



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

SELECT BOARD AGENDA

October 16, 2023

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 – October 2, 2023
- IV. Finance and Budget Reports (second meeting of the month)
 - A. Christiane McAllister, Finance Administrator
- V. Department Reports & Presentations
 - A. Tracy Abbott, Town Treasurer and Rebecca Tremblay, Deputy Treasurer
 - B. Nate Merrill, Chair – Heritage Commission
- VI. Correspondence
 - A. Resignation of Tracy Abbott, Treasurer (in order to serve as Deputy Treasurer)
 - B. Letter from Piscataqua Region Estuaries Partnership re: Monitoring Collaborative
- VII. Public Comment
- VIII. Public Hearings, Ordinances and/or Resolutions

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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- IX. Discussion of Monthly Reports – (second meeting of the Month)
- X. New Business and Action Items
 - A. Police Dept – Follow-up on TASER contract request
 - B. Community Power: Actions on Cost Sharing Agreement with CPCNH, CPCNH policies, and more
 - C. Stormwater/MS4 Reporting Professional Services
 - D. Heritage Commission Requests
 - 1. Application for State of NH Highway Historic Marker (Lane Homestead)
 - 2. Proposal for National Register of Historic Places Nomination for Gifford Farm.
 - E. Service Provider Agreements
- XI. Town Administrator Report
- XII. Informational Items
 - A. HealthTrust Public Hearing
 - B. Arboviral Surveillance Bulletin
 - C. Room A Dedication – Nov. 20th 6:30 pm
- XIII. Reservations, Event Requests & Permits
 - A. Request to waive alcohol prohibition for Room A for private event 11/11/23
 - B. Raffle Permit application request from SMS PTO
- XIV. Review of Recent or Upcoming Board & Commissions Agendas
- XV. Boards and Commissions Nominations & Appointments
 - A. Appointments *for consideration*:
 - B. Appointments *to be voted on*:
 - 1. Appointment of Rebecca Tremblay as Town Treasurer until 2026
 - 2. Appointment of Tracy Abbott as Deputy Town Treasurer on the nomination of Treasurer Tremblay
 - 3. Appoint Jeff Hyland to unexpired term of Becky Mitchell (expires at TM 2025)
 - 4. Affirm Drew Bedard's recent appointment as alternate to an unexpired alternate term (expiring at TM 2024).
- XVI. Miscellaneous & Old Business
- XVII. Adjournment



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MEMORANDUM

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

FROM: David Moore, Town Administrator

DATE: October 13, 2023

RE: Select Board Agenda and Materials for the October 16th Regular Meeting

Please allow this memorandum to serve as a guide to the Select Board Meeting agenda for Monday, October 16, 2023.

- III. Consideration of Minutes –October 2, 2023
- IV. Finance and Budget Reports (second meeting of the month)
 - A. Christiane McAllister, Finance Administrator
- V. Department Reports & Presentations
 - A. Tracy Abbott, Town Treasurer and Rebecca Tremblay, Deputy Treasurer
 - B. Nate Merrill, Chair – Heritage Commission
- VI. Correspondence
 - A. Resignation of Tracy Abbott, Treasurer (in order to serve as Deputy Treasurer)
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- 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. Police Dept. – Follow up on TASER contract request

B. Community Power: Actions on Cost Sharing Agreement with CPCNH, CPCNH policies, and more

At its previous meeting, the Select Board voted to select Community Power of New Hampshire as the Town of Stratham Competitive Energy Supplier subject to a favorable vote of the Town Meeting on October 26, 2023.

In furtherance of that vote, the Board needs to vote take to enter into agreement with CPCNH, that includes entering into the Cost Sharing Agreement, actively adopting CPCNH policies, and making certain selections of authority for an Authorized Officer. Finally, we will work with CPCNH to ask them to perform certain required steps following Town Meeting action to ensure an effective start-up in compliance with all relevant notices, information requests and other details for a successful launch.

The Stratham Energy Commission recommends moving forward with these steps below. Town Counsel has reviewed the Cost Sharing Agreement, Member Services Contract and policies and takes no exception to any of them. As a result the following are recommended actions for your meeting on Monday evening:

Recommended Motion: That the Stratham Select Board, subject to and following favorable action by the Town Meeting at the Special Meeting on October 26, 2023, hereby approves CPCNH's Data Security and Privacy, Energy Portfolio Risk Management, Rates, and Financial Reserves Policies and authorizes the _____ to enter into the Cost Sharing Agreement and Member Services Contract for the Complete Service Bundle (marked version 1, October 11, 2023) with the Community Power Coalition of New Hampshire (CPCNH) with _____ as the Authorized Officer and with elections in Exhibit C Article VIII Section 2 of the Agreement being a) "YES", b) "NO", and c) "NO".

1. [CPCNH Board Policy, Data Security and Privacy \(Policy No. CPCNH-2022-04\), effective December 15, 2022](#)
2. [Energy Portfolio Risk Management, Retail Rates, and Financial Reserves Policies, adopted by CPCNH on December 19, 2022 and amended on March 3, 2023](#)

From the Member Services Contract, here are the authorizations for an "Authorized Officer"

ARTICLE VIII
Authorized Officer for Member Service Decisions

1. **Authorized Officer.** The Member may designate an Authorized Officer to take specific actions, as defined in Section 2: Authorizations below, on behalf of the

Member pursuant to this Agreement and the Policies. The Member's Authorized Officer, as specified in the Member's Electric Aggregation Plan, or otherwise delegated authority by the governing body hereunder, is:

Title	Name	Phone	Email

The Member's Principal Executive Officer may specify a new Authorized Officer by submitting written notice by electronic mail to CPCNH's Principal Representative, which shall be promptly acknowledged and effective thereof, and such updates to this Contract shall not be considered an amendment.

2. Authorizations. The Authorized Officer may act on behalf of the Member to instruct and authorize CPCNH only on the matters and to the extent explicitly authorized by the Member hereunder. The Member hereby delegates the following authorities to the Authorized Officer to act on the Member's behalf (specify "yes" or "no"):

- a) Pursuant to Article VI, Section 3, the Authorized Officer may elect to delay commencing procurement: **YES**;
- b) Pursuant the Retail Rates Policy, the Authorized Officer may specify default and optional products: **NO**; and
- c) Pursuant the Retail Rates Policy, the Authorized Officer may set Discretionary Reserve adders: **NO**.

- C. Stormwater/MS4 Reporting Professional Services Recommendation
- D. Heritage Commission Requests

1. Application for State of NH Highway Historic Marker (Lane Homestead)

The Commission plans to apply for a State of NH highway historic marker for the Lane Homestead. The application deadline is Nov. 1st. The Heritage Commission Chair will be present to request the Select Board's vote of support for the application and for placement of the (potential) sign on Portsmouth Avenue.

2. Proposal for National Register of Historic Places Nomination for Gifford Farm.

The Heritage Commission would like to pursue nominating the Gifford Farm to the National Register of Historic Places. As it is a Town-owned property, the HC Chair wishes to discuss the proposal with the Select Board and seek its support prior to moving forward with hiring a consultant to complete the necessary research and application forms.

E. Service Provider Agreements

It is time to enter into agreements with our service provider organizations. The amounts and agencies are included in the attached report.

Recommended action: To authorize the TA to execute the service provider agreements.

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.

XII. Informational Items

- A. HealthTrust Public Hearing
- B. Arboviral Surveillance Bulletin
- C. Room A Dedication – November 20th 6:30 p.m.

XIII. Reservations, Event Requests & Permits

- A. Request to waive the alcohol prohibition for Room A for a wedding on 11/11/23 (reservation previously approved)
- B. Raffle permit application request from SMS PTO

XIV. Review of Recent or Upcoming Board & Commissions Agendas

XV. Boards and Commissions Nominations & Appointments

A. Appointments *for consideration*:

- 1.

B. Appointments *to be voted on*:

1. Appointment of Rebecca Tremblay as Town Treasurer until 2026
 2. Nomination of Tracy Abbott as Deputy Town Treasurer on the nomination of Treasurer Tremblay
- Appoint Jeff Hyland to unexpired term of Becky Mitchell (expires at TM 2025)
 - Affirm Drew Bedard's recent appointment as alternate to an unexpired alternate term (expiring at TM 2024).

XVI. Miscellaneous & Old Business

XVII. Adjournment

MINUTES OF THE OCTOBER 2, 2023 SELECT BOARD MEETING

MEMBERS PRESENT: Board Members Chair Mike Houghton, Joe Anderson; Vice Chair Knab was not present.

OTHER ATTENDEES: David Moore, Town Administrator; Christiane McAllister, Police Chief Anthony King, Planning & Community Development Director Mark Connors

Mr. Houghton requested a motion on the draft minutes. Mr. Anderson motioned to approve the minutes of Sept 18, 2023 and September 28, 2023. Mr. Houghton seconded the motion. All voted in favor.

Mr. Houghton opened the Public Hearing to discuss the donation of a second set of fire gear. Fire Chief Jeff Denton spoke in support of accepting the \$50,000 donation from the Stratham Volunteer Fire Department Association which has been raised through various fundraisers for the purpose of providing a second set of fire gear. A second set of gear enhances readiness, provides protection of firefighters from carcinogens. \$50,000 will buy 10 sets. Upon hearing no further discussion or comments from the public, Mr. Houghton motioned to close the Public Hearing. Mr. Anderson seconded the motion. Mr. Anderson motioned to accept the donation of \$50,000 from the Stratham Fire Association for a second set of turnout gear. Mr. Houghton seconded the motion. All voted in favor.

Mr. Houghton called attention to the other Fire Department agenda items. Mr. Moore explained why the Morgera Room Policy needed clarification and updating. Mr. Houghton suggested requiring a credit card be kept on file in the event clean up isn't done properly the user would be charged a specific fee. Mr. Moore agreed to revisit that and the fee policy in general at a later date. Mr. Houghton observed that the policy still said "Interim". With the removal of the word "Interim", Mr. Houghton motioned to accept the revised policy on the Morgera Room. Mr. Anderson seconded the motion. All voted in favor.

Mr. Moore recalled that at the last meeting a ride in the fire truck and/or police cruiser was offered as a prize for the golf tournament. He clarified that this would be adding another event to the First Responder Golf Raffle. Chief Denton said this has been done before and received a great reception, making it a good fundraiser. Mr. Houghton motioned to approve that a raffle be held at the First Responders Golf Tournament for a ride to school in a fire truck/police cruiser. Mr. Anderson seconded the motion. All voted in favor.

Mr. Houghton recognized Mr. Connors who came before the board to discuss an update to the building department fees he is beginning to work on. Depending on the type of project, the criteria on which the fee is based can vary a great deal. Most towns have moved to a fee model based on the total cost of the project, such as \$8 per \$1,000 for residential projects; commercial projects might be \$1 per \$100. Stratham sees primarily residential projects. Currently, we utilize the square footage of the project. He noted larger towns also impose extra fees. He compared what the permit fee would be using a cost basis vs square footage basis. Typically, our fees are less than surrounding towns. Mr. Connors went on to say that some of our commercial fees are capped (electrical, HVAC, etc.) at \$350. This is not done for residential

projects, resulting in higher fees. Commercial projects are more complicated, warranting higher fees.

In addition, we give commercial permits a discount based on the expense of the project. This results in smaller projects costing more than the larger projects. We are the only town that gives discounts for large projects.

In summary, Mr. Connors would like to simplify the process. He is not ready to make a formal proposal at this time but is suggesting \$.75 per cent per dollar for residential and a 1% on the dollar for commercial projects. Mr. Connors compared the fees to other towns. He also suggests a discount for residential for HVAC and electrical permits. Mr. Connors wants to investigate the proposed change in more detail, but wanted the Board's feedback before going further. The Board supports moving forward.

Mr. Houghton recognized former Town Administrator Paul Deschaine who gave a historical perspective on the fee structure. He pointed out several potential issues with the proposed change, but acknowledged no system is perfect. Mr. Connors thanked him for his input.

Next, Mr. Connors reported on Open Space planning. There is a 17-acre property which abuts SMS and is also used as part of the Stratham trail system. The Town has been interested in acquiring the property for a long time. Recently an appraisal was done. Because the property is landlocked and has steep slopes, the appraisal was quite low, \$150,000. The owners have agreed to sell the land at that price. The Conservation Commission is seeking a grant for a little more than half of that cost for the purchase. We are hopeful that we can obtain the property with the assistance of the grant and remaining funding from the Conservation Fund.

Mr. Connors said the MS4 annual report was submitted last week. He was appreciative of the teamwork with DPW, noting it was a big effort to complete the work. Requirements have been increasing year after year. CIP money might be required in the future to make sure we are hitting the marks we are supposed to hit.

Mr. Connors has been working with Ms. Cronin, Library Director, to make AV improvements to the Hutton Rm and Room A. The Board agreed the technology advances were needed and encouraged the research to continue. The group is also recommending looking at issues of comfort in the Room A meeting room, including a new seating solution.

Next, Mr. Connors spoke about going through a process with ISO, which is a collection of insurance companies. They assign a grade based on our Fire Inspections and Building permits (1 is best, 10 is worst). The last time this was done (2013) we received a 4, which is better than state average. This rating matters because any time there is a property liability, this is the metric they use.

Mr. Connors reported that Ms. Chirichiello the new office coordinator is settling in very well. They are still utilizing Mr. Rowell as interim inspector.

Lastly, Mr. Connors said the Planning Board is finalizing the language for the zoning amendments which must be done by Dec. They are also going through site regulations.

Mr. Houghton recognized Police Chief Anthony King who gave a brief history on the Taser lease. Their current Tasers are being discontinued next year. Sergeant Doucette negotiated an upgrade and a new lease, reducing the cost from \$60,000 to \$43,000. He hopes to add to his budget line for new equipment. Mr. Houghton inquired about a reduction in price if we purchased them outright. Chief King explained that the value in the equipment line item has risen because of an increase in the number of officers. In addition, technology has quadrupled and the cost of cartridges is also included in the price. Mr. Houghton summarized that this request would add \$9,500 to the line item budget for the next four years. Mr. Moore asked for timeline for the purchase. Chief King indicated he would like to make the purchase ASAP to avoid a price increase. Sgt. Doucette offered to contact the company to answer Mr. Houghton's question on an outright purchase and the cost of delaying the purchase. Mr. Houghton asked about other options. Chief King said there weren't any. Chief King offered to rework the numbers, possibly asking for a reduced number of Tasers. Ms. McAllister noted that any time we have a multi-year lease, the lease has to include a clause to indicate that it is depending on whether the budget is approved. Mr. Houghton supports obtaining the Tasers but wants to ensure we receive the best price. Mr. Moore suggested bring it back Oct 16. All agreed.

Mr. Houghton called attention to the Community Power item on the agenda. Mr. Moore stated that the Energy Commission recommends the Select Board state their intent to move forward with CPCNH as the competitive energy provider, which we are required to do under our Plan. They recommend CPCNH. Town counsel has reviewed the documents. This action is subject to Town Meeting approval. Mr. Anderson motioned to select Community Power Coalition of New Hampshire as Stratham's competitive energy provider under RSA 53-E. Mr. Houghton seconded the motion. All voted in favor.

Mr. Houghton called attention to the other Police Department items. Chief King referred to a discussion in a previous meeting regarding the Highway Safety Grant of \$8,200. As part of the grant, we must submit the minutes when the grant was accepted. A formal acceptance was missing from the minutes. Mr. Anderson motioned to accept the \$8,200 in funding from the DOS Highway Safety grant for the year 2024. Mr. Houghton seconded the motion. All voted in favor. Mr. Moore clarified the Board had previously only signed the document.

Chief King acknowledged that the Town is in need of a replacement vehicle, which they could release. However, they are able to purchase a new 2023 Tahoe out of the Detail Fund which currently has a balance of \$101,000. Purchasing and equipping the new vehicle would cost \$60,000. Delaying the purchase would increase the cost by approximately \$6,000. Mr. Anderson confirmed that this is to replace an existing vehicle. He then asked for a spreadsheet detailing the various town vehicles, to which dept. they belong, who was eligible to drive them, etc. Ms. McAllister said we don't currently have a spreadsheet with that specific information, but it could easily be assembled because of the information we must provide to Primex. Mr. Houghton noted that if we move forward with this, we won't need to carry the line item in 2024. Mr. Houghton motioned to move forward with the purchase of a 2023 Tahoe at a cost of a total

of \$63,000 with said funds coming from the Police Detail Fund to replace an existing vehicle. Mr. Anderson seconded the motion. All voted in favor.

At 8:04 pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II(c) to discuss a matter which, if discussed in public, would likely affect the reputation of another. Mr. Anderson seconded the motion. Roll call: Houghton-yes; Anderson-yes

At 9:22 pm Mr. Houghton motioned to come out of the non-public session and seal the minutes noting failure to do so may render a proposed action invalid. Mr. Anderson seconded the motion. All voted in favor.

ADMINISTRATION

Referring to upcoming budget planning, Mr. Moore was informed that there would likely be a 15.4 – 15.6% increase in HealthTrust rates.

Mr. Moore said recruitment efforts continue for the Finance Assistant and DPW Director positions.

Next Mr. Moore reported that he, along with DPW Coordinator Jenn Schaaff, and Town Clerk/Tax Collector Deborah Bakie met with the Cemetery Trustees. The group has followed-up on recommendations from the State to make changes to the cemetery deed. It will no longer be an interest in land to be recorded at the Registry, which is cumbersome, expensive and not the recommended practice in NH. It is being re-written by legal as a Right to Inter. They are also working to make clarifications to the cemetery land funds in order to ensure usage to offset expense to the Town for cemetery maintenance. To ensure that we are going to benefit in the future from having funds for general maintenance for the cemetery, we will be collecting general maintenance funds instead of setting up individual perpetual care funds. We will research options for utilizing perpetual care funds and potentially going thru process with State to change legal status to make them accessible.

The police parking lot paving project is moving forward. Ms. Schaaff is working with Bell & Flynn and Chief King.

Mr. Moore said he met with Rockingham Planning Commission staff, the Portsmouth City Manager, and Greenland Town Administrator to discuss the long-term planning needs for the Rt 33 corridor. The RPC is drafting a letter in coordination with the communities along the corridor and he will bring it to the Board for their signature.

RESERVATIONS

Mr. Houghton moved to Reservations. Mr. Moore received a request through Mr. Hickey from the Scouts who wish to camp at Stratham Hill Park overnight on Oct. 14th and 13th. They plan to camp out of the way at the old site in woods. This is a similar request as in the past. Mr. Houghton motioned to allow the Scouts to utilize the park for overnight camping on the nights of Oct. 13 and 14 as requested. Mr. Anderson seconded the motion. All voted in favor.

APPOINTMENT

Mr. Houghton motioned to appoint Drew Bedard to an alternate position on the Heritage Commission for a term of three years. Mr. Anderson seconded the motion. All voted in favor. Discussion about Heritage Commission membership ensued, noting there were some discrepancies. Mr. Moore will follow up.

At 9:36 pm Mr. Houghton motioned to adjourn. Mr. Anderson seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard
Recording Secretary

Town of Stratham
For 9/30/2023

	Dept Budget 2023	MTD Actual	YTD Actual 2023	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 Administration Payroll	179,410.00	13,774.32	132,312.65	47,097.35	73.75
100 4130 02 201 Supplies	4,500.00	147.40	2,326.33	2,173.67	51.70
100 4130 02 204 Association Dues	9,500.00	0.00	8,870.00	630.00	93.37
100 4130 02 208 Contracted services	1,500.00	0.00	0.00	1,500.00	0.00
100 4130 02 209 Workshops & Training	1,750.00	0.00	2,503.70	(753.70)	143.07
100 4130 02 216 Advertising	2,000.00	0.00	119.51	1,880.49	5.98
100 4130 02 224 Meetings & Meals	6,300.00	188.82	6,234.57	65.43	98.96
100 4130 02 225 Mileage	500.00	0.00	64.19	435.81	12.84
100 4130 02 230 Fed-Ex	250.00	0.00	0.00	250.00	0.00
100 4130 02 231 Postage	13,000.00	1,000.00	8,348.51	4,651.49	64.22
100 4130 02 262 Town Report	3,500.00	0.00	2,947.00	553.00	84.20
100 4130 02 317 Service Contract (copier)	6,500.00	542.00	5,547.00	953.00	85.34
100 4130 02 319 Background Checks	500.00	48.25	331.50	168.50	66.30
100 4130 02 328 Town Meeting	1,000.00	0.00	0.00	1,000.00	0.00
Total Administration	230,210.00	15,700.79	169,604.96	60,605.04	73.67
Total Executive	242,210.00	15,700.79	169,604.96	72,605.04	70.02
ELECTION & REGISTRATION					
100 4140 01 201 Supplies	2,500.00	0.00	1,713.71	786.29	68.55
100 4140 01 219 Ballot Clerks	1,500.00	0.00	975.00	525.00	65.00
100 4140 01 220 Moderator/Asst. Moderator	900.00	0.00	900.00	0.00	100.00
100 4140 01 221 Meals	500.00	0.00	536.12	(36.12)	107.22
100 4140 01 301 Supervisors of the checklist	3,600.00	0.00	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	9,725.00	0.00	7,724.83	2,000.17	79.43
FINANCIAL ADMINISTRATION					
FINANCE					
100 4150 01 120 Finance Payroll	130,500.00	9,817.74	91,963.24	38,536.76	70.47
100 4150 01 204 Dues/Misc Exp.	400.00	0.00	70.00	330.00	17.50
100 4150 01 217 Audit	26,000.00	0.00	25,584.87	415.13	98.40
100 4150 01 306 Financial Software Lic/Training	5,000.00	0.00	2,052.75	2,947.25	41.06
100 4150 01 308 Workshops & Training	800.00	0.00	275.00	525.00	34.38
100 4150 01 401 Contracted Services	20,000.00	1,525.20	13,054.23	6,945.77	65.27
100 4150 05 111 Finance-Treasurer Stipend	6,540.00	0.00	3,270.00	3,270.00	50.00
Total Finance	189,240.00	11,342.94	136,270.09	52,969.91	72.01
ASSESSING					
100 4150 02 114 Assessing Payroll	8,301.00	637.20	6,310.21	1,990.79	76.02
100 4150 02 201 Assessing Supplies	500.00	0.00	0.00	500.00	0.00
100 4150 02 204 Dues/Misc Exp.	1,000.00	0.00	405.95	594.05	40.60
100 4150 02 218 Registry Expense	100.00	0.00	56.89	43.11	56.89
100 4150 02 304 Tax maps	4,000.00	0.00	4,342.54	(342.54)	108.56
100 4150 02 308 Workshops & Training	250.00	0.00	0.00	250.00	0.00
100 4150 02 316 Cell Phone Reimbursement	0.00	0.00	488.04	(488.04)	0.00
100 4150 02 317 Equipment Maintenance/Software	7,500.00	0.00	3,333.34	4,166.66	44.44
100 4150 02 401 Contracted Services	70,000.00	3,900.00	26,375.00	43,625.00	37.68
Total Assessing	91,651.00	4,537.20	41,311.97	50,339.03	45.08
Town Clerk/Tax Collector					
100 4150 03 112 TC/TC Payroll	142,000.00	10,946.90	105,360.13	36,639.87	74.20
100 4150 03 201 Office Supplies	4,500.00	813.26	3,011.34	1,488.66	66.92
100 4150 03 204 Dues & Memberships	60.00	0.00	40.00	20.00	66.67
100 4150 03 209 Conventions	600.00	0.00	326.00	274.00	54.33
100 4150 03 218 Registry of Deeds	400.00	2.66	121.92	278.08	30.48
100 4150 03 223 Lien Notifications	600.00	0.00	195.00	405.00	32.50
100 4150 03 225 Mileage	400.00	0.00	0.00	400.00	0.00
100 4150 03 269 Restoration of records	3,000.00	0.00	0.00	3,000.00	0.00
100 4150 03 306 Computer Support-Service	11,780.00	0.00	11,117.90	662.10	94.38
100 4150 03 308 Workshops & Training	500.00	0.00	345.00	155.00	69.00

Town of Stratham

For 9/30/2023

	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	% Expended
Total Town Clerk/Tax Collector	163,840.00	11,762.82	120,517.29	43,322.71	73.56
Total Financial Administration	444,731.00	27,642.96	298,099.35	146,631.65	67.03
COMPUTER SERVICES					
100 4150 04 201 IT Supplies/Materials	7,000.00	3,017.39	19,742.69	(12,742.69)	282.04
100 4150 04 202 Cloud subscriptions	14,000.00	0.00	2,693.58	11,306.42	19.24
100 4150 04 205 Managed IT Services	80,000.00	4,647.00	44,675.50	35,324.50	55.84
100 4150 04 206 Telecom & Internet	7,800.00	724.50	5,279.40	2,520.60	67.68
Total Computer Services	108,800.00	8,388.89	72,391.17	36,408.83	66.54
LEGAL EXPENSES					
100 4153 01 202 Legal Expenses	40,000.00	72.00	36,848.22	3,151.78	92.12
Total Legal Services	40,000.00	72.00	36,848.22	3,151.78	92.12
PERSONNEL ADMINISTRATION					
100 4155 01 171 Medicare	50,000.00	3,446.18	34,169.78	15,830.22	68.34
100 4155 01 173 New Hampshire Retirement	572,000.00	38,003.46	440,619.96	131,380.04	77.03
100 4155 01 174 Social Security	138,000.00	9,538.81	96,257.40	41,742.60	69.75
100 4155 01 176 Unemployment	2,000.00	0.00	0.00	2,000.00	0.00
100 4155 01 191 Insurance Buyout Program	83,000.00	0.00	36,945.77	46,054.23	44.51
100 4155 01 192 Life/AD&D	7,100.00	495.00	4,818.00	2,282.00	67.86
100 4155 01 193 Long-Term Disability	12,000.00	845.16	8,026.66	3,973.34	66.89
100 4155 01 194 Short-Term Disability	13,500.00	940.24	8,954.24	4,545.76	66.33
100 4155 01 195 Health/Dental Insurance	350,000.00	23,712.89	235,228.51	114,771.49	67.21
100 4155 01 196 HealthTrust HRA	15,000.00	300.26	12,239.35	2,760.65	81.60
100 4155 01 197 Misc. Fees	600.00	0.00	0.00	600.00	0.00
100 4155 01 198 Leave Compensation	10,000.00	5,525.50	29,957.05	(19,957.05)	299.57
100 4155 01 199 HealthTrust FSA	9,000.00	(4,067.82)	(1,053.88)	10,053.88	(11.71)
100 4155 02 198 Compensation Adjustments	20,000.00	0.00	0.00	20,000.00	0.00
Total Personnel	1,282,200.00	78,739.68	906,162.84	376,037.16	70.67
PLANNING & ZONING					
PLANNING					
100 4191 01 120 Planning Department Payroll	120,500.00	8,840.36	80,892.06	39,607.94	67.13
100 4191 01 201 Supplies	2,000.00	36.14	419.03	1,580.97	20.95
100 4191 01 203 Legal Ads	3,200.00	0.00	2,426.90	773.10	75.84
100 4191 01 204 Dues & Memberships	750.00	80.00	80.00	670.00	10.67
100 4191 01 270 Rockingham Conservation District	500.00	0.00	0.00	500.00	0.00
100 4191 01 271 Rock. Planning Commission	7,900.00	0.00	7,842.00	58.00	99.27
100 4191 01 276 Special Projects	2,500.00	25.92	668.09	1,831.91	26.72
100 4191 01 306 Software License & Training	6,700.00	0.00	1,098.32	5,601.68	16.39
100 4191 01 308 Training	1,600.00	375.00	430.00	1,170.00	26.88
100 4191 01 318 Equipment	950.00	0.00	259.00	691.00	27.26
100 4191 01 319 Gas - Mileage	100.00	0.00	0.00	100.00	0.00
Total Planning	146,700.00	9,357.42	94,115.40	52,584.60	64.16
BUILDING INSPECTOR/CODE ENFORCEMENT					
100 4191 02 122 BI / CEO Department Payroll	133,718.00	7,819.94	64,589.41	69,128.59	48.30
100 4191 02 201 Supplies	3,000.00	82.06	3,367.81	(367.81)	112.26
100 4191 02 235 Fire Inspection Fees	500.00	0.00	0.00	500.00	0.00
100 4191 02 260 Plan Review	100.00	0.00	0.00	100.00	0.00
100 4191 02 266 Reference Materials	1,750.00	0.00	232.25	1,517.75	13.27
100 4191 02 306 Software License & Training	9,500.00	0.00	493.34	9,006.66	5.19
100 4191 02 308 Workshops & Training	1,800.00	0.00	420.00	1,380.00	23.33
100 4191 02 318 Equipment	1,200.00	0.00	0.00	1,200.00	0.00
100 4191 02 376 Vehicle Maintenance	750.00	51.55	434.89	315.11	57.99
Total Building Inspector/Code Enforcement	152,318.00	7,953.55	69,537.70	82,780.30	45.65
Total Planning & Zoning	299,018.00	17,310.97	163,653.10	135,364.90	54.73
GENERAL GOVT. BUILDINGS					
100 4194 01 104 Facilities Payroll	79,120.00	5,955.67	55,628.86	23,491.14	70.31
100 4194 01 222 MC Supplies	4,300.00	937.55	5,758.21	(1,458.21)	133.91
100 4194 01 314 MC Electricity	26,200.00	2,398.06	20,438.94	5,761.06	78.01
100 4194 01 315 MC Heat	12,000.00	0.00	14,683.79	(2,683.79)	122.36
100 4194 01 316 MC Telephone	7,000.00	1,039.43	6,748.31	251.69	96.40
100 4194 01 318 MC Equipment	3,200.00	0.00	3,500.61	(300.61)	109.39
100 4194 01 375 MC Building Maintenance/Repairs	30,500.00	1,186.74	25,657.36	4,842.64	84.12

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	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	% Expended
100 4194 02 375 Rental Property Maintenance	8,700.00	0.00	1,868.78	6,831.22	21.48
100 4194 04 314 Historical Soc. Electricity	1,500.00	145.76	1,025.41	474.59	68.36
100 4194 04 315 Historical Soc. Heat	4,800.00	0.00	3,742.18	1,057.82	77.96
100 4194 04 375 Historical Building Maintenance/Repairs	2,500.00	0.00	515.00	1,985.00	20.60
100 4194 06 240 Smyk Landscape Maintenance	3,200.00	0.00	0.00	3,200.00	0.00
Total General Govt. Buildings	183,020.00	11,663.21	139,567.45	43,452.55	76.26
CEMETERIES					
100 4195 01 141 Cemetery Payroll	25,015.00	1,522.34	14,993.13	10,021.87	59.94
100 4195 01 222 Supplies	4,000.00	0.00	479.40	3,520.60	11.99
100 4195 01 240 Ground Maintenance	10,000.00	0.00	5,894.00	4,106.00	58.94
100 4195 01 306 Computer Maintenance	500.00	0.00	0.00	500.00	0.00
100 4195 01 317 Equipment Maintenance	4,170.00	0.00	685.43	3,484.57	16.44
100 4195 01 318 Equipment	300.00	0.00	277.44	22.56	92.48
100 4195 01 401 Contracted Services	1,500.00	0.00	0.00	1,500.00	0.00
Total Cemeteries	45,485.00	1,522.34	22,329.40	23,155.60	49.09
INSURANCE					
100 4196 01 190 Workers' Compensation	50,865.00	0.00	47,958.18	2,906.82	94.29
100 4196 01 248 Property & Liability Insurance	73,689.00	0.00	67,242.10	6,446.90	91.25
Total Insurance	124,554.00	0.00	115,200.28	9,353.72	92.49
OTHER GEN. GOVT.					
100 4199 01 243 Town Ctr Water Contamination Expenses	12,000.00	457.80	4,887.07	7,112.93	40.73
100 4199 01 250 PFAS Remediation Grant Expenses	0.00	0.00	21,757.00	(21,757.00)	0.00
100 4199 01 999 ARPA applied costs	0.00	0.00	4,050.00	(4,050.00)	0.00
Total Other Gen. Government	12,000.00	457.80	30,694.07	(18,694.07)	255.78
TOTAL GENERAL GOVERNMENT	2,791,743.00	161,498.64	1,962,275.67	829,467.33	70.29
PUBLIC SAFETY					
POLICE					
PD Payroll					
100 4210 01 130 Police Full Time Payroll	1,021,313.00	69,715.39	736,534.37	284,778.63	72.12
100 4210 01 133 Police-Holiday pay	32,638.00	212.00	1,895.72	30,742.28	5.81
100 4210 01 134 Prosecutor Payroll	38,840.00	1,230.76	23,111.55	15,728.45	59.50
100 4210 01 135 Police Overtime	99,060.00	7,989.60	59,982.92	39,077.08	60.55
100 4210 01 136 Police - PT & ACO	40,000.00	2,320.00	8,543.00	31,457.00	21.36
Total Payroll	1,231,851.00	81,467.75	830,067.56	401,783.44	67.38
PD Operations					
100 4210 02 201 PD Office Supplies	8,000.00	853.95	3,505.52	4,494.48	43.82
100 4210 02 226 Community Service Program	1,000.00	0.00	870.62	129.38	87.06
100 4210 02 278 Special Response Team (SERT)	2,500.00	0.00	2,500.00	0.00	100.00
100 4210 02 279 Donation Funded Expenses	0.00	0.00	6,551.40	(6,551.40)	0.00
100 4210 02 305 Technical Support	20,500.00	6,714.23	15,869.43	4,639.43	77.37
100 4210 02 308 Training & Dues	24,000.00	395.70	12,634.62	11,365.38	52.64
100 4210 02 310 Uniforms	13,000.00	1,361.28	6,710.47	6,289.53	51.62
100 4210 02 317 Equipment Repairs	3,000.00	0.00	2,125.04	874.96	70.83
100 4210 02 318 New Equipment	8,000.00	0.00	1,890.13	6,109.87	23.63
100 4210 02 319 Gas & Oil	22,000.00	2,270.04	18,926.20	3,073.80	86.03
100 4210 02 376 Vehicle Maintenance	18,500.00	5,132.50	16,822.39	1,677.61	90.93
100 4210 02 888 PD Grant Paid Expenditures	0.00	0.00	20,763.01	(20,763.01)	0.00
Total PD Operations	120,500.00	16,727.70	109,159.97	11,340.03	90.59
PD Building					
100 4210 03 314 Electricity	9,000.00	704.27	10,577.38	(1,577.38)	117.53
100 4210 03 315 Heating	5,200.00	0.00	4,228.29	971.71	81.31
100 4210 03 316 Telephone	7,500.00	299.30	2,262.39	5,237.61	30.17
100 4210 03 375 PD Building Maintenance	14,000.00	431.51	11,408.74	2,591.26	81.49
Total PD Building	35,700.00	1,435.08	28,476.80	7,223.20	79.77
Total Police	1,388,051.00	99,630.53	967,704.33	420,346.67	69.72
FIRE DEPARTMENT					
FD Operations					
100 4220 01 100 Fire Dept. Payroll	295,000.00	20,884.00	189,934.14	105,065.86	64.38
100 4220 01 130 FD Detail	5,000.00	150.00	3,612.50	1,387.50	72.25
100 4220 01 204 Dues	3,500.00	0.00	1,000.00	2,500.00	28.57

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100 4220 01 222 Supplies	2,500.00	120.49	909.99	1,590.01	36.40
100 4220 01 228 EMS Supplies	15,000.00	681.66	7,225.58	7,774.42	48.17
100 4220 01 236 Fire Prevention	3,000.00	0.00	517.70	2,482.30	17.26
100 4220 01 243 Haz-Mat Start Team	3,800.00	0.00	3,765.00	35.00	99.08
100 4220 01 245 Insurance	1,232.00	0.00	0.00	1,232.00	0.00
100 4220 01 308 Training & Conferences	6,000.00	3,439.35	7,118.25	(1,118.25)	118.64
100 4220 01 310 Uniforms	3,000.00	654.00	2,278.40	721.60	75.95
100 4220 01 311 Gear	25,000.00	0.00	21,172.39	3,827.61	84.69
100 4220 01 316 Equipment Maintenance	16,000.00	26,711.77	11,170.75	4,829.25	69.82
100 4220 01 317 MV Maintenance	34,000.00	(24,706.33)	(335.55)	34,335.55	(0.99)
100 4220 01 318 New Equipment	30,000.00	9,427.74	11,524.13	18,475.87	38.41
100 4220 01 319 Gas & Oil	7,000.00	1,207.41	4,709.42	2,290.58	67.28
100 4220 01 323 Billing Expenses	13,000.00	1,160.64	8,724.58	4,275.42	67.11
Total FD Operations	463,032.00	39,730.73	273,327.28	189,704.72	59.03
FD Building					
100 4220 02 240 Landscape Maintenance	1,500.00	0.00	0.00	1,500.00	0.00
100 4220 02 246 Internet/IT Charges	7,000.00	791.26	3,550.27	3,449.73	50.72
100 4220 02 314 Electricity	20,000.00	2,318.70	14,967.79	5,032.21	74.84
100 4220 02 315 Heat	20,000.00	0.00	14,558.54	5,441.46	72.79
100 4220 02 316 Telephone	8,000.00	507.71	3,272.28	4,727.72	40.90
100 4220 02 375 Building Maintenance & Repairs	13,500.00	1,150.00	13,424.68	75.32	99.44
Total FD Building	70,000.00	4,767.67	49,773.56	20,226.44	71.11
Total Fire Department	533,032.00	44,498.40	323,100.84	209,931.16	60.62
EMERGENCY MANAGEMENT					
100 4290 01 227 Emergency Management Expenses	9,500.00	0.00	0.00	9,500.00	0.00
Total Emergency Management	9,500.00	0.00	0.00	9,500.00	0.00
DISPATCH SERVICES					
100 4299 01 316 Dispatch Phone Expense	1,000.00	0.00	649.00	351.00	64.90
Total Public Safety	1,931,583.00	144,128.93	1,291,454.17	640,128.83	66.86
PUBLIC WORKS					
HIGHWAY					
100 4312 01 140 Highway Payroll	279,845.00	14,968.62	160,967.45	118,877.55	57.52
100 4312 01 141 Highway Overtime	25,000.00	0.00	17,076.87	7,923.13	68.31
100 4312 01 142 Temporary Plow Drivers	10,000.00	0.00	2,293.15	7,706.85	22.93
100 4312 01 210 Hwy Vehicle Purchase	33,161.00	0.00	0.00	33,161.00	0.00
100 4312 01 211 Drainage	8,000.00	0.00	1,575.13	6,424.87	19.69
100 4312 01 222 Supplies	6,500.00	67.50	4,737.21	1,762.79	72.88
100 4312 01 224 Meals	1,500.00	0.00	1,669.53	(169.53)	111.30
100 4312 01 279 Substance Abuse Testing	1,800.00	92.25	824.75	975.25	45.82
100 4312 01 303 Rented Equipment	7,000.00	0.00	5,546.73	1,453.27	79.24
100 4312 01 306 Computer Software Maintenance	1,734.00	0.00	613.70	1,120.30	35.39
100 4312 01 308 Training	1,500.00	358.00	578.00	922.00	38.53
100 4312 01 310 Uniforms	6,000.00	0.00	1,744.41	4,255.59	29.07
100 4312 01 314 Electricity	8,750.00	814.00	8,112.99	637.01	92.72
100 4312 01 315 Heating	2,500.00	0.00	1,275.14	1,224.86	51.01
100 4312 01 316 Telephone	4,208.00	10.83	1,640.38	2,567.62	38.98
100 4312 01 317 Equipment Repairs & Maintenance	55,000.00	1,243.23	13,489.94	41,510.06	24.53
100 4312 01 318 New Equipment & Signs	9,400.00	730.48	5,357.27	4,042.73	56.99
100 4312 01 319 Gas & Oil	39,200.00	7,269.45	25,712.15	13,487.85	65.59
100 4312 01 320 Road Paint	10,080.00	402.88	16,224.99	(6,144.99)	160.96
100 4312 01 321 Salt	55,300.00	0.00	0.00	55,300.00	0.00
100 4312 01 322 Aggregate	8,500.00	303.87	6,157.54	2,342.46	72.44
100 4312 01 325 Paving & Road Reconstruction	150,000.00	0.00	150,000.00	0.00	100.00
100 4312 01 375 Building Maintenance	20,000.00	1,229.85	22,818.02	(2,818.02)	114.09
100 4312 01 376 Vehicle Maintenance	0.00	39.90	39.90	(39.90)	0.00
100 4312 01 401 Contracted Services	3,500.00	0.00	575.00	2,925.00	16.43
Total Highway	748,478.00	27,530.86	449,030.25	299,447.75	59.99
STREET LIGHTING					
100 4316 01 314 Street Lighting	10,750.00	699.43	6,346.55	4,403.45	59.04

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	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	% Expended
Total Public Works	759,228.00	28,230.29	455,376.80	303,851.20	59.98
SANITATION					
SOLID WASTE COLL. & DISPOSAL					
100 4323 01 142 Sanitation Payroll	45,623.00	3,058.43	28,400.02	17,222.98	62.25
100 4323 01 212 MSW/Recycling Coll. & Disposal	907,370.00	88,146.71	569,872.56	337,497.44	62.80
100 4323 01 242 Hazardous Waste Collection	5,277.00	0.00	0.00	5,277.00	0.00
100 4323 01 247 Landfill Closure Costs	12,000.00	427.99	7,804.80	4,195.20	65.04
100 4323 01 309 Transfer Station Expenses	95,081.00	801.12	52,933.18	42,147.82	55.67
100 4323 01 314 Electricity	810.00	14.19	582.34	227.66	71.89
100 4323 01 317 Materials & Supplies	6,144.00	0.00	1,361.00	4,783.00	22.15
Total Solid Waste Coll. & Disposal	1,072,305.00	92,448.44	660,953.90	411,351.10	61.64
PUBLIC WORKS (OTHER)					
100 4339 01 327 Public Works Commission	1.00	0.00	0.00	1.00	0.00
Total PW Other	1.00	0.00	0.00	1.00	0.00
HEALTH					
ANIMAL CONTROL					
100 4414 01 244 Impoundment Fees/Supplies	600.00	0.00	749.41	(149.41)	124.90
Total Animal Control	600.00	0.00	749.41	(149.41)	124.90
PEST CONTROL					
100 4414 02 326 Pest Control Contracted Services	54,144.00	7,625.00	36,575.00	17,569.00	67.55
PUBLIC SERVICE AGENCIES					
100 4415 01 000 Annie's Angels	2,500.00	0.00	0.00	2,500.00	0.00
100 4415 01 001 American Red Cross	800.00	0.00	0.00	800.00	0.00
100 4415 01 351 Seacoast Mental Health Ctr.	3,500.00	0.00	0.00	3,500.00	0.00
100 4415 01 352 Waypoint	6,700.00	0.00	0.00	6,700.00	0.00
100 4415 01 353 Haven	4,250.00	0.00	0.00	4,250.00	0.00
100 4415 01 354 Big Brother & Big Sister	1,000.00	0.00	0.00	1,000.00	0.00
100 4415 01 355 Community Action Prog.	4,500.00	0.00	0.00	4,500.00	0.00
100 4415 01 356 Retired & Senior Volunteer Prog	500.00	0.00	0.00	500.00	0.00
100 4415 01 359 AIDS Response of the Seacoast	1,000.00	0.00	0.00	1,000.00	0.00
100 4415 01 360 Rockingham County Nutrition Program	4,000.00	0.00	0.00	4,000.00	0.00
100 4415 01 361 Seacoast Shipyard Assoc.	200.00	0.00	0.00	200.00	0.00
100 4415 01 362 Crossroads House	1,000.00	0.00	0.00	1,000.00	0.00
100 4415 01 366 Child Advocacy Center	1,250.00	0.00	0.00	1,250.00	0.00
100 4415 01 368 Families First	2,500.00	0.00	0.00	2,500.00	0.00
100 4415 01 369 Womenade of Greater Squamscott	2,000.00	0.00	0.00	2,000.00	0.00
100 4415 01 370 Transportation Assistance for Seacoast Citizens	3,000.00	0.00	0.00	3,000.00	0.00
Total Public Service Agencies	38,700.00	0.00	0.00	38,700.00	0.00
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	(15.59)	165.59	(10.39)
100 4445 01 341 Public Asst. Heat	1,500.00	0.00	807.65	692.35	53.84
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	0.00	1,438.30	6,061.70	19.18
100 4445 01 345 Public Asst. Misc. Assistance	875.00	0.00	1,400.00	(525.00)	160.00
Total Direct Assistance	11,375.00	0.00	3,630.36	7,744.64	31.92
CULTURE & RECREATION					
PARKS					
100 4520 01 144 Parks Payroll	59,795.00	4,081.86	31,102.15	28,692.85	52.01
100 4520 01 201 Supplies	700.00	0.00	1,504.87	(804.87)	214.98
100 4520 01 240 Grounds Maintenance	47,000.00	7,194.80	79,261.29	(32,261.29)	168.64
100 4520 01 308 Training	350.00	0.00	0.00	350.00	0.00
100 4520 01 310 Uniforms	750.00	0.00	159.99	590.01	21.33
100 4520 01 314 Electricity	8,300.00	759.61	5,582.30	2,717.70	67.26
100 4520 01 317 Equipment Maintenance	4,800.00	544.00	2,233.23	2,566.77	46.53
100 4520 01 330 Park Maintenance Supplies	5,800.00	193.66	4,721.99	1,078.01	81.41
100 4520 01 376 Park Vehicle Maintenance	5,000.00	0.00	1,281.34	3,718.66	25.63
100 4520 01 377 All Other Park Building Maintenance	9,000.00	0.00	8,777.53	222.47	97.53

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	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	% Expended
Total Parks	141,495.00	12,773.93	134,624.69	6,870.31	95.14
RECREATION					
100 4520 02 145 Recreation Payroll	140,595.00	(31,807.32)	97,005.34	43,589.66	69.00
100 4520 02 201 Office Expenses	1,200.00	0.00	854.42	345.58	71.20
100 4520 02 204 Memberships	0.00	0.00	25.00	(25.00)	0.00
100 4520 02 273 Seniors Programming	20,000.00	779.66	15,095.82	4,904.18	75.48
100 4520 02 316 Cellphone Reimbursement	1,302.00	0.00	325.36	976.64	24.99
100 4520 02 319 Gas-Mileage	650.00	48.25	194.65	455.35	29.95
100 4520 02 324 Brochures/Newsletters	1,500.00	0.00	919.98	580.02	61.33
100 4520 02 328 Special Events	3,000.00	0.00	1,504.71	1,495.29	50.16
Total Recreation	168,247.00	(30,979.41)	115,925.28	52,321.72	68.90
Total Parks & Recreation	309,742.00	(18,205.48)	250,549.97	59,192.03	80.89
LIBRARY					
100 4550 01 147 Library Payroll	450,442.00	34,670.43	312,294.77	138,147.23	69.33
100 4550 01 249 Non-salary expenses	110,400.00	0.00	110,400.00	0.00	100.00
Total Library	560,842.00	34,670.43	422,694.77	138,147.23	75.37
PATRIOTIC PURPOSES					
100 4583 01 238 Flags	500.00	0.00	2,105.48	(1,605.48)	421.10
100 4583 01 277 Patriotic Misc.	1,200.00	0.00	662.00	538.00	55.17
Total Patriotic Purposes	1,700.00	0.00	2,767.48	(1,067.48)	162.79
CONSERVATION					
100 4611 01 207 Conservation Commission	5,000.00	0.00	624.22	4,375.78	12.48
HERITAGE COMMISSION					
100 4619 01 215 Heritage Administrative Expenses	400.00	0.00	150.00	250.00	37.50
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	0.00	200.00	0.00
TOTAL EXPENSES	5,700.00	0.00	150.00	5,550.00	2.63
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	97,325.00	0.00	109,055.00	(11,730.00)	112.05
CAPITAL OUTLAY					
LAND					
MACH/EQUIP/VEHICLE CIP EXPENSES					
100 4902 20 900 Town-wide Computer Replacement-prior	3,156.94	0.00	0.00	3,156.94	0.00
100 4902 20 901 Town-wide Computer Replacement-current	5,000.00	0.00	0.00	5,000.00	0.00
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	12,833.13	0.00	0.00	12,833.13	0.00
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	10,000.00	0.00	0.00	10,000.00	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	7,202.00	0.00	0.00	7,202.00	0.00
100 4902 24 901 Traffic Control Program - current	5,000.00	0.00	0.00	5,000.00	0.00
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	7,460.49	0.00	7,460.49	0.00	100.00
100 4902 26 901 PD Cruiser Replacement - current	25,000.00	0.00	25,000.00	0.00	100.00
TOTAL MACH/EQUIP/VEHICLE CIP EXPENSES	112,652.56	0.00	32,460.49	80,192.07	28.81
BUILDING CIP EXPENSES					
100 4903 30 900 Library Interior Improvements-prior	13,166.00	0.00	0.00	13,166.00	0.00
100 4903 30 901 Library Interior Improvements-current	20,000.00	0.00	0.00	20,000.00	0.00

Town of Stratham
For 9/30/2023

	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	% Expended
100 4903 31 901 Municipal Center Improvements-current	15,000.00	0.00	14,811.00	189.00	98.74
TOTAL BUILDINGS	48,166.00	0.00	14,811.00	33,355.00	30.75
ALL OTHER/NON-BUILDING CIP EXPENSES					
100 4909 40 900 Cemetery Improvements - prior	14,772.40	0.00	0.00	14,772.40	0.00
100 4909 50 900 Parks Facilities Improvements - prior	27,359.37	0.00	0.00	27,359.37	0.00
100 4909 50 901 Parks Facilities Improvements - current	17,000.00	0.00	0.00	17,000.00	0.00
100 4909 51 900 Parks Rds/Parking Lot Improvements - prior	16,000.00	0.00	0.00	16,000.00	0.00
100 4909 59 900 Parks-Open Space Connectivity Plan - prior	45,000.00	598.50	45,000.00	0.00	100.00
100 4909 59 901 Parks-Open Space Connectivity Plan - current	5,000.00	2,017.80	2,017.80	2,982.20	40.36
100 4909 60 900 SHP Facilities & Fields Improvments - prior	62,572.45	0.00	0.00	62,572.45	0.00
100 4909 60 901 SHP Facilities & Fields Improvments - current	17,000.00	0.00	0.00	17,000.00	0.00
100 4909 61 900 SHP Roads/Parking Improvments - prior	28,000.00	0.00	3,624.88	24,375.12	12.95
100 4909 69 900 SHP Area Plan - prior	25,000.00	0.00	0.00	25,000.00	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	81,000.00	0.00	0.00	81,000.00	0.00
100 4909 72 901 Road Reconstruction Program - current	370,000.00	0.00	306,348.56	63,651.44	82.80
100 4909 74 900 Bike & Ped Transp Improvements- prior	10,000.00	0.00	0.00	10,000.00	0.00
100 4909 75 900 State Roadway/Intersection Proj Partic- prior	75,000.00	0.00	0.00	75,000.00	0.00
100 4909 81 900 Stormwater Planning - prior	28,000.00	0.00	0.00	28,000.00	0.00
100 4909 81 901 Stormwater Planning - current	8,000.00	0.00	0.00	8,000.00	0.00
100 4909 91 900 Revaluation Expenses - prior	60,206.83	0.00	0.00	60,206.83	0.00
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	90,934.00	0.00	90,934.00	0.00	100.00
100 4909 92 901 PFAS Response & Remediation - current	105,000.00	0.00	55,644.89	49,355.11	53.00
100 4909 99 900 Master Plan Update - prior	20,000.00	0.00	0.00	20,000.00	0.00
100 4909 99 901 Master Plan Update - current	10,000.00	0.00	0.00	10,000.00	0.00
TOTAL ALL OTHER/NON-BUILDING CIP EXPENSES	1,164,845.05	2,616.30	503,570.13	661,274.92	43.23
TOTAL CIP EXPENSES	1,325,663.61	2,616.30	550,841.62	774,821.99	41.55
TOTAL OPERATING BUDGET ONLY	8,211,188.00	450,396.25	5,766,856.75	2,444,331.25	70.23
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 04 330 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	285,000.00	0.00	285,000.00	0.00	100.00
PAYMENTS TO OTHER GOVERNMENTS					
100 4933 11 686 CMS Assessments	0.00	1,165,363.00	9,762,364.00	(9,762,364.00)	0.00
100 4933 11 687 SMS Assessments	0.00	1,150,000.00	8,725,652.00	(8,725,652.00)	0.00
TOTAL OTHER PAYMENTS	0.00	2,315,363.00	18,488,016.00	(18,488,016.00)	0.00
INSURANCE REIMBURSEMENTS					
TOTAL GRANTS & INSURANCE					
GRAND TOTAL ALL EXPENSES	9,821,851.61	2,768,375.55	25,090,714.37	(15,268,862.76)	255.46

Statement of Financial Position by Fund -- No zeros
Town of Stratham
For 9/30/2023

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100	This Year	Last Year	Change
Assets			
1 1010 01 000 Cash - Payroll Account	0.00	(272.92)	272.92
1 1010 02 000 A-Cash - General Fund Checking	0.00	5,379,773.23	(5,379,773.23)
1 1010 02 301 GF NHPDIP Investment Fund	0.00	21,293.61	(21,293.61)
1 1010 03 000 Cash - Petty Cash	650.00	650.00	0.00
1 1010 08 000 TEMP CC Clearing for variances	(10.80)	5,003.91	(5,014.71)
1 1010 10 000 TD General Fund Cash	8,012,476.00	3,928,877.14	4,083,598.86
1 1010 20 000 TD Electronic Deposits	194,585.47	111,846.21	82,739.26
1 1080 00 000 Property Taxes Receivable	78,911.90	126,668.10	(47,756.20)
1 1080 40 000 Current Use Tax Receivable	1,500.00	1,500.00	0.00
1 1080 50 000 Yield/Timber Tax Receivable	(1,500.00)	0.00	(1,500.00)
1 1110 00 000 Property Tax Liens	141,640.74	(20,777.71)	162,418.45
1 1150 01 000 Accounts Receivable	2,662.99	1,492.99	1,170.00
1 1180 40 000 Tax Lien Interest	3,566.58	0.00	3,566.58
1 1180 79 000 Property Taxes-prior	0.00	194,144.44	(194,144.44)
1 1312 00 000 Due from/to Others	(0.11)	41,630.89	(41,631.00)
1 1990 01 000 Due to/from	64,116.21	197,176.83	(133,060.62)
1 1990 01 103 Due to/from Detail	0.00	(24,961.00)	24,961.00
1 1990 01 500 Due to/from Agency	2,539.85	22,753.53	(20,213.68)
1 1990 01 501 Due from Trustees	7,790.33	60,118.58	(52,328.25)
Total Assets	8,508,929.16	10,046,917.83	(1,537,988.67)
Liabilities and Fund Balance			
1 2020 01 000 Accounts Payable - General Fund	4,222.88	(14,001.92)	18,224.80
1 2025 02 000 Retirement Payable	91,334.10	189,237.11	(97,903.01)
1 2025 04 000 Health Insurance W/H	(1,990.62)	58,007.31	(59,997.93)
1 2025 04 001 FSA Employee Contributions	5,913.42	0.00	5,913.42
1 2025 07 000 Vital Records (State)	7,247.63	157.00	7,090.63
1 2025 08 000 State Transfer	(395.73)	(1,228.31)	832.58
1 2025 09 000 Dog Lic (State)	(595.50)	(780.50)	185.00
1 2025 10 000 Deferred Compensation	(15.00)	1,750.00	(1,765.00)
1 2025 12 000 Colonial Insurances	344.16	344.16	0.00
1 2025 13 000 EFT Clearing	0.00	(594.76)	594.76
1 2025 14 000 Medicare W/H	(0.49)	(0.49)	0.00
1 2025 15 000 Social Security W/H	929.81	(805.94)	1,735.75
1 2025 16 000 Credit Card Clearing Account	0.00	(3,177.93)	3,177.93
1 2025 18 000 ACH Clearing Account	1,358.83	4,858.60	(3,499.77)
1 2025 21 000 Property Tax Overpayments/Refunds	(34,112.00)	(1,776.21)	(32,335.79)
1 2025 32 000 Due to Others	0.07	5,554.07	(5,554.00)
1 2025 33 000 Trustees of the Trust Funds	0.00	2,950.00	(2,950.00)
1 2025 34 000 Fish & Game State Fees	3,821.50	371.50	3,450.00
1 2025 35 000 Planning-3rd Party Review A/R	5,011.43	2,986.43	2,025.00
1 2075 01 000 Due to School District	11,256,530.50	10,562,158.50	694,372.00
1 2080 01 000 Due to Land Use Change Fund	0.00	325,000.00	(325,000.00)
1 2080 02 000 Due to Transportation Improvement Fund	10,355.00	0.00	10,355.00
1 2090 01 000 Accrued Labor	70,862.00	77,563.00	(6,701.00)
1 2220 00 000 Advances from Grantors - ARPA	409,075.53	107,402.00	301,673.53
1 2220 01 000 Deferred Tax Revenue	50,004.48	77,727.73	(27,723.25)
Total Liabilities	11,879,902.00	11,393,701.35	486,200.65
1 2530 01 000 Assigned Fund Balance	3,253,980.23	3,233,960.75	20,019.48
1 2530 02 000 Unassigned Fund Balance	1,990,674.86	1,986,450.86	4,224.00
1 2530 08 000 Clear to (Prior Year's Fund Balance)	(517,213.06)	(517,213.06)	0.00
1 2530 09 000 Difference (Auditor's Adjustment)	0.30	0.30	0.00
Total Fund Balance (Carried Forward)	4,727,442.33	4,703,198.85	24,243.48
Change in Fund Balance	(8,060,905.38)	(6,047,303.58)	(2,013,601.80)
Total Fund Balance	(3,333,463.05)	(1,344,104.73)	(1,989,358.32)
Total Liabilities and Fund Balance	8,546,438.95	10,049,596.62	(1,503,157.67)

Revenue (w/property taxes)
Town of Stratham
For 9/30/2023

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All -	FY2023 Budget	MTD	YTD FY2023 Actual	Balance	% Collected
Revenues					
100 3110 00 000 Property Tax abatements	0.00	0.00	(420,461.67)	420,461.67	0.00
100 3110 40 000 Property Tax Revenue	0.00	0.00	14,893,198.00	(14,893,198.00)	0.00
100 3185 01 000 Yield Tax Revenue	500.00	0.00	0.00	500.00	0.00
100 3189 01 000 Railroad Tax	150.00	0.00	126.44	23.56	84.29
100 3190 25 000 2021 Property Tax Interest	30,000.00	647.63	24,763.89	5,236.11	82.55
100 3190 26 000 2020 Tax Redemption Interest	3,500.00	0.00	0.00	3,500.00	0.00
100 3210 01 000 UCC Filings & Certificates	2,500.00	0.00	1,665.00	835.00	66.60
100 3210 02 000 Cemetery Lot Excavation	750.00	123.00	823.00	(73.00)	109.73
100 3210 03 000 Municipal Agent Fees	30,000.00	2,268.00	22,494.00	7,506.00	74.98
100 3210 05 000 Titles	3,200.00	256.00	2,594.00	606.00	81.06
100 3210 06 000 Vital Records	2,000.00	109.00	1,644.00	356.00	82.20
100 3210 07 000 Filing Fees	50.00	0.00	459.00	(409.00)	918.00
100 3210 08 000 Boat Agent Fees	1,600.00	20.00	1,376.00	224.00	86.00
100 3210 09 000 Misc Town Clerk Fees	2.00	200.00	200.00	(198.00)	10,000.00
100 3210 10 000 TC Mailing Fees	2,750.00	145.00	1,757.00	993.00	63.89
100 3210 11 000 Cremation Lot Excavations	4,750.00	0.00	3,300.00	1,450.00	69.47
100 3210 12 000 Fish & Game Municipal Agent Fees	200.00	10.00	(1,707.00)	1,907.00	(853.50)
100 3220 01 000 Motor Vehicle Permit Fees	2,156,058.00	163,560.00	1,564,952.10	591,105.90	72.58
100 3220 02 000 Boat Fees - Town	6,200.00	4,788.40	10,394.07	(4,194.07)	167.65
100 3230 01 000 All Building Permits	150,000.00	17,090.16	148,302.38	1,697.62	98.87
100 3290 01 000 Dog Licenses	7,700.00	45.00	7,567.44	132.56	98.28
100 3290 02 000 Dog License Fines	650.00	0.00	330.00	320.00	50.77
100 3290 03 000 PD-Gun Permits	200.00	40.00	280.00	(80.00)	140.00
100 3290 04 000 Bad Check Fees	200.00	0.00	75.00	125.00	37.50
100 3350 01 000 Rooms & Meals	683,285.00	0.00	0.00	683,285.00	0.00
100 3353 01 000 Highway Block Grant	176,170.00	0.00	125,135.34	51,034.66	71.03
100 3359 02 000 OEM Drill Reimbursements	9,000.00	2,125.00	8,500.00	500.00	94.44
100 3359 09 000 Police Dept Grants Received	0.00	0.00	24,041.58	(24,041.58)	0.00
100 3359 15 000 Other State Revenue	0.00	0.00	36,475.00	(36,475.00)	0.00
100 3401 01 000 PD-Parking Tickets	100.00	125.00	1,475.00	(1,375.00)	1,475.00
100 3401 02 000 PD-Alarms	300.00	0.00	45.00	255.00	15.00
100 3401 03 000 PD-Incident	500.00	30.00	210.00	290.00	42.00
100 3401 04 000 Planning Board	2,000.00	2,619.00	7,094.00	(5,094.00)	354.70
100 3401 05 000 Zoning Board Of Adjustment	350.00	0.00	1,160.00	(810.00)	331.43
100 3401 06 000 Scrap Metal Recycling	5,500.00	376.89	728.67	4,771.33	13.25
100 3401 07 000 Plan Review	50.00	75.00	75.00	(25.00)	150.00
100 3401 08 000 Fire Inspections	500.00	75.00	750.00	(250.00)	150.00
100 3401 09 000 PD - Witness Fees	25.00	0.00	35.00	(10.00)	140.00
100 3401 10 000 PD Court Fees	75.00	0.00	0.00	75.00	0.00
100 3401 13 000 Recreation Year-End Fees	1,000.00	0.00	0.00	1,000.00	0.00
100 3401 15 000 PD -Motor Vehicle Reports	2,750.00	315.00	2,025.00	725.00	73.64
100 3401 16 000 PD -Hawkers/Peddlers Lic.	150.00	0.00	120.00	30.00	80.00
100 3401 17 000 PD-School Resource Officer	71,385.00	0.00	35,692.50	35,692.50	50.00
100 3404 01 000 Transfer Station Permits	6,250.00	395.00	8,000.00	(1,750.00)	128.00
100 3404 02 000 Transfer Station Fees	58,500.00	5,318.00	46,050.00	12,450.00	78.72
100 3409 01 000 Franchise Cable Fee	171,500.00	0.00	124,498.76	47,001.24	72.59
100 3499 05 000 Primex/NHRS Insurance refund	0.00	0.00	1,889.63	(1,889.63)	0.00
100 3501 01 000 Sale of Recycling Bins	800.00	0.00	10.00	790.00	1.25
100 3501 03 000 Copies	2,000.00	10.00	793.75	1,206.25	39.69
100 3501 04 000 Sale of Cemetery Lots	500.00	0.00	2,250.00	(1,750.00)	450.00
100 3501 08 000 Sale of Cremation Lots	50.00	1,050.00	3,200.00	(3,150.00)	6,400.00
100 3502 02 000 Investment Interest	40,000.00	29,523.34	205,802.98	(165,802.98)	514.51
100 3503 01 000 Gifford House Rent	27,000.00	0.00	18,900.00	8,100.00	70.00
100 3503 02 000 Park Cottage Rent	11,400.00	950.00	7,925.00	3,475.00	69.52
100 3503 03 000 Municipal Center Rent	1,600.00	0.00	775.00	825.00	48.44
100 3503 04 000 Foss/28 Bunker Hill Property Rent	21,600.00	1,800.00	17,150.00	4,450.00	79.40
100 3509 01 000 Miscellaneous Revenue	2,000.00	2,700.00	2,981.63	(981.63)	149.08
100 3509 05 000 Fire Department Details	700.00	825.00	1,887.50	(1,187.50)	269.64
100 3912 02 000 Transfer from SVFD Association Fund	0.00	0.00	80,000.00	(80,000.00)	0.00
Total Revenues	3,700,000.00	237,614.42	17,029,808.99	(13,329,808.99)	460.27
Total Revenues	3,700,000.00	237,614.42	17,029,808.99	(13,329,808.99)	460.27

Town of Stratham Financial Summary Report

Fund	Re- stricted	Authority to expend			Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total YTD	FY 23	Remaining Balance	% YTD	
100	No	SB	General Fund	Taxes	175,820.93	92,128.13	107,712.05	18,694.17	1,293,036.73	11,020,873.00	2,016,484.11	110,212.13	37,211.97				14,872,173.22				
				Revenue	227,720.12	291,576.69	244,465.15	310,531.83	301,442.70	276,127.87	276,772.57	233,203.49	237,614.42				2,399,454.84	3,700,000.00	1,300,545	65%	
				Expenditures	955,465.11	517,739.52	536,956.82	476,433.44	623,389.20	755,119.35	628,729.35	797,674.79	453,012.55				5,744,520.13	8,211,188.00	2,466,668	70%	
				School & County pass through Disbursement	1,876,813.00	1,876,813.00	1,876,813.00	1,876,813.00	1,876,813.00	1,872,466.00	2,458,061.00	2,458,061.00	2,315,363.00				18,488,016.00				
				Net	(2,428,737.06)	(2,010,847.70)	(2,061,592.62)	(2,024,020.44)	(905,722.77)	8,669,415.52	(793,533.67)	(2,912,320.17)	(2,493,549.16)								
				Bank 1 Reconciled Balance																	
				Cash	13,023,612.02	10,969,286.12	8,948,197.95	6,930,924.47	6,187,011.68	13,985,318.72	13,281,211.26	10,741,450.54	8,000,243.48								
				Electronic	157,092.35	134,892.56	147,201.75	71,160.85	227,155.33	454,848.46	358,921.39	81,524.69	194,585.47								
				Total	13,180,704.37	11,104,178.68	9,095,399.70	7,002,085.32	6,414,167.01	14,440,167.18	13,640,132.65	10,822,975.23	8,194,828.95								
				Treasurer's Reconciled Balance																	

Fund	Re- stricted	Authority to expend			Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total YTD	FY 23	Remaining Balance	% YTD
105	Yes	SB	Stratham Hill Park Revolving	Revenue	108.25	266.97	485.16	350.76	276.04	360.99	882.55		875.19				3,605.91			
			sub account Bank 5	Expenditures	-	-	-	-												
				Net	108.25	266.97	485.16	350.76												
			SHP Reconciled Balance	Cash	50,875.43	51,142.40	51,627.56	51,978.32	52,254.36	52,615.35	53,497.90	53,865.50	54,186.13							
			Treasurer's Reconciled Balance		50,875.43	51,142.40														
109	Yes	H Com	Heritage Fund	Revenue	15.01	15.01	36.00	17.33	17.30	18.56	18.00	19.15	19.63							
			sub account Bank 5	Expenditures	-	-														
				Net	15.01	15.01														
			Heritage Reconciled Balance	Cash	7,052.37	7,068.58	7,119.77	7,137.10	7,154.40	7,172.96	7,190.96	7,210.11	7,229.74							
			Treasurer's Reconciled Balance		7,052.37															
Exp Trust	Yes		Heritage Preservation Trust Fund	Investment	207,992.80	208,743.29	209,230.88	209,614.33	209,712.14	259,795.66	260,217.22	260,809.50	261,777.33							
112	Yes	SB/PD	Stratham Dare	Revenue	13.42	14.50	13.59	15.44	15.39	16.51	16.02		10.61							
			sub account Bank 5	Expenditures																
				Net																
			Stratham Dare Reconciled Balance	Cash	6,307.46	6,321.96	6,335.55	6,350.99	6,366.38	6,382.89	6,398.91	3,523.81	3,534.42							
			Treasurer's Reconciled Balance		6,307.46	6321.96														
300			Cemetery Land Fund	Revenue	19.67	21.25	19.92	22.62	22.56	24.20	23.48		25.60							
			sub account Bank 5	Expenditures																
				Net																
			Cemetery Land Reconciled Balance	Cash	9,245.04	9,266.29	9,286.21	9,308.83	9,331.39	9,355.59	9,379.07	9,404.05	9,429.65							
			Treasurer's Reconciled Balance		9,245.04	9266.29														
SUBTOTAL 900 TOWN FUNDS					*	177,704.03	187,507.12	176,909.99	176,585.64	178,257.61	197,307.44	186,612.91	193,722.23	182,840.23			*	*		
Sub Accounts - Long Term/Asset																				
			Green Solar Surety	Cash	4,440.36	4,450.57	4,460.14	4,471.00	4,481.84	4,493.46	4,504.74	4,516.74	4,529.03							
			Varsity Wireless Historic Sign	Cash	7,357.18	7,374.09	7,389.94	7,407.94	7,425.90	7,445.16	7,463.84	7,483.73	7,504.09							
			Bunker Hill Ave Improvements	Cash	17,349.17	17,389.04	17,426.43	17,468.88	17,511.21	17,556.63	17,600.70	17,647.58	17,695.61							
			Bunker Hill Commons Fire Cistern	Cash	8,087.74	8,106.33	8,123.76	8,143.55	8,163.28	8,184.45	8,205.00	8,226.85	8,249.24							
			Mobil Cistern	Cash	34,097.83	34,176.20	34,249.69	34,333.11	34,416.31	34,505.58	34,592.18	34,684.33	34,778.72							
			Tansy Ave	Cash	7,145.88	7,162.31	7,177.71	7,195.19	7,212.63	7,231.33	7,249.48	7,268.79	7,288.58							
			Winterberry Cistern	Cash	949.29	951.47	953.52	955.84	958.16	960.64	963.05	965.62	968.25							
			Fire Protection Fund	Cash	47,700.52	47,810.15	47,912.95	48,029.66	48,146.05	48,270.93	48,392.08	48,520.98	48,653.03							
			subtotal asset		127,127.97	127,420.16	127,694.14	128,005.17	128,315.38	128,648.18	128,971.07	129,314.62	129,666.55							
Sub Accounts - Rental Escrow																				
			Foss property	Cash	3,690.72	3,699.20	3,707.16	3716.19	3,725.19	3734.85	3,744.23	3,754.20	3,764.42							
			Gifford House	Cash	2,131.67	2,136.57	2,141.16	2146.38	2,151.58	2157.16	2,162.57	2,168.33	2,174.24							
			Park Cottage	Cash	976.08	978.32	980.43	982.81	985.19	987.75	990.23	992.87	995.57							
			subtotal escrow		6,798.47	6,814.09	6,828.75	6,845.38	6,861.96	6,879.76	6,897.03	6,915.40	6,934.23							

Fund	Re- stricted	Authority to expend		Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total YTD	FY 23	Remaining Balance	% YTD
Sub Accounts - Performance Bond																			
			Altid Enterprises (2011) Cash	11,289.79	11,315.74	11,340.07	11,367.69	11,395.24	11,424.80	11,453.47	11,483.98	11,515.23							
			Kennebunk Savings Landscape Cash	1,025.76	1,028.12	1,030.33	1,032.84	1,035.24	1,038.02	1,040.63	1,043.40	1,046.24							
			Kennebunk Savings Maintenance Cash	2,564.39	2,570.29	2,575.82	2,582.09	2,588.35	2,595.06	2,601.57	2,608.50	2,615.60							
			200 Domain Drive Landscape Cash	2,571.06	2,576.97	2,582.51	2,588.80	2,595.08	2,601.81	2,608.34	2,615.28	2,622.40							
			Lindt Offsite Improvements Cash	1,271.02	1,273.94	1,276.68	1,279.79	1,282.90	1,286.22	1,289.45	1,292.89	1,296.40							
			NHSPCA (2004) Cash	28.96	29.03	-	-												
			Robie Farms-renamed Treat Farms Cash	112,539.21	112,797.87	113,040.41	113,315.75	113,590.35	113,884.97	114,170.81	114,474.92	114,786.45							
			GCNE (2004) Cash	35,567.20	35,648.95	35,725.60	35,812.62	35,899.41	35,992.52	36,082.86	36,178.97	36,277.43							
			Jotaph Realty (2005) Cash	22,901.89	22,954.53	23,003.89	23,059.92	23,115.80	23,175.75	23,233.92	23,295.81	23,359.21							
			subtotal performance bonds	189,759.28	190,195.44	190,575.31	191,039.50	190,576.31	190,576.31	192,481.05	190,576.31	190,577.31							
			SUBTOTAL other subaccount Bank 5	323,685.72	324,429.69	325,098.20	325,890.05	325,753.65	326,104.25	328,349.15	326,806.33	327,178.09							
AGGREGATE CASH TOTAL				14,603,997.31	12,757,914.76	10,664,698.28	8,561,520.07	7,977,791.13	16,059,107.13	15,216,355.27	12,418,749.78	9,660,762.16							
AGGREGATE INVESTED TOTAL				2,855,903.94	2,766,744.28	2,773,354.23	2,778,607.50	2,780,206.54	3,066,502.19	3,071,700.97	2,817,655.29	2,828,159.21							
TOTAL FUNDS AVAILABLE				17,459,901.25	15,524,659.04	13,438,052.51	11,340,127.57	10,757,997.67	19,125,609.32	18,288,056.24	15,236,405.07	12,488,921.37							
Trust			Cemetery Trust	612,945.23	621,341.38	624,601.59	624,504.81	626,175.48	632,717.62	635,073.57	632,978.59	633,491.00							
1987			Mary & Walter Smyk Park Trust	336,773.93	341,998.45	344,027.12	343,966.89	345,006.50	349,077.35	350,543.34	349,239.73	349,558.57							
1989			Scamman Park Trust	1,454.93	1,471.88	1,478.47	1,478.28	1,481.66	1,494.87	1,499.63	1,495.40	1,496.43							
1932-1977			Stratham Hill Park	75,144.19	75,846.04	76,118.56	76,110.47	76,250.13	76,797.00	76,993.95	76,818.82	76,861.65							
1966			Stratham Hill Park Association	130,820.51	132,284.63	132,853.14	132,836.27	133,127.61	134,038.09	134,448.91	134,083.59	134,172.94							
2017			350th Anniversary Trust	3,709.38	3,722.77	3,731.48	3,738.32	3,740.06	3,741.27	3,747.34	3,755.87	3,769.80							
2012			Stratham Fair Capital Improvements	20,625.68	20,700.11	20,748.47	20,786.50	20,796.20	20,802.89	20,836.65	15,446.44	15,247.14							
2012			Stratham Fair Operating	62,593.16	62,819.02	62,965.75	63,081.14	63,110.57	63,130.87	63,233.31	63,377.24	62,559.55							
2012			Stratham Fair Rainy Day Fund	15,378.69	15,434.18	15,470.24	15,498.59	15,505.82	15,510.80	15,535.97	15,571.34	15,370.45							
2012			SVFD Fair Trust	108,633.66	109,025.64	109,280.30	29,333.96	29,347.65	29,357.09	29,404.72	29,471.65	29,581.02							
2012			SVFD J Hutton Fund	10,538.79	10,576.82	10,601.52	10,620.95	10,625.91	10,629.32	10,646.57	10,670.80	10,710.40							
2012			SVFD R Wiggin Fund	11,870.68	11,913.51	11,941.34	11,963.22	11,968.81	11,972.66	11,992.09	12,019.39	12,064.00							
2012			SVFD C Scamman Fund	6,414.00	6,437.14	6,452.18	6,464.01	6,467.03	6,469.11	6,479.60	6,494.35	6,518.44							
TOTAL				1,396,902.83	1,413,571.57	1,420,270.16	1,340,383.41	1,343,603.43	1,355,738.94	1,360,435.65	1,351,423.21	1,351,401.39							

Notes:

Jan

Police Detail Fund expense reflects a 2021 expenditure paid from Gen Fund

Notes:

Feb

1/2 of Feb Gen Fund cash reflects TC/TC deposited into EMS bank acct in error

Notes:

April

SVFD reflects \$80K to Gen Fund for FD Engine

Notes:

June

Actual June tax collected is 11,355,979 minus Lindt abatement of 335,099

From: [David Moore](#)
To: [Karen Richard](#)
Cc: [Christiane McAllister](#)
Subject: FW: Town Treasurer Position
Date: Thursday, October 12, 2023 8:35:19 PM

Karen,

Please add to our October 16th agenda as a correspondence item.

Thank you.

David M.

From: TRACY ABBOTT [mailto:tntabbott@comcast.net]
Sent: Thursday, October 12, 2023 8:17 PM
To: David Moore <dmoore@StrathamNH.gov>
Cc: Christiane McAllister <mcallister@StrathamNH.gov>; Rebecca Tremblay <rtremblay@StrathamNH.gov>; Tracy-Lynn Abbott <tabbott@StrathamNH.gov>
Subject: Town Treasurer Position

Hi David & Select Board Members-

I am officially stepping down from my role as Town Treasurer as of October 16, 2023, and I fully support the Select Board's decision to appoint Rebecca Tremblay as the new Town Treasurer.

If anyone has any questions, please let me know.

Thank you,
Tracy-Lynn Abbott



Piscataqua Region Estuaries Partnership
University of New Hampshire
Durham, NH 03824

October 11, 2023

David Moore
Town Administrator, Town of Stratham

Dear David,

The purpose of this letter is to thank you and the Town for your past contributions to the Piscataqua Region Monitoring Collaborative (the Collaborative), and to respectfully ask that the Town of Stratham consider contributing again for the upcoming 2024 field season, which begins January 2024. In addition, we ask that the Town consider contributing on an annual basis to make the Collaborative's foundation more secure.

The Piscataqua Region Estuaries Partnership (PREP), is one of 28 National Estuary Programs around the country, receiving its base funding from EPA and additional resources from local communities. Like its sister programs around the nation, PREP is explicitly non-regulatory and consensus-based; our mission is to protect our two estuaries of national significance—Great Bay and Hampton-Seabrook Estuaries—which, in turn, requires us to protect the overall health of the Piscataqua Watershed.

As an attendee at our recent State of Our Estuaries Conference in June 2023, you are aware of the hard work that PREP and its partners are doing to protect the Piscataqua Watershed. As we discussed at that event, ecosystem science is similar to medical science for us and our loved ones; we constantly record changes in how we're feeling and we use that information to drive changes in how we live our lives. For our Watershed, the critical information relates to fish and shellfish and salt marsh sparrows and the habitats these animals (and many more) depend on: forests, salt marshes, seagrasses, and clean water!

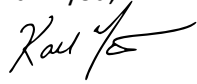
In addition, we all need more than just information; we need someone to put the information into a clear and scientifically credible story, and that is what we tried to do with our latest State of Our Estuaries report. To continue to tell this story and to make that story more accessible at more frequent time intervals, the Collaborative requires funding. Currently, the Collaborative is better supported than it ever has been thanks to recent but temporary increases from the Federal government, but we still have a long way to go. There are 52 municipalities that make up the Piscataqua Watershed and ecosystem health is important to every one of those communities. However, in 2023, only 11 communities contributed to the Collaborative. Because we are still shy of the money we need to thoroughly assess our system, and because the Federal contributions end in 2027, leaving us approx. \$500,000 poorer, it is critical that as many communities as possible in the Piscataqua Watershed get involved!

With your annual contribution and involvement, the Town of Stratham receives the highest access to the expertise from PREP and partners. This includes customized presentations on the latest information on the

condition of our Watershed as well as technical assistance on issues ranging from stormwater management to pollution tracking and accounting.

Below, please find information on what Stratham has contributed in the past and how the current ask was calculated. I have also included estimates of contributions from other communities. Finally, a separate "PRMC 2-Pager" contains additional information that may be helpful.

Thank you,



Kalle Matso, Director, Piscataqua Region Estuaries Partnership (PREP)

PREP Formula	Amount						
2022 Total Science Estimate	\$1,215,000	Estimate as of October 2023					
Municipal portion (one-half of total)	\$607,500						
Total Piscataqua Region Population	407,123						
Per Capital Cost for Any Community	\$1.49	Municipal portion divided by population					
Stratham Population (2022)	7801						
Request for Somersworth	\$11,640.48	Stratham Share by Percentage of Entire Piscataqua Population**					
Past Contributions from Stratham	Amount						
2016	12,355						
2017	6,913						
2019	9,214						
2020	9,214						
2021	0						
2022	0						
2023	0						

Municipality	Amount Contributed in 2023	Comment	
Dover	118,600	MAAM Member	
Portsmouth	154,700	MAAM Member	
Pease	30,200	(part of Portsmouth)	
Rochester	127,000	MAAM Member	
Exeter	75,600	MAAM Member	
Milton	2,400	MAAM Member	
Newington	7,300	MAAM Member	
Rollinsford	3,800	MAAM Member	
Durham	18,600		
Somersworth	13,862		
Newmarket	15,224	In kind (sensor donation)	
Newfields	1,000		
<i>Estimates for MAAM communities are based on "total permitted flow" for each municipality as of 2023.</i>			
<i>MAAM estimates based on 2022 published values.</i>			

Join the Piscataqua Region Monitoring Collaborative Partners for Resilient Great Bay and Hampton-Seabrook Estuaries

Across the Piscataqua Region, there is a need to collect data on the health of our watershed and ensure that municipal investments in water quality protection are effective. By joining the Piscataqua Region Monitoring Collaborative (PRMC), municipalities can unite to support a targeted approach to collecting the data needed to track the impacts of their investments.

What We Do

The Piscataqua Region Monitoring Collaborative (PRMC) is an open, voluntary group of municipalities, state agencies, and nonprofit organizations dedicated to investing in the science and data needed to protect the health of our Great Bay and Hampton-Seabrook estuaries. Through improved coordination and funding, we advance research and monitoring aimed at understanding the dynamics that underpin watershed and estuary health and informing decisions to protect these resources.

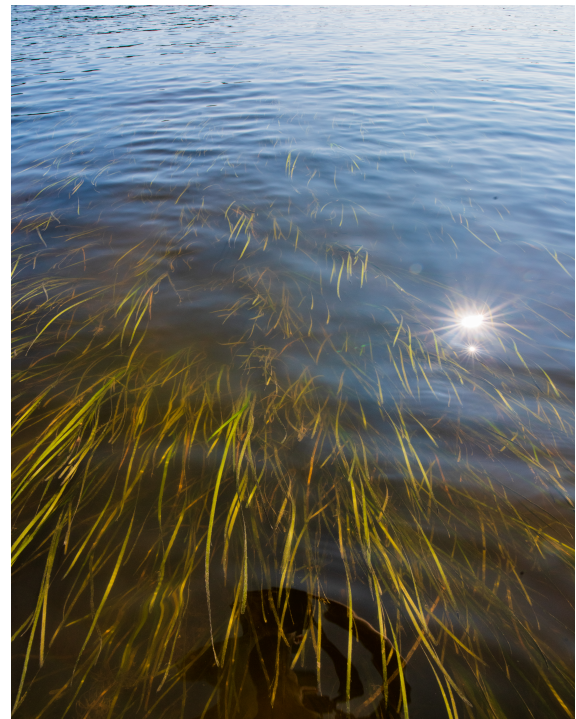
Why It Matters

Communities across the Piscataqua Watershed are making significant investments to improve watershed health, including enhanced wastewater infrastructure and better stormwater management. High quality, validated data and objective research are needed to document changes to key habitats in response to these investments and other factors, such as weather, sediment dynamics, and warming waters. Like the information we get at our annual doctor exams, this information is critical in guiding Piscataqua Watershed communities as we continue to make our ecosystem as healthy as possible.

Benefits for Communities

Working together at the regional scale on an issue of common concern allows for increased cost-sharing and lower individual costs for each community. Other important efficiencies provided by the PRMC include:

- Data is collected under USEPA-approved Quality Assurance Project Plans
- Data and data analysis products are more accessible to all PRMC members
- Data interpretation is transparent
- Local and external technical experts are engaged for increased credibility
- Municipalities collaborate to avoid redundant or duplicative administrative functions
- Without overhead, 100% of funding goes directly to the work
- Communities can contribute fiscally to participate in the effort



Data on water quality, eelgrass habitats, and other indicators of ecosystem health are collected throughout the Watershed. By assessing changes in seagrass, seaweed, shellfish and comparing this to nitrogen loading, precipitation, etc., the Collaborative offers communities a way to understand and protect our waters. For more info, visit the Data Explorer at: <https://data.prepestuaries.org/data-explorer/>

Supporting the PRMC

As of 2023, the PRMC has never been better supported, but we still have a long way to go. There are 52 municipalities that make up the Piscataqua Watershed and ecosystem health is important to every one of those communities. However, in 2023, only 11 communities contributed to the Collaborative. Thanks to funding from recent Federal legislation as well as increased funding from municipalities, the PRMC is supporting over \$1 million in monitoring activities, as shown in the first three rows of the table below. However, the Federal contributions end in 2027, leaving us approx. \$500,000 poorer. In addition, there is sediment monitoring (see row 4 below) that we currently cannot fund. For these reasons and more, it's critical that every community in the Piscataqua Watershed get involved!

Monitoring and Research Budget Overview				
Monitoring Focus	Monitoring Programs & Personnel	Total Cost Estimate	Current Funding Estimate*	Funding Gap Estimate
Water quality, including freshwater tributaries and estuaries	UNH Jackson Estuarine Laboratory, UNH Water Quality Analysis Laboratory, UNH Marine Science and Ocean Engineering	\$750,000	\$750,000	0
Seagrass, seaweed, oysters, clams, salt marsh sparrows, horseshoe crabs	PREP, UNH Jackson Estuarine Laboratory, UNH Geospatial Science Center, Great Bay National Estuarine Research Reserve, NH Fish and Game, NH DES, and Normandeau Associates	\$260,000	\$260,000	0
Analysis and Interpretation	PREP, UNH Dept. of Biological Sciences, External Advisors	\$130,000	\$130,000	0
Sediment loadings, concentrations and particle size	TBD	\$75,000	0	\$75,000

*Currently, the Municipal Alliance for Adaptive Management (MAAM), contributes over \$400,000 annually to the Collaborative. MAAM members--Dover, Portsmouth, Rochester, Milton, Rollinsford, Newington and Exeter--collaborate to better respond to EPA's General Nitrogen Permit, issued in January of 2021.

Who We Are

The PRMC is currently co-chaired by municipal representative Michael Bobinsky, Director of Public Works and Utilities for the City of Somersworth, and agency representative Steve Couture, administrator of the Coastal Program at New Hampshire's Department of Environmental Services.

The PRMC receives coordination support from PREP, which also serves as fiscal agent. PREP, part of the UNH School of Marine Science and Ocean Engineering, is a partnership between US EPA and the University of New Hampshire. The Collaborative relies on funding from Federal and State agencies as well as municipalities from both NH and Maine. In addition, the PRMC receives critical funding contributions from the Great Bay National Estuarine Research Reserve, a partnership between NOAA and NH Fish and Game. Annual funding contributions also come from the NH Chapter of The Nature Conservancy and NextEra Energy.

How We Work

Established in 2013, the PRMC meets twice a year to prioritize the research and data needed to answer critical questions about watershed health. These meetings enable municipalities and resource managers to think as a Watershed-wide group about how to apply all of our resources to ensure that our ecosystems are thriving.

The PRMC emphasizes collective decision-making and looks for opportunities to share costs and use limited resources more effectively. We also advocate for improved data products that are aligned with the needs of Monitoring Collaborative members and objective, validated data that is accessible to all and easier to share and use.

Research and data priorities are considered within the framework of the Research and Monitoring Plan (RAMP), the region's first comprehensive, integrated estuary research plan. PRMC materials, including the RAMP, can be found at:

<https://prepestuaries.org/who-we-are/prep-technical-advisory-committee/>

For more information

Contact Kalle Matso, PREP Director, kalle.matso@unh.edu
prepestuaries.org; stateofoureestuaries.org



David Moore

From: Anthony J King <AKing@StrathamPD.org>
Sent: Tuesday, October 03, 2023 10:55 AM
To: Mike Houghton; Joe Anderson; Allison
Cc: David Moore; Christiane McAllister
Subject: Fwd: Updated TASER Contracts Cert/Basic

Good morning,

Please see the response below from the Axon representative regarding your questions at last night's meeting.

Any questions please let me know.

Thanks,
Tony

Sent from my iPhone

Begin forwarded message:

From: Michael Doucette <MDoucette@strathamdpd.org>
Date: October 3, 2023 at 10:31:49 AM EDT
To: Anthony J King <AKing@strathamdpd.org>
Subject: Fwd: Updated TASER Contracts Cert/Basic

This is what Mr.Soto just sent me.

Get [Outlook for Android](#)

From: Daniel Soto <dsoto@axon.com>
Sent: Tuesday, October 3, 2023 10:29:46 AM
To: Michael Doucette <MDoucette@StrathamPD.org>
Subject: Re: Updated TASER Contracts Cert/Basic

Hi Michael,

Thanks for your questions. I've done my best to answer them here.

The total price of this contract is \$43,110.20, this price won't change regardless of if it is paid upfront or on a payment plan.

This contract has a discount of \$3,746.48 applied to it.

This discount will be nullified at the end of the month. This would drive the price up to \$46,856.68. If we push this contract past 2023, this contract will be subject to our 2024 price book. Candidly, I do not have access to our 2024 price book. Based off previous years, I'd expect that to be right around another 5% price hike. This would bring the price to \$49,199.51 (estimated).

Hopefully, we can get this contract done sooner rather than later to make sure you guys are getting the best price possible and avoid the \$6,089.31 cost of waiting.

Let me know your thoughts!

Best,

Daniel Soto

Sales Representative, Inside Sales

Access our online store - <https://my.axon.com/buy> -

Cell / 480-691-2443

Customer Service Line / 800-978-2737

AXON.COM

Boston, MA

From: Michael Doucette <MDoucette@StrathamPD.org>

Date: Tuesday, October 3, 2023 at 1:24 AM

To: Daniel Soto <dsoto@axon.com>

Subject: Re: Updated TASER Contracts Cert/Basic

Good morning Daniel,

The Chief and I had a meeting with the board of selectmen last night. They had two questions. 1st what would be the "cash" price, i.e. a one whole sum payment(I didn't think this was an option for them) and 2nd what would the price increase/decrease estimation be over the next two months or even into next year. Based on the conversation last night they support the purchase, but had those aforementioned questions. Talk soon, thank you for your help.

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From: Daniel Soto <dsoto@axon.com>

Sent: Thursday, September 28, 2023 10:11:17 AM

To: Michael Doucette <MDoucette@StrathamPD.org>

Subject: Re: Updated TASER Contracts Cert/Basic

Hi Michael,

I got your voicemail and have updated your quote. I've attached it here. Let me know if you have any questions.

Best,

Daniel Soto

Sales Representative, Inside Sales

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AXON.COM

Boston, MA

From: Daniel Soto <dsoto@axon.com>
Date: Tuesday, September 26, 2023 at 3:34 PM
To: Michael Doucette <MDoucette@StrathamPD.org>
Subject: Re: Updated TASER Contracts Cert/Basic

Here you go Sir.

Best,

Daniel Soto

Sales Representative, Inside Sales

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AXON.COM

Boston, MA

From: Daniel Soto <dsoto@axon.com>
Date: Tuesday, September 26, 2023 at 11:10 AM
To: Michael Doucette <MDoucette@StrathamPD.org>
Subject: Re: Updated TASER Contracts Cert/Basic

Received. Will follow up once completed.

Best,

Daniel Soto

Sales Representative, Inside Sales

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Cell / 480-691-2443

Customer Service Line / 800-978-2737

AXON.COM

Boston, MA

From: Michael Doucette <MDoucette@StrathamPD.org>
Date: Tuesday, September 26, 2023 at 11:06 AM



COMMUNITY POWER COALITION OF NEW HAMPSHIRE

COST SHARING AGREEMENT

This Cost Sharing Agreement (“Agreement”) is made and entered into this ___ day of _____, _____, by and between the Town of Stratham, a subdivision of the State of New Hampshire, (“the Member”) and the Community Power Coalition of New Hampshire (“CPCNH” or “Corporation”), pursuant to the provisions of the CPCNH Joint Powers Agreement (“JPA”) (collectively, the “Parties”).

RECITALS

WHEREAS, the Town of Stratham may choose to implement Community Power Aggregation (“CPA”) service to provide all-requirements electricity for its residents and businesses pursuant to New Hampshire Revised Statutes Annotated (“RSA”) 53-E, the Community Power Act, which found *“it to be in the public interest to allow municipalities and counties to aggregate retail electric customers, as necessary, to provide such customers access to competitive markets for supplies of electricity and related energy services;”*

WHEREAS, the Constitution of New Hampshire declares that *“Free and fair competition in the trades and industries is an inherent and essential right of the people and should be protected against all monopolies and conspiracies which tend to hinder or destroy it;”*

WHEREAS, CPCNH is a nonprofit all-requirements Joint Powers Agency and governmental instrumentality operating pursuant to the Joint Powers Agreement entered into by the Town of Stratham on the 3rd day of April, 2023, for the purpose of jointly exercising the powers granted to municipal corporations pursuant to NH RSA 33-B, NH RSA 53-E, NH RSA 53-F, and NH RSA 374-D (including, by reference, NH RSA 33) in accordance with RSA 53-A, Agreements Between Governments;

WHEREAS, CPCNH is jointly controlled and governed by its Members, united as a single entity to operate for the mutual benefit of the Members collectively, to promote the common good, general welfare, economic vitality, and prosperity of local communities in New Hampshire, to use the powers and authority granted by the Members to gain economies of scale and scope to launch, operate, and evolve Community Power Aggregation (“CPA”) programs, and to advance other energy and climate policies and actions on behalf of the Members; and

WHEREAS, CPCNH’s Joint Powers Agreement requires this Cost Sharing Agreement be entered into by all Members to ensure that the costs, expenses, debts, and liabilities directly or indirectly incurred by CPCNH on each Member’s behalf are recovered through said Member CPA’s revenues, or from grants or other third-party sources;

NOW, THEREFORE, in consideration of mutual benefits, covenants, and considerations hereinafter set forth, CPCNH and the Member hereby agree as follows:



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EXHIBIT F: PROJECT CONTRACTS EXECUTED BY MEMBER.....	30

ARTICLE I PURPOSE

The purpose of this Cost Sharing Agreement is to ensure that (i) the expenses, debts, and liabilities (“costs”) directly or indirectly incurred by CPCNH on behalf of the Member are allocated to them based upon cost causation principles, to the extent practical, and (ii) that such costs are recovered from their CPA program revenues, or revenues from grants or other third-party sources.

This Cost Sharing Agreement (i) affirms that the resolutions and articles of the Joint Powers Agreement, as applicable herein, represent a mutual and collectively beneficial approach to cost allocation, whether Members are active or withdrawn from CPCNH, (ii) obligates CPCNH to carry out cost tracking and allocation for recovery from Member CPA revenues in accordance with the methodologies and procedures herein, which are intended to ensure fairness across all Members.

Execution of this Cost Sharing Agreement is a requirement for all Members. Upon execution of this Agreement, Members may subsequently elect to take certain CPA Member Services, which are provided in Exhibit C; each Member Service requires separate execution by the Member to authorize and obligate CPCNH to provide services on behalf of the Member’s CPA.

Electing the Complete Service Bundle of CPA Member Services thereunder authorizes and delegates authority to CPCNH to, pursuant to CPCNH’s Energy Portfolio Risk Management, Rates, and Reserves policies: (i) take all actions necessary and proper to finance, launch, and operate the Member’s CPA; (ii) set rates and provide all-requirements electricity to eligible retail customers taking service within the Member’s service territory; and (iii) collect customer revenues to accrue financial reserves on behalf of the Member and recover the costs allocated to the Member’s CPA pursuant to this Agreement.



ARTICLE II AMENDMENT

CPCNH's Joint Powers Agreement requires that the Cost Sharing Agreements between the Corporation and each individual Member be uniform in all material respects, except with regard to the scope of Member services and Project Contracts that each Member selects to participate in and pay for.

This Agreement duly provides flexibility to update and evolve the scope of services offered to all Members, for individual Member election, by permitting CPCNH to update Exhibit C for all Members, and to incorporate any Project Contracts entered into by an individual Member in Exhibit F. Similarly, Exhibit B: Cost Allocation Reference Table, Exhibit D: Template Cost Allocation Report, Exhibit E: Template Report Glossary, and the list of current CPCNH Members presented under Article III, below, may all be updated by CPCNH. Excerpts from CPCNH's Joint Powers Agreement herein are also updated upon amendment to the Joint Powers Agreement. The Corporation shall promptly distribute any such updates to all Members in a uniform manner, except that Exhibit F of each Member's Cost Sharing Agreement shall only reflect the Project Contracts, if any, entered into by each Member. The Member agrees that all such updates provided by CPCNH to the Exhibits and Joint Powers Agreement language herein shall be incorporated into and do not constitute an amendment to this Agreement.

To ensure that all other aspects of this Agreement, including the cost allocation methodologies prescribed hereunder, are similarly capable of evolving over time, and in recognition that the changeable nature of energy markets, technologies, and cost-drivers may well warrant refinements to the cost allocation methodologies herein at some point in the future, **this Agreement may be amended by a written amendment unanimously approved by the votes cast at a meeting of the Membership at which a quorum is present, provided that CPCNH's Chief Executive Officer or Chair of the Board shall send written notice of any proposed amendments to the Member Representatives and principal executive officers of each Member at least thirty (30) days prior to such meeting at which it is to be acted upon.**

The Member recognizes that, absent this mechanism, it may become impractical to otherwise amend this Agreement as the number of Members grows over time, given the requirement that the Agreement be maintained as uniform in all material respects across the Membership, and that such an eventuality would be contrary to the interest of every Member.

ARTICLE III MEMBERSHIP

CPCNH's current Membership, pursuant to CPCNH's Joint Powers Agreement, may individually execute this Agreement and thereby jointly rely on CPCNH to finance, launch, and operate their CPA programs. The Parties acknowledge that the actual sequencing of CPA implementation may vary from this table:

Members currently intending to implement CPA program service in 2023:

City of Lebanon	Town of Rye	Town of Exeter
Town of Hanover	Town of Walpole	Town of Peterborough
City of Nashua	Town of Plainfield	Town of Durham
Cheshire County	Town of Enfield	Town of Harrisville

Members in the process of authorizing CPA programs:

City of Dover	Town of Newmarket	City of Portsmouth
Town of Warner	Town of Canterbury	Town of Westmoreland
Town of Pembroke	Town of Wilmot	Town of Hudson
Town of Webster	Town of Shelburne	Town of Sugar Hill
Town of New London	Town of Hancock	Town of Brentwood



ARTICLE IV

ELECTION OF CPA MEMBER SERVICES & PROJECT CONTRACTS

The CPA Member Service Agreements currently authorized by the Board are provided in Exhibit C, inclusive of any additional terms of service thereof, for elective execution by the Member. Enrollment periods during which any Members may execute a given contract for CPA Member Services offered in Exhibit C may be for pre-defined periods or open-ended, and the Board may also close enrollment in any CPA Member Service contract that was previously open-ended. During the active enrollment period applicable to any given Member Service Agreement, all executed Agreements between CPCNH and each Member that has elected the same service must be uniform in all material respects.

All of the services required to undertake and provide CPA service are initially offered as a Complete Service Bundle. The Board may authorize additional CPA Member Services, including the disaggregated services comprising the Complete Service Bundle, for Members to elect and pay for on an a la carte, elective basis thereunder. The Member agrees that, from time to time, CPCNH may update Exhibit C to modify enrollment periods for specific CPA Member Services contracts, remove CPA Member Services contracts that are no longer offered and in use by any Member, and incorporate new CPA Member Services contracts offered to all Members.

Project Contracts that an individual Member has entered into, upon execution, shall be placed into Exhibit F of the Member's Cost Sharing Agreement and incorporated by reference hereunder.

Exhibit B provides a reference table summarizing how costs shall be allocated, for all Members' ease of reference, which shall be updated by CPCNH commensurate with the removal and/or addition of any CPA Member Services to Exhibit C, or as otherwise warranted at CPCNH's discretion.

ARTICLE V

COST RECOVERY COMMITMENT; LIMITATION

Article V, Section 3 of the JPA requires that the Cost Sharing Agreement entered into by each Member "*ensure that the costs, expenses, debts, and liabilities ("Costs") ... directly or indirectly incurred by the Corporation on such Member's behalf are recovered through said Member's CPA revenues, or from revenues from grants or other third-party sources.*"

The Member acknowledges and agrees that the costs directly or indirectly incurred by CPCNH on the Member's behalf shall be recovered through the Member's CPA revenues, or from revenues from grants or other third-party sources.

The debts, liabilities, and obligations of CPCNH shall not be debts, liabilities, and obligations of the Member unless and only to the extent agreed to under a Member Service contract entered into by the Member, pursuant to Exhibit C, or Project Contract separately entered into by the Member.

ARTICLE VI

COST REPORTING & RECORDS

This Cost Sharing Agreement puts in place a mandate for transparency regarding how costs are tracked, and allocations are computed. CPCNH will provide for the data collection, analysis, accounting, reconciliation of receipts and aging, and cost allocation between Member CPAs under the methodologies and processes set forth in this Cost Sharing Agreement. As provided for under Article IX hereunder, actual metered customer electricity consumption will be employed where consumption is the determinant of allocation, to the extent possible. However, the Member acknowledges that CPCNH's reasonable estimations of usage may need to be employed, initially and/or



even permanently, depending upon the availability of actual data by Member CPA, but estimations should be subject to periodic reconciliation with actual loads when reasonably practical.

CPCNH will deliver monthly reports to each Member CPA, after it closes its books, encompassing and presenting all costs and allocations by Member. Reports will be prepared at an appropriate level of line-item granularity and will be uniform in all material respects, except with regard to the scope of CPA Member Services and Project Contracts that each Member selects to participate in and pay for. Exhibit D shall present the current report template in use by CPCNH, accompanied by the glossary in Appendix E, which shall be kept current by CPCNH for the Member's reference. Reports will be delivered and distributed to all Members by CPCNH.

Pursuant to CPCNH JPA Article XIII, *"The books and records of the Corporation shall be open to inspection at all reasonable times to each Member and its representatives."* The Member may, at any time, request detail, clarification and/or revisions of monthly reports, which shall be distributed to all Members.

ARTICLE VII

CPCNH IMPLEMENTATION COSTS

The funding to implement CPCNH is derived from four sources. These sources will cover the initial cost of CPCNH during the Implementation Phase, which refers to the period from the incorporation of CPCNH, on October 1, 2021, through the Start-Up Date, which shall be deemed to be the first of the calendar month in which CPCNH begins receiving customer revenues for delivery of all-requirements electricity to serve the demand of the customers of Member CPAs:

- 1) Funds provided by Members, gifts, or grants received and recorded by CPCNH as cash contributions.
- 2) Credit extended by contract to, and received by, CPCNH from vendors or banks, whether extended with interest or deferred interest cost or charged on an alternate basis.
- 3) Interest-free cash advances, grants, or loans extended by contract to, and received by, CPCNH.
- 4) Deferred compensation by vendors and contractors under contract for future payment by CPCNH, contingent upon the delivery of all-requirements electricity to serve the demand of the customers of Member CPAs.

The Member acknowledges and affirms that the cost of implementing CPCNH should not be borne solely by the customers taking service from initial Member CPAs, as such costs are foundational to the benefit of all Members of CPCNH at any point. As such, the Agreement provides that:

- 1) Implementation Costs are defined as costs incurred or accrued by CPCNH during the Implementation Phase which are not directly allocatable to any one Member CPA, in that such costs would have been incurred or accrued by CPCNH irrespective of the participation of any one Member CPA, inclusive of interest or financing charges that continue to accrue on such costs subsequent to the Implementation Period, less funds received by CPCNH pursuant to (1) above.
- 2) Implementation Costs shall be equitably allocated, on an equal volumetric retail electricity usage basis, to the CPA of each Member that (i) executes this Cost Sharing Agreement and, (ii) supplies all-requirements electricity to retail customers through said Member's CPA program within the five (5) year period commencing on the Start-Up Date ("Implementation Cost Recovery Period").
- 3) CPCNH intends to pay off Implementation Costs during the initial three (3) years following the Start-Up Date. Consequently, over the course of the five (5) year Implementation Cost Recovery Period, each Member CPA will receive an allocation obligation, providing for the direct payment of Implementation Costs and/or reimbursements to the Member CPAs that have already paid for the Implementation Costs, such that, at the



conclusion of the five (5) year period, the sum of electricity used by retail customers taking service from each CPA over the course of the period divided into the Implementation Costs allocated to each CPA shall be equivalent on a dollar per megawatt-hour (\$/MWh) basis.

- 4) CPCNH shall maintain an internal accounting of the amount of Implementation Costs, and the allocation obligations, payments, and reimbursements of such costs, which record shall be available for inspection by Members at any reasonable time.

ARTICLE VIII CLASSIFICATION OF COSTS

The three primary categories of costs into which CPCNH must classify all costs, pursuant to Section 3 of Article V of the JPA, are described in further detail below. Refer to Exhibit A for excerpts from the JPA regarding cost sharing principles, which are incorporated herein.

- 1) **CPA Member Services Costs** are costs related to undertaking and providing CPA service on behalf of Members. Such costs will represent the bulk of the cost that CPCNH will incur, including for the provision of:
 - a) **CPA Power Supply Costs:** costs incurred by CPCNH to secure and sell all-requirements electricity supply to serve the demand of the customers of each Member CPA, the definition and requirements of which are subject to changes in law and rules, and to engage in portfolio risk management, which includes:
 - i) The cost of electrical energy, capacity, reserves, ancillary services, transmission services (to the extent allocated to Member CPA service), transmission and distribution losses, congestion management, and other such services or products necessary to provide firm power supply and meet the requirements of New Hampshire's Renewable Portfolio Standard, and financial products.
 - ii) The cost of financial products related to portfolio risk management, such as power or natural gas options, swaps, or futures contracts, Financial Transmission Rights (FTR) obligations and options, and products to hedge non-energy cost components of the power supply portfolio.
 - iii) Additional attributable costs authorized by individual Member CPAs for any other power supply related products and services, such as for securing or purchasing Renewable Energy Credits in excess of the requirements of New Hampshire's Renewable Portfolio Standard, or for resources that reduce the ISO-NE wholesale load obligations and/or reduce transmission cost allocations, if any, attributable to the Member CPAs, which may also generate credit for avoided transmission costs or avoided capacity costs attributable to customers and/or Member CPAs.
 - b) **CPA Operational Costs:** costs related to undertaking and providing CPA service on behalf of Members that are not CPA Power Supply Costs, which include but are not limited to the following:
 - i) Staff, overhead, legal, banking, technical, regulatory, and financial services costs attributable to the provision of CPA service.
 - ii) Financing and credit charges incurred for the provision of all-requirements electricity supply, and for operating costs hereunder, excluding those associated with any Project.
 - iii) Compliance costs attributable to the provision of CPA service.
 - iv) Direct costs and/or costs incurred from third-party providers under contract with CPCNH to provide services, including:
 - (1) Marketing, advertising, community engagement, and customer noticing pertaining to CPA service.



- (2) ISO-NE Load Serving Entity (LSE) services.
 - (3) Portfolio and risk management services.
 - (4) Utility data interchange, data management, and customer billing services.
 - (5) Call center and customer engagement services.
 - (6) Local program design, administration, and/or financing.
 - v) Attributable Implementation Costs of the Corporation.
- 2) **General and Administrative Costs**: costs incurred for the common objectives of all CPCNH Members that are not incurred specifically in connection with a particular Project, Project Contract, or Member Service. Typical costs in this category, which may be fully or partially defined as General and Administrative Costs, include:
- a) Administrative offices.
 - b) CPCNH-wide financial management.
 - c) Business services.
 - d) Budget and planning.
 - e) Personnel management.
 - f) Central management information systems and operations.
 - g) General management of CPCNH, such as for strategic direction and Member affairs, Board functions, accounting, procurement, and legal services; operation and maintenance expense; depreciation and use allowances; and interest costs.
 - h) Attributable Implementation Costs of the Corporation.
- 3) **Direct Project Costs** are costs incurred for a particular Project pursuant to a Project Contract for a specific Member and/or CPA, or subset thereof, that are not allocated to General and Administrative Costs, to the extent appropriately assigned to specific projects pursuant to Section 4 of Article V of the JPA. These projects can take on many forms but carry a distinct attribute that they are defined by a specific Project Contract entered into by Members participating in particular projects. As such, Direct Project Costs are identified by contract for recovery from the Members that are signatories to the Project Contract.

ARTICLE IX

ALLOCATION OF COSTS

Costs directly or indirectly incurred by CPCNH relating to (1) the CPA Member Services elected by the Member pursuant to Exhibit C, (2) General and Administrative Costs of the Corporation, and (3) the Project Contracts entered into by the Member, if any, will be allocated to the Member in accordance with this Article IX. Refer to Exhibit B for a reference table summarizing these costs and allocation methodologies.

- 1) **CPA Member Services Costs**. Services required to undertake and provide CPA Member Services are allocated to Member CPAs pursuant to cost causation principles, to the extent reasonably practical, as described herein.
- a) **CPA Power Supply Costs**. Each Member will be allocated all costs incurred by CPCNH attributed to the provision of all-requirements electricity supply to the retail customers of said Member's CPA, inclusive of the cost of financial products related to portfolio risk management, as follows:
 - i) For the net costs attributable to the provision of all-requirements electricity supply to retail customers for each Member CPA:



- (1) Where retail customer usage on a temporal and/or geographically specific basis is the determinant of costs:
 - (a) Actual metered customer electricity usage will be employed to the extent reasonably practical for each Member and to the extent such usage is used for load settlement purposes with ISO-NE (“actual usage”).
 - (b) Estimated or profiled electricity usage will be employed only to the extent that actual metered customer electricity usage is not reasonably available or is not used for load settlement purposes with ISO-NE for said Member.
- (2) Where retail customer usage on a temporal and/or geographically specific basis is not the determinant of costs, Members will be allocated net costs on a pro rata volumetric usage basis.
- ii) For costs incurred pertaining to financial products related to portfolio risk management, net costs may be allocated either to all Members on a pro rata volumetric usage basis or to each Member based upon either their actual electricity usage, if reasonably available, or alternatively, estimated, or profiled electricity usage.
- iii) For costs incurred pertaining to any other power supply related products and services authorized by each Member CPA, net costs will be allocated to said Member CPAs based on a reasonable determination of the cost of providing that service.
- b) CPA Operational Costs.** Each Member will be allocated all costs incurred by CPCNH related to undertaking and providing CPA service on behalf of said Member that are not CPA Power Supply Costs, as follows:
 - i) For costs attributable to staff, overhead, legal, banking, technical, regulatory, and financial services, costs will be allocated to all Members on a pro rata volumetric usage basis.
 - ii) For costs incurred pertaining to compliance requirements:
 - (1) Costs reasonably attributable to each Member will be allocated to said Member.
 - (2) Costs that are not reasonably attributable to any one Member will be allocated to all Members on a pro rata volumetric usage basis.
 - iii) For financing and credit charges incurred for the provision of all-requirements electricity supply, and operating costs hereunder, costs may be allocated either to all Members on a pro rata volumetric usage basis or to each Member based upon their actual usage, if reasonably available, or alternatively, estimated, or profiled electricity usage.
 - iv) For costs incurred from third-party providers of services under contract with CPCNH:
 - (1) Services charged based on a metric or fee structure that can be reasonably applied to an individual Member basis will be allocated to each Member on that basis.
 - (2) Services charged based on a metric or fee structure that cannot be reasonably applied on an individual Member basis will be allocated to all Members on a pro rata volumetric usage basis.

2) General and Administrative Costs.

- a) Each Member will be allocated General and Administrative Costs on a pro rata basis in accordance with the following formula: Member CPA’s Annual Retail Electricity Load divided by all Member CPAs’ Annual Retail Electricity Load.
 - i) “Annual Retail Electricity Load” means the annual amount of metered electricity delivered to retail consumers and supplied through the Member CPA during the most recent 12 whole months.



- ii) If less than 12 whole months of load have been supplied through the Member CPA, the calculation of a Member's Annual Retail Electricity Load shall be as follows:
 - (1) Within a CPCNH Fiscal Year, the Member CPA's allocation of General and Administrative Costs shall initially be based on a reasonable forecast provided by CPCNH of the Member CPA's load for the duration of the Fiscal Year divided by all Member CPAs' forecast Annual Retail Electricity Load for that Fiscal Year.
 - (2) After the close of the CPCNH Fiscal Year, to the extent reasonably practical, such forecasts shall be reconciled to the Member CPA's actual load over the Fiscal Year divided by the total of actual loads for all Member CPAs for that Fiscal Year.
- 3) **Direct Project Costs.** Costs incurred for a particular Project pursuant to a Project Contract will be recovered pursuant to the Project Contract that governs Member cost responsibility for the Project. Nothing contained in a Project Contract shall obligate non-participating Members in any respect with the Project. If CPCNH incurs additional costs for a particular Project, then:
 - a) CPCNH shall provide notice to the Project Committee in question regarding the date upon which the Project Committee must vote upon the matter of how to fully allocate such additional costs amongst participating Members, which shall be considered a Project Matter for this purpose, and CPCNH shall allocate costs pursuant to an affirmative vote by the Project Committee thereof.
 - b) In the absence of an affirmative vote by the Project Committee thereof, CPCNH shall allocate such additional costs to each Member in proportion to their participation share allocation for the Project.

ARTICLE X GENERAL TERMS & CONDITIONS

The Joint Powers Agreement carries with it several elements with which this Cost Sharing Agreement shall hold generally consistent but apply specifically to this Cost Sharing Agreement.

Limitations of Liability

As provided for in Article XII of the JPA, *"No debt, liability, or obligation of the Corporation shall be a debt, liability, or obligation of any Member unless otherwise specified and agreed to by individual Members under a Cost Sharing Agreement or Project Contract under this Agreement."*

Indemnification

This Cost Sharing Agreement is a continuation of the authority in the Joint Powers Agreement, and as such, its indemnification language applies (By-Laws, Article 13.1):

"Each Member (including its governing body), Member representative, Director, Officer, committee member, employee, assignee, or agent of CPCNH, (and the irrevocable heirs, executors and administrators), shall be indemnified and held harmless by CPCNH against any and all claims, demands, losses, costs, penalties, expenses (including attorneys' fees), judgments, damages and liabilities reasonably incurred by, or imposed upon them in connection with any action, suit or proceeding to which they may be made a party or with which they shall be threatened, by reason of their being, or having been, a Member, Member representative, Director, Officer, committee member, employee, assignee, or agent of CPCNH (whether or not they continue to be a Member, Member representative, Director, Officer, committee member, employee, assignee, or agent of CPCNH at the time such action, suit or proceeding is brought or threatened), arising in whole or in part, directly or indirectly from conduct in which such Member, Member representative, Director, Officer, committee member, employee, assignee, or agent has engaged in good faith. However, no such indemnification shall apply in relation to any matter involving (i) a breach of their



duty of loyalty to CPCNH; (ii) acts or omission which are not in good faith or which involved intentional misconduct or a knowing violation of law; or (iii) a transaction from which the Director, Officer, Member representative, committee member, employee, assignee, or agent derived an improper personal benefit. In the event of settlement of any such action, suitor proceeding brought or threatened, such indemnification shall be limited to matters covered by the settlement as to which CPCNH is advised by counsel that such Member, Member representative, Director, Officer, committee member, employee, assignee, or agent is not liable for misconduct as such. The foregoing right of indemnification shall be in addition to any rights to which any Member (including its governing body), Member representative, Director, Officer, committee member, employee, assignee, or agent may otherwise be entitled.”

Further, CPCNH shall, “Defend, hold harmless, and indemnify, to the fullest extent permitted by law, each Member from any liability, claims, suits, or other actions.” Articles of Agreement of the Corporation, Article 7.21.

Dispute Resolution

This Cost Sharing Agreement affirms the dispute resolution approach defined in Article XVIII, Section 2 of the JPA, and the Member hereby agrees to extend this provision in support of the Cost Sharing Agreement:

“The Members and the Corporation shall make reasonable efforts to settle all disputes arising out of, or in connection with, this Agreement. Before exercising any remedy provided by law, a Member or Members and the Corporation shall engage in nonbinding dispute resolution or in a manner agreed upon by the Member or Members and the Corporation. The Members agree that each Member may specifically enforce this provision, Article XVI, Section 2, Dispute Resolution. In the event that dispute resolution is not initiated or does not result in a resolution within 60 days after a written request for dispute resolution, any disputing Member or the Corporation may pursue any remedies provided by law.”

Continuing Obligations: Participant Withdrawal and Obligations or Buyout Provisions

Continuing obligations shall be pursuant to the same terms for continuing obligations as provided for under Article IV, Section 6 of the JPA:

“Any withdrawn or terminated Member shall continue to be liable for its obligations under any Project Contract and Cost Sharing Agreement(s) for the remaining term of any such Project Contract or Cost Sharing Agreement. The Member’s equity or deficit position while a participant in any Project Contract will continue to be reflected in the records and reports of the Corporation. The Corporation may withhold funds otherwise owing to the Member or may require the Member to deposit sufficient funds with the Corporation, as reasonably determined by the Board, to cover the Member’s liability for the costs described herein. Any amount of the Member’s funds held on deposit with the Corporation above that required to pay any liability or obligation shall be returned to the Member.”

ARTICLE XI TERM

This Agreement shall be deemed to have been in effect commencing upon the date the Member became a Member of CPCNH following execution of the CPCNH Joint Powers Agreement. This Agreement shall continue in full force and effect until terminated by the earlier of (1) dissolution and liquidation of the Corporation, and distribution of any net proceeds, as provided for in Article XI of the By-Laws or (2) the later of (a) withdrawal or involuntary termination of the Member from the Corporation, as provided for in Article 4 and 5 of the JPA, subject to any continuing obligations, as provided for in Article 6 of the JPA, or (b) as otherwise specified in this Agreement.



IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and attested by their respective officers thereunto duly authorized:

MEMBER: _____ TOWN OF STRATHAM _____

By: _____

Title: _____

Name: _____

Date: _____

ATTESTATION: _____
Clerk

COMMUNITY POWER COALITION OF NEW HAMPSHIRE

By: _____
Chair of the Board of Directors

Name: _____

Date: _____

ATTESTATION: _____
Secretary of the Board

APPROVED AS TO FORM: _____
General Counsel to the Board



EXHIBIT A: COST SHARING PRINCIPLES

- a) **CPCNH's Joint Powers Agreement, Article V**, defines certain cost sharing principles, which are provided below for the Member's reference, and Sections 3-7 thereunder are expressly incorporated herein:

ARTICLE V COST SHARING PRINCIPLES

SECTION 1. Fiscal Year. *The fiscal year shall be the calendar year, subject to the Board's discretion to amend the Fiscal Year. Before changing the Fiscal Year, the Board shall confer with the Treasurer and may confer with the auditor.*

SECTION 2. Budget. *The budget will be established pursuant to the terms reflected in the By-Laws.*

SECTION 3. Cost Sharing Agreements. *An agreement shall be entered into between the Corporation and each respective Member, uniform in all material respects, except with regard to the scope of Member services and Project Contracts that each Member selects to participate in and pay for, to ensure that the costs, expenses, debts, and liabilities ("Costs") directly or indirectly incurred by the Corporation on such Member's behalf are recovered through said Member's CPA revenues, or from revenues from grants or other third-party sources. Such Costs shall be classified as:*

*(a) **CPA Member Services Costs:** Costs incurred to provide the Complete Service Bundle, or such services that CPCNH offers, shall be recovered directly from Member(s) for the period they contract to receive such service(s). The Complete Service Bundle will include those services CPAs will require to undertake and provide Electric Aggregation Plans and Programs, such as: power supply procurement and management, data and billing, and customer service;*

*(b) **General and Administrative Costs:** Costs described in Article V, Section 4 are incurred for the common objectives of all Members of the Corporation, and are not incurred specifically in connection with a particular Project, Project Contract, or Member Service and shall be allocated to, and recovered from, each Member on a pro rata basis in accordance with the following formula: Member CPA's Annual Retail Electricity Load divided by all Member CPAs' Annual Retail Electricity Load; and*

*(c) **Direct Project Costs:** Costs incurred for a particular Project pursuant to a Project Contract shall be recovered directly from the Member(s) that participate in a particular Project or pursuant to the Project Contract that governs Member cost responsibility for the Project.*

SECTION 4. General and Administrative Costs. *General and Administrative Costs include those that have been incurred for the general operation and administration of the Corporation, and other expenses of a general character, including but not limited to Costs relating to: administrative offices that serve the Corporation; Corporation-wide financial management, business services, budget and planning, and personnel management; operations of the Corporation's central management information systems; general management of the Corporation, such as strategic direction and member affairs, Board functions, accounting, procurement, and legal services; operation and maintenance expense; depreciation and use allowances; and interest costs.*

General and Administrative Costs do not include Costs that relate solely to, or are incurred by, the Corporation for CPA Member Services or as a result of any specific Project or Project Contract. The intent of the Members is to ensure that all Costs incurred by the Corporation that are directly related to CPA Member Services will only be paid by the Members receiving such services or for any specific Project will be paid only by the Project Participants of that specific Project. As such, when an activity or cost generally



included within the General and Administrative Cost category benefits CPA Member Services, a specific Project or Project Contract, or is performed or budgeted for a specific Project or Project Contract, an appropriate adjustment shall be made to assure that the proper portion of the Cost of such activity is categorized and allocated as CPA Member Services costs to a Member receiving such service, or as a Direct Project Cost to the Project Participants, subject to Cost allocation under the applicable Project Contract. The Members intend that all Costs of the Corporation that are not directly assigned for recovery to CPA Member Services, a specific Project or Project Contract will be recovered as General and Administrative Costs.

SECTION 5. Member Advances, Contributions and Repayment. *Upon the request or approval of the Board, any Member may make payments, advances, or contributions to the Corporation for any and all purposes set forth herein, and may contribute personnel, equipment or property, in lieu of other contributions or advances, to assist in the accomplishment of one or more of such purposes. All such payments, advances or contributions, whether in cash or in kind, shall be made to, and may be disbursed or used by, the Corporation. Except as otherwise specified in contracts with Members by the Board, the approved advances will be treated as indebtedness of the Corporation and shall be payable and repaid as such.*

SECTION 6. Refunds. *No Member that withdraws or is terminated shall be entitled to a refund of any payments made in connection with General and Administrative Costs.*

SECTION 7. Funding of Initial Costs. *Any Members that have funded activities necessary to implement the Corporation may request that the Board consider reimbursing said Members for said costs over a reasonable time period and shall provide such documentation of costs paid as the Board may request.*

- b) **CPCNH's Articles of Agreement**, under the Joint Powers Agreement, provide for the powers of the Corporation that are expressly incorporated herein, including, as follows:

7.13 *Incur debts, liabilities, and obligations, provided that all debts, liabilities and obligations shall be non-recourse to any and all of the Members unless expressly agreed to by such Members through a Member's Cost Sharing Agreement or Project Contract as those terms are defined in the JPA;*

7.14 *Issue revenue bonds and incur other forms of indebtedness including but not limited to loans from private lending sources, pursuant to NH RSA 33-B, RSA 53-E, RSA 53-F, and RSA 374-D, provided that any such bond or debt issuance is approved by participating Members' governing and legislative bodies as required by statute.*



EXHIBIT B: COSTS ALLOCATION REFERENCE TABLE

Classification	Cost Factor	Allocation Method
General & Administrative	All Costs	\$/MWh forecasts and annual true-up to pro rata share of <u>actual</u> “Annual Retail Electricity Load” (JPA defined term)
Direct Project	Costs identified in Project Contracts	As specified in Project Contracts
	Unanticipated Costs	As directed by Project Committee vote; alternatively, Member Project Contract participation share %
CPA Member Services <i>Power Supply</i>	All Requirements Electricity	Member CPA actual cost
	Net Hedging	\$/MWh (across all CPAs) <u>or</u> actual cost (for each CPA)
	Optional / Opt-Up Products	Member CPA actual cost
CPA Member Services <i>Operations</i>	Allocated Staff, Overhead & Misc. Svc	\$/MWh
	Member CPA Compliance Costs	Member CPA actual cost
	General Compliance Costs	\$/MWh
	Financing and Credit Support	\$/MWh (across all CPAs) <u>or</u> actual cost (for each CPA)
	Portfolio & Risk Management Services	\$/MWh
	ISO-NE Load Serving Entity (LSE) Services	\$/MWh
	Marketing & Community Services	\$/MWh
	Customer Notifications	\$/Notice
	Data Management & Billing Services	\$/Meter
	Call Center & Customer Services	\$/Meter
	Local Program Design, Admin & Finance	\$/MWh (across all CPAs) <u>or</u> actual cost (for each CPA)
CPA Member Services <i>Elective Services</i>	Additional services as authorized by the Board	



EXHIBIT C: CPA MEMBER SERVICES FOR ELECTION BY MEMBER

I: COMPLETE SERVICE BUNDLE

**AS AUTHORIZED BY THE BOARD OF DIRECTORS ON DECEMBER 27, 2022
AND UPDATED ON MAY 25, 2023**

MEMBER ENROLLMENT PERIOD: OPEN



COMMUNITY POWER COALITION OF NEW HAMPSHIRE

CPA MEMBER SERVICES CONTRACT: COMPLETE SERVICE BUNDLE

This CPA Member Services Contract (“Contract”) is made and entered into this ___ day of _____, _____, (“Effective Date”) by and between the Town of Stratham, a subdivision of the State of New Hampshire, (“the Member”) and the Community Power Coalition of New Hampshire (“CPCNH” or “Corporation”), pursuant to the provisions of the CPCNH Joint Powers Agreement (“JPA”) (collectively, “Parties”).

RECITALS

WHEREAS, the Town of Stratham desires to implement Community Power Aggregation (“CPA”) service to provide all-requirements electricity for its residents and businesses pursuant to New Hampshire Revised Statutes Annotated (“RSA”) 53-E, the Community Power Act, which found “*it to be in the public interest to allow municipalities and counties to aggregate retail electric customers, as necessary, to provide such customers access to competitive markets for supplies of electricity and related energy services*”;

WHEREAS, CPCNH is a nonprofit all-requirements Joint Powers Agency and governmental instrumentality operating pursuant to the Joint Powers Agreement entered into by the Town of Stratham on the 3rd day of April, 2023, for the purpose of jointly exercising the powers granted to municipal corporations pursuant to NH RSA 33-B, NH RSA 53-E, NH RSA 53-F, and NH RSA 374-D (including, by reference, NH RSA 33) in accordance with RSA 53-A, Agreements Between Governments;

WHEREAS, CPCNH is jointly controlled and governed by its Members, united as a single entity to operate for the mutual benefit of the Members collectively, to promote the common good, general welfare, economic vitality, and prosperity of local communities in New Hampshire, to use the powers and authority granted by the Members to gain economies of scale and scope to launch, operate, and evolve CPA programs, and to advance other energy and climate policies and actions on behalf of the Members;

WHEREAS, the Cost Sharing Agreement between the Town of Stratham and CPCNH permits the Town of Stratham to enter into agreements for CPCNH to provide certain CPA Member Services, and ensures that the costs, expenses, debts, and liabilities directly or indirectly incurred by CPCNH on the Town of Stratham’s behalf are recovered through Stratham Community Power’s CPA program revenues, or from grants or other third-party sources;

WHEREAS, the Town of Stratham adopted an Electric Aggregation Plan on the 26th day of October, 2023, and desires CPCNH to finance, launch, and operate a CPA on its behalf;

WHEREAS, this Contract for the Complete Service Bundle shall be inclusive of all services, expertise, and financial support that Stratham Community Power requires to “*undertake and provide Electric Aggregation Plans and Programs, such as: power supply procurement and management, data and billing, and customer service*” in accordance with to Section 3(a) of Article V of the JPA; and

WHEREAS, the Town of Stratham hereby endorses and adopts CPCNH’s Data Security and Privacy Policy, Energy Portfolio Risk Management Policy, Retail Rates Policy, and Financial Reserves Policy, as may be amended from time to time by CPCNH’s Board of Directors, to provide for the security of individual customer information, procurement of all-requirements electricity supply, price risk management, prudent budgeting and rate setting, and the collection of financial reserves by CPCNH on the Town of Stratham’s behalf for the term of this Contract.



NOW, THEREFORE, in consideration of mutual benefits, covenants, and considerations hereinafter set forth, CPCNH and the Member hereby agree as follows:

ARTICLE I

Purpose

1. Definition. The Complete Service Bundle, pursuant to Section 3(a) of Article V of the Joint Powers Agreement (“JPA”), is inclusive of all services, expertise, and financial support that Member CPAs require to “*undertake and provide Electric Aggregation Plans and Programs, such as: power supply procurement and management, data and billing, and customer service*” (hereafter, the “Services”).

2. Purpose. The Board of Director’s (“Board”) overarching purpose, in offering the Complete Service Bundle, shall be to achieve a greater financial benefit for every Member collectively than any one Member would be able to achieve individually, by creating and sustaining: (i) public oversight, transparency, and unbiased expert advice to decision-makers regarding operations and planning; (ii) administrative cost efficiencies and business model innovations; (iii) a sustainable balance, and equitable consideration, between short-term cost-savings and long-term fiscal stability; (iv) powerful representation at the New Hampshire legislature and Public Utilities Commission, including on matters regarding market-enabling reforms and infrastructure investments that impact the Membership’s energy future; and (v) the acceleration and development of cost-effective local programs, advanced rate structures, new customer services, and local energy project developments that create new financial value and resiliency for participating Members, at the community-level, and for customers, in terms of their total energy costs, including by lowering transmission and generation capacity charges in addition to wholesale energy purchases.

3. Endorsement. By executing this Contract, the Member endorses this collective purpose for the Services.

ARTICLE II

Decision-Making Framework

1. Acknowledgement. The Member acknowledges that (i) efficient administration imposes limitations to individual Member choice, (ii) procurement and rate setting will present inherent trade-off decisions, (iii) collective decision-making must therefore be relied upon to satisfy and balance the divergence of the Members’ prioritization of competing objectives over the short- to long-term, and (iv) achieving the above-stated purpose therefore requires a decision-making framework to define which decisions must be made collectively versus left up to each Member.

2. Establishment of Decision-Making Framework. The Member hereby endorses and adopts CPCNH’s Data Security and Privacy Policy, Energy Portfolio Risk Management Policy, Retail Rates Policy, and Financial Reserves Policy (“Policies”), which, in conjunction with and pursuant to the Joint Powers Agreement, establishes an appropriate framework that balances the Member’s individual versus collective decision-making considerations regarding CPCNH’s provision of services under this Contract.

Appendix A summarizes how the framework is intended to function during initial implementation of the Member’s CPA, specifically identifying which decisions will be made collectively, and where the Member may make or delegate certain key decisions, including regarding: (i) choice of whether to procure power initially on the Member’s behalf, (ii) choice of rate products offered to the Member’s customers, (iii) choice of collecting additional financial reserves for the Member’s sole use, and (iv) choice of termination of this Contract, before and after enrollment of the Member’s customers.

3. Amendment of Decision-Making Framework. The Member agrees that the Policies are integral to CPCNH’s provisions of Services under this Contract, to provide for the security of individual customer information, procurement of all-requirements electricity supply, price risk management, prudent budgeting and rate setting, and the collection of financial reserves on behalf of participating Members. The Member acknowledges that the Board



or the Membership of CPCNH may amend the Policies from time to time, and that the Member, pursuant to the Joint Powers Agreement, may observe, inform, and/or participate directly on the Board and in committee decision-making processes relevant to the provision of the Services. The Member agrees that CPCNH shall update this Contract to reflect any amendments to CPCNH policies, which shall be incorporated herein and not constitute an amendment to this Contract.

Appendix B summarizes the Policies and amendment procedures and is provided for the Member's reference. Current Policies are available to the Member upon request and publicly available on CPCNH's website.

ARTICLE III **Limitation of Member Liability**

The Member is not liable for the debts, liabilities, or obligations incurred by CPCNH to provide the Services under this Contract.

ARTICLE IV **Delegation of Authority & Commitment to Act**

1. Delegation of Authority. The Member hereby expressly authorizes and delegates authority to CPCNH, with immediate effect, to act as an agent of the Member in all circumstances and capacities required to provide the Services as contemplated under this Contract.

2. CPCNH Commitment to Act. CPCNH shall take all actions required to provide for the timely delivery of the Services, including by: ensuring effective community engagement and customer noticing, completion of registration requirements with utilities, and compliance with statutory and rule requirements to the provision of CPA service; negotiating and executing contracts for credit support and all-requirements electricity to satisfy the Member's load obligations and manage price risk; setting rates to satisfy the Member's revenue requirements and obligations under this Contract; arranging for revenues received from utilities and CPA customers to be deposited into CPCNH's secured revenue account and pledged to CPCNH's financiers and supplier counterparties; providing for general administration and oversight of the Services; and accruing and tracking financial reserves on behalf of the Member.

3. Member Commitment to Act. The Member agrees to take and perform all acts required to effectuate the delegation of authority to CPCNH as contemplated herein, including by promptly making all necessary filings with any Governmental Authority or Electric Distribution Utility upon CPCNH's request. If requested by CPCNH, the Member shall assist CPCNH in obtaining information regarding the Member's customers from the Electric Distribution Utility. The Member agrees to provide to CPCNH all data, including reports, records, and other information, in the Member's possession, or cause to be provided data not in the Member's possession, which may reasonably facilitate the timely performance of the Services described hereunder.

ARTICLE V **Professional Ability & Service Contracts**

CPCNH relies upon qualified service providers, consultants, and personnel to provide the Services jointly, at a beneficial economy of scale, across all Member CPAs. Services will be performed by qualified staff, contractors, consultants, Member Representatives and/or volunteers, as determined by the CPCNH Board of Directors or its designee, and carried out in a competent, professional, and satisfactory manner, in accordance with the standards prevalent in the industry and any applicable policies adopted by the Board.

The Member acknowledges and accepts that the extent of CPCNH's services under this Contract, as a start-up power agency, are predicated on (i) contracts CPCNH has executed with service providers hired through competitive solicitations, (ii) CPCNH's internal capacity, including staff capacity commencing with an anticipated hire of a



CEO in March 2023, and (iii) the timeline by which distribution utilities implement Puc 2200 rules, which have not been fully implemented as of December 2022.

CPCNH's current contacts with service providers and consultants are available through CPCNH's website and listed in Appendix C.

ARTICLE VI

Electric Aggregation Plan

1. **Acknowledgement.** The Member acknowledges that the terms and requirements of the Member's Electric Aggregation Plan may prevent CPCNH from being able to commence provision of some or all the Services.

2. **Mutual Commitments.** CPCNH commits to promptly review the Member's Electric Aggregation Plan to assess any impact on CPCNH's provision of Services, and to identify and recommend any amendments prudent or necessary thereof. The Member commits to promptly consider adoption of any such amendments. During the term of this Contract, the Parties will coordinate on, and the Member may seek CPCNH's advice regarding, any amendments to their Electric Aggregation Plan and shall strive to align any amendments thereto with the common interest and intent of this Contract, the underlying Services, and consistent with applicable statutes or regulations or with CPCNH's provision of the Services.

ARTICLE VII

Term; Procurement and Termination Elections; Financial Reserves

1. **Term.** The term of this Contract shall commence on the Effective Date and expire upon the termination of the Services as set forth herein.

2. **Termination Prior to Commencement of Procurement.** The Member may elect to terminate this Contract with immediate effect by submitting written notice to CPCNH, provided that CPCNH has not authorized entering into transactions for power on behalf of the Member's CPA.

3. **Election to Delay Initial Procurement.**

The Member's Authorized Officer, if authorized hereunder, may elect to delay commencing procurement on behalf of the Member's CPA during the Risk Management Committee meeting convened to authorize the first transactions entered into by CPCNH on the Member's behalf, provided that such election is made prior to the vote authorizing such procurement.

The Committee shall call for any such elections by the Member to be made verbally, after review and discussion of current market conditions and corresponding rate forecasts, and prior to the Committee's vote on whether to authorize procurement. Verbal elections made at the meeting by the Authorized Officer shall be immediately considered effective by CPCNH and promptly followed by written confirmation from the Authorized Officer to CPCNH and the Member's Principal Representatives.

4. **Notice of Termination before and after First-Year Operations.**

CPCNH's Energy Portfolio Risk Management Policy provides that "*hedging shall not extend beyond 36 months from the date that CPCNH first begins providing electricity service to CPA customers, until one year from that date.*" After the first year of operations, CPCNH may authorize entering into forward hedging transactions extending up to 36 months out, on a rolling basis, to serve the collective load of all Member CPAs taking Service.

At any time during the 12-month period after the initial launch of CPCNH's power supply service, commencing on the date when CPCNH first supplies electricity to the retail customers of any Member CPA, the Member may submit



written notice to terminate the Services on the first day of the month thirty-six (36) months following the date when CPCNH first supplied electricity to the retail customers of any Member CPA.

At any time after the 12-month period after the initial launch of CPCNH's power supply service, the Member may terminate this Contract by submitting written notice at least thirty-six (36) months in advance of the termination date.

5. Early Termination after Commencement of Service.

The Member may also, submit notice that it wishes to terminate this Contract at an earlier date than as provided for above. Upon receipt of such notice, CPCNH shall promptly assess and inform the Member of the minimum waiting period under which the Member would have no costs for withdrawal. Costs of withdrawal at an earlier date include, but are not limited to, losses from the resale of power contracted for by CPCNH to serve the Member CPA's load. The waiting period will be set to the minimum duration such that there would be no costs transferred to the remaining Members that have elected the Services.

Alternatively, the Member may elect to terminate this Contract during the waiting period, provided that the Member first deposits sufficient funds with CPCNH, as reasonably determined by CPCNH and approved by a vote of the Board of Directors, to cover the Member's liability for the costs described above. The Member may elect to use its allocated share of Joint Reserves or its Discretionary Reserves, collected on Member's behalf and held by CPCNH, for this purpose.

6. Return of Allocated Joint Reserves. After the effective date of the Member's termination of this Contract, any amount of the Member's allocated share of Joint Reserves above that which is required to pay any costs incurred by CPCNH through the date of termination on behalf of the Member shall be allocated back to the Member for use as Discretionary Reserves, pursuant to CPCNH's Financial Reserves Policy.

7. Additional Provisions for Members Operating Pursuant to County Plans or Joint Powers Agreements

A Member operating a CPA jointly pursuant to RSA 53-A or a county plan hereby acknowledges and commits that: (i) each municipality and/or county participating in the CPA will only withdraw or otherwise depart from the CPA subject to the provisions and requirements herein, or as otherwise reasonably proposed by the Member and approved by a vote of the Board of Directors, provided that, in both cases, no costs incurred by CPCNH as a consequence of the withdrawal or departure shall be transferred to the remaining Members that have elected the Services; and (ii) if any municipality and/or county participating in the CPA withdraws or otherwise departs in violation of this Contract, then the Member's CPA will be allocated the costs incurred by CPCNH.

If a municipality of a Member operating a CPA pursuant to a county plan or a municipality and/or county of a Member operating a CPA jointly pursuant to RSA 53-A (each such municipality and/or county, an "entity" hereunder) intends to withdraw or otherwise depart from the Member's CPA, then:

- a) If the entity is withdrawing or departing to implement its own CPA, or to participate in another CPA, as a Member that has elected to continue CPCNH's provision of Services hereunder:
 - i. CPCNH shall determine the share of Joint Reserves and/or Discretionary Reserves ("reserves" hereunder) deemed to have been accrued by the Member on the entity's behalf as: (1) an amount equal to (A) the Member's current reserves multiplied by (B) the Member's reserves accrued in each prior month period multiplied by the ratio of the metered electricity supplied through the Member that was, within each same prior month period, (x) delivered to retail consumers within the municipal boundaries of the entity and (y) delivered to all of the Member's retail consumers, added together and then divided by the sum of the Member's reserves in all prior month periods; or (2) alternatively, a lesser amount determined by the



Member in accordance with all applicable contractual obligations between the Member and the entity;
and

- ii. CPCNH shall, after the transference of eligible retail consumers to the entity's successor Member CPA, allocate the Joint Reserves and Discretionary Reserves determined above to that Member.
- b) Alternatively, if the entity is withdrawing or departing to implement its own CPA, or to participate in another CPA, but not as a Member that has elected to continue the provision of Services hereunder, then the provisions of Section 4, 5, and 6 shall govern the termination of Services for the entity and shall be applied as though the entity were itself an individual Member CPA, except that:
- i. The Member shall be exclusively relied upon, and responsible, to submit notice and act promptly on the entity's behalf thereunder;
 - ii. CPCNH shall conclusively rely upon the Member's written instructions in all instances thereof; and
 - iii. Reserves deemed to have been accrued by the Member on the entity's behalf shall be (1) determined pursuant to Section 7(a)(i) above, (2) applied to satisfy the entity's obligations pursuant to Sections 4, 5, and/or 6, at the Member's direction, and subsequently, (3) after payment of all costs incurred by CPCNH through the date of termination of Services provided on behalf of the entity, allocated and disbursed by CPCNH to the Member CPA to distribute or apply for the benefit of the entity in accordance with applicable law, regulation, and any contractual obligations between the Member and the entity.

ARTICLE VIII

Authorized Officer for Member Service Decisions

1. Authorized Officer. The Member may designate an Authorized Officer to take specific actions, as defined in Section 2: Authorizations below, on behalf of the Member pursuant to this Agreement and the Policies. The Member's Authorized Officer, as specified in the Member's Electric Aggregation Plan, or otherwise delegated authority by the governing body hereunder, is:

Title	Name	Phone	Email

The Member's Principal Executive Officer may specify a new Authorized Officer by submitting written notice by electronic mail to CPCNH's Principal Representative, which shall be promptly acknowledged and effective thereof, and such updates to this Contract shall not be considered an amendment.

2. Authorizations. The Authorized Officer may act on behalf of the Member to instruct and authorize CPCNH only on the matters and to the extent explicitly authorized by the Member hereunder. The Member hereby delegates the following authorities to the Authorized Officer to act on the Member's behalf (specify "yes" or "no"):

- a) Pursuant to Article VI, Section 3, the Authorized Officer may elect to delay commencing procurement: **YES**;
- b) Pursuant the Retail Rates Policy, the Authorized Officer may specify default and optional products: **NO**; and
- c) Pursuant the Retail Rates Policy, the Authorized Officer may set Discretionary Reserve adders: **NO**.

3. Disclaimer. CPCNH shall have no liability to the Member for actions taken in reliance on authorizations or instructions received by the Authorized Officer as contemplated hereunder or in compliance with the Policies. Until such time as the Member instructs CPCNH in writing that the individual above, if any, is no longer an "Authorized Officer" hereunder, CPCNH shall have no duty to inquire as to the authority of such Authorized Officer to provide the authorizations or instructions in connection with the Services.



4. Alternatives. If an Authorized Officer is not identified hereunder, or if CPCNH is at any time unsure as to the identity of the Authorized Officer hereunder, or regarding a decision on any matter for which the Member has not delegated authority to the Authorized Officer under Section 2: Authorization, CPCNH may request written instructions from the Member's Principal Executive Officer, or the Member's governing body, pursuant to any applicable Policy, as to the course of action to be adopted by CPCNH. CPCNH shall be entitled to conclusively rely upon such written instructions thereof.

ARTICLE IX

Principal Representatives

The Member's Principal Representatives, for purposes of communicating with CPCNH on any matter associated with the performance of the Services set forth hereunder, in addition to the Authorized Officer, shall be:

Title	Name	Phone	Email
Member Representative	Paul Deschaine	603-944-3146	p.deschaine@comcast.net
Alternate Representative	Charlie Case	207-475-4465	casewalworth@aol.com
Principal Executive Officer	David Moore	603-620-0127	dmoore@strathamnh.gov

CPCNH's Principal Representative, for purposes of communicating with the Member on any matter associated with the performance of the Services set forth hereunder, shall be CPCNH's Chief Executive Officer, or in the absence thereof, the Chair of the Board of Directors.

Title	Name	Phone	Email
Chief Executive Officer	Brian Callnan	603-481-1257	Brian.Callnan@CommunityPowerNH.gov
Board Chair	Clifton Below	603-448-5899	Clifton.Below@CommunityPowerNH.gov

The Parties shall update the Principal Representatives identified in this section by submitting written notice by electronic mail to the other Party, which shall be promptly acknowledged, and such updates shall not be considered an amendment to this Agreement.

ARTICLE X

Amendments

Article IV of the Cost Sharing Contract requires that *"all executed [Member Services] Agreements between CPCNH and each Member that has elected the same service must be uniform in all material respects"*; any material amendments to this Contract are subject to approval and incorporation by all Members that have executed Member Services Contracts for this Complete Service Bundle. CPCNH may update Appendices, and this Contract to incorporate any amendments to the Policies hereafter, neither of which constitute an amendment to this Contract.

ARTICLE XI

Attestation of Signing Authority; Execution

The Member has taken and performed all acts necessary and has received all necessary authorizations and approvals required to enter into this Contract and to bind the Member to the terms herein. The Member has attached a resolution of its governing body authorizing the execution of this Contract by the authorized signatory below, and any other authorization documents thereof. The authorized signatory represents that (i) this is a true, complete, and accurate list of all such necessary authorizations, approvals, actions and filings, (ii) the Member has provided true, complete, and accurate copies of the authorization documents to CPCNH as of the Effective Date, and (iii) other than the authorization documents, there are no other authorizations, approvals, filings or other actions required for Member to enter into this Contract, perform its obligations hereunder, and delegate authority to CPCNH to perform the Services.



IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized:

MEMBER: _____ TOWN OF STRATHAM _____

By: _____

Title: _____

Name: _____

Date: _____

ATTESTATION: _____
Clerk

COMMUNITY POWER COALITION OF NEW HAMPSHIRE

By: _____
Chair of the Board

Name: _____

Date: _____

ATTESTATION: _____
Secretary of the Board

APPROVED AS TO FORM: _____
General Counsel to the Board

Authorization Documents:

1. Resolution of the Member's governing body authorizing the signatory's execution of this Member Service Contract, inclusive of all individuals named and duly empowered hereunder.
2. The Member's Approved Electric Aggregation Plan.
3. If operating a CPA jointly pursuant to RSA 53-A or a county plan: resolutions enabling participation in the CPA from all municipality and/or county governing bodies.



Appendix A

Decision-Making Framework: Member CPA Implementation

This Appendix summarizes how the decision-making framework for the Complete Service Bundle is intended to function during initial implementation of the Member's CPA. It identifies which decisions will be made collectively, and where the Member may make or delegate certain key decisions, including regarding: (i) choice of whether to procure power initially on the Member's behalf, (ii) choice of rate products offered to the Member's customers, (iii) choice of collecting additional financial reserves for the Member's sole use, and (iv) choice of termination of this Contract, before and after enrollment of the Member's customers.

Activities and decision-making are presented with reference to applicable Policy, in approximate sequential order:

Pursuant to this Contract:

1. CPCNH will assist or provide for the Member's public engagement efforts to market the program in advance of customer enrollment, and work with the Member to finalize marketing materials. The Member will receive a program logo, a content-populated website hosted on a Dot Gov address as follows: [Member].CommunityPowerNH.gov, and template marketing materials including FAQs, flyers, two-pagers, and public presentation decks.
2. The Member's committees, staff, and other individuals involved in the Member's public engagement will be provided with a Public Engagement Campaign handbook, offered training in media and public engagement, and provided direct support to carry out an effective campaign in advance of launch, including for the purpose of carrying out the public meeting required after customer notifications are sent.
3. CPCNH will complete all required utility testing and registration requirements, meet other statutory and rule requirement obligations, implement customer service functions, such as Interactive Voice Recording and live-agent call center services, and design, print, mail, and process customer opt-in and opt-out notices sent on behalf of the Member.

Pursuant to the Energy Portfolio Risk Management Policy, or, as noted, pursuant to this Contract:

4. The decision of whether or not to procure power, by commencing the execution of hedges in advance of the target launch date for any new Member CPAs, is a collective decision made by the Risk Management Committee. The decision is informed by then-current market conditions and the forward-looking analysis and advice of CPCNH's service provider for procurement, price risk forecasting and analysis, and portfolio management.
5. Under this Contract, the Member (1) may terminate this Contract, at any time, before CPCNH has first authorized procurement on behalf of the Member, and (2) may choose to designate an Authorized Officer to elect to delay commencing procurement on behalf of the Member's CPA. The Authorized Officer's election must be made during the Risk Management Committee meeting convened to consider authorizing the first transactions entered into by CPCNH on behalf of the Member, after review and discussion of current market conditions, transaction offers, and corresponding rate forecasts, and prior to the Committee vote.
6. Depending upon market conditions and transaction offers, CPCNH may procure sufficient power on the same day, or the Risk Management Committee may decide to authorize transactions for multiple transaction types, terms, and volumes, on a rolling basis for a period of time, in order to seek price advantages. Regardless, CPCNH will procure and cover its open positions to comply with the Hedge Ratios defined in the Energy Portfolio Risk Management Policy. (Hedge ratios are covered positions expressed as a percentage of load, calculated as fixed price purchases and supply resources divided by forecasted load; maintaining CPCNH's minimum and maximum hedge ratios provides a framework to manage market risk, by limiting CPCNH's net open exposure while allowing flexibility in procurement to maintain competitive rates over time.)
7. After procurement has concluded, rates will be calculated and set at a level that ensures the revenues from Member CPA customers are projected to meet or exceed CPCNH's ongoing operating and capital costs, inclusive of financial reserve targets pursuant to the Financial Reserves Policy.



Pursuant to the Retail Rates Policy, or, as noted, pursuant to this Contract:

8. The Risk Management Committee and Finance Committee shall each convene at least one public meeting to provide for deliberation and public input regarding changes to default rates, prior to rate setting. The CEO (or in the absence of the CEO, the Risk Management Committee, in consultation with the Finance Committee), will then recommend rates to the Board for approval. Advance written notice of Board meetings at which default rates are proposed shall be sent by the CEO or Board Chair to the Member's Principal Executive Officer.
9. The Member may then, in advance of or during the meeting at which rates are approved by the Board, elect to offer different rate products to its customers on a default and opt-in basis, per the framework summarized below:
- a) CPCNH shall offer the following rate products and contents to all Members:

PRODUCT	CONTENT *	MEMBER ELECTIONS
Granite Basic	Minimum RPS Content (23.4%)	Default, opt-down/in, or N/A**
Granite Plus	33% Renewable or Carbon Free	Default, opt-up/in, or N/A**
Clean 50	50% Renewable or Carbon Free	Opt-up/in or N/A
Clean 100	100% Renewable or Carbon Free	Opt-up/in or N/A

* Specified percentages are minimums (floors).

** One of these two products must be offered as Default Service.

- b) The Member's governing body, or if designated hereunder, the Member's Representative or an alternative Authorized Officer acting on the Member's behalf, may elect:
- i) Whether to offer "Granite Basic" or "Granite Plus" as a default product, by customer class or as otherwise determined by the Board and will be advised on the cost implications of such elections by CPCNH's CEO (or Board Chair). Absent any election, "Granite Basic" shall be set the Member's default product. If the Member elects "Granite Plus" as their default product, they may also elect to offer "Granite Basic" as an opt-down choice for customers seeking the most affordable rate product. Absent any election, "Granite Basic" shall be offered as an opt-down/in product.
 - ii) Whether to offer "Clean 50" and/or "Clean 100" as opt-up/in products. Absent any election, "Clean 50" and "Clean 100" shall be offered as opt-up/in products.
 - iii) Whether to increase their CPA's rates to include an adder for the accrual and use of Discretionary Reserves, which are financial reserves accrued and allocated for the Member's sole use pursuant to the Financial Reserves Policy.
- c) The Member acknowledges that (i) CPCNH may be unable to offer the ability to collect Discretionary Reserves during the initial months of operations following the launch of CPCNH's first Member CPAs, due to system implementation timeline constraints, (ii) the Member's elections are subject to approval by CPCNH's CEO, or in the absence of the CEO, the Board Chair, in advance of or during the meeting at which changes to default rates are approved by the Board.
10. Thereafter, CPCNH's Board and Committees will undertake a variety of activities pursuant to Energy Portfolio Risk Management Policy, Retail Rates Policy, and Financial Reserves Policy designed to ensure continuously monitoring and effective management of CPCNH's power portfolio and rate setting process. The Member may observe, inform, and/or participate directly in these decision-making processes on Board and committees pursuant to the Joint Powers Agreement. The Member will also regularly be afforded the option to decide upon rates in the manner provided for above, in all subsequent rate setting periods, pursuant to the Retail Rates Policy.
11. The Member may elect to terminate this Contract subject to advance notice and satisfaction of obligations thereof, as provided for under this Contract.



Appendix B

CPA Launch Process: Member Elections & Collective Decision-Making

CPCNH's Data Security and Privacy Policy, Energy Portfolio Risk Management Policy, Retail Rates Policy, and Financial Reserves Policy are summarized below, along with amendment procedures, for reference.

Current Policies are available to the Member upon request and publicly available on CPCNH's website.

1. Data Security and Privacy Policy.

CPCNH's Data Security and Privacy Policy defines the specific goals, requirements, and controls necessary to safeguard the confidentiality, integrity, and availability of confidential individual customer information, in compliance with RSA 53-E:4 (Regulation) and RSA 53-E:7 (Aggregation Program); RSA 363:38 (Duties and Responsibilities of Service Providers) and RSA 363.37 (Definitions); and RSA 359-C:20 (Privacy Policies for Individual Customer Data) and RSA 359-C:19 (Definitions); inclusive of procedures that require counsel review of any enacted changes to RSA 359-C (the New Hampshire Right to Privacy Act), RSA 91-A (Access to Governmental Records and Meetings), RSA 363:37-38 (Privacy Policies for Individual Customer Data), RSA 53-A:3 (Agreements Between Government Units, and RSA 53-E (Aggregation of Electric Customers by Municipalities and Counties) or other related statutes that may necessitate, in future, modifying or altering, or otherwise risk negating, the policy.

Note that Members must necessarily comply with applicable statutory and rule requirements prior to accessing individual customer information held in confidence by CPCNH on their behalf.

The Board of Directors may amend the policy by resolution at any time.

2. Energy Portfolio Risk Management Policy.

CPCNH's Energy Portfolio Risk Management Policy outlines the philosophies and objectives of the CPCNH Board of Directors in governing and making decisions necessary to provide the credit support, portfolio analytics, hedging, and daily operating activities required to implement and operate Member CPA power supply services. The Board must approve amendments to the EPRM Policy.

Advance written notice of Board meetings at which changes to the policy are proposed shall be sent to the principal executive officers of each Member by the CEO or Board Chair. Subsequently, any such amendment shall be sent to the principal executive officers of each Member by the CEO or Board Chair.

Pursuant to the policy, CPCNH's Risk Management Committee is responsible for ensuring the development and maintenance of CPCNH's Energy Portfolio Risk Management Regulations (EPRM Regulations) to expand on the roles, strategies, controls, and authorities authorized in the policy to form a comprehensive energy risk management program. After the EPRM Regulations are initially approved by the Board, the regulations may be amended with approval of the CEO, in consultation with the RMC, provided that the CEO sends prompt written notice to the Board of any such amendments.

The Member may directly participate on CPCNH's Board of Directors and Risk Management Committee pursuant to the Joint Powers Agreement.

3. Financial Reserves Policy.

CPCNH's Financial Reserves Policy establishes minimum, target, and maximum levels of cash reserves that will be jointly accrued, used, maintained, and monitored by CPCNH, on behalf of all Members ("Joint Reserves"), and provides for the collection of Joint Reserves in excess of the maximum target joint reserve level to be applied at the discretion of individual Members ("Excess Reserves"). Separately, the policy allows for the collection and use of additional reserves at the sole discretion of each individual Member ("Discretionary Reserves").



The Board of Directors may, by resolution, modify or suspend any provision of the policy for any duration at any time, except that the provisions under the section governing amendments and the section “Rights of Members to Reserve Contributions” may only be modified or suspended by a written amendment unanimously approved by the votes cast at a meeting of the Membership at which a quorum is present. In the event such an amendment is proposed, CPCNH’s CEO or Board Chair shall send written notice to the Member Representatives and principal executive officers of each Member at least fourteen (14) days prior to such meeting at which it is to be acted upon. Subsequently, prompt written notice of the effective date of such amendment or suspension shall be sent to the Member Representatives and principal executive officers of each Member by the CEO or Board Chair.

4. Retail Rates Policy.

CPCNH’s Retail Rates Policy outlines the requirements, objectives, rate setting authorities, rate setting processes, Member rate product and Discretionary Reserve adder election procedures, and different types of rate structures, products, and product content offered to the Member hereunder.

The CEO, in consultation with the Risk Management Committee and the Finance Committee, or in the absence of the CEO, the Risk Management Committee, in consultation with the Finance Committee, shall recommend default rates to the Board for approval with sufficient notice to be implemented commensurate with regulated default utility rate changes, or otherwise as deemed necessary to support the requirements and objectives of the policy. The Risk Management Committee and Finance Committee shall each convene at least one public meeting to provide for deliberation and public input regarding changes to default rates. The Member acknowledges that CPCNH’s Board is required to approve, when necessary to maintain the financial integrity of CPCNH, emergency rate adjustments. Prompt written notice of emergency rate adjustments shall be sent to the principal executive officers of each Member by the CEO, or in the absence of the CEO, the Board Chair.

The Member may directly participate on CPCNH’s Board of Directors, Finance Committee, and Risk Management Committee pursuant to the Joint Powers Agreement.

The Board of Directors must approve amendments to the Retail Rates Policy. Advance written notice of Board meetings at which changes to the policy are proposed shall be sent to the principal executive officers of each Member by the CEO. Subsequently, prompt written notice of the effective date of such amendment shall be sent to the principal executive officers of each Member by the CEO.



Appendix C

CPCNH Service Contracts

CPCNH's current contracts with all service providers and consultants are accessible online, under "Key Documents" at:

<https://www.cpcnh.org/about>



EXHIBIT D: TEMPLATE COST ALLOCATION REPORT

[Insert upon commencement of CPA service]



EXHIBIT E: TEMPLATE REPORT GLOSSARY

[Insert upon commencement of CPA service]



EXHIBIT F: PROJECT CONTRACTS EXECUTED BY MEMBER



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

PUBLIC SERVICE AGREEMENT

This agreement is entered into by and between the Town of Stratham, a municipal corporation in the State of New Hampshire, herein after referred to as the Town, and AIDS Response of the Seacoast of Portsmouth, NH 03801, herein after referred to as the contractor, who will receive the sum of One Thousand Dollars and No Cents (\$1,000) for services rendered for a valid public purpose to the Town of Stratham. This agreement is contingent upon an affirmative vote at the current year Annual Town Meeting authorizing disbursement of funds for such a public purpose. Disbursement shall be during the final quarter of the Town's fiscal year. The Town shall be exempt and held harmless by the contractor against any and all claims or actions incident to the performance of this agreement.

Executed this _____ day of _____, 2023.

Duly Authorized
Signature of the Contractor

Town of Stratham

David Moore
Town Administrator
Authorized by the Select Board

100 4415 01 359
Account Number

EXAMPLE AGREEMENT

Provider	Street	Town	\$ Amount
AIDS Response of the Seacoast	7 Junkins Avenue	Portsmouth, NH 03801	\$1,000.00
American Red Cross of Northern New England	2 Maitland Street	Concord, NH 03301	\$800.00
Annie's Angels Memorial Fund Inc.	8 Jana Lane	Stratham, NH 03885	\$2,500.00
Big Brothers & Big Sisters of New Hampshire	3 Portsmouth Ave. #2	Stratham, NH 03885	\$1,000.00
Child Advocacy Center of Rockingham County	100 Campus Dr.; Suite 11	Portsmouth, NH 03801	\$1,250.00
Crossroads House Inc.	600 Lafayette Rd.	Portsmouth, NH 03801	\$1,000.00
Greater Seacoast Community Health (dba Families First Health & Support Center)	8 Greenleaf Woods Dr.; Suite 100	Portsmouth, NH 03801	\$2,500.00
Haven	20 International Dr.; Suite 300	Portsmouth, NH 03801	\$4,250.00
R.S.V.P. Friends Program	130 Pembroke Rd; Suite 200	Concord, NH 03301	\$500.00
Rockingham Community Action	4 Cutts Avenue	Portsmouth, NH 03801	\$4,500.00
Rockingham Nutrition & Meals on Wheels Program*	106 North Road	Brentwood, NH 03833	\$4,000.00
Seacoast Mental Health Center	1145 Sagamore Avenue	Portsmouth, NH 03801-5503	\$3,500.00
Seacoast Shipyard Association	PO Box 1123	Portsmouth, NH 03802-1123	\$200.00
Transportation Assistance for Seacoast Citizens	200 High Street	Hampton, NH 03842	\$3,000.00
Waypoint	464 Chestnut St., PO Box 448	Manchester, NH 03105	\$6,700.00
Womenade of Greater Squamscott	PO Box 653	Stratham, NH 03885	\$2,000.00

** RNMOV took over Lamprey's transportation assistance

RAFFLE PERMIT APPLICATION

Town of Stratham
Incorporated 1716
10 Bunker Hill Ave. • Stratham, NH 03885

APPLICANT INFORMATION

Organization Applying for Permit: (Note: Only legal non-profits can be issued a permit) Stratham Memorial School PTO		Employer ID #: 81-2038125	
Address: 39 Gifford Farm Rd		City: Stratham	State: NH
Zip: 03885			
Contact Person: Giulia Tollis	Phone: 860.833.8114	Email: strathamschoolpto@gmail.com	

RAFFLE/DRAWING PERMIT INFORMATION

Date(s) Raffle Tickets Will Be Sold: 10/20/2023	
Date of Drawing: 10/10/2023	Location of Drawing: Stratham Memorial School
List Items to be Raffled: Trader Joe's grocery filled bag, Chocolatier chocolate pumpkin Bauer Hockey junior stick Cascade Maverick lacrosse stick Handcrafted wooden sign Handmade knit hat	
Reason for Raffle: Fundraising for 5th Grade SMS class	
How is Raffle Going to be Conducted (i.e. door to door, only at events, only family and friends, etc.): At event ticket sales	
Other (any other pertinent information):	
I have read the provisions of NH RSA 287-A (attached) and by signing below, state that the organization I represent will comply with those provisions at all times.	
Signature: <i>Giulia Tollis</i>	Date: 10/12/2023

☐ APPROVED ☐ DENIED Reason for denial:

Selectman Signature:	Date:
Selectman Signature:	Date:
Selectman Signature:	Date: