weight rating will still allow for the towing of equipment trailers that we have. The Chevrolet will come with a Fisher plow push plate mounted along with wiring so that we can hook up to our existing 3 year old Fisher snow plow.

Our Department has sourced the best pricing and trade value; MacMulkin Chevrolet has honored NH State Bid Pricing and provided high book for our existing Ford in trade. Total cost to replace truck 102 is \$34,870 and the truck is expected to be available by May 2021. Please see the following purchase proposal.

With your approval we will proceed with the procurement process expending \$34,870 from the Highway Department Capital Reserve Fund.

Respectfully,

Nate Mears
Director of Public Works Department



MacMulkin Chevrolet

Paul LaRoche Jr | 603-888-1121 | paul@thompsonauto.net

Town of Stratham

Prepared For: Nate Mears

603-534-0644

nmears@strathamnh.gov

Vehicle: [Fleet] 2021 Chevrolet Silverado 2500HD (CK20903) 4WD Reg Cab 142" Work Truck





MacMulkin Chevrolet

Paul LaRoche Jr | 603-888-1121 | paul@thompsonauto.net

Your Price including **NH State Bid Assistance:**

2021 Silverado HD2500 4WD pickup Regular Cab including Linex Spray in bed liner and Fisher plow
Truck side set up including new controller \$40,870.00

Less 2008 Ford F350 Trade \$ 6000.00

Total \$34,870.00

Thank You Paul

Paul LaRoche Jr
Commercial Sales Manager
MacMulkin Chevrolet-Cadillac
Nashua NH 03060
603-562-6741 Cell
paul@thompsonauto.net

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Data Version: 13446. Data Updated: Apr 4, 2021 10:16:00 PM PDT.



MacMulkin Chevrolet

Paul LaRoche Jr | 603-888-1121 | paul@thompsonauto.net

Vehicle: [Fleet] 2021 Chevrolet Silverado 2500HD (CK20903) 4WD Reg Cab 142" Work Truck (Complete)

Window Sticker

SUMMARY

[Fleet] 2021 Chevrolet Silverado 2500HD (CK20903) 4WD Reg Cab 142" Work Truck

MSRP:\$37,700.00

Interior:Jet Black, Vinyl seat trim

Exterior 1:Summit White

Exterior 2:No color has been selected.

Engine, 6.6L V8

Transmission, 6-speed automatic, heavy-duty

OPTIONS

CODE	MODEL	MSRP
CK20903	[Fleet] 2021 Chevrolet Silverado 2500HD (CK20903) 4WD Reg Cab 142" Work Truck	\$37,700.00
OPTIONS		
1WT	Work Truck Preferred Equipment Group	\$0.00
5H1	Key equipment, two additional keys for single key system	\$45.00
8S3	Back-up alarm, 97 decibels	\$138.00
AE7	Seats, front 40/20/40 split-bench	\$0.00
AED	Window, power front, passenger express down	Inc.
AQQ	Remote Keyless Entry	Inc.
AU3	Door locks, power	Inc.
AXG	Window, power front, drivers express up/down	Inc.
DBG	Mirrors, outside power-adjustable vertical trailing	Inc.
E63	Durabed, pickup bed	\$0.00
GAZ	Summit White	\$0.00
GT4	Rear axle, 3.73 ratio	\$0.00
H2G	Jet Black, Vinyl seat trim	\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system	\$0.00
JGB	GVWR, 10,250 lbs. (4649 kg)	\$0.00
JL1	Trailer brake controller, integrated	\$275.00
K34	Cruise control, electronic	Inc.

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Vehicle: [Fleet] 2021 Chevrolet Silverado 2500HD (CK20903) 4WD Reg Cab 142" Work Truck (Complete)

K4B	Battery, auxiliary, 730 cold-cranking amps/70 Amp-hr		\$135.00
KW5	Alternator, 220 amps	Inc.	
L8T	Engine, 6.6L V8		\$0.00
MYD	Transmission, 6-speed automatic, heavy-duty		\$0.00
NC7	Emissions override, Federal		\$0.00
NE1	Emissions, Connecticut, Delaware, Maine, Maryland, Massachusetts, New Jersey, New York, Oregon, Pennsylvania, Rhode Island, Vermont and Washington state requirements		\$0.00
NZZ	Skid Plates	Inc.	
PYN	Wheels, 17" (43.2 cm) painted steel, Silver		\$0.00
QHJ	Tires, LT245/75R17E all-season, blackwall		\$0.00
QT5	Tailgate, gate function manual with EZ Lift	Inc.	
R9Y	Fleet Free Maintenance Credit.		(\$45.00)
U01	Lamps, Smoked Amber roof marker, (LED)		\$55.00
VQ2	Fleet Processing Option		\$0.00
VYU	Snow Plow Prep/Camper Package		\$300.00
ZHJ	Tire, spare LT245/75R17E all-season, blackwall		\$0.00
ZLQ	WT Fleet Convenience Package		\$1,400.00
SUBTOTAL			\$40,003.00
Adjustments Total			\$0.00
Destination Charge			\$1,695.00
TOTAL PRICE			\$41,698.00

FUEL ECONOMY

Est City:N/A
Est Highway:N/A
Est Highway Cruising Range:N/A

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April 1, 2021

David Moore
Town Administrator
Town of Stratham
10 Bunker Hill Road
Stratham, NH 03885

Dear Mr. Moore:

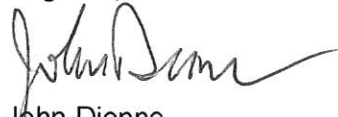
We appreciated the Town's support of our Ragnar Reach the Beach Relay these past years. We are in the process of preparing for our annual event. Once again, we would like your town's approval to pass along Route 111 during our event. Similar to years past, the runners will only be along Route 111 in Stratham for a short distance on Saturday, September 18th between the hours of 8:30 AM and 6:00 PM.

Please find enclosed the State of NH Parade Permit. If you could please present this to the Board of Selectmen for their approval we would appreciate it very much. I have enclosed a self-addressed stamped envelope for your convenience.

Additional information about the race can be found on our web site at www.runragnar.com.

Please feel free to contact me at any time should you have any questions.

Regards,



John Dionne
Course Coordinator
Ragnar RTB LLC
Home: 603-891-0844
Cell Phone: 603-305-3382
jdionne@runragnar.com

STATE OF NEW HAMPSHIRE
Application for Parade Permit or Other
Activity Conducted on State Highway System

Today's Date 4-1-21

To: Department of Transportation
Transportation Management Center
PO Box 483, 110 Smokey Bear Blvd
Concord, New Hampshire 03302-0483
Phone (603) 271-6862
Fax (603) 271-8626

Under provisions of RSA 286:2 and RSA 236:1, application is made for a parade / activity on the state highway system.

Indicative data is shown below:

Type of activity?
If so, what type (foot, bike, etc.)?
Will event effect highway safety?
Will highway traffic be delayed?
If so, how long?
Will highway traffic be detoured?
Name of sponsoring organization:
Mail permit to:

Phone no. where I may be reached:
Purpose of activity:
Name of Municipality:
Date of activity:
Starting and ending times:
State route(s) to be traveled:

Traffic control provided by:

Approved by Town Officials

Selectmen / Town Manager / Police Chief
(circle one)

Athletic Event
Running Relay
No
No
N/A
N/A
Ragnar RTB LLC
John Dionne
79 Wethersfield Rd
Nashua, NH 03062
603-305-3382
Sporting Event
<i>Stratham</i>
<i>9-18-21</i>
<i>Approx 8:30 AM - 6 PM</i>
<i>111</i>
<i>NA</i>

Signed by *John Dionne*
(Applicant)

Please attach a simple map or sketch plotting the **start, finish, route(s) of travel, detour(s), and parking area(s)** if provided.

Recommended:

District Engineer



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

VOICE (603) 772-4741 • FAX (603) 775-0517

TO: Full-time Employees

FROM: Dawna Duhamel, Finance Administrator

DATE: April 8, 2021

RE: Open Enrollment survey results

Our first open enrollment survey closed on March 31st. A big thank you to all who participated in the survey! With your help, the response rate was 59%.

This memo includes a high-level analysis, and as promised, the answers to the survey itself, including open-ended responses and comments. A portion of one comment was redacted to ensure anonymity.

First Take - Analysis

Respondents favorably reviewed open enrollment materials, education sessions, and providing enough information and resources (i.e., who to contact with questions) to permit employees to make informed decisions. However, there is room for improvement with the education sessions and, to a lesser degree, with handouts.

While 56% rated the overall open enrollment experience good to excellent, there were comments about the lack of advance notification and transparency of the changes to the health plans. It is clear that the more notice the better for changes in health plan offerings.

62.5% of employees are satisfied to very satisfied with the health plans offered by the Town. Only one person was dissatisfied, none were very dissatisfied, and ten were neutral.

Survey Results:

Q1 – How would you rate the overall benefits enrollment experience?

Answer Choices	Responses	Count
Excellent	6.25%	1
Good	50.00%	8
Neutral	25.00%	4
Fair	6.25%	1
Poor	12.50%	2
Total	100.00%	16



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

VOICE (603) 772-4741 • FAX (603) 775-0517

Q2 – How would you rate the quality of the health insurance materials provided?

Answer Choices	Responses	Count
Excellent	31.25%	5
Good	43.75%	7
Neutral	12.50%	2
Fair	6.25%	1
Poor	6.25%	1
Total	100.00%	16

Q3 - How would you rate the health insurance education sessions?

Answer Choices	Responses	Count
Excellent	6.25%	1
Good	43.75%	7
Neutral	18.75%	3
Fair	6.25%	1
Poor	12.50%	2
N/A	12.50%	2
Total	100.00%	16

Q4 - For future open enrollments, would you prefer to have in-person information sessions?

Answer Choices	Responses	Count
No preference	43.75%	7
Yes	50.00%	8
No	6.25%	1
Total	100.00%	16

Q5 - How satisfied are you with the health plans offered by the Town?

Answer Choices	Responses	Count
Very satisfied	37.50%	6
Satisfied	25.00%	4
Neutral	31.25%	5
Dissatisfied	6.25%	1
Very dissatisfied	0.00%	0
Total	100.00%	16



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Q6 - Did you have enough information to make an informed decision about your benefits?

Answer Choices	Responses	Count
Yes	93.75%	15
No	6.25%	1
Total	100.00%	16

Q7 - Did you know who to contact for help/guidance during the process?

Answer Choices	Responses	Count
Yes	93.75%	15
No	6.25%	1
Total	100.00%	16

Q8 and Q9 were open responses. The full text of the responses for both questions are included in the Appendix (pages A-8 and A-9). The Appendix also contains the full text of all employee comments.

Next Steps

The Select Board will deliberate on the survey results and employee feedback to inform and improve future enrollments.

APPENDIX

How would you rate the overall benefits enrollment experience?	
Response	Comments
Excellent	
Fair	
Good	The enrollment was easy. The delivery of the information could have been better.
Good	
Good	Multiple days and times were provided to hear from Health Trust
Good	I think that on the Town end everything was quite good. Health Trust could simplify and target their presentation more.
Good	
Good	
Good	
Good	
Neutral	Notification to employees of the cost change could have been brought to our attention much sooner.
Neutral	
Neutral	
Neutral	
Poor	I feel that it was not transparent enough and there was little notice on the changes.
Poor	Extremely disappointed on not having an employee meeting. Very little time was given to evaluate plans concerning doctors and such. Disappointed in the Selectboard on NOT presenting the rollout. These insurance choices will make future hires harder to attract qualified candidates

How would you rate the quality of the health insurance materials provided?	
Response	Comments
Excellent	
Excellent	
Excellent	
Excellent	The side to side plan comparison was extremely helpful.
Excellent	
Fair	
Good	
Good	
Good	It seems there is a lack of overall familiarity with the HT website, which had to be overcome. I find it easier to receive attachments or links. I think HT assumes a level of familiarity with the HT website.
Good	
Good	
Good	
Good	
Neutral	HealthTrust/Town did provide documents
Neutral	
Poor	Had to print them out, none provided

How would you rate the health insurance education sessions?	
Response	Comments
Excellent	
Fair	Health Trust's presentation was complicated, technology didn't totally work, and it didn't seem like the rep was able to answer questions well.
Good	
Good	
Good	I liked the remote nature of the sessions. I am interested in other responses here as I would be interested in learning of the break down between those that would prefer in person. Maybe the offer to contact Melissa with specific questions would be more effective if a specific window of time was set up for people from Stratham to call in. It is helpful to know that someone is expecting calls rather than wondering if it is a good time for them (or worse, coordinating a better time).
Good	
Good	
Good	I thought the sessions could be shorter - but I've been told that I can be impatient
Good	
N/A	
N/A	
Neutral	HealthTrust was able to answer some questions.
Neutral	I could see the concerns of my coworkers in the zoom sessions on the changes in coverage
Neutral	
Poor	
Poor	

For future open enrollments, would you prefer to have in-person information sessions?	
Response	Comments
No	
No preference	
No preference	
No preference	
No preference	
No preference	
No preference	
No preference	
Yes	
Yes	I could go either way on this question. I feel the in-person sessions allow employees to gather and catchup. It's been a year of distance and would be nice to see people again and socialize with co-workers.
Yes	
Yes	As long as those in-person sessions included some Q&A opportunities and maybe even some one-on-one between employees and Health Trust reps.
Yes	
Yes	
Yes	
Yes	

How satisfied are you with the health plans offered by the Town?	
Response	Comments
Very satisfied	
Very satisfied	I appreciate having the opportunity to choose among plans and happy with my annual premium savings.
Very satisfied	
Very satisfied	
Very satisfied	
Very satisfied	Coverage is excellent
Satisfied	
Satisfied	
Satisfied	
Satisfied	
Neutral	The delivery of changing the plans could have been better. Was not taken well by employees. I changed plans with lower monthly fees but the leg work as the user is much more to reconcile bills.
Neutral	
Neutral	
Neutral	
Neutral	
Dissatisfied	The employees of the town should have similar premiums as the teachers at the Stratham Memorial School. They do have the benefit of belonging to a Collective Bargaining Agreement, i.e. 90/10, 85/15 split in premium cost. The town should have not lowered their contribution to our best insurance plan, the town should have kept the contribution of 80/20 for the AB20 plan and just made the other two 85/15 and 90/10 respectively as they are much cheaper insurance plans.

Did you have enough information to make an informed decision about your benefits?	
Response	Comments
Yes	Begrudgingly yes, we had enough information to realize we would no longer be able to afford the best coverage [REDACTED].
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	Again though, time was an issue.
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
No	Kind of..

Did you know who to contact for help/guidance during the process?	
Response	Comments
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	Dawna!!!
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
No	

How could the Town improve its open enrollment?

Open-Ended Response

Don't drop a bomb 3 weeks before enrollment period, have the Selectboard make the presentation to show how much they value Town employees contribution to the Town

Give more notice when a change to benefits are forthcoming.

I think a transparent process that allows all town employees to be able to have a voice is key.

I think most changes would be on the Health Trust side. It would be great if they had some kind of simple calculator in which you could enter how many doc appts you go to in a year, how much you usually spend on x,y,z or whatever to get a comparison of what it *might* look like under different plans (people would have to understand that results weren't official, just a rough estimate). That could give an easier look at what it might cost if I go with Plan 1 vs. Plan 2.

I think open enrollment will be more well received as time goes on in that recent previous enrollments were only viewed as items to change single, two-person or family. As always proactive communication from the Board/Administration will help manage expectations.

I thought it was very well done, especially during such a nutty year

I understand the town was looking to save money but during a pandemic was not the time to cut the current plan to 75/25. The town should have offered other plans and discussed the benefits of those lower cost plans but still offered same ratio to current plan. Did the schools also offer this other plan? Seems we should all be on the same plan that the tax payers are covering.

In person sensation would be better for me

Leave it like it is.

More transparency with the employees, giving the employees a voice about what benefits/premiums they will be held responsible for.

Na

No suggestions

No suggestions

none

Provide a greater amount of communication to all staff.

The process is fine, I'd like to see a lower cost.

Is there some other feedback you would like to provide to the Select Board and Administration?

Open-Ended Response

Already entered

Better communication and delivery all around.

Forming an insurance committee and moving back to the 80/20 split for the AB20 plan. Employees had worked hard to get that plan in place years ago and the town lowered its contribution to save some money. In my opinion the same plan and premium share could have been kept and the other two insurances could still have been offered as they are cheaper for the town and the employee(depending on their current life status).

Greater attention staff demographics making sure to not limit the organizations attractiveness. No one ever becomes a public servant to get rich. For most, the attraction is long term stability and benefits. Restrictive health coverage and deductibles are less attractive.

I know it is a ton of work, so thank you for making it happen. Having options seems like a good way to lower Town costs with choices for employees.

I would like to see non-union employee's in Stratham be treated fairly in regards to the percentage we are required to pay. 25% is substantially higher than SMS teachers at 10%-15%. Public employee's are paid less than private employee's as a whole and we are being forced to pay equal or higher percentages than most, to include other towns employee's. This should be taken into serious consideration.

No

No

no

No

None

none at this time.

Not at this time

Please find a way to provide a lower cost to employees while keeping the deductible down. Take money from other areas, leave the employees alone!

Please keep that top tier plan

Why aren't we paying the same percentage as the school districts? It's the same tax base, serving the same people...