



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

MEMORANDUM

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

FROM: David Moore, Town Administrator

DATE: October 13, 2021

RE: Select Board Agenda and Materials for the October 18, 2021 Regular Meeting

Please allow this memorandum to serve as a guide to the Select Board Meeting agenda for October 18, 2021.

III. Consideration of Minutes

The minutes from your meeting on September 20 and October 4, 2021 are included in your packet for your review and consideration for acceptance at your meeting.

IV. Treasurer Report (first meeting of the month)

V. Department Reports & Presentations

A. Age-Friendly Communities Regional Grant – Rockingham Planning Commission

The Rockingham Planning Commission has successfully secured a regional grant to look at Age-Friendly Communities. Scott Bogle from the Rockingham Planning Commission will be present to share a brief presentation about the purpose of the grant and process going forward. Please see enclosed memo from Mark Connors.

B. Town Planner Mark Connors, Planning

Mark Connors will present his quarterly report and will be submitting additional materials in support of that report under separate cover later this week.

VI. Correspondence

- A. HealthTrust – Return of Surplus Funds

VII. Public Comment

VIII. Public Hearings, Ordinances and/or Resolutions

- A. Public Hearing to accept dedicated street Barbara’s Way

Please see explanatory memo from Mark Connors.

- B. Public Hearing to accept dedicated street Breslin Farms Road

Please see explanatory memo from Mark Connors.

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

X. New Business and Action Items

- A. Recommendation to Administration from Health Insurance Study Group

Please see the attached memorandum from the Health Insurance Study Group made up of three Town of Stratham staff including Mark Connors, Michael Doucette and Cantrece Forest.

- B. Transportation Survey – State Ten Year Plan Advocacy

Please see the attached memo from Mark Connors regarding the recent survey and related memo pertaining to GACIT public hearings. I look forward to discussing with you and Mark strategy for the Town in advocating for Stratham projects based on recent feedback from the community and the Planning Board.

- B. Holiday Schedule for 2022

Please see a memo from me related to the holiday schedule, which includes a few observations about the holidays next year.

- C. Meeting Schedule for 2022

I have included in your packet a draft meeting schedule for 2022. This schedule reflects the several Tuesday meeting dates as well as the schedule appearances of department heads as well as the Town Treasurer and Legislative delegation.

D. Budget process and schedule for 2022

I am working on a budget schedule that may be transmitted separate from this memo and packet.

XI. Town Administrator Report

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

XII. Informational Items

XIII. Reservations, Event Requests & Permits

- A. Raffle Permit request from Stratham Memorial School PTO

Please see the enclosed request.

XIV. Review of Recent or Upcoming Board & Commissions Agendas

XV. Boards and Commissions Nominations & Appointments

Under separate cover, you received the resignation of Pamela Hollasch from the PCAC.

XVI. Miscellaneous & Old Business

- A. PFAS in Town Center
- B. Open Items Tracking

XVII. Adjournment



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

SELECT BOARD AGENDA

OCTOBER 18, 2021

7:00 P.M.

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

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

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

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 – September 20, 2021 and October 4, 2021
- IV. Treasurer Report (first meeting of the month)
- V. Department Reports & Presentations
 - A. Age-Friendly Communities Regional Grant – Rockingham Planning Commission
 - B. Town Planner Mark Connors, Planning
 - C. Town Assessor Chris Murdough, Assessing
- VI. Correspondence
 - A. HealthTrust – Return of Surplus Funds
- VII. Public Comment

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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- VIII. Public Hearings, Ordinances and/or Resolutions
 - A. Public Hearing to accept dedicated street Barbara's Way
 - B. Public Hearing to accept dedicated street Breslin Farms Road
- IX. Discussion of Monthly Reports – (second meeting of the Month)
- X. New Business and Action Items
 - A. Recommendation to Administration from Health Insurance Study Group
 - B. Transportation Survey – State Ten Year Plan Advocacy
 - C. Holiday Schedule for 2022
 - D. Meeting Schedule for 2022
 - E. Budget process and schedule for 2022
- XI. Town Administrator Report
- XII. Informational Items
- XIII. Reservations, Event Requests & Permits
 - A. SMS PTO Raffle Permit Request
- XIV. Review of Recent or Upcoming Board & Commissions Agendas
- XV. Boards and Commissions Nominations & Appointments
- XVI. Miscellaneous & Old Business
 - A. PFAS in Town Center
 - B. Open Items Tracking
- XVII. Adjournment

MINUTES OF THE SEPTEMBER 20, 2021 SELECT BOARD MEETING

Meeting held in the Hutton Room at the Stratham Municipal Center

MEMBERS PRESENT: Board Members Chair Mike Houghton, Vice Chair Joe Lovejoy and Allison Knab.

ALSO PRESENT: Town Administrator David Moore and Public Works Director Nate Mears

At 7:00 pm Mr. Houghton opened the regular meeting.

Mr. Lovejoy motioned to approve the draft minutes of September 7, 2021 as amended. Ms. Knab seconded the motion. All voted in favor.

Mr. Houghton recognized Evan Driscoll to present his Eagle Scout project to replace the basketball hoops by the stage at Stratham Hill Park. He described the details of the project. Funds will come from fundraisers, the Basketball Association and the Park Association. Mr. Mears explained the support the DPW would provide. Mr. Driscoll answered questions from the Board. Mr. Lovejoy motioned to approve the project, with the requirement that funding be in place to support the completion of the project. Ms. Knab seconded the motion. All voted in favor.

Next Mr. Houghton recognized Town Clerk/Tax Collector Deborah Bakie. Ms. Bakie came before the board to discuss general election preparations in 2022. There was discussion about election location. Ms. Bakie and Mr. Moore will look into options and return to the board with a refined proposal.

Mr. Houghton recognized resident, Kerri Vivathana, who proposed a project she feels would bring the Town together. Her proposal is to fly banners with veteran's names on the poles in Town Center. Annie's Angels will provide support through their Pets for Vets program. Ms. Vivathana will sell the banners, and give 10% back to Pets for Vets. Stratham DPW will put the banners up and take them down. She will use the same criteria as the bricks at the Veterans Garden at the park. Military Banner Company does the vetting of the applications. The Board supported the concept and addition work being on the project moving forward. Mr. Moore indicated he would work as a resource to Ms. Vivathana and ensure the full proposal came back to the Board for review.

Mr. Houghton called upon Mr. Mears to give his department report. Mr. Mears gave a budget update stating that they are on track. The recycling market is on the upswing. Transfer Station revenues have risen over last year. Next, he reported on the grounds keeping at the ball fields. Brandon Blood completed his Eagle Scout project of refinishing the dial at the top of the hill at the park. Internments at the cemetery continue. He'll work with the Cemetery Trustees regarding the budget. Mr. Mears gave an update on culvert reconstruction and paving. Regarding storm water compliance, he is working to provide DES and EPA with our MS4 report which is due Sept. 28. We are awaiting the results of the water sampling. The results may affect the salt program this winter. They will be preparing for winter operations soon. He detailed the steps that have been taken in the Municipal Center roof reconstruction. They have utilized some

of the discarded roof materials for other projects. The tree in front of the Historical Society building is dead and must be taken down. Mosquito control has been well received this season, which has not included automatic roadside spraying and instead spraying as a result of known diseases reported by the state for our area. This has been a good cost savings for the Town. Mr. Houghton noted that less spraying is better for the environment.

At 8:09 pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II(a), personnel. Mr. Lovejoy seconded the motion. Houghton-Yes; Lovejoy-Yes; Knab-Yes. At 8:50 pm Mr. Houghton motioned to come out of the non-public session and seal the minutes noting that failure to do so may render a proposed action ineffective. Mr. Lovejoy seconded the motion. All voted in favor.

NEW BUSINESS

Mr. Moore stated that we received four proposals for the Land Use Building Permit Software. Two firms are scheduled for final interviews on Friday. A recommendation will be brought forward at the October 4 meeting.

Mr. Moore addressed the Cable Franchise Agreement. At the public hearing in August, the Board conditionally approved moving forward with the agreement at that time. Our attorney worked on refinements to the agreement. Mr. Lovejoy motioned to authorize signing the final version of the Cable Television Agreement with Comcast along with the side letters that accompany it. Ms. Knab seconded the motion. All voted in favor.

Mr. Moore stated that there was a donation for soccer and softball programs. Mr. Lovejoy motioned to accept the donation and deposit it in the Rec Revolving fund for the purpose of the donation. Ms. Knab seconded the motion. All voted in favor. Mr. Moore noted the Recreation Commission had recommended acceptance of the donation.

Mr. Moore reported that we are planning for health insurance open enrollment in 2022. Rates are decreasing and HealthTrust is not making any changes to their plans. This is very good news. The health insurance study committee will be meeting for a second time this week.

Mr. Moore called attention to the tax abatement forms for Soft Draw. The abatement is reflective of the settlement agreement and recommended by Assessor Christine Murdough. Mr. Lovejoy motioned to execute the tax abatement for Soft Draw. Ms. Knab seconded the motion. All voted in favor.

Next, Mr. Moore described the engineering services grant for PFAS mediation. This would be a 100% reimbursable grant from the State of NH for PFAS planning expenses; distinct from existing efforts of implementing the remedial action plan. This grant would allow us to plan for a long term solution to this issue. Mr. Lovejoy motioned to authorize the Town Administrator to pursue the grant opportunity for PFAS which allows us to assess options for the long term future related to PFAS. Ms. Knab seconded the motion. All voted in favor.

Mr. Moore reviewed the quarterly goals. He touched upon the following subjects: ARPA

funds; the future of the fire service; restructure of Assessing is complete; 2022 budget discussions; town clerk/tax collector transition complete; the newsletter is being distributed to ensure transparency and engagement; the health insurance committee study committee; several workplace trainings have taken place; importance of recognition for volunteers and staff; introducing team task forces.

Mr. Moore continued his goals report saying that software roll out is almost complete. Finance is still working on iSolve for payroll. He reviewed the Finance and HR positions. Permit software will be rolled out by the end of the year. He touched upon IT service; centralizing Municipal Center supplies; Master Plan implementation; and Trail Management Committee meetings. Legacy zoning is on target to advance to Town Meeting. The PFAS RAP implementation is ongoing.

Mr. Houghton commented that this was a good summation of activities. Mr. Moore will report again on goals at the end of the year.

TOWN ADMINISTRATION

Mr. Moore advised that we are constantly evaluating Covid protocols and following CDC guidance. He talked to a retiree regarding the health insurance committee. He received positive, unsolicited feedback on the active shooter training. Mr. Moore has identified a staff development opportunity for Mark Connors – the Seacoast Leadership Program. Funding for his attendance will come from the Town Administrator's conference line item. The program runs for 12 weeks, once a month.

Mr. Lovejoy motioned to accept the resignation of Matt Callahan from the Police Department. Ms. Knab seconded the motion. All voted in favor.

Mr. Moore noted there was an article about Stratham in the newspaper regarding a proposed development project, which had been to the Planning Board for preliminary concept discussion only.

Regarding Lovell Road, Mr. Moore has been working with Police Chief King and Mr. Mears to identify issues and determine what the policy should be. The 3 way stop is an issue, but separate from the speeding issue. The intersection issue will be addressed with next year's reconstruction of Gifford Farm Road. We will look into flashing speed limit signs in an attempt to address the speeding concerns and improve visibility of the 20 mph speed limit signage already in place along Lovell Road. These signs are generally impactful in making people slow down.

Mr. Moore provided a memo detailing the acceptance process for Police donations. Both Chief King and the Fire Association are in agreement and have a clear understanding of the process.

RESERVATIONS

Ms. Knab motioned to approve the SAU16 Cross Country Meet for October 13. Mr. Lovejoy seconded the motion. All voted in favor.

Mr. Lovejoy motioned to approve the SVFD raffle request for the October 4th First Responder fundraiser. Ms. Knab seconded the motion. All voted in favor.

Mr. Moore said that there was a Crestview road closure request, but he had no additional details. Mr. Lovejoy motioned to approve. Ms. Knab seconded the motion with the condition that all involved approve. Mr. Lovejoy agreed and restated Mr. Mear's request that nothing heavy be put on the road as it was just repaved.

At 9:06 pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II(c), on a matter that would likely affect adversely the reputation of another. Mr. Lovejoy seconded the motion. Houghton-Yes; Lovejoy-Yes; Knab-Yes. At 9:58 pm Mr. Houghton motioned to come out of the non-public session and seal the minutes noting that failure to do so may render a proposed action ineffective. Ms. Knab seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard
Recording Secretary

MINUTES OF THE OCTOBER 4, 2021 SELECT BOARD MEETING

Meeting held in the Hutton Room at the Stratham Municipal Center

MEMBERS PRESENT: Board Members Chair Mike Houghton, Vice Chair Joe Lovejoy and Allison Knab.

ALSO PRESENT: Town Administrator David Moore, Code Enforcement Officer/Building Inspector/Health Officer Shanti Wolph and Town Treasurer Tracy Abbott.

At 7:00 pm Mr. Houghton opened the regular meeting.

Mr. Houghton recognized Town Treasurer Tracy Abbott who presented the Treasurer's Report. She has been working on bonds to see if any are eligible for refinancing at a better rate. There is only one that is eligible. She will report back to the board when she receives more information.

Next Mr. Houghton recognized Mr. Wolph who began by giving an update on the pandemic and gave examples of tasks he has performed in his health officer role, including assisting the Town Administrator and department heads navigate issues that arise from time to time with close contacts, etc.

He reported receiving a complaint about a small animal farming operation as well as sign ordinance complaints in the corridor and is following-up on a concern related to a commercial property and change of use. He has removed some signs from various businesses after achieving some success with voluntary removals. He will keep on top of it.

Mr. Wolph issued a temporary stop work order on a home on Bunker Hill. The property owner had begun demolition on a home over 50 years old without submitting it to the Demolition Review Committee. Subsequently, the committee visited the home and documented the structure.

Mr. Wolph gave a PFAS update. Almost all affected properties are scheduled for installation of remediation systems. The process is going well.

Mr. Wolph talked about a couple of projects that the Planning Board is reviewing.

There is an important annual training for the Zoning Board on October 12th. It will be especially beneficial to the new members.

Mr. Wolph reported on completed and ongoing commercial building projects. He gave a comparison on the number of projects and permits from last year to this year thus far. Projects and permits are down but they had skyrocketed during the pandemic. He feels they are "normal" now. After further discussion, Mr. Wolph said he would report back on more historical data trends.

Mr. Wolph then briefly listed the large scale residential projects that are nearing completion.

Regarding the Department's budget, they are on track.

He continues to take Continuing Education Credits via online remote classes.

Mr. Wolph's long term goals include developing a rental property and multi-family inspection ordinance. His focus this winter will be on the commercial business inspection process with the Fire Department to confirm life safety items are in compliance. Once every 3 years he is required to do a Best Mitigation Practices inspection at facilities that use more than household quantities of regulated substances. This ensures businesses are in compliance with best practices to protect local sources of drinking water. After an inspection is complete, a spreadsheet is done and sent to the Dept. of Environmental Services.

Mr. Wolph brought attention to the Building Permit Software update and the various steps to competitively procure this service through an RFP process recently completed. Mr. Moore summarized the requested staff action in the Board packet: that the staff recommends procurement of permit software by SmartGov to be funded by the American Rescue Plan funds. Mr. Moore noted the CIP does include funding for this, however as it is an eligible expense under ARPA he recommends the CIP funds be preserved. We do have a second ranked firm. We have allocated up to \$30K for the acquisition and implementation. It will be approximately \$10-13,000 annually thereafter but this amount is negotiable. There was brief discussion about the various proposals and cost. Ms. Knab motioned to authorize the Town Administrator to move forward with negotiating a contract with SmartGov for the acquisition and implementation of the software with a ceiling of \$30,000 on the negotiation. Mr. Lovejoy seconded the motion. All voted in favor.

Mr. Wolph asked for feedback regarding the format of his department reports. Ms. Knab gave suggestions but she, along with the rest of the Board, liked the overall format.

Mr. Houghton addressed the correspondence from NH DOT. Mr. Moore explained that the first document was an invitation to the upcoming hearings for the GACIT process; the second one is a draft of the 10 year plan. The Bunker Hill Project continues to be funded in the plan, after having been moved up in the last two-year cycle. Staff will use the results of the transportation survey to communicate preferred prioritization of Town projects at the hearings. Anyone who is interested is encouraged to attend the hearings. Town Planner Mark Connors believes it is possible to move the Bunker Hill project up through advocacy. Mr. Lovejoy observed that the Transportation Survey gave residents an opportunity to voice their opinion on areas they feel should be priorities. The Board discussed the traffic circle. Mr. Moore reported that we are just learning of a new project in the 10 year plan entitled Stratham/Greenland Route 33. It involves the potential creation of a continuous center turning lane from the former technical school to the Winnicut intersection in Greenland. The concept would potentially improve intersections at Dearborn and Willowbrook Roads in Greenland and Lovell Road and Route 33/Portsmouth Avenue. This project was added to the ten-year plan as a result of recent traffic fatalities and accidents in Greenland. This project was not on the radar at the drafting of our survey.

Mr. Moore reported receiving a letter from Marshall Law Office regarding 353 Portsmouth Ave. We have reached out to them for more information.

Mr. Houghton turned attention to the public hearing. Mr. Moore explained that the Town agreed to participate in a Department of Health and Human Services program in which our staff facilitated vaccine distribution at various sites. As part of the agreement, we pay our staff, then request reimbursement. Because of how the Municipal Budget Act works, a public hearing is required. Mr. Houghton motioned to open the public hearing to discuss the acceptance of grant funds of up to \$135,000 from the State of NH DHHS for vaccine distribution assistance. Mr. Lovejoy seconded the motion. All voted in favor. Mr. Houghton asked for comment from the public. Hearing none, Mr. Houghton closed the Public Hearing. Mr. Lovejoy seconded the motion. All voted in favor. Mr. Houghton motioned to accept the funds conveyed in the grant in the amount of up to \$135,000 from the Dept. of Health and Human Services for vaccine administration. Mr. Lovejoy seconded the motion. All voted in favor.

ACTION ITEMS

Mr. Moore presented a Veteran's Credit and a Timber Tax Warrant as recommended by Town Assessor Chris Murdough. Ms. Knab motioned to approve the Veteran's Credit as recommended in Ms. Murdough's 9/29/21 memo. Mr. Lovejoy seconded the motion. All voted in favor. Ms. Knab motioned to approve the Timber Tax Warrant as recommend by the Town Assessor in her 9/29 memo. Mr. Lovejoy seconded the motion. All voted in favor.

Mr. Moore said the RFP to address long term PFAS response has been sent by invitation to three firms and proposals are due back on October 13th.

Mr. Moore requested to push the budget schedule discussion to the next meeting. The new Finance Administrator started employment today.

ADMINISTRATION

Health Insurance Study Group will be meeting for the third time this week. They've been focusing on Flexible Spending Accounts and will likely have a recommendation to add this item to our health benefit offerings.

INFORMATIONAL ITEMS

The Board discussed the enormous economic impact the Portsmouth Naval Shipyard has on this area. They wanted to ensure the residents were aware of its importance. It was decided to put information about it in the Select Board Newsletter.

Mr. Moore called attention to Park & Recreation Director Seth Hickey's memo detailing two upcoming trail work days sponsored by the Trail Management Advisory Committee. The intent of this work is to engage residents and draw upon their interest in maintaining the trails at the park and build on the momentum and expressions of interest in helping out that was gained through the recent survey tool.

RESERVATIONS

Ms. Knab motioned to waive the fee for EHS Soccer for use of the Front Pavilion on October 6, 2021. Mr. Lovejoy seconded the motion. All voted in favor. Mr. Lovejoy motioned to approve the NH SPCA raffle permit request. Ms. Knab seconded the motion. All voted in favor.

At 8:13 pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II(a) and (c) to discuss personnel matters. Mr. Lovejoy seconded the motion. Houghton – Yes; Lovejoy - Yes; Knab – Yes

At 9:25 pm Mr. Houghton motioned to come out of the non-public session and seal the minutes because it is determined that divulgence of this information likely would affect adversely the reputation of a person other than a member of this board. Mr. Lovejoy seconded the motion. Houghton – Yes; Lovejoy - Yes; Knab – Yes

Respectfully submitted,

Karen Richard
Recording Secretary

DRAFT

SELECT BOARD MEETING

10/18/2021

Date: 10/13/2021
To: Select Board
David Moore, TA
From: Christina Murdough, Assessor
Re: Signatures required

VETERANS CREDIT

William Daigle
29 Country Farm Road
Map 5 Lot 102

BTLA CASE SETTLEMENT

Czyz Family Revocable Trust
38 Butterfield Lane
Map 12 Lot 72

2019/2020 Appeal - 38 Butterfield Lane - Information & Recommendation

<u>Owner</u>	<u>Current Assessment</u>	<u>Owners Opinion</u>	<u>Map</u>
Czyz Family Rev Trust	\$607,400	\$550,000	12-72

<u>Location</u>	<u>Acreage</u>	<u>Zone</u>
38 Butterfield Lane	.91	RES/A = 2 acre

Taxpayer's reason for abatement request:

The taxpayer through his tax representative, Chris Snow states that the subject property's assessment increased from \$457,700 to \$620,500 during the last revaluation.

The property is encroached by a wellhead protection area that prohibits expansion of the house, use of portions of the property and limits the size of the septic system to a two-bedroom design in a neighborhood where three or more bedrooms are the norm. A fair and equitable assessment would be \$550,000.

Assessor's Research

The 2019 abatement recommendation accounted for the overbuilt status of the dwelling and two-bedroom design, which lowered the original 2019 assessment from \$620,500 to \$607,400. The revised assessment was appealed to the Board of Tax and Land Appeals for the 2019 and 2020 tax years.

In previous assessments, the land was adjusted to reflect the limitations and use, however it appears that in 2019 the adjustment was inadvertently removed.

Assessor's Recommendation

Recommend lowering land condition to account for the wellhead protection area and the limited use of the lot.

Original Assessment: \$604,400 Revised Assessment: \$580,400

NOTICE OF ABATEMENT REFUND / CREDIT APPLIED*

(RSA 76:17-d)

Revised form 7/3/2020

Date: 10/5/21

TOWN OF STRATHAM

Abatement 2020-14

By vote of the Stratham Select Board upon the application of:

Name: CZYZ FAMILY REVOCABLE TRUST

Address: 38 BUTTERFIELD LANE
STRATHAM, NH 03885

We have abated the amount of: \$512 plus 6% interest.

on Map 12 Lot 72 Sub Located at 38 Butterfield Lane

or other tax by type real estate for tax year 2020

Reason for Abatement: Settlement agreement.

RECOMENDATION				ASSESSED VALUE			
X	GRANT		DENY	Original	\$607,400	Revised	\$580,400



STRATHAM SELECT BOARD

Michael Houghton _____, Chairman

Joseph Lovejoy _____

Allison Knab _____

Date _____

*Pursuant to RSA 76:17-d, abatement will be applied to any outstanding taxes:

Date taxes paid: _____ Tax collector's initials: _____

Abatement amount plus interest: _____

Please contact the tax collector's office to determine any remaining outstanding balances of taxes due.

* RSA 76:16, III (h) says in part. "Any interest paid to the applicant must be reported by the municipality to the United States Internal Revenue Service, in accordance with federal law. Prior to payment of an abatement with interest, the taxpayer shall provide the municipality with the applicant's social security number or federal tax identification number. Municipalities shall treat social security or federal tax identification information as confidential and exempt from a public information request under RSA 91-A."

Copies to: Taxpayer, Tax Collector, and Finance Office

NOTICE OF ABATEMENT REFUND / CREDIT APPLIED*

(RSA 76:17-d)

Revised form 7/3/2020

Date: 10/5/21

TOWN OF STRATHAM

Abatement 2019-30

By vote of the Stratham Select Board upon the application of:

Name: CZYZ FAMILY REVOCABLE TRUST

Address: 38 BUTTERFIELD LANE
STRATHAM, NH 03885

We have abated the amount of: \$503 plus 6% interest.

on Map 12 Lot 72 Sub Located at 38 Butterfield Lane

or other tax by type real estate for tax year 2019

Reason for Abatement: Settlement agreement.

RECOMENDATION				ASSESSED VALUE			
X	GRANT		DENY	Original	\$607,400	Revised	\$580,400

STRATHAM SELECT BOARD

Michael Houghton _____, Chairman

Joseph Lovejoy _____

Allison Knab _____

 Date

*Pursuant to RSA 76:17-d, abatement will be applied to any outstanding taxes:

Date taxes paid: _____ Tax collector's initials: _____

Abatement amount plus interest: _____

Please contact the tax collector's office to determine any remaining outstanding balances of taxes due.

* RSA 76:16, III (h) says in part. "Any interest paid to the applicant must be reported by the municipality to the United States Internal Revenue Service, in accordance with federal law. Prior to payment of an abatement with interest, the taxpayer shall provide the municipality with the applicant's social security number or federal tax identification number. Municipalities shall treat social security or federal tax identification information as confidential and exempt from a public information request under RSA 91-A."

Copies to: Taxpayer, Tax Collector, and Finance Office





October 8, 2021

**Mr. David Moore
Town of Stratham
10 Bunker Hill Avenue
Stratham, NH 03885**

Dear Mr. Moore:

On October 5, 2021, the HealthTrust Board of Directors formally approved the organization's Fiscal Year 2021 audited financial statements and declared a return of surplus to Member Groups in the amount of \$38,194,255.

This surplus will be distributed to Member Groups that participated in HealthTrust's self-insured coverage lines (medical, dental and/or short-term disability) during the 2021 Fiscal Year (July 1, 2020– June 30, 2021) in proportion to their respective contributions for such coverages. Information by coverage line regarding your Member Group's share of the Return of Surplus is enclosed. Please note, your Member Group's share of the return will be sent by check on November 17, 2021 unless you request a contribution holiday, in writing, to healthtrust-ed@healthtrustnh.org by October 28, 2021, in which case your Member Group's Return of Surplus will be applied to your December 2021 invoice, issued in late November 2021.

Your Return of Surplus is one of the benefits of Membership in HealthTrust. Each year we retain only the amount needed to pay for claims, administration and reserves. Any amounts above that are returned to Member Groups as surplus. This year's return of surplus is due in large part to the impact of COVID-19. As a result of the pandemic and the related stay-at-home orders, many covered individuals cancelled or deferred non-emergency medical and dental care which led to a significant and unanticipated reduction in HealthTrust's claims activity, resulting in this return of surplus to our Member Groups.

Reports are now available on the Secure Member Portal (SMP) detailing the enrollment numbers and contributions that determined your Member Group's share of the Return of Surplus. These reports can be accessed on the SMP by your Member Group's designated Benefits Administrator.

Please know that HealthTrust is here for you, our Members, during these challenging times. The Board and staff remain committed to providing you with exceptional support, responsive member service, innovative health and wellness programs, and a full range of plans to meet your Member Group's and employees' needs for high quality, cost-effective health, dental and disability coverages and programs.

Sincerely,

Handwritten signature of Cathy Ann Stacey in blue ink.

Cathy Ann Stacey, Chair
HealthTrust Board of Directors

Handwritten signature of Wendy Lee Parker in blue ink.

Wendy Lee Parker, Executive Director
HealthTrust

Enclosure

Town of Stratham

FY2021 HealthTrust Return of Surplus

Your Member Group's share of the total FY2021 Return of Surplus declared by the HealthTrust Board of Directors on October 5, 2021:

Coverage	Expected Amount
Medical	\$52,372.15
Dental	\$2,889.70
Total	\$55,261.85

Detailed breakdown by Medical Billing Group:

Medical Billing Group Name	Expected Amount
STRATHAM	\$46,276.95
STRATHAM NHRS	\$6,095.20
Medical Billing Group Total	\$52,372.15

Detailed breakdown by Dental Billing Group:

Dental Billing Group Name	Expected Amount
STRATHAM	\$2,581.81
STRATHAM NHRS	\$307.89
Dental Billing Group Total	\$2,889.70

Please note, your Member Group's share of the Return of Surplus will be sent by check on November 17, 2021, unless you request a contribution holiday, in writing, to healthtrust-ed@healthtrustnh.org by October 28, 2021, in which case your Member Group's Return of Surplus will be applied to your December 2021 invoice, issued in late November 2021.



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INCORPORATED 1716

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

LEGAL NOTICE OF PUBLIC HEARING STRATHAM SELECT BOARD

Pursuant to NH RSA 674:40-a, notice is hereby given that the Stratham Select Board will hold a public hearing on October 18, 2021 at 7:00 p.m. at the Stratham Town Offices, 10 Bunker Hill Avenue. The public may access this meeting at the date and time above or via conference call by dialing (877) 205 7349, user code 2254. The hearing is for the purpose of accepting two dedicated streets known as Barbara's Way and Breslin Farms Road. The street known as Barbara's Way is shown on the plan of land entitled, "Subdivision Plan for Michael Daley, Sr. Willowbrook Avenue & Lovell Road (site), Stratham, NH 03885" prepared by Emmanuel Engineering, dated August 14, 2017, and recorded at the Rockingham County Registry of Deeds as Plan No. D-40330 ("the Plan"). The street known as Breslin Farms Road is shown on the Subdivision Plan prepared for The Ruth M. Breslin Revocable Trust of 1998 shown as Tax Map 5/ Lot 120 located at 96 Stratham Heights Road, County of Rockingham, Stratham, NH," prepared by David W. Vincent, LLS Land Surveying Services, dated June 26, 2017, and recorded at the Rockingham Country Registry of Deeds at Plan No. 40208 ("the Plan").

Full text of the related information can be found on file with the Select Board's Office. All interested persons may appear and be heard. Persons needing special accommodations and /or those interested in viewing the application materials should contact the Stratham Select Board at (603) 772-7391.

LEGAL NOTICE
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STRATHAM SELECT BOARD

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TOWN OF STRATHAM

Incorporated 1716

10 Bunker Hill Avenue · Stratham, NH 03885

Town Clerk/Tax Collector 603-772-4741

Select Board/Administration/Assessing 603-772-7391

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

Fax (All Offices) 603-775-0517

TO: Select Board members

FROM: Health Insurance Study Group
Mark Connors, Town Planner
Michael Doucette, Police Officer
Cantrece Forest, Park & Recreation Program Coordinator

DATE: October 8, 2021

RE: **Health Insurance Study Group Recommendations**

The Health Insurance Study Group appreciates the opportunity to provide recommendations regarding short-term improvements to the Town's health insurance offerings. The Group met three times in September/October 2021 with the understanding that the Town's health insurance offerings and contribution amounts would not change for the 2022 calendar year. Therefore our focus was reserved for the following questions:

- How can the Town best address questions and concerns regarding health insurance options in order to maintain a high level of employee morale?
- How can the Town continue to incentivize movement to the higher deductible plans where premium costs are substantially lower, while discouraging employees who may have had challenging experiences under the newer plans from switching back?
- How can the Town better assist employees, particularly those in the higher deductible plans, with budgeting for unexpected out-of-pocket healthcare costs? Is a Flexible Savings Account option a viable option for the Town?

Existing Health Insurance Offerings and Costs

The accompanying spreadsheet summarizes the existing health insurance offerings provided by the Town of Stratham and the premium costs paid by the Town and by the employee. The Town provides a slightly higher contribution rate to incentivize participation in the higher deductible plans, including 80% for the ABS0S20/40/3 plan and 85% for the ABS0S25/50/3 plan. However, even when accounting for the increased contribution rate, the Town still realizes substantial savings when an employee switches from the traditional insurance plan to a higher deductible plan. For example, for those participating in a family plan, the Town saves \$3,463 annually for every employee that switches to the ABS 20/40 plan and \$8,314 annually for every employee switching to the ABS 25/50 plan. The Town does have some additional expenses through its Health Reimbursement Arrangement for the higher deductible plans, however those expenses are not enough to significantly offset the financial savings.

Employee Feedback

The Town of Stratham must continue to offer high quality health insurance offerings competitive with peer communities in order to sustain the highly engaged and competent workforce that residents expect. Study Group members were asked to solicit input from other employees regarding their satisfaction levels with the Town Health Insurance offerings. Although this was done somewhat casually in a compressed period of time, we did gather some important feedback. Employees expressed general satisfaction with the plan offerings and particularly expressed happiness with the ability to choose between competing plans.

For those participating in the higher deductible plans, participants reported that involvement in the plans requires much more effort on the part of employees to competitively shop for healthcare services and to attain services that are covered under the plans. In some instances, eligible medical services are not offered within a reasonable geographic area. The higher deductible plans also involve a higher level of risk that employees will spend more out-of-pocket on health services. The maximum deductible for the lowest cost plan is \$3,000 for an individual (with the Town picking up the first \$1,500 of costs) and a \$5,000 maximum out-of-pocket expense.

There is also some concern among employees that the Town plans to phase out the traditional health insurance plan that a significant number of employees still rely on for their healthcare. Although this question is outside the scope of the Study Group, we would encourage the Town to continue offering this option for the foreseeable future. As evidenced by the amount of employees switching to the higher deductible options this year (approximately 63% of employees joined the higher deductible plans), the Town can attract higher participation in the higher deductible plans simply by incentivizing participation in those plans and not eliminating options.

Flexible Savings Accounts

Flexible Savings Accounts (FSAs) provide employees the ability to set aside pretax earnings, deducted from their paycheck every pay period, to pay for eligible medical expenses. Providing these funds on a pretax basis results in a significant savings for employees (between 20-35 percent depending on the tax situation). The employer also realizes a tax savings as they are not responsible for paying payroll taxes on FSA contributions, netting the employer a 7.65 percent savings.

Several changes to FSAs have made them more attractive in recent years. As part of the CARES Act of 2020, Congress permanently made purchases for over-the-counter medications, medical products, and feminine hygiene products eligible FSA expenses. Other expenses, including dental care, eyeglasses or contact lenses, and LASIK procedures, continue to be covered. Additionally, FSAs have been made much more user-friendly as FSA debit cards can now automatically deduct eligible expenses.

There are some risks associated with providing FSAs, but the Study Group believes those can be managed. First, if an employee does not spend the FSA account within the calendar year, he or she “loses” the funds. From the employer’s perspective, if an employee leaves early in the calendar year after making significant FSA-eligible purchases, the employer is responsible for providing the remaining funds not already deducted.

The current set-up of FSAs allows these risks to be mitigated. First due to the ease of use of FSA accounts and the many purchases now eligible, the Study Group believes there is much less risk that funds will go unspent. Additionally, the funds are not completely “lost,” as they are returned

to Healthtrust who reconcile those funds at the end of the year and reimburse municipalities. Moreover, the IRS offers the ability to either carryover \$550 worth of funds from one calendar year to the next or to provide a 2.5 month grace period to make eligible purchases. The Study Group would recommend that the Town provide the option to carryover a maximum of \$550 every year. Finally, the Town Administrator has informed the Study Group that the administration of providing FSAs can be provided with existing personnel with no significant additional costs.

Based on these considerations, the Study Group would enthusiastically endorse the Town offering Flexible Spending Accounts.

Should the Town contribute to Flexible Savings Accounts?

The Study Group believes that the Town should contribute to an employee's FSA fund for several reasons. It would encourage employees to be proactive about budgeting for healthcare expenses, reinforce that the Town cares about the employee's responsible financial management of healthcare costs, and because it would allow the Town to structure contributions to further incentivize participation in the higher deductible plans where the Town's costs are lower but the risk of higher out-of-pocket expenses are higher.

For those in the higher deductible plans, the Study Group would recommend the Town contribute \$500 annually to an employee's FSA account. For those enrolled in the traditional health insurance plans, a \$250 annual contribution is recommended. The higher contribution to the higher deductible plans further incentivizes movement to those plans. The Study Group was also sensitive to concerns raised that the Town plans to eliminate the traditional health insurance option. The \$250 contribution would discourage these perceptions and reinforce that the Town values the healthcare and associated expenses of all employees, regardless of what insurance they choose.

Future Considerations

As Town employees, we appreciate the opportunity to provide recommendations regarding the health insurance options afforded to us. We would encourage the Town to continue to engage with employees regarding those options and provide an opportunity for meaningful input before any major changes are pursued. We believe that the Town can continue to provide high quality healthcare coverage within a responsible financial framework that does not unduly burden Stratham's hardworking taxpayers.



Medical Rate Exhibit for: Town of Stratham

Rating Renewal: January

Rating Tier: Small

Rating Type: Standard

Current Benefit Option(s)	Enrollment Type	Enrollee Counts as of 09/21	01/21 Rates	01/22 Rates	% Change
AB20(01S)-R10/25/40M10/40/70/3K(S)	Single	5	\$ 1,016.67	\$ 934.32	-8.1%
	2-Person	2	\$ 2,033.34	\$ 1,868.64	-8.1%
	Family	3	\$ 2,745.01	\$ 2,522.67	-8.1%
ABSOS20/40/1KDED(01S)-R10/25/40M10/40/70/5K(S)	Single	0	\$ 819.52	\$ 753.14	-8.1%
	2-Person	0	\$ 1,639.03	\$ 1,506.27	-8.1%
	Family	0	\$ 2,212.70	\$ 2,033.47	-8.1%
HRAABSOS20/40/1KDED(01S)-R10/25/40M10/40/70/5K(S)	Single	4	\$ 819.52	\$ 753.14	-8.1%
	2-Person	3	\$ 1,639.03	\$ 1,506.27	-8.1%
	Family	6	\$ 2,212.70	\$ 2,033.47	-8.1%
ABSOS25/50/3KDED(01S)-R10/25/40M10/40/70/5K(S)	Single	0	\$ 595.13	\$ 546.93	-8.1%
	2-Person	0	\$ 1,190.27	\$ 1,093.86	-8.1%
	Family	0	\$ 1,606.86	\$ 1,476.70	-8.1%
HRAABSOS25/50/3KDED(01S)-R10/25/40M10/40/70/5K(S)	Single	3	\$ 595.13	\$ 546.93	-8.1%
	2-Person	0	\$ 1,190.27	\$ 1,093.86	-8.1%
	Family	1	\$ 1,606.86	\$ 1,476.70	-8.1%
Monthly Total for Actives / Early Retirees		27	\$ 42,248.68	\$ 38,826.57	-8.1%

Current Benefit Option(s)	Enrollment Type	Enrollee Counts as of 09/21	01/21 Rates	01/22 Rates	% Change
MC3(01S)-R10/25/40M10/40/70(SCY)	Single	8	\$ 680.71	\$ 625.57	-8.1%
MCNRX(01S)	Single	3	\$ 281.40	\$ 258.60	-8.1%
Monthly Total for Medcomp Retirees		11	\$ 6,289.88	\$ 5,780.36	-8.1%

Grand Monthly Total		38	\$ 48,538.56	\$ 44,606.93	-8.1%
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Alternative Benefit Option(s): HealthTrust offers a full range of comprehensive Benefit Options. Please consult with your Benefits Advisor to learn more about the Benefit Options that may best meet your Group's needs and work within HealthTrust's underwriting guidelines.



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

MEMORANDUM

TO: Town of Stratham Employees Eligible for Health Insurance Benefit

FROM: David Moore, Town Administrator *DM*

DATE: May 10, 2021

RE: Health Insurance Message and Establishment of Health Insurance Staff Group

The Select Board once again wishes to recognize the staff for its cooperation in navigating the increased options and changes to the Town's health insurance benefit in 2021. On behalf of the Board, I am writing to share a few messages about next year's health insurance options (2022) and future planning for this benefit.

What to Expect in 2022 for the Health Insurance Benefit?

In general, the Board does not foresee making any substantive changes to the current plan offerings for 2022, and specifically is committed to the following:

1. For the year 2022, the Board will retain the Blue Cross and Blue Shield AB/20 plan for all current employees. This is the plan the Town staff has had for many years. In addition, the Board will not make any changes to the current 75/25 employer/employee premium share for that Plan.
2. For this year, the Board introduced two new plans with lower premiums and plan deductibles. Along with these offerings, the Board committed to funding 50% (the first 50%) of an incurred deductible expense under the plan. The Board will make no change to this deductible cost share arrangement in 2022.

Further Engaging Town Staff on the Future Health Benefit Offerings

In late spring of this year, the Town Administration will establish a health insurance staff group to provide input on the future of the health insurance coverage benefit in Stratham. The group will be appointed and begin its work in mid to late June through September 3, 2021; the group's

charge may be extended or changed after that time to further advise the Administration in preparation for the open enrollment period for the year 2023.

Charge for Health Insurance Staff Group

- a. Provide input on the experience of the new health insurance plans offered in 2021.
- b. Share input on options to explore for structuring this benefit in the future.
 - i. Would the employees be interested in a Flexible Spending Account (FSA) plan?
 - ii. Would the employees be interested in restructuring the benefit to include a stipend given to employees to purchase their own health insurance?
 - iii. Would employees be interested in a benefit where the Town paid 100% of an employee's single coverage but not cover other family members?
- c. Advise on what improvements could be explored for this benefit in the future?

Volunteers to Serve

The Town is committed to representation on the Staff Group (approximately 5 employees) that can ensure a range of perspectives (balance in departmental representation, plan type - single, two-person, family etc.). Please indicate your interest in serving in this role by sending an e-mail to Dawna Duhamel, by May 19th.

Once again, thank you for your input and cooperation as well as your recent support with the recent Open Enrollment survey.

cc: Select Board
Dawna Duhamel, Finance Administrator



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Fax (All Offices) 603-775-0517

TO: Stratham Select Board
David Moore, Town Administrator

FROM: Mark Connors, Town Planner

FOR: October 18, 2021 Select Board meeting

RE: **Transportation Survey**

Nearly 300 Stratham residents have completed the Planning Board's Transportation Survey and provided valuable input regarding planned transportation improvements in Stratham. The Planning Board is very appreciative of their input and participation. The complete survey results, including all open-ended responses, are available for review at:

<https://www.surveymonkey.com/results/SM-K2J29TNY9/>

Viewers will be asked for a password. The password is: **StrathamPB**

Survey participants were asked to rank a project's importance on a scale of one to ten, with one representing not at all important and ten representing most important. Improvements to the Bunker Hill Avenue and Portsmouth Avenue intersection were ranked the most highly, though pedestrian and bicycle improvements to Portsmouth Avenue were ranked closely behind.

TRANSPORTATION PROJECTS

Portsmouth Ave/Bunker Hill Ave Improvements	6.7
Portsmouth Ave Pedestrian/Bicycle Improvements	6.6
Reconfiguration of Stratham Traffic Circle	5.7
Squamscott Road Bicycle lanes	5.0
Portsmouth Ave/Frying Pan Lane/River Rd Intersection Improvements	4.8
Route 111/Marin Way Improvements	3.9

For the Portsmouth Ave/Bunker Hill Ave. improvements, most respondents noted the intersection was dangerous, difficult to make left turns from, and includes limited sight distances. However, a sizable number of respondents noted concerns regarding adding another traffic signal to Portsmouth Avenue and the congestion that might bring.

Sample of Comments - Bunker Hill Ave./Portsmouth Ave. Improvements:

“Intersection of Bunker Hill and 108 is most important. I fear someone will eventually be killed there and then we will ask why we didn't do something sooner.”

“I live 1/2 mile from that intersection. Impossible to turn left onto 108 during am and pm commute times. Feels very unsafe without a light, middle turning lane, or something similar. Waiting to turn left then causes traffic to back up behind me, and drivers often come up beside me creating their own right turning lane which causes more visibility issues. I witnessed a car accident at that intersection this summer.”

Another light will just back up traffic. Maybe a light that comes on when traffic times are heavy would work.

I would be concerned about the impact of this project on secondary roads that intersect 108. Full signalization may create long trains of traffic that may make it more difficult to turn left from intersecting neighborhoods, a task that is already quite difficult. Perhaps a rotary/traffic circle solution could be considered?

Sample of Comments - Portsmouth Avenue Pedestrian/Bicycle Improvements:

Yes, absolutely. Do this! This part of town is not just car-friendly, it's pedestrian and cyclist-hostile.

Bicycles and pedestrians shouldn't be on Portsmouth Ave in the places there aren't sidewalks or bike lanes already.

This is huge. Portsmouth Ave connects the Gateway to Town Center. Both are intended to be pedestrian-friendly areas, so connecting them in a pedestrian-friendly manner makes perfect sense.

You have got to be kidding me with sidewalks! Ridiculous!

Sample of Comments - Stratham Traffic Circle Reconfiguration:

I don't have any issues with navigating the traffic circle as it currently operates. Some folks don't seem to understand Yield signs, but it works as is. I also never see a back-up if cars waiting to turn left onto 33 from Winnicutt.

A simple solution to the traffic heading to Exeter from college road would be to add a second yield sign there since that is where a 'normal' yield sign would be in a normal circle ... and you do have to cut across traffic to circle over to Stratham. Two yield signs is a bit crazy I know, but it's a crazy irregular circle, especially that spot ... But I know they will spend 5 million to solve a \$100 problem.

The traffic circle as it exists is too amenable to high speeds and is hazardous to pedestrians and cyclists

When asked to name a needed project not included in the survey, results were varied. Many respondents noted the need for more sidewalks and bicycle lanes in general, particularly on Bunker Hill Avenue and Stratham Heights Road. Others noted the need traffic signal synchronization along Portsmouth Avenue and for a pedestrian crossing across Route 33 to access Stratham Hill Park.

Sample of Comments:

Stratham heights road is a near-death trap to anyone attempting to walk their dogs, run or ride up and down this hill. PLEASE put in sidewalks, at least from Portsmouth Ave up to Guinea Rd. Even a sidewalk on just one side would be better than the zero-clearance shoulder there now.

The Gateway corridor needs help. The Gateway Master Plan laid out a great vision, which has largely failed to materialize so far. There are too many traffic lights and intersections that are too close together, and the lights are not well synchronized. It is common to have to stop at every single red light when simply trying to travel along 108.

I think the biggest pedestrian issue I have experienced is people walking in rows of 3 or more and thinking because they are a pedestrian and have right of way it is ok to take up the entire road lane. I've been yelled at for passing "too close". But those ladies were just Karen's who refused to share the road and give me some lane.

CATEGORIES OF TRANSPORTATION IMPROVEMENTS

Traffic Safety Improvements	7.4
Adequate Maintenance of Existing Infrastructure	7.2
Pedestrian & Bicycle Improvements	7.0
Recreational Shared Use Trails	6.3
Road Expansion/Congestion Mitigation	5.7
Public Transportation Improvements	4.9

When asked to assess the importance of various categories of transportation improvements, traffic safety improvements and adequate maintenance of existing infrastructure emerged as the top choices followed closely by pedestrian and bicycle improvements. Road expansion and public transportation were rated as less important.



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Fax (All Offices) 603-775-0517

TO: Stratham Select Board
David Moore, Town Administrator

FROM: Mark Connors, Town Planner

FOR: October 18, 2021 Select Board meeting

RE: **NHDOT Ten Year Plan GACIT Hearings**

The NH Department of Transportation recently announced changes to the dates for public hearings for the NHDOT Ten Year Plan, including to the meeting venues located closest to Stratham:

- The **Kingston** hearing was rescheduled to **Thursday, October 21, 2021 at 7 pm**. The hearing will take place at the Kingston Town Hall Meeting Room, 163 Main Street, in Kingston.
- The **Hampton** hearing was rescheduled to **Monday, November 1, 2021 at 7 pm**. The hearing will take place at the Seashell Oceanfront Pavilion Room at 170 Ocean Boulevard in Hampton.
- NHDOT also announced that an **Electronic Hearing** will be held on **Wednesday, November 3, 2021 at 7 pm**, however the meeting log-in or call-in information has not yet been made available.

NHDOT recently released their latest draft of the Ten Year Plan, available for review at: <https://www.nh.gov/dot/org/projectdevelopment/planning/typ/documents/2023-2032TYP.pdf>

The latest draft plan which includes a new project for ‘Safety improvements along NH 33 Corridor’ in Greenland/Stratham slated for construction in 2023 at a cost of approximately \$3 million. In a telephone conversation, NHDOT indicated the project is to install a continuous center turning lane down NH Route 33 from the former technical college site in Stratham to Winnicutt Road in Greenland, however no documentation was provided. The project funding will come from a dedicated Highway Safety Improvement Program fund designated to reduce traffic fatalities and serious injuries. The Bunker Hill Ave./Portsmouth Ave. improvements remain in the Ten Year Plan, however construction remains scheduled for several years out in 2027. The project’s estimated cost of \$1.4 million has also not changed.

The Planning Board discussed the upcoming NHDOT meetings as well as the Transportation Survey input at their October 6, 2021 meeting. The Board recommended that the Bunker Hill Avenue/Portsmouth Avenue intersection improvements should be the Town’s most urgent priority at the upcoming hearings. The Planning Board would like to see the project advanced so that it is slated for construction sooner, including potentially in 2024. According to the Stratham

Police Department, this intersection is one of the Town's most troublesome intersections. Police have responded to 35 accidents at the intersection over the last ten years, including seven serious accidents that required transport to the hospital. The Planning Board Chair expressed a willingness to participate in the hearings to advocate on the Town's behalf.

The Planning Board also expressed some frustration with the NHDOT Ten Year Plan process and the lack of transparency regarding how projects are prioritized and advanced, including in how quickly the new NH Route 33 project emerged and was prioritized relative to other needs.

It would be helpful to gather a consensus from the Select Board regarding what the Town's priorities should be for the upcoming update of the Ten Year Plan.

2022 Holiday Schedule

The schedule identifies the dates that annual holidays included in the Town's employment manual will be observed.

New Year's Day	Friday	December 31, 2021
Martin Luther King Jr. Day	Monday	January 17, 2022
Presidents Day	Monday	February 21, 2022
Memorial Day	Monday	May 30, 2022
Independence Day	Monday	July 4, 2022
Labor Day	Monday	September 5, 2022
Columbus Day	Monday	October 10, 2022
Veterans Day	Friday	November 11, 2022
Thanksgiving Day	Thursday	November 24, 2022
Day following Thanksgiving ¹	Friday	November 25, 2022
Christmas Day	Monday	December 26, 2022

¹ The Municipal Center is closed to the Public on the Friday following Thanksgiving. In accordance with the Town of Stratham Employment Manual, if you wish to take this day off, personal or vacation time must be used.

2022 SELECT BOARD MEETING SCHEDULE¹

Draft for Review – 10-12-2021

<u>DATE OF MEETING</u>	<u>DEPARTMENT TO REPORT</u>
Monday, January 3, 2022	Assessing, Planning
Tuesday, January 18, 2022	Police, Legislative Delegation
Thursday, February 3, 2022 ²	Public Hearing on Budget/Warrant
Monday, February 7, 2022	Parks & Recreation
Monday, March 7, 2022	Library
Tuesday, March 8, 2022	Town Meeting (Ballot portion)
Monday, March 21, 2022	Public Works
Monday, April 4, 2022	Treasurer Report and Fire, Building
Monday, April 18, 2022	Assessing, Planning, 2022 Goals check-in
Monday, May 2, 2022	Police
Monday, May 16, 2022	Parks & Recreation
Monday, May 31, 2022	Library, Legislative Delegation
Monday, June 21, 2022	Public Works, 2022 Goals check-in
Tuesday, July 5, 2022	Fire, Building
Monday, July 18, 2022	Assessing, Planning
Monday, August 1, 2022	Police, Parks & Recreation
Monday, August 15, 2022	<i>Signatures meeting only, if needed</i>
Tuesday, September 6, 2022	Library
Monday, September 19, 2022	Public Works
Monday, October 3, 2022	Treasurer Report, Building
Monday, October 17, 2022	Assessing, Planning
Monday, November 7, 2022	Police, Fire
Monday, November 21, 2022	Parks & Recreation
Monday, December 5, 2022	Public Works
Monday, December 19, 2022	Fire, Building, 2022 Goals check-in

¹ For reference only, school vacation weeks are February 28 to March 4th and April 25 to April 29th

² In accordance with NH RSAs as summarized by NH Municipal Association, the last day to hold a public hearing on the budget is February 11, 2021.

Town of Stratham For 9/30/2021

	Dept Budget 2021	YTD Actual 2021	Budget v. Actual Difference	%	YTD Actual2020
				Expended	
<u>GENERAL GOVERNMENT</u>					
<u>EXECUTIVE</u>					
Select Board					
100 4130 01 101 Select Board Stipends	12,000.00	0.00	12,000.00	0.00	0.00
Administration					
100 4130 02 102 Town Administrator Salary	101,459.00	73,607.87	27,851.13	72.55	72,310.80
100 4130 02 103 Executive Assistant	48,564.00	37,235.93	11,328.07	76.67	32,001.10
100 4130 02 201 Supplies	5,500.00	4,992.87	507.13	90.78	3,698.57
100 4130 02 204 Association Dues	9,800.00	8,454.00	1,346.00	86.27	8,488.00
100 4130 02 208 Contracted services	1,500.00	0.00	1,500.00	0.00	0.00
100 4130 02 209 Workshops & Training	1,750.00	355.00	1,395.00	20.29	0.00
100 4130 02 216 Advertising	2,000.00	229.60	1,770.40	11.48	0.00
100 4130 02 224 Meetings & Meals	3,500.00	4,025.69	(525.69)	115.02	1,178.64
100 4130 02 225 Mileage	1,250.00	219.09	1,030.91	17.53	1,099.43
100 4130 02 230 Fed-Ex	300.00	0.00	300.00	0.00	18.00
100 4130 02 231 Postage	12,000.00	8,339.29	3,660.71	69.49	8,122.28
100 4130 02 262 Town Report	3,750.00	3,903.00	(153.00)	104.08	3,625.00
100 4130 02 317 Service Contract (copier)	6,504.00	4,878.00	1,626.00	75.00	4,986.40
100 4130 02 319 Background Checks	500.00	228.00	272.00	45.60	96.50
100 4130 02 328 Town Meeting	1,000.00	0.00	1,000.00	0.00	0.00
100 4130 02 999 COVID expenses	0.00	0.00	0.00	0.00	26,028.00
Total Administration	199,377.00	146,468.34	52,908.66	73.46	161,652.72
Total Executive	211,377.00	146,468.34	64,908.66	69.29	161,652.72
<u>ELECTION & REGISTRATION</u>					
100 4140 01 201 Supplies	2,300.00	1,102.46	1,197.54	47.93	3,648.86
100 4140 01 219 Ballot Clerks	900.00	546.00	354.00	60.67	3,720.00
100 4140 01 220 Moderator/Asst. Moderator	275.00	275.00	0.00	100.00	825.00
100 4140 01 221 Meals	300.00	231.11	68.89	77.04	557.69
100 4140 01 301 Supervisors of the checklist	3,600.00	1,800.00	1,800.00	50.00	1,800.00
100 4140 01 308 Workshops & Training	100.00	0.00	100.00	0.00	0.00
100 4140 01 317 Equipment Maintenance	300.00	300.00	0.00	100.00	0.00
100 4140 01 999 COVID expenses	0.00	0.00	0.00	0.00	600.00
Total Election & Registration	7,775.00	4,254.57	3,520.43	54.72	11,151.55
<u>FINANCIAL ADMINISTRATION</u>					
<u>FINANCE</u>					
100 4150 01 120 Finance Payroll	138,232.00	93,620.59	44,611.41	67.73	92,487.89
100 4150 01 217 Audit	18,500.00	0.00	18,500.00	0.00	0.00
100 4150 01 306 Financial Software Lic/Training	9,000.00	4,595.36	4,404.64	51.06	5,047.75
100 4150 01 401 Contracted Services	0.00	5,700.40	(5,700.40)	0.00	0.00
100 4150 01 999 COVID expenses	0.00	0.00	0.00	0.00	525.00
100 4150 05 111 Finance-Treasurer Stipend	6,250.00	3,125.00	3,125.00	50.00	3,933.33
Total Finance	171,982.00	107,041.35	64,940.65	62.24	101,993.97
<u>ASSESSING</u>					
100 4150 02 114 Assessing Payroll	126,453.00	6,210.78	120,242.22	4.91	95,120.29
100 4150 02 201 Assessing Supplies	1,150.00	44.95	1,105.05	3.91	427.56
100 4150 02 204 Dues/Misc Exp.	1,400.00	799.95	600.05	57.14	217.97
100 4150 02 218 Registry Expense	200.00	39.55	160.45	19.78	50.00
100 4150 02 304 Tax maps	4,200.00	3,700.00	500.00	88.10	3,837.00
100 4150 02 308 Workshops & Training	1,250.00	0.00	1,250.00	0.00	30.00
100 4150 02 316 Cell Phone Reimbursement	1,302.00	488.04	813.96	37.48	976.08
100 4150 02 317 Equipment Maintenance/Software	7,000.00	6,675.34	324.66	95.36	6,431.99
100 4150 02 376 Vehicle Maintenance/Lease	700.00	0.00	700.00	0.00	559.68
100 4150 02 401 Contracted Services	0.00	17,400.00	(17,400.00)	0.00	0.00
Total Assessing	143,655.00	35,358.61	108,296.39	24.61	107,650.57
<u>Town Clerk/Tax Collector</u>					
100 4150 03 112 TC/TC Payroll	141,909.00	130,790.04	11,118.96	92.16	98,611.35
100 4150 03 201 Office Supplies	3,350.00	2,954.85	395.15	88.20	2,163.36
100 4150 03 204 Dues & Memberships	60.00	118.83	(58.83)	198.05	60.00
100 4150 03 209 Conventions	400.00	206.00	194.00	51.50	0.00
100 4150 03 218 Registry of Deeds	400.00	318.71	81.29	79.68	181.30

Town of Stratham For 9/30/2021

	Dept Budget 2021	YTD Actual 2021	Budget v. Actual Difference	% Expended	YTD Actual2020
100 4150 03 223 Lien Notifications	600.00	420.00	180.00	70.00	420.00
100 4150 03 225 Mileage	400.00	0.00	400.00	0.00	0.00
100 4150 03 269 Restoration of records	3,000.00	3,000.00	0.00	100.00	0.00
100 4150 03 306 Computer Support-Service	11,700.00	11,456.90	243.10	97.92	11,318.90
100 4150 03 308 Workshops & Training	550.00	0.00	550.00	0.00	0.00
100 4150 03 318 New Equipment	500.00	0.00	500.00	0.00	609.97
Total Town Clerk/Tax Collector	162,869.00	149,265.33	13,603.67	91.65	113,364.88
Total Financial Administration	478,506.00	291,665.29	186,840.71	60.95	323,009.42
<u>COMPUTER SERVICES</u>					
100 4150 04 201 IT Supplies/Materials	7,000.00	5,841.75	1,158.25	83.45	3,094.25
100 4150 04 205 Computer services	70,000.00	47,342.50	22,657.50	67.63	41,350.73
100 4150 04 999 COVID expenses	0.00	0.00	0.00	0.00	2,024.98
Total Computer Services	77,000.00	53,184.25	23,815.75	69.07	46,469.96
<u>LEGAL EXPENSES</u>					
100 4153 01 202 Legal Expenses	30,000.00	22,774.48	7,225.52	75.91	7,953.55
100 4153 01 999 COVID expenses	0.00	0.00	0.00	0.00	4,879.75
Total Legal Services	30,000.00	22,774.48	7,225.52	75.91	12,833.30
<u>PERSONNEL ADMINISTRATION</u>					
100 4155 01 171 Medicare	46,777.00	30,881.56	15,895.44	66.02	30,321.67
100 4155 01 173 New Hampshire Retirement	527,038.00	323,096.55	203,941.45	61.30	299,237.91
100 4155 01 174 Social Security	146,282.00	85,296.51	60,985.49	58.31	88,517.68
100 4155 01 176 Unemployment	2,296.00	1,837.00	459.00	80.01	0.00
100 4155 01 191 Insurance Buyout Program	48,455.00	21,814.04	26,640.96	45.02	42,702.69
100 4155 01 192 Life/AD&D	6,324.00	4,589.20	1,734.80	72.57	5,226.81
100 4155 01 193 Long-Term Disability	18,840.00	13,782.89	5,057.11	73.16	15,569.41
100 4155 01 194 Short-Term Disability	12,120.00	8,651.89	3,468.11	71.39	9,988.86
100 4155 01 195 Health/Dental Insurance	506,417.00	290,762.12	215,654.88	57.42	408,843.55
100 4155 01 197 Misc. Fees	600.00	0.00	600.00	0.00	66.49
100 4155 01 198 Leave Compensation	13,495.00	0.00	13,495.00	0.00	0.00
100 4155 02 198 Compensation Adjustments	32,461.00	13,941.00	18,520.00	42.95	0.00
Total Personnel	1,361,105.00	794,652.76	566,452.24	58.38	900,475.07
<u>PLANNING & ZONING</u>					
<u>PLANNING</u>					
100 4191 01 120 Planner Salary	79,000.00	54,692.28	24,307.72	69.23	59,368.87
100 4191 01 121 Bldg. & Code Enf. Coordinator	50,494.00	36,636.80	13,857.20	72.56	31,326.32
100 4191 01 122 Land Use Project Coordinator	0.00	0.00	0.00	0.00	12,468.75
100 4191 01 201 Supplies	2,500.00	771.66	1,728.34	30.87	223.33
100 4191 01 203 Legal Ads	4,400.00	1,054.48	3,345.52	23.97	2,385.66
100 4191 01 204 Dues & Memberships	750.00	0.00	750.00	0.00	0.00
100 4191 01 270 Rockingham Conservation District	500.00	0.00	500.00	0.00	0.00
100 4191 01 271 Rock. Planning Commission	7,492.00	7,492.00	0.00	100.00	7,492.00
100 4191 01 276 Special Projects	2,500.00	54.80	2,445.20	2.19	2,691.70
100 4191 01 306 Software License & Training	3,300.00	2,541.73	758.27	77.02	2,521.54
100 4191 01 308 Training	1,000.00	600.00	400.00	60.00	0.00
100 4191 01 318 Equipment	300.00	0.00	300.00	0.00	0.00
100 4191 01 319 Gas - Mileage	100.00	0.00	100.00	0.00	0.00
100 4191 01 401 Contracted Services	0.00	2,739.84	(2,739.84)	0.00	0.00
Total Planning	152,336.00	106,583.59	45,752.41	69.97	118,478.17
<u>BUILDING INSPECTOR/CODE ENFORCEMENT</u>					
100 4191 02 122 BI / CEO Payroll	72,426.00	52,544.06	19,881.94	72.55	51,114.27
100 4191 02 201 Supplies	1,000.00	326.12	673.88	32.61	83.24
100 4191 02 235 Fire Inspection Fees	800.00	0.00	800.00	0.00	0.00
100 4191 02 260 Plan Review	10,000.00	290.00	9,710.00	2.90	26,678.75
100 4191 02 266 Reference Materials	1,500.00	200.00	1,300.00	13.33	0.00
100 4191 02 306 Software License & Training	2,500.00	2,058.50	441.50	82.34	2,033.50
100 4191 02 308 Workshops & Training	2,000.00	625.00	1,375.00	31.25	580.00
100 4191 02 318 Equipment	1,500.00	1,055.83	444.17	70.39	758.30
100 4191 02 376 Vehicle Maintenance	250.00	138.97	111.03	55.59	119.28
Total Building Inspector/Code Enforcement	91,976.00	57,238.48	34,737.52	62.23	81,367.34
Total Planning & Zoning	244,312.00	163,822.07	80,489.93	67.05	199,845.51
<u>GENERAL GOVT. BUILDINGS</u>					
100 4194 01 104 Facilities Payroll	56,361.00	33,822.75	22,538.25	60.01	31,857.35

Town of Stratham For 9/30/2021

	Dept Budget 2021	YTD Actual 2021	Budget v. Actual Difference	% Expended	YTD Actual2020
100 4194 01 105 OT	0.00	0.00	0.00	0.00	3.53
100 4194 01 106 Custodial PT	17,447.00	11,096.40	6,350.60	63.60	12,258.04
100 4194 01 222 MC Supplies	3,500.00	3,573.11	(73.11)	102.09	2,553.42
100 4194 01 314 MC Electricity	27,500.00	16,297.05	11,202.95	59.26	16,008.31
100 4194 01 315 MC Heat	8,000.00	7,878.33	121.67	98.48	7,641.82
100 4194 01 316 MC Telephone	8,500.00	8,630.00	(130.00)	101.53	7,796.65
100 4194 01 318 MC Equipment	3,200.00	3,087.58	112.42	96.49	29.99
100 4194 01 375 MC Building Maintenance/Repairs	30,500.00	25,258.62	5,241.38	82.82	17,210.61
100 4194 01 999 COVID expenses	3,500.00	0.00	3,500.00	0.00	7,455.73
100 4194 02 375 Gifford Building Maintenance/Repairs	5,000.00	4,354.09	645.91	87.08	2,148.29
100 4194 03 375 Foss Property Maintenance/Repairs	2,500.00	0.00	2,500.00	0.00	0.00
100 4194 04 314 Historical Soc. Electricity	1,400.00	743.11	656.89	53.08	730.78
100 4194 04 315 Historical Soc. Heat	5,000.00	2,276.48	2,723.52	45.53	3,022.22
100 4194 04 375 Historical Building Maintenance/Repairs	2,500.00	1,173.00	1,327.00	46.92	325.54
100 4194 06 240 Smyk Landscape Maintenance	3,200.00	402.27	2,797.73	12.57	0.00
100 4194 07 375 Park Cottage Maintenance	1,200.00	944.46	255.54	78.71	642.46
Total General Govt. Buildings	179,308.00	119,537.25	59,770.75	66.67	109,684.74
<u>CEMETERIES</u>					
100 4195 01 141 Cemetery Payroll	26,327.00	13,952.14	12,374.86	53.00	21,222.28
100 4195 01 142 Cemetery Overtime	994.00	880.94	113.06	88.63	374.76
100 4195 01 222 Supplies	2,000.00	698.25	1,301.75	34.91	570.73
100 4195 01 240 Ground Maintenance	7,444.00	5,451.10	1,992.90	73.23	2,941.83
100 4195 01 306 Computer Maintenance	500.00	0.00	500.00	0.00	0.00
100 4195 01 317 Equipment Maintenance	4,170.00	1,755.71	2,414.29	42.10	1,466.79
100 4195 01 318 Equipment	240.00	0.00	240.00	0.00	399.68
100 4195 01 401 Contracted Services	1,500.00	0.00	1,500.00	0.00	0.00
Total Cemeteries	43,175.00	22,738.14	20,436.86	52.67	26,976.07
<u>INSURANCE</u>					
100 4196 01 190 Workers' Compensation	45,119.00	45,119.00	0.00	100.00	48,872.00
100 4196 01 248 Property & Liability Insurance	60,060.00	60,060.00	0.00	100.00	56,236.00
Total Insurance	105,179.00	105,179.00	0.00	100.00	105,108.00
<u>OTHER GEN. GOVT.</u>					
100 4199 01 243 Town Ctr Water Contamination Expenses	11,000.00	8,286.65	2,713.35	75.33	7,108.25
Total Other Gen. Government	11,000.00	8,286.65	2,713.35	75.33	7,108.25
TOTAL GENERAL GOVERNMENT	2,748,737.00	1,732,562.80	1,016,174.20	63.03	1,904,314.59
<u>PUBLIC SAFTEY</u>					
<u>POLICE</u>					
<u>PD Payroll</u>					
100 4210 01 130 Police - Full Time	868,244.00	628,673.58	239,570.42	72.41	587,504.89
100 4210 01 131 Secretary Payroll	50,732.00	36,871.20	13,860.80	72.68	38,641.93
100 4210 01 133 Police-Holiday pay	25,073.00	0.00	25,073.00	0.00	0.00
100 4210 01 134 Prosecutor Payroll	38,454.00	27,948.17	10,505.83	72.68	26,823.84
100 4210 01 135 Police Overtime	102,000.00	62,179.62	39,820.38	60.96	46,045.20
100 4210 01 136 Police - PT	12,000.00	5,842.22	6,157.78	48.69	4,189.48
Total Payroll	1,096,503.00	761,514.79	334,988.21	69.45	703,205.34
<u>PD Operations</u>					
100 4210 02 201 PD Office Supplies	8,000.00	3,298.31	4,701.69	41.23	2,378.52
100 4210 02 202 Legal - Office Supplies	0.00	0.00	0.00	0.00	1,564.96
100 4210 02 226 Community Service Program	1,000.00	726.49	273.51	72.65	129.14
100 4210 02 278 Special Response Team (SERT)	2,500.00	2,500.00	0.00	100.00	0.00
100 4210 02 305 Technical Support	18,000.00	11,855.49	6,144.51	65.86	7,246.92
100 4210 02 308 Training & Dues	22,000.00	9,984.72	12,015.28	45.39	6,159.69
100 4210 02 310 Uniforms	11,400.00	5,879.78	5,520.22	51.58	3,690.62
100 4210 02 317 Equipment Repairs	3,000.00	899.95	2,100.05	30.00	2,394.94
100 4210 02 318 New Equipment	8,000.00	6,641.29	1,358.71	83.02	19,410.12
100 4210 02 319 Gas & Oil	19,000.00	0.00	19,000.00	0.00	2,040.54
100 4210 02 376 Vehicle Maintenance	17,000.00	10,857.50	6,142.50	63.87	10,770.63
100 4210 02 999 COVID expenses	0.00	397.50	(397.50)	0.00	28,699.51
Total PD Operations	109,900.00	53,041.03	56,858.97	48.26	84,485.59
<u>PD Building</u>					
100 4210 03 314 Electricity	11,000.00	5,662.35	5,337.65	51.48	7,542.09
100 4210 03 315 Heating	4,500.00	2,305.93	2,194.07	51.24	1,621.27

Town of Stratham For 9/30/2021

	Dept Budget 2021	YTD Actual 2021	Budget v. Actual Difference	% Expended	YTD Actual2020
100 4210 03 316 Telephone	8,000.00	3,893.43	4,106.57	48.67	6,099.88
100 4210 03 375 PD Building Maintenance	16,000.00	10,206.75	5,793.25	63.79	2,838.77
Total PD Building	39,500.00	22,068.46	17,431.54	55.87	18,102.01
Total Police	1,245,903.00	836,624.28	409,278.72	67.15	805,792.94
<u>FIRE DEPARTMENT</u>					
<u>FD Operations</u>					
100 4220 01 100 Fire Dept. Payroll	306,518.00	154,585.51	151,932.49	50.43	153,978.84
100 4220 01 130 FD Detail	3,000.00	115,859.25	(112,859.25)	3,861.98	0.00
100 4220 01 200 FD Detail Payroll	0.00	0.00	0.00	0.00	200.00
100 4220 01 204 Dues	2,500.00	800.00	1,700.00	32.00	2,780.00
100 4220 01 222 Supplies	2,500.00	195.09	2,304.91	7.80	1,291.80
100 4220 01 228 EMS Supplies	13,000.00	11,727.16	1,272.84	90.21	13,693.32
100 4220 01 236 Fire Prevention	3,000.00	2,547.15	452.85	84.91	900.00
100 4220 01 243 Haz-Mat Start Team	3,200.00	3,198.20	1.80	99.94	3,198.20
100 4220 01 245 Insurance	1,232.00	0.00	1,232.00	0.00	0.00
100 4220 01 308 Training & Conferences	4,000.00	1,014.23	2,985.77	25.36	25.00
100 4220 01 310 Uniforms	3,500.00	1,051.36	2,448.64	30.04	3,813.15
100 4220 01 317 Equipment Maintenance	30,000.00	19,044.75	10,955.25	63.48	17,656.78
100 4220 01 318 New Equipment	31,900.00	6,603.26	25,296.74	20.70	11,607.20
100 4220 01 319 Gas & Oil	4,500.00	0.00	4,500.00	0.00	478.80
100 4220 01 323 Billing Expenses	13,000.00	7,513.04	5,486.96	57.79	7,153.70
100 4220 01 999 COVID expenses	5,000.00	271.21	4,728.79	5.42	34,556.65
Total FD Operations	426,850.00	324,410.21	102,439.79	76.00	251,333.44
<u>FD Building</u>					
100 4220 02 240 Landscape Maintenance	1,000.00	0.00	1,000.00	0.00	0.00
100 4220 02 246 Internet/IT Charges	4,000.00	4,549.91	(549.91)	113.75	1,340.04
100 4220 02 314 Electricity	18,000.00	10,545.29	7,454.71	58.58	12,311.20
100 4220 02 315 Heat	16,000.00	10,477.54	5,522.46	65.48	11,566.47
100 4220 02 316 Telephone	7,500.00	6,255.57	1,244.43	83.41	5,001.45
100 4220 02 375 Building Maintenance & Repairs	15,000.00	8,989.35	6,010.65	59.93	11,507.54
Total FD Building	61,500.00	40,817.66	20,682.34	66.37	41,726.70
Total Fire Department	488,350.00	365,227.87	123,122.13	74.79	293,060.14
<u>EMERGENCY MANGEMENT</u>					
100 4290 01 149 OEM Payroll (Reimbursed)	0.00	0.00	0.00	0.00	507.50
100 4290 01 227 Emergency Management Expenses	9,638.00	4,600.00	5,038.00	47.73	0.00
Total Emergency Management	9,638.00	4,600.00	5,038.00	47.73	507.50
<u>DISPATCH SERVICES</u>					
100 4299 01 316 Dispatch Phone Expense	1,000.00	543.37	456.63	54.34	570.38
Total Public Safety	1,744,891.00	1,206,995.52	537,895.48	69.17	1,099,930.96
<u>PUBLIC WORKS</u>					
<u>HIGHWAY</u>					
100 4312 01 140 Highway Payroll	217,419.00	163,910.46	53,508.54	75.39	181,083.74
100 4312 01 141 Highway Overtime	26,808.00	14,314.22	12,493.78	53.40	14,353.63
100 4312 01 142 Temporary Plow Drivers	10,000.00	3,407.07	6,592.93	34.07	1,098.45
100 4312 01 210 Hwy Vehicle Purchase	33,161.00	32,791.29	369.71	98.89	0.00
100 4312 01 211 Drainage	7,392.00	360.00	7,032.00	4.87	1,550.00
100 4312 01 222 Supplies	4,200.00	2,691.51	1,508.49	64.08	973.36
100 4312 01 224 Meals	1,000.00	18.86	981.14	1.89	553.12
100 4312 01 279 Substance Abuse Testing	1,250.00	782.75	467.25	62.62	743.00
100 4312 01 303 Rented Equipment	6,000.00	5,496.56	503.44	91.61	4,386.59
100 4312 01 306 Computer Software Maintenance	1,734.00	729.88	1,004.12	42.09	763.63
100 4312 01 308 Training	1,500.00	454.23	1,045.77	30.28	300.00
100 4312 01 310 Uniforms	5,125.00	4,084.26	1,040.74	79.69	1,117.37
100 4312 01 314 Electricity	8,750.00	5,017.77	3,732.23	57.35	6,115.58
100 4312 01 315 Heating	2,500.00	539.34	1,960.66	21.57	725.40
100 4312 01 316 Telephone	4,208.00	1,874.13	2,333.87	44.54	1,958.45
100 4312 01 317 Equipment Repairs & Maintenance	50,000.00	24,841.82	25,158.18	49.68	26,740.92
100 4312 01 318 New Equipment & Signs	8,400.00	4,399.53	4,000.47	52.38	3,040.26
100 4312 01 319 Gas & Oil	39,200.00	39,447.66	(247.66)	100.63	27,109.52

Town of Stratham
For 9/30/2021

	Dept Budget 2021	YTD Actual 2021	Budget v. Actual Difference	% Expended	YTD Actual2020
100 4312 01 320 Road Paint	10,080.00	8,206.12	1,873.88	81.41	560.70
100 4312 01 321 Salt	70,000.00	0.00	70,000.00	0.00	0.00
100 4312 01 322 Aggregate	8,500.00	1,343.87	7,156.13	15.81	177.00
100 4312 01 325 Paving & Road Reconstruction	150,000.00	12,063.75	137,936.25	8.04	0.00
100 4312 01 375 Building Maintenance	20,000.00	5,855.68	14,144.32	29.28	13,239.66
100 4312 01 401 Contracted Services	3,500.00	0.00	3,500.00	0.00	0.00
100 4312 01 999 COVID expenses	0.00	0.00	0.00	0.00	24.16
Total Highway	690,727.00	332,630.76	358,096.24	48.16	286,614.54
<u>STREET LIGHTING</u>					
100 4316 01 314 Street Lighting	10,000.00	5,472.42	4,527.58	54.72	6,538.64
Total Public Works	700,727.00	338,103.18	362,623.82	48.25	293,153.18
<u>SANITATION</u>					
SOLID WASTE COLL. & DISPOSAL					
100 4323 01 142 Sanitation Payroll	36,974.00	20,544.11	16,429.89	55.56	16,028.41
100 4323 01 143 Sanitation Overtime	1,558.00	2,043.26	(485.26)	131.15	291.00
100 4323 01 212 MSW/Recycling Coll. & Disposal	937,156.00	609,070.89	328,085.11	64.99	622,738.60
100 4323 01 242 Hazardous Waste Collection	5,277.00	166.96	5,110.04	3.16	0.00
100 4323 01 247 Landfill Closure Costs	9,500.00	8,523.22	976.78	89.72	5,598.40
100 4323 01 309 Transfer Station Expenses	64,681.00	60,814.17	3,866.83	94.02	48,998.71
100 4323 01 314 Electricity	750.00	672.43	77.57	89.66	552.56
100 4323 01 317 Materials & Supplies	4,800.00	6,142.44	(1,342.44)	127.97	800.00
Total Solid Waste Coll. & Disposal	1,060,696.00	707,977.48	352,718.52	66.75	695,007.68
PUBLIC WORKS (OTHER)					
100 4339 01 327 Public Works Commission	1.00	0.00	1.00	0.00	0.00
Total PW Other	1.00	0.00	1.00	0.00	0.00
HEALTH					
ANIMAL CONTROL					
100 4414 01 244 Impoundment Fees/Supplies	600.00	0.00	600.00	0.00	0.00
Total Animal Control	600.00	0.00	600.00	0.00	0.00
PEST CONTROL					
100 4414 02 326 Pest Control Contracted Services	67,680.00	38,555.00	29,125.00	56.97	55,555.00
PUBLIC SERVICE AGENCIES					
100 4415 01 000 Annie's Angels	2,500.00	0.00	2,500.00	0.00	0.00
100 4415 01 001 American Red Cross	800.00	0.00	800.00	0.00	0.00
100 4415 01 351 Seacoast Mental Health Ctr.	3,000.00	0.00	3,000.00	0.00	0.00
100 4415 01 352 Waypoint	2,500.00	0.00	2,500.00	0.00	0.00
100 4415 01 353 Haven	4,250.00	0.00	4,250.00	0.00	0.00
100 4415 01 354 Big Brother & Big Sister	1,000.00	0.00	1,000.00	0.00	0.00
100 4415 01 355 Community Action Prog.	4,500.00	0.00	4,500.00	0.00	0.00
100 4415 01 356 Retired & Senior Volunteer Prog	500.00	0.00	500.00	0.00	0.00
100 4415 01 357 Richie McFarland Children's Center	4,200.00	0.00	4,200.00	0.00	0.00
100 4415 01 359 AIDS Response of the Seacoast	1,000.00	0.00	1,000.00	0.00	0.00
100 4415 01 360 Rockingham County Nutrition Program	5,420.00	0.00	5,420.00	0.00	0.00
100 4415 01 361 Seacoast Shipyard Assoc.	200.00	0.00	200.00	0.00	0.00
100 4415 01 362 Crossroads House	1,000.00	0.00	1,000.00	0.00	0.00
100 4415 01 366 Child Advocacy Center	1,250.00	0.00	1,250.00	0.00	0.00
100 4415 01 368 Families First	2,500.00	0.00	2,500.00	0.00	0.00
100 4415 01 369 Womenade of Greater Squamscott	2,000.00	0.00	2,000.00	0.00	0.00
100 4415 01 370 Transportation Assistance for Seacoast Citizens	3,000.00	0.00	3,000.00	0.00	0.00
Total Public Service Agencies	39,620.00	0.00	39,620.00	0.00	0.00
WELFARE					
DIRECT ASSISTANCE					
100 4445 01 314 Public Asst. Electricity	1,250.00	1,400.98	(150.98)	112.08	576.40
100 4445 01 340 Public Asst. Food	150.00	0.00	150.00	0.00	0.00

Town of Stratham

For 9/30/2021

	Dept Budget 2021	YTD Actual 2021	Budget v. Actual Difference	% Expended	YTD Actual2020
100 4445 01 341 Public Asst. Heat	1,500.00	680.43	819.57	45.36	227.29
100 4445 01 343 Public Asst. Medical-Pharmacy	100.00	0.00	100.00	0.00	140.13
100 4445 01 344 Public Asst. Rent-Mortgage	7,500.00	2,350.00	5,150.00	31.33	2,400.00
100 4445 01 345 Public Asst. Misc. Assistance	875.00	441.05	433.95	50.41	298.00
Total Direct Assistance	11,375.00	4,872.46	6,502.54	42.83	3,641.82
CULTURE & RECREATION					
PARKS					
100 4520 01 144 PT Ranger Payroll	43,528.00	25,477.83	18,050.17	58.53	18,747.92
100 4520 01 201 Supplies	400.00	99.26	300.74	24.82	558.71
100 4520 01 240 Grounds Maintenance	36,480.00	13,452.12	23,027.88	36.88	21,140.23
100 4520 01 314 Electricity	6,100.00	2,744.70	3,355.30	45.00	3,781.16
100 4520 01 317 Equipment Maintenance	3,500.00	2,511.38	988.62	71.75	2,067.12
100 4520 01 330 Park Maintenance Supplies	4,625.00	2,231.09	2,393.91	48.24	2,307.52
100 4520 01 376 Park Vehicle Maintenance	4,000.00	446.18	3,553.82	11.15	0.00
100 4520 01 377 All Other Park Building Maintenance	5,050.00	4,282.25	767.75	84.80	1,097.05
Total Parks	103,683.00	51,244.81	52,438.19	49.42	49,699.71
RECREATION					
100 4520 02 145 Recreation Payroll	74,284.00	56,075.85	18,208.15	75.49	52,941.92
100 4520 02 146 Rec. Seasonal Payroll	0.00	0.00	0.00	0.00	7,264.54
100 4520 02 147 Program Asst Salary	48,445.00	30,544.15	17,900.85	63.05	24,298.66
100 4520 02 201 Office Expenses	1,200.00	710.90	489.10	59.24	573.27
100 4520 02 204 Memberships	0.00	0.00	0.00	0.00	578.59
100 4520 02 273 Seniors Trips	6,000.00	3,281.22	2,718.78	54.69	2,010.00
100 4520 02 280 Summer Program	0.00	0.00	0.00	0.00	135.46
100 4520 02 308 Staff Training/Education	0.00	0.00	0.00	0.00	184.01
100 4520 02 314 Electricity	0.00	536.63	(536.63)	0.00	226.27
100 4520 02 316 Cellphone Reimbursement	1,302.00	976.08	325.92	74.97	976.08
100 4520 02 318 Equipment	0.00	0.00	0.00	0.00	596.83
100 4520 02 319 Gas-Mileage	650.00	1,067.20	(417.20)	164.18	426.30
100 4520 02 324 Brochures/Newsletters	1,500.00	881.30	618.70	58.75	835.92
100 4520 02 328 Special Events	13,000.00	2,991.76	10,008.24	23.01	1,529.13
Total Recreation	146,381.00	97,065.09	49,315.91	66.31	92,576.98
Total Parks & Recreation	250,064.00	148,309.90	101,754.10	59.31	142,276.69
LIBRARY					
100 4550 01 147 Library Payroll	417,783.00	273,352.35	144,430.65	65.43	278,925.68
100 4550 01 249 Non-salary expenses	101,000.00	55,000.00	46,000.00	54.46	70,000.00
Total Library	518,783.00	328,352.35	190,430.65	63.29	348,925.68
PATRIOTIC PURPOSES					
100 4583 01 238 Flags	500.00	370.00	130.00	74.00	0.00
100 4583 01 277 Patriotic Misc.	1,200.00	75.00	1,125.00	6.25	0.00
Total Patriotic Purposes	1,700.00	445.00	1,255.00	26.18	0.00
CONSERVATION					
100 4611 01 207 Conservation Commission	5,000.00	0.00	5,000.00	0.00	450.00
HERITAGE COMMISSION					
100 4619 01 215 Heritage Administrative Expenses	400.00	50.00	350.00	12.50	178.22
100 4619 01 302 Survey/Software-Heritage	5,000.00	0.00	5,000.00	0.00	390.00
100 4619 01 308 Training/Conferences	100.00	0.00	100.00	0.00	0.00
100 4619 01 313 Veterans/Engraving	200.00	25.00	175.00	12.50	0.00
TOTAL EXPENSES	5,700.00	75.00	5,625.00	1.32	568.22
ECONOMIC DEV. COMM.					
TOWN CENTER REVITALIZATION					
ENERGY COMMISSION					
100 4660 02 281 Energy Commission Expenses	1,200.00	0.00	1,200.00	0.00	0.00
DEBT SERVICE					

Town of Stratham
For 9/30/2021

	Dept Budget 2021	YTD Actual 2021	Budget v. Actual Difference	% Expended	YTD Actual2020
PRINCIPLE - LONG TERM					
100 4711 00 400 Debt Service Principal	570,000.00	570,000.00	0.00	100.00	570,000.00
INTEREST - LONG TERM					
100 4721 00 401 Debt Service Interest	162,346.00	162,345.00	1.00	100.00	188,090.00
<u>CAPITAL OUTLAYS</u>					
<u>LAND</u>					
<u>BUILDING CIP EXPENSES</u>					
100 4903 17 573 2017 SHP Facility Improvements	2,162.64	0.00	2,162.64	0.00	0.00
100 4903 18 572 2018 Library Carpet Replacement	10,000.00	0.00	10,000.00	0.00	0.00
100 4903 18 573 2018 SHP Facility Improvements	724.76	0.00	724.76	0.00	0.00
100 4903 19 572 2019 Library Carpet Replacement	10,000.00	0.00	10,000.00	0.00	0.00
100 4903 19 574 2019 Public Safety Buildings Improvements	15,305.19	10,600.00	4,705.19	69.26	0.00
TOTAL BUILDINGS	38,192.59	10,600.00	27,592.59	27.75	0.00
<u>MACH/EQUIP/VEHICLE CIP EXPENSES</u>					
100 4908 16 502 2016 Town Office Computer Replacement	0.00	0.00	0.00	0.00	188.86
100 4908 17 511 2017 Library Computer Replacement	0.00	3,207.36	(3,207.36)	0.00	3,207.36
100 4908 18 316 2018 MC Phone System Replacement	10,454.51	1,647.44	8,807.07	15.76	4,557.49
100 4908 18 502 2018 Town Office Computer Replacement	0.00	0.00	0.00	0.00	2,689.98
100 4908 19 502 2019 Town Office Computer Replacement	1,783.93	0.00	1,783.93	0.00	966.14
100 4908 19 511 2019 Library Computer Replacement Program	2,265.36	734.64	1,530.72	32.43	734.64
100 4908 19 670 2019 Assessing Vehicle Replacement	15,000.00	0.00	15,000.00	0.00	0.00
100 4908 20 317 Town-wide Technology Replacements	5,000.00	0.00	5,000.00	0.00	0.00
100 4908 20 502 Town-wide Computer Replacements	10,291.40	0.00	10,291.40	0.00	4,708.60
100 4908 20 670 PD Cruiser Replacement	901.00	0.00	901.00	0.00	34,099.00
100 4908 21 317 Town-wide Technology Replacements	5,000.00	0.00	5,000.00	0.00	0.00
100 4908 21 500 Police Station Solar Array Buyout	5,000.00	0.00	5,000.00	0.00	0.00
100 4908 21 502 Town-wide Computer Replacements	5,000.00	12,129.87	(7,129.87)	242.60	0.00
100 4908 21 510 Online permitting software/digital storage	10,000.00	0.00	10,000.00	0.00	0.00
100 4908 21 670 PD Cruiser Replacement	37,000.00	35,950.00	1,050.00	97.16	0.00
TOTAL MACH/EQUIP/VEHICLE CIP EXPENSES	107,696.20	53,669.31	54,026.89	49.83	51,152.07
<u>ALL OTHER/NON-BUILDING CIP EXPENSES</u>					
100 4909 15 655 2015 Water & Sewer Infrastructure Study	0.00	0.00	0.00	0.00	1,456.41
100 4909 16 655 2016 Water & Sewer Infrastructure Study	0.00	0.00	0.00	0.00	3,127.15
100 4909 16 668 2016 Town Center Match/Grant	0.00	0.00	0.00	0.00	11,130.10
100 4909 17 575 2017 SHP Parking Lot Improvements	11,000.00	0.00	11,000.00	0.00	0.00
100 4909 17 597 2017 Maple Lane Cemetery Paving	7,000.00	0.00	7,000.00	0.00	0.00
100 4909 17 602 2017 SHP Roadways	17,500.00	0.00	17,500.00	0.00	0.00
100 4909 17 654 2017 PWC Environmental Match/Grant	20,000.00	1,418.44	18,581.56	7.09	0.00
100 4909 17 655 2017 Water & Sewer Study	20,000.00	0.00	20,000.00	0.00	0.00
100 4909 17 664 2017 Revaluation	0.00	0.00	0.00	0.00	750.00
100 4909 17 668 2017 Town Center Match/Grant	4,734.62	4,734.62	0.00	100.00	0.00
100 4909 18 545 2018 SHP Front Pavilion Painting	296.87	0.00	296.87	0.00	0.00
100 4909 18 575 2018 SHP Parking Lot Improvements	11,000.00	0.00	11,000.00	0.00	0.00
100 4909 18 598 Maple Lane Cemetery Landscaping	3.69	0.00	3.69	0.00	578.04
100 4909 18 599 2018 Master Plan Update	18,237.50	0.00	18,237.50	0.00	3,036.15
100 4909 18 602 2018 SHP Roadways	17,000.00	0.00	17,000.00	0.00	0.00
100 4909 18 654 2018 PWC Environmental Grant Match	20,000.00	0.00	20,000.00	0.00	0.00
100 4909 18 655 2018 Water & Sewer Infrastructure Study	20,000.00	0.00	20,000.00	0.00	0.00
100 4909 18 664 2018 Revaluation Expenses	23,996.31	34,761.26	(10,764.95)	144.86	0.00
100 4909 19 547 2019 Gifford Barn Painting	14,366.92	0.00	14,366.92	0.00	0.00
100 4909 19 573 2019 SHP Facility Improvements	19,205.53	0.00	19,205.53	0.00	0.00
100 4909 19 574 2019 Playing Field Improvements	3,359.37	0.00	3,359.37	0.00	11,592.00
100 4909 19 575 2019 SHP Parking Lot Improvements	10,000.00	0.00	10,000.00	0.00	0.00
100 4909 19 597 2019 Maple Lane Cemetery Paving	7,000.00	0.00	7,000.00	0.00	0.00
100 4909 19 598 2019 Maple Lane Cemetery Landscaping	12,496.88	0.00	12,496.88	0.00	4,925.08
100 4909 19 599 2019 Master Plan Update	20,000.00	0.00	20,000.00	0.00	0.00
100 4909 19 601 2019 Road Reconstruction Program	26,989.24	26,989.24	0.00	100.00	92,258.67
100 4909 19 602 2019 SHP Roadways	18,000.00	0.00	18,000.00	0.00	0.00
100 4909 19 604 2019 Tennis Court Improvements	3,000.00	0.00	3,000.00	0.00	0.00

Town of Stratham
For 9/30/2021

	Dept Budget 2021	YTD Actual 2021	Budget v. Actual Difference	% Expended	YTD Actual2020
100 4909 19 610 2019 Stevens Park parking lot Improvements	9,000.00	0.00	9,000.00	0.00	0.00
100 4909 19 654 2019 Stormwater Planning & Grant Match	20,000.00	0.00	20,000.00	0.00	0.00
100 4909 19 664 2019 Revaluation Expenses	25,000.00	800.00	24,200.00	3.20	0.00
100 4909 20 574 Town-wide Parks & Rec. Improvements	7,000.00	0.00	7,000.00	0.00	0.00
100 4909 20 576 Fire Station Parking Lot Paving	15,000.00	0.00	15,000.00	0.00	0.00
100 4909 20 577 Police Station Parking Lot Paving	12,000.00	0.00	12,000.00	0.00	0.00
100 4909 20 601 Road Reconstruction Program	170,000.00	218,756.21	(48,756.21)	128.68	0.00
100 4909 20 651 Library Assessment & Facility Plan	20,000.00	0.00	20,000.00	0.00	0.00
100 4909 20 656 Bike & Pedestrian Transportation Improvements	5,000.00	0.00	5,000.00	0.00	0.00
100 4909 20 664 2020 Revaluation Expenses	10,000.00	0.00	10,000.00	0.00	0.00
100 4909 20 667 State Roadway/Intersection Project Participation	25,000.00	0.00	25,000.00	0.00	0.00
100 4909 20 675 PFAS Response & Remediation	40,000.00	6,494.65	33,505.35	16.24	0.00
100 4909 21 534 Cemetery Improvements	7,000.00	0.00	7,000.00	0.00	0.00
100 4909 21 574 Town-wide Parks & Rec Improvements	7,000.00	0.00	7,000.00	0.00	0.00
100 4909 21 575 SHP Facilities & Playing Field Improvements	7,000.00	0.00	7,000.00	0.00	0.00
100 4909 21 576 Fire Station Parking Lot Paving	15,000.00	0.00	15,000.00	0.00	0.00
100 4909 21 577 Police Station Parking Lot Paving	12,000.00	0.00	12,000.00	0.00	0.00
100 4909 21 601 Road Reconstruction Program	235,000.00	125,515.39	109,484.61	53.41	0.00
100 4909 21 603 Traffic Control Program	7,000.00	4,798.00	2,202.00	68.54	0.00
100 4909 21 651 Open Space, Parklands & Connectivity Plan	10,000.00	0.00	10,000.00	0.00	0.00
100 4909 21 654 Stormwater Planning & Grant Match	8,000.00	0.00	8,000.00	0.00	0.00
100 4909 21 656 Bike & Pedestrian Transportation Improvements	5,000.00	0.00	5,000.00	0.00	0.00
100 4909 21 664 2021 Revaluation Expenses	24,000.00	0.00	24,000.00	0.00	0.00
100 4909 21 667 State Roadway/Intersection Capital Projects Participation	25,000.00	0.00	25,000.00	0.00	0.00
100 4909 21 675 PFAS Response and Remediation	75,000.00	7,040.00	67,960.00	9.39	0.00
TOTAL ALL OTHER/NON-BUILDING CIP EXPENSES	1,120,186.93	431,307.81	688,879.12	38.50	128,853.60
TOTAL CIP EXPENSES	1,266,075.72	495,577.12	770,498.60	39.14	180,005.67
TOTAL OPERATING BUDGET ONLY	7,889,120.00	5,435,873.59	2,453,246.41	68.90	5,301,913.82
OPERATING TRANSFERS OUT					
CAPITAL PROJECT FUND					
100 4913 01 000 2018 Skate Park Capital Project Funds	0.00	0.00	0.00	0.00	675.00
TOTAL OPERATING TRANSFERS OUT	0.00	0.00	0.00	0.00	675.00
TRANSFERS TO CAPITAL RES. FUND					
100 4915 04 295 FD Cap Reserves	110,000.00	110,000.00	0.00	100.00	134,000.00
100 4915 04 296 Radio Communication Cap Res	15,000.00	15,000.00	0.00	100.00	15,000.00
100 4915 04 330 Highway Vehicle Cap Res	125,000.00	125,000.00	0.00	100.00	150,765.00
100 4916 01 276 Land Conservation Trust	0.00	0.00	0.00	0.00	18,000.00
100 4916 01 574 Maintenance Trust Fund	100,000.00	100,000.00	0.00	100.00	50,000.00
100 4916 01 599 Heritage Preservation	50,000.00	50,000.00	0.00	100.00	25,000.00
TOTAL TRANSFERS TO CAPITAL RES. FUND	400,000.00	400,000.00	0.00	100.00	392,765.00
PAYMENTS TO OTHER GOVERNMENTS					
100 4933 10 686 2020 CMS (Jan - June)	0.00	0.00	0.00	0.00	6,012,028.00
100 4933 10 687 2020 SMS (Jan - June)	0.00	0.00	0.00	0.00	5,411,453.00
100 4933 11 686 CMS Assessments	0.00	11,192,809.00	(11,192,809.00)	0.00	4,505,992.00
100 4933 11 687 SMS Assessments	0.00	9,433,300.00	(9,433,300.00)	0.00	3,720,000.00
TOTAL OTHER PAYMENTS	0.00	20,626,109.00	(20,626,109.00)	0.00	19,649,473.00
INSURANCE REIMBURSEMENTS					
TOTAL GRANTS & INSURANCE					
GRAND TOTAL ALL EXPENSES	9,555,195.72	26,957,559.71	(17,402,363.99)	282.12	25,524,832.49

RAFFLE PERMIT APPLICATION



APPLICANT INFORMATION			
Organization Applying for Permit: <small>(Note: Only legal non-profits can be issued a permit)</small>		SMS PTO	
Address: 39 Gifford Farm Rd		City: Stratham	
Contact Person: Penny Lee		Phone: 857-540-6658	
		Employer ID #: id: 30176	
		State: NH	Zip: 03886
		Email: pennyannely@gmail.com	
RAFFLE/DRAWING PERMIT INFORMATION			
Date(s) Raffle Tickets Will Be Sold: Oct 28 , 2021			
Date of Drawing: Oct 28, 2021		Location of Drawing: Scammans Farm	
List Items to be Raffled: Chocolate Pumpkin \$26.95			
Reason for Raffle: Fundraiser for SMS PTO fifth grade committee to fund field trips/graduation celebration etc.			
How is Raffle Going to be Conducted (i.e. door to door, only at events, only family and friends, etc.):			
only at even with tickets			
Other (any other pertinent information):			
<i>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.</i>			
Signature:			Date:
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED Reason for denial:			
Selectman Signature:			Date:
Selectman Signature:			Date:
Selectman Signature:			Date: