



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

MEMORANDUM

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

FROM: David Moore, Town Administrator

DATE: November 17, 2023

RE: Select Board Agenda and Materials for the November 20th Regular Meeting

Please allow this memorandum to serve as a guide to the Select Board Meeting agenda for Monday, November 20, 2023.

- III. Consideration of Minutes –November 6, 2023
- IV. Finance and Budget Reports (second meeting of the month)
- V. Department Reports & Presentations
 - A. Budget Development Conversations: Police and Fire Department
- VI. Correspondence
 - A. Helen Joyce, ERCSB, resignation
 - B. NHDOT Letter of November 9, 2023 re: One Time Highway Payment
- VII. Public Comment
- VIII. Public Hearings, Ordinances and/or Resolutions
- IX. Discussion of Monthly Reports – (second meeting of the Month)
- X. New Business and Action Items
 - A. Ross Parcel (Tax Map 18, Lot 41) – Expenditure from Conservation Land Fund to support acquisition
 - B. Discussion re: communications and tax rates

XI. Town Administrator Report

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

- A. 2024 Town Meeting Preparations Schedule
- B. January 23, 2024 Presidential Primary – date set
- C. 2023 Goals Update
- D. Underwood Engineers – Phase II – PFAS Long-term Alternatives – December 18th
- E. NH DOT Public Hearing Schedule

XII. Informational Items

- A. NH Department of Corrections Industries
- B. Wiggin Memorial Library Exhibit – Racial Unity Team Art and Poetry 2023

XIII. Reservations, Event Requests & Permits

XIV. Review of Recent or Upcoming Board & Commissions Agendas

XV. Boards and Commissions Nominations & Appointments

A. Appointments *for consideration*:

B. Appointments *to be voted on*:

XVI. Miscellaneous & Old Business

XVII. Adjournment



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SELECT BOARD AGENDA

November 20, 2023

7:00 P.M. Public

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

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

The public may access this meeting at the date and time above using this conference call information. Please dial the conference number **(877) 205-7349** and input **2254** when prompted for a user pin/code. If at any time during the meeting you have difficulty hearing the proceedings, please e-mail dmoore@strathamnh.gov.

To access materials related to this meeting, please see this link:

<https://www.strathamnh.gov/select-board>

- I. Call to order
- II. Roll Call
- III. Consideration of Minutes – November 6, 2023
- IV. Finance and Budget Reports (second meeting of the month)
- V. Department Reports & Presentations
 - A. Budget Development Conversations: Police and Fire Department
- VI. Correspondence
 - A. Helen Joyce, ERCSB, resignation letter
 - B. NHDOT Letter of November 9, 2023 re: One Time Highway Payment
- VII. Public Comment
- VIII. Public Hearings, Ordinances and/or Resolutions
- IX. Discussion of Monthly Reports – (second meeting of the Month)

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



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- XI. Town Administrator Report

- XII. Informational Items
 - A. NH Dept. of Corrections Industries
 - B. Wiggin Memorial Library Exhibit – Racial Unity Team Art and Poetry 2023

- XIII. Reservations, Event Requests & Permits

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

- XV. Boards and Commissions Nominations & Appointments
 - A. Appointments *for consideration*:
 - 1.
 - B. Appointments *to be voted on*:
 - 1.

- XVI. Miscellaneous & Old Business

- XVII. Adjournment

MINUTES OF THE NOVEMBER 6, 2023 SELECT BOARD MEETING

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

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

At 7:00 pm Mr. Houghton opened the meeting and asked for a motion on the minutes. Ms. Knab motioned approval of the October 16, 2023 minutes with one amendment. Mr. Houghton seconded the motion. All voted in favor.

Mr. Houghton recognized Fire Chief Denton for his department report. Fire code enforcement is going well. Fire Inspector Jeff DiBartolomeo has been able to perform many inspection projects they hadn't been able to get to previously.

Chief Denton is proposing three changes affecting building requirements. The first is to mandate that every commercial building have a Knox box. This would allow firefighters easier access and cause less damage to property, in case they need to get into the building. The next would be to require all new commercial buildings over 2,500 sq ft to install a fully monitored fire alarm system. This would improve their response time. He has been working with Town Planner Mark Connors. Third, Chief Denton would like to create a standard fees for permits that the Town is not currently offering.

Chief Denton requested a fire inspection vehicle, perhaps a repurposed cruiser. Mr. DiBartolomeo been using the utility vehicle.

Chief Denton continued his report saying the pancake breakfast was a great success, with over 350 people attending. They raised over \$2,000 in donations, even though it wasn't a fundraising event. Lights 4 Lives is in its 10th year. This year they would like to give back to the town, perhaps with a fireworks display at the bonfire in January. He said they would like to continue the tradition of the Santa parade through town. Lights 4 Lives is a tremendous amount of work during a busy time of year. They are hoping to move it to October next year.

Recruiting efforts have been successful, with several new EMT and fire fighters onboarding.

Looking toward budget priorities for 2024, Chief Denton explained that in order to retain and attract staff, an increase in rates will be necessary. He will be recommending \$23/hour for dual certifications and \$20 for single, which is average for surrounding communities. He also recommends a stipend for officers who are currently running the department without compensation. He is also considering incentivizing staff with paid training or giving an annual stipend for training or responding to calls

Returning to the previous discussion, Mr. Moore noted that the fireworks display for the bonfire would require a permit that isn't yet submitted and clarified with the Board that they approved of

the planning and advertising for the event knowing the application will come. Chief Denton will coordinate with Mr. Hickey and the 5th Grade Fundraiser Committee.

Chief Denton requested a waiver of the alcohol prohibition for the department's holiday party on December 2nd. Ms. Knab motioned approval of waiving the alcohol restriction for the Fire Department event on December 2nd. Mr. Anderson seconded the motion. All voted in favor.

Mr. Houghton recognized Police Chief Anthony King for his quarterly report. The two new officers are in training and they are doing very well, including the Animal Control Officer, Jacob Hoag. He typically works Tues. and Thurs., mostly at SHP, but also patrolling the town. Outfitting of the new cruisers (admin and supervisor) has been delayed because of supply chain issues. Year 2 CALEA review will be the week of Thanksgiving. Sgt Doucette and Ms. Harrington have been doing a great job of getting up to speed, but it has been a lot of work. He has submitted the 2024 PD budget. He hopes to add a full-time, civilian, Community Service position that can assist in police operations – he doesn't anticipate this will impact the current budget significantly. Vehicle budget going up because of increase in costs of parts and maintenance. He has been working with Pastor Westley Conn in hopes of adding a volunteer position, police chaplain. This would be to address officer wellness.

Chief King presented on his three requests for action. Referring to a previous discussion, Chief King said the Tasers will be outdated soon. He had put the purchase on hold because of an ongoing lawsuit but has decided to proceed with an approach that maintains the current tasers for longer. He is requesting three for the new officers and one for the part-timers with the cost coming from the golf donation fund. Mr. Anderson motioned to approve three XTP Tasers and associated cartridges at a cost of \$7,400 from the Police's Donations from the First Responder Goal Tournament Fund. Ms. Knab seconded the motion. All voted in favor.

Next Chief King called attention to the Mobile Data Terminals (MDTs). Rockingham County went to a new provider, INC. As part of transition, our MDTs are not compatible with the new software making it necessary to upgrade our software. There is a grant from the Dept. of Highway Safety to which he would like to apply. It's a 75-25% grant match; approximately \$11,800, which could also come out of the golf donation fund. Mr. Anderson motioned to approve to submit to the NH Office of Highway Safety a 75-25% grant to cover 25% or \$11,800 with the match requirement coming from the donation fund. Ms. Knab seconded the motion. All voted in favor. The printers come with the computers as part of the grant. Ms. McAllister confirmed that that will be a reimbursement.

Lastly, Chief King addressed the Jammer device utilized to monitor traffic and speed. Currently, it is down. It is a useful device and he would like to purchase a second one. When we do, we get a free upgrade to the first one. Mr. Anderson motioned to expend \$5,345 from the traffic control CIP for the purchase of the Jammer speed monitoring devices. Ms. Knab seconded the motion. All voted in favor.

At 7:40pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II (a) to discuss personnel matters. Mr. Anderson seconded the motion. Roll call: Houghton-yes; Knab-yes; Anderson-yes

At 8:05 p.m. the public meeting resumed. Mr. Houghton moved to seal the minutes and Mr. Anderson seconded. All voted in favor.

NEW BUSINESS

The Board briefly discussed the Special Town Meeting and noted that all of the procedural steps of reporting to the passage to the PUC of the Community Power Plan and execution of documents with CCPNH were completed. Next step is outreach in January for required notices to customers and a public meeting to answer questions.

Mr. Houghton recognized Ms. McAllister who said that she received notification today that State Aid will provide an additional one time lump sum payment to the highway block grant aid. It will be considered unanticipated revenue. She expects we will receive approximately \$50,000 in mid to late November. This unanticipated revenue can be used for road improvement and is non-lapsing. A public hearing will be scheduled to accept the funds.

Mr. Houghton directed attention to the three CIP fund release requests. Mr. Moore said his recommended action for the Gifford Farm Barn northeast façade stabilization is to release up to \$14,000 in CIP funding for the northeast façade of the Gifford Farm Barn on Jack Rabbit Lane. Consults have been done in coordination with the Heritage Commission and cost estimates have been obtained from a qualified preservation contractor. This is pre-work prior to later work of painting and stabilizing. Ms. Knab motioned support for the release up to \$14,000 in CIP funds for the stabilization of the northeast façade of the Gifford Farm barn. Mr. Houghton seconded the motion. All voted in favor.

Mr. Moore requested the release of CIP funds for server upgrades as part of our conversion to a new IT contractor. Mr. Anderson motioned to release up to \$21,822 in CIP funds to replace the server in the Town offices and the Police Department. Ms. Knab seconded the motion. All voted in favor.

The last CIP release request Mr. Moore made was for MS4 permitting for professional services in an amount of up to \$23,500. These services would enable us to ensure compliance with more MS4 requirements. Brief discussion regarding how we are held accountable and the necessity for these services ensued. Funding would come from the Storm Water Environmental Permitting line item. Mr. Houghton motioned to make up to \$23,155 available for the funding of MS4 permitting for professional services. Mr. Anderson seconded the motion. All voted in favor.

Mr. Moore notified the Board that we have received the preliminary tax rate setting from the DRA. Ms. McAllister informed them that the Select Board approves the rate. She then submits it to DRA. Once it is reviewed by the DRA Director, we get back a finalized rate. Ms. McAllister said they are looking at a \$20.91 rate. She explained the options regarding the overlay amount. Ideally, we would collect as much in taxes as we have in abatements. The increase is primarily on the school side. They all agreed the fund balance looks good. We are where we projected we would be. Mr. Anderson expressed concern that the residents are unclear as to how their tax bill is calculated. Mr. Moore will put messaging in Town Meeting materials. They agreed to sign at \$3.15; a 2.6% increase in the rate over last year (2022).

Mr. Moore noted the Town did not have a policy to compensate a deputy Treasurer, which is now filled. After a brief discussion, Mr. Anderson motioned to establish a \$1,000 a year stipend for the Deputy Treasurer. Ms. Knab seconded the motion. All voted in favor.

Mr. Moore called attention to Mr. Anderson who expressed support for the electronic screen that Mr. Connors had previously recommended. Ms. Knab asked about pricing. 75" was \$2,300. Mr. Moore has been working to upgrade our site for this tool and will come back with a comprehensive plan. Ms. Knab cautioned against rushing into a purchase. Mr. Houghton agreed, but felt the need to modernize and become more efficient.

Ms. McAllister has met with the department heads regarding their budgets. Ms. McAllister reviewed the personnel administration, payroll adjustment line. Ms. McAllister explained that that the line item includes the purchase of new voting counter machines, which should probably be in the CIP. The health care premium went up. Mr. Houghton asked about solid waste; Ms. McAllister said that has not been modified. Ms. McAllister said the budget is at a good baseline number. Ms. Knab asked if these numbers include the Fire and Police department requests. Ms. McAllister explained how each request would affect the budget. Mr. Moore asked how the Board would like to proceed with the schedule going forward. Mr. Houghton would like the Board to refine over the next several meetings, then be given to the Budget Advisory Committee. Mr. Houghton suggested Mr. Moore talk to the Moderator to form the group. Mr. Moore said they will likely receive a request a representative to serve on the School's Financial Advisory Committee.

ADMINISTRATION

Mr. Moore recognized those employees who have stepped up to fill the gaps in service. Ms. McAllister reported on the difficulty in hiring. Mr. Moore updated the Board on the progress in filling the vacancies.

Mr. Moore felt the Block 5 transition going well he has a customer satisfaction meeting next week and he has received positive feedback on the support received to date.

Referring to the goals worksheet, Mr. Moore would like to revisit it at a later meeting.

Mr. Moore discussed holding a new hire breakfast. The Board discussed their availability.

Mr. Houghton thanked Mr. Anderson for stepping in at the Veteran's Day ceremony.

RESERVATIONS

Ms. Knab motioned to support the SMS PTO holding their bonfire at Stratham Hill Park on January 6th for the 5th grade fundraiser in coordination with the Fire Dept. Mr. Anderson seconded the motion. All voted in favor.

Ms. Knab motioned support for Charlie Brown to use the Morgera Room on 11/25. Mr. Anderson seconded the motion. All voted in favor.

Mr. Anderson motioned to re-appoint Lucy Cushman and Joe Johnson as representatives to the Rockingham Planning Commission as recommended by the Planning Board for a two year term. Ms. Knab seconded the motion. All voted in favor.

At 9:08 pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A3, II (a)(b) and (c). Mr. Anderson seconded the motion. Roll call: Houghton-yes; Knab-yes; Anderson-yes.

At 10:14 pm Mr. Houghton motioned to come out of the non-public session and seal the minutes noting failure to do so may render a proposed action ineffective. Ms. Knab seconded the motion. All voted in favor.

At 10: 14 pm Mr. Houghton motioned to adjourn. Mr. Anderson seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard
Recording Secretary

Fund	Re-stricted	Authority to expend		Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total YTD	FY 23	Remaining Balance	% YTD
105	Yes	SB	Stratham Hill Park Revolving	Revenue	108.25	266.97	485.16	350.76	276.04	360.99	882.55		875.19			3,605.91			
			sub account Bank 5	Expenditures	-	-	-	-											
				Net	108.25	266.97	485.16	350.76											
			SHP Reconciled Balance	Cash	50,875.43	51,142.40	51,627.56	51,978.32	52,254.36	52,615.35	53,497.90	53,865.50	54,186.13						
			Treasurer's Reconciled Balance		50,875.43	51,142.40													
109	Yes	H Com	Heritage Fund	Revenue	15.01	15.01	36.00	17.33	17.30	18.56	18.00	19.15	19.63						
			sub account Bank 5	Expenditures	-	-													
				Net	15.01	15.01													
			Heritage Reconciled Balance	Cash	7,052.37	7,068.58	7,119.77	7,137.10	7,154.40	7,172.96	7,190.96	7,210.11	7,229.74						
			Treasurer's Reconciled Balance		7,052.37	7,068.58													
Exp Trust	Yes		Heritage Preservation Trust Fund	Investment	207,992.80	208,743.29	209,230.88	209,614.33	209,712.14	259,795.66	260,217.22	260,809.50	261,777.33	262,238.16					
112	Yes	SB/PD	Stratham Dare	Revenue	13.42	14.50	13.59	15.44	15.39	16.51	16.02		10.61						
			sub account Bank 5	Expenditures															
				Net															
			Stratham Dare Reconciled Balance	Cash	6,307.46	6,321.96	6,335.55	6,350.99	6,366.38	6,382.89	6,398.91	3,523.81	3,534.42						
			Treasurer's Reconciled Balance		6,307.46	6,321.96													
300			Cemetery Land Fund	Revenue	19.67	21.25	19.92	22.62	22.56	24.20	23.48		25.60						
			sub account Bank 5	Expenditures															
				Net															
			Cemetery Land Reconciled Balance	Cash	9,245.04	9,266.29	9,286.21	9,308.83	9,331.39	9,355.59	9,379.07	9,404.05	9,429.65						
			Treasurer's Reconciled Balance		9,245.04	9,266.29													
			SUBTOTAL 900 TOWN FUNDS		*	177,704.03	187,507.12	176,909.99	176,585.64	178,257.61	197,307.44	186,612.91	193,722.23	182,840.23		*	*		
			Sub Accounts - Long Term/Asset																
			Green Solar Surety	Cash	4,440.36	4,450.57	4,460.14	4,471.00	4,481.84	4,493.46	4,504.74	4,516.74	4,529.03						
			Varsity Wireless Historic Sign	Cash	7,357.18	7,374.09	7,389.94	7,407.94	7,425.90	7,445.16	7,463.84	7,483.73	7,504.09						
			Bunker Hill Ave Improvements	Cash	17,349.17	17,389.04	17,426.43	17,468.88	17,511.21	17,556.63	17,600.70	17,647.58	17,695.61						
			Bunker Hill Commons Fire Cistern	Cash	8,087.74	8,106.33	8,123.76	8,143.55	8,163.28	8,184.45	8,205.00	8,226.85	8,249.24						
			Mobil Cistern	Cash	34,097.83	34,176.20	34,249.69	34,333.11	34,416.31	34,505.58	34,592.18	34,684.33	34,778.72						
			Tansy Ave	Cash	7,145.88	7,162.31	7,177.71	7,195.19	7,212.63	7,231.33	7,249.48	7,268.79	7,288.58						
			Winterberry Cistern	Cash	949.29	951.47	953.52	955.84	958.16	960.64	963.05	965.62	968.25						
			Fire Protection Fund	Cash	47,700.52	47,810.15	47,912.95	48,029.66	48,146.05	48,270.93	48,392.08	48,520.98	48,653.03						
			<i>subtotal asset</i>		127,127.97	127,420.16	127,694.14	128,005.17	128,315.38	128,648.18	128,971.07	129,314.62	129,666.55						
			Sub Accounts - Rental Escrow																
			Foss property	Cash	3,690.72	3,699.20	3,707.16	3,716.19	3,725.19	3,734.85	3,744.23	3,754.20	3,764.42						
			Gifford House	Cash	2,131.67	2,136.57	2,141.16	2,146.38	2,151.58	2,157.16	2,162.57	2,168.33	2,174.24						
			Park Cottage	Cash	976.08	978.32	980.43	982.81	985.19	987.75	990.23	992.87	995.57						
			<i>subtotal escrow</i>		6,798.47	6,814.09	6,828.75	6,845.38	6,861.96	6,879.76	6,897.03	6,915.40	6,934.23						

Fund	Re-stricted	Authority to expend		Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total YTD	FY 23	Remaining Balance	% YTD
Sub Accounts - Performance Bond																			
			Altid Enterprises (2011) Cash	11,289.79	11,315.74	11,340.07	11,367.69	11,395.24	11,424.80	11,453.47	11,483.98	11,515.23							
			Kennebunk Savings Landscape Cash	1,025.76	1,028.12	1,030.33	1,032.84	1,035.24	1,038.02	1,040.63	1,043.40	1,046.24							
			Kennebunk Savings Maintenance Cash	2,564.39	2,570.29	2,575.82	2,582.09	2,588.35	2,595.06	2,601.57	2,608.50	2,615.60							
			200 Domain Drive Landscape Cash	2,571.06	2,576.97	2,582.51	2,588.80	2,595.08	2,601.81	2,608.34	2,615.28	2,622.40							
			Lindt Offsite Improvements Cash	1,271.02	1,273.94	1,276.68	1,279.79	1,282.90	1,286.22	1,289.45	1,292.89	1,296.40							
			NHSPCA (2004) Cash	28.96	29.03	-	-												
			Robie Farms-renamed Treat Farms Cash	112,539.21	112,797.87	113,040.41	113,315.75	113,590.35	113,884.97	114,170.81	114,474.92	114,786.45							
			GCNE (2004) Cash	35,567.20	35,648.95	35,725.60	35,812.62	35,899.41	35,992.52	36,082.86	36,178.97	36,277.43							
			Jotaph Realty (2005) Cash	22,901.89	22,954.53	23,003.89	23,059.92	23,115.80	23,175.75	23,233.92	23,295.81	23,359.21							
			subtotal performance bonds	189,759.28	190,195.44	190,575.31	191,039.50	190,576.31	190,576.31	192,481.05	190,576.31	190,577.31							
			SUBTOTAL other subaccount Bank 5 *	323,685.72	324,429.69	325,098.20	325,890.05	325,753.65	326,104.25	328,349.15	326,806.33	327,178.09							

AGGREGATE CASH TOTAL				14,603,997.31	12,757,914.76	10,664,698.28	8,561,520.07	7,977,791.13	16,059,107.13	15,216,355.27	12,418,749.78	9,660,762.16							
AGGREGATE INVESTED TOTAL				2,855,903.94	2,766,744.28	2,773,354.23	2,778,607.50	2,780,206.54	3,066,502.19	3,071,700.97	2,817,655.29	2,828,159.21							
TOTAL FUNDS AVAILABLE				17,459,901.25	15,524,659.04	13,438,052.51	11,340,127.57	10,757,997.67	19,125,609.32	18,288,056.24	15,236,405.07	12,488,921.37							

Trust			Cemetery Trust	612,945.23	621,341.38	624,601.59	624,504.81	626,175.48	632,717.62	635,073.57	632,978.59	633,491.00	634,615.11						
1987			Mary & Walter Smyk Park Trust	336,773.93	341,998.45	344,027.12	343,966.89	345,006.50	349,077.35	350,543.34	349,239.73	349,558.57	350,258.05						
1989			Scamman Park Trust	1,454.93	1,471.88	1,478.47	1,478.28	1,481.66	1,494.87	1,499.63	1,495.40	1,496.43	1,498.71						
1932-1977			Stratham Hill Park	75,144.19	75,846.04	76,118.56	76,110.47	76,250.13	76,797.00	76,993.95	76,818.82	76,861.65	76,955.62						
1966			Stratham Hill Park Association	130,820.51	132,284.63	132,853.14	132,836.27	133,127.61	134,038.09	134,448.91	134,083.59	134,172.94	134,368.97						
2017			350th Anniversary Trust	3,709.38	3,722.77	3,731.48	3,738.32	3,740.06	3,741.27	3,747.34	3,755.87	3,769.80	3,776.44						
2012			Stratham Fair Capital Improvements	20,625.68	20,700.11	20,748.47	20,786.50	20,796.20	20,802.89	20,836.65	15,446.44	15,247.14	15,531.04						
2012			Stratham Fair Operating	62,593.16	62,819.02	62,965.75	63,081.14	63,110.57	63,130.87	63,233.31	63,377.24	62,559.55	63,724.40						
2012			Stratham Fair Rainy Day Fund	15,378.69	15,434.18	15,470.24	15,498.59	15,505.82	15,510.80	15,535.97	15,571.34	15,370.45	15,656.65						
2012			SVFD Fair Trust	108,633.66	109,025.64	109,280.30	29,333.96	29,347.65	29,357.09	29,404.72	29,471.65	29,581.02	29,633.10						
2012			SVFD J Hutton Fund	10,538.79	10,576.82	10,601.52	10,620.95	10,625.91	10,629.32	10,646.57	10,670.80	10,710.40	10,729.26						
2012			SVFD R Wiggin Fund	11,870.68	11,913.51	11,941.34	11,963.22	11,968.81	11,972.66	11,992.09	12,019.39	12,064.00	12,085.24						
2012			SVFD C Scamman Fund	6,414.00	6,437.14	6,452.18	6,464.01	6,467.03	6,469.11	6,479.60	6,494.35	6,518.44	6,529.91						
			TOTAL	1,396,902.83	1,413,571.57	1,420,270.16	1,340,383.41	1,343,603.43	1,355,738.94	1,360,435.65	1,351,423.21	1,351,401.39	1,355,362.50						

Notes: Jan Police Detail Fund expense reflects a 2021 expenditure paid from Gen Fund

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

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

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

Town of Stratham For 10/31/2023

	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	% Expended
GENERAL GOVERNMENT					
EXECUTIVE					
Select Board					
100 4130 01 101 Select Board Stipends	12,000.00	0.00	0.00	12,000.00	0.00
Administration					
100 4130 02 102 Town Administration Payroll	179,410.00	13,774.33	146,086.98	33,323.02	81.43
100 4130 02 201 Supplies	4,500.00	66.19	2,392.52	2,107.48	53.17
100 4130 02 204 Association Dues	9,500.00	232.48	9,102.48	397.52	95.82
100 4130 02 208 Contracted services	1,500.00	0.00	0.00	1,500.00	0.00
100 4130 02 209 Workshops & Training	1,750.00	350.00	2,853.70	(1,103.70)	163.07
100 4130 02 216 Advertising	2,000.00	222.64	342.15	1,657.85	17.11
100 4130 02 224 Meetings & Meals	6,300.00	200.72	6,435.29	(135.29)	102.15
100 4130 02 225 Mileage	500.00	890.37	954.56	(454.56)	190.91
100 4130 02 230 Fed-Ex	250.00	0.00	0.00	250.00	0.00
100 4130 02 231 Postage	13,000.00	0.00	8,348.51	4,651.49	64.22
100 4130 02 262 Town Report	3,500.00	0.00	2,947.00	553.00	84.20
100 4130 02 317 Service Contract (copier)	6,500.00	542.00	6,089.00	411.00	93.68
100 4130 02 319 Background Checks	500.00	144.75	476.25	23.75	95.25
100 4130 02 328 Town Meeting	1,000.00	0.00	0.00	1,000.00	0.00
Total Administration	230,210.00	16,423.48	186,028.44	44,181.56	80.81
Total Executive	242,210.00	16,423.48	186,028.44	56,181.56	76.80
ELECTION & REGISTRATION					
100 4140 01 201 Supplies	2,500.00	0.00	1,713.71	786.29	68.55
100 4140 01 219 Ballot Clerks	1,500.00	0.00	975.00	525.00	65.00
100 4140 01 220 Moderator/Asst. Moderator	900.00	0.00	900.00	0.00	100.00
100 4140 01 221 Meals	500.00	0.00	536.12	(36.12)	107.22
100 4140 01 301 Supervisors of the checklist	3,600.00	0.00	3,600.00	0.00	100.00
100 4140 01 308 Workshops & Training	100.00	0.00	0.00	100.00	0.00
100 4140 01 317 Equipment Maintenance	625.00	0.00	0.00	625.00	0.00
Total Election & Registration	9,725.00	0.00	7,724.83	2,000.17	79.43
FINANCIAL ADMINISTRATION					
FINANCE					
100 4150 01 120 Finance Payroll	130,500.00	10,031.96	101,995.20	28,504.80	78.16
100 4150 01 204 Dues/Misc Exp.	400.00	0.00	70.00	330.00	17.50
100 4150 01 217 Audit	26,000.00	0.00	25,584.87	415.13	98.40
100 4150 01 306 Financial Software Lic/Training	5,000.00	0.00	2,052.75	2,947.25	41.06
100 4150 01 308 Workshops & Training	800.00	39.69	314.69	485.31	39.34
100 4150 01 401 Contracted Services	20,000.00	1,203.50	14,257.73	5,742.27	71.29
100 4150 05 111 Finance-Treasurer Stipend	6,540.00	0.00	3,270.00	3,270.00	50.00
Total Finance	189,240.00	11,275.15	147,545.24	41,694.76	77.97
ASSESSING					
100 4150 02 114 Assessing Payroll	8,301.00	637.20	6,947.41	1,353.59	83.69
100 4150 02 201 Assessing Supplies	500.00	0.00	0.00	500.00	0.00
100 4150 02 204 Dues/Misc Exp.	1,000.00	0.00	405.95	594.05	40.60
100 4150 02 218 Registry Expense	100.00	0.00	56.89	43.11	56.89
100 4150 02 304 Tax maps	4,000.00	0.00	4,342.54	(342.54)	108.56
100 4150 02 308 Workshops & Training	250.00	0.00	0.00	250.00	0.00
100 4150 02 316 Cell Phone Reimbursement	0.00	162.68	650.72	(650.72)	0.00
100 4150 02 317 Equipment Maintenance/Software	7,500.00	0.00	3,333.34	4,166.66	44.44
100 4150 02 401 Contracted Services	70,000.00	6,512.50	32,887.50	37,112.50	46.98
Total Assessing	91,651.00	7,312.38	48,624.35	43,026.65	53.05
Town Clerk/Tax Collector					
100 4150 03 112 TC/TC Payroll	142,000.00	10,946.91	116,307.04	25,692.96	81.91
100 4150 03 201 Office Supplies	4,500.00	224.25	3,235.59	1,264.41	71.90
100 4150 03 204 Dues & Memberships	60.00	0.00	40.00	20.00	66.67
100 4150 03 209 Conventions	600.00	358.50	684.50	(84.50)	114.08
100 4150 03 218 Registry of Deeds	400.00	37.98	159.90	240.10	39.98
100 4150 03 223 Lien Notifications	600.00	0.00	195.00	405.00	32.50
100 4150 03 225 Mileage	400.00	0.00	0.00	400.00	0.00
100 4150 03 269 Restoration of records	3,000.00	3,104.00	3,104.00	(104.00)	103.47
100 4150 03 306 Computer Support-Service	11,780.00	0.00	11,117.90	662.10	94.38
100 4150 03 308 Workshops & Training	500.00	0.00	345.00	155.00	69.00

Town of Stratham For 10/31/2023

	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	% Expended
Total Town Clerk/Tax Collector	163,840.00	14,671.64	135,188.93	28,651.07	82.51
Total Financial Administration	444,731.00	33,259.17	331,358.52	113,372.48	74.51
COMPUTER SERVICES					
100 4150 04 201 IT Supplies/Materials	7,000.00	0.00	19,742.69	(12,742.69)	282.04
100 4150 04 202 Cloud subscriptions	14,000.00	2,488.82	5,182.40	8,817.60	37.02
100 4150 04 205 Managed IT Services	80,000.00	4,647.00	49,322.50	30,677.50	61.65
100 4150 04 206 Telecom & Internet	7,800.00	724.50	6,003.90	1,796.10	76.97
Total Computer Services	108,800.00	7,860.32	80,251.49	28,548.51	73.76
LEGAL EXPENSES					
100 4153 01 202 Legal Expenses	40,000.00	3,736.00	40,584.22	(584.22)	101.46
Total Legal Services	40,000.00	3,736.00	40,584.22	(584.22)	101.46
PERSONNEL ADMINISTRATION					
100 4155 01 171 Medicare	50,000.00	3,368.26	37,538.04	12,461.96	75.08
100 4155 01 173 New Hampshire Retirement	572,000.00	0.00	440,619.96	131,380.04	77.03
100 4155 01 174 Social Security	138,000.00	9,229.42	105,486.82	32,513.18	76.44
100 4155 01 176 Unemployment	2,000.00	0.00	0.00	2,000.00	0.00
100 4155 01 191 Insurance Buyout Program	83,000.00	17,158.56	54,104.33	28,895.67	65.19
100 4155 01 192 Life/AD&D	7,100.00	495.00	5,313.00	1,787.00	74.83
100 4155 01 193 Long-Term Disability	12,000.00	835.56	8,862.22	3,137.78	73.85
100 4155 01 194 Short-Term Disability	13,500.00	929.24	9,883.48	3,616.52	73.21
100 4155 01 195 Health/Dental Insurance	350,000.00	24,844.59	260,073.10	89,926.90	74.31
100 4155 01 196 HealthTrust HRA	15,000.00	551.20	12,790.55	2,209.45	85.27
100 4155 01 197 Misc. Fees	600.00	0.00	0.00	600.00	0.00
100 4155 01 198 Leave Compensation	10,000.00	5,081.45	35,038.50	(25,038.50)	350.39
100 4155 01 199 HealthTrust FSA	9,000.00	(494.53)	(1,548.41)	10,548.41	(17.20)
100 4155 02 198 Compensation Adjustments	20,000.00	0.00	0.00	20,000.00	0.00
Total Personnel	1,282,200.00	61,998.75	968,161.59	314,038.41	75.51
PLANNING & ZONING					
PLANNING					
100 4191 01 120 Planning Department Payroll	120,500.00	8,734.98	89,627.04	30,872.96	74.38
100 4191 01 201 Supplies	2,000.00	268.80	687.83	1,312.17	34.39
100 4191 01 203 Legal Ads	3,200.00	0.00	2,426.90	773.10	75.84
100 4191 01 204 Dues & Memberships	750.00	0.00	80.00	670.00	10.67
100 4191 01 270 Rockingham Conservation District	500.00	0.00	0.00	500.00	0.00
100 4191 01 271 Rock. Planning Commission	7,900.00	0.00	7,842.00	58.00	99.27
100 4191 01 276 Special Projects	2,500.00	153.64	821.73	1,678.27	32.87
100 4191 01 306 Software License & Training	6,700.00	0.00	1,098.32	5,601.68	16.39
100 4191 01 308 Training	1,600.00	452.50	882.50	717.50	55.16
100 4191 01 318 Equipment	950.00	0.00	259.00	691.00	27.26
100 4191 01 319 Gas - Mileage	100.00	41.92	41.92	58.08	41.92
Total Planning	146,700.00	9,651.84	103,767.24	42,932.76	70.73
BUILDING INSPECTOR/CODE ENFORCEMENT					
100 4191 02 122 BI / CEO Department Payroll	133,718.00	6,840.31	71,429.72	62,288.28	53.42
100 4191 02 201 Supplies	3,000.00	82.22	3,450.03	(450.03)	115.00
100 4191 02 235 Fire Inspection Fees	500.00	0.00	0.00	500.00	0.00
100 4191 02 260 Plan Review	100.00	0.00	0.00	100.00	0.00
100 4191 02 266 Reference Materials	1,750.00	0.00	232.25	1,517.75	13.27
100 4191 02 306 Software License & Training	9,500.00	0.00	493.34	9,006.66	5.19
100 4191 02 308 Workshops & Training	1,800.00	0.00	420.00	1,380.00	23.33
100 4191 02 318 Equipment	1,200.00	0.00	0.00	1,200.00	0.00
100 4191 02 376 Vehicle Maintenance	750.00	28.96	463.85	286.15	61.85
Total Building Inspector/Code Enforcement	152,318.00	6,951.49	76,489.19	75,828.81	50.22
Total Planning & Zoning	299,018.00	16,603.33	180,256.43	118,761.57	60.28
GENERAL GOVT. BUILDINGS					
100 4194 01 104 Facilities Payroll	79,120.00	5,237.90	60,866.76	18,253.24	76.93
100 4194 01 222 MC Supplies	4,300.00	803.88	6,562.09	(2,262.09)	152.61
100 4194 01 314 MC Electricity	26,200.00	1,190.53	21,629.47	4,570.53	82.56
100 4194 01 315 MC Heat	12,000.00	0.00	14,683.79	(2,683.79)	122.36
100 4194 01 316 MC Telephone	7,000.00	627.45	7,375.76	(375.76)	105.37
100 4194 01 318 MC Equipment	3,200.00	0.00	3,500.61	(300.61)	109.39
100 4194 01 375 MC Building Maintenance/Repairs	30,500.00	1,218.85	26,876.21	3,623.79	88.12

Town of Stratham For 10/31/2023

	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	%
					Expended
100 4194 02 375 Rental Property Maintenance	8,700.00	0.00	1,868.78	6,831.22	21.48
100 4194 04 314 Historical Soc. Electricity	1,500.00	50.15	1,075.56	424.44	71.70
100 4194 04 315 Historical Soc. Heat	4,800.00	0.00	3,742.18	1,057.82	77.96
100 4194 04 375 Historical Building Maintenance/Repairs	2,500.00	252.00	767.00	1,733.00	30.68
100 4194 06 240 Smyk Landscape Maintenance	3,200.00	0.00	0.00	3,200.00	0.00
Total General Govt. Buildings	183,020.00	9,380.76	148,948.21	34,071.79	81.38
CEMETERIES					
100 4195 01 141 Cemetery Payroll	25,015.00	690.44	15,683.57	9,331.43	62.70
100 4195 01 222 Supplies	4,000.00	0.00	479.40	3,520.60	11.99
100 4195 01 240 Ground Maintenance	10,000.00	1,383.00	7,277.00	2,723.00	72.77
100 4195 01 306 Computer Maintenance	500.00	0.00	0.00	500.00	0.00
100 4195 01 317 Equipment Maintenance	4,170.00	0.00	685.43	3,484.57	16.44
100 4195 01 318 Equipment	300.00	0.00	277.44	22.56	92.48
100 4195 01 401 Contracted Services	1,500.00	0.00	0.00	1,500.00	0.00
Total Cemeteries	45,485.00	2,073.44	24,402.84	21,082.16	53.65
INSURANCE					
100 4196 01 190 Workers' Compensation	50,865.00	0.00	47,958.18	2,906.82	94.29
100 4196 01 248 Property & Liability Insurance	73,689.00	0.00	67,242.10	6,446.90	91.25
Total Insurance	124,554.00	0.00	115,200.28	9,353.72	92.49
OTHER GEN. GOVT.					
100 4199 01 243 Town Ctr Water Contamination Expenses	12,000.00	0.00	4,887.07	7,112.93	40.73
100 4199 01 250 PFAS Remediation Grant Expenses	0.00	0.00	21,757.00	(21,757.00)	0.00
100 4199 01 999 ARPA applied costs	0.00	0.00	4,050.00	(4,050.00)	0.00
Total Other Gen. Government	12,000.00	0.00	30,694.07	(18,694.07)	255.78
TOTAL GENERAL GOVERNMENT	2,791,743.00	151,335.25	2,113,610.92	678,132.08	75.71
PUBLIC SAFETY					
POLICE					
PD Payroll					
100 4210 01 130 Police Full Time Payroll	1,021,313.00	74,704.50	811,238.87	210,074.13	79.43
100 4210 01 133 Police-Holiday pay	32,638.00	212.00	2,107.72	30,530.28	6.46
100 4210 01 134 Prosecutor Payroll	38,840.00	1,230.76	24,342.31	14,497.69	62.67
100 4210 01 135 Police Overtime	99,060.00	5,282.67	65,265.59	33,794.41	65.88
100 4210 01 136 Police - PT & ACO	40,000.00	300.00	8,843.00	31,157.00	22.11
Total Payroll	1,231,851.00	81,729.93	911,797.49	320,053.51	74.02
PD Operations					
100 4210 02 201 PD Office Supplies	8,000.00	1,364.94	4,870.46	3,129.54	60.88
100 4210 02 226 Community Service Program	1,000.00	0.00	870.62	129.38	87.06
100 4210 02 278 Special Response Team (SERT)	2,500.00	0.00	2,500.00	0.00	100.00
100 4210 02 279 Donation Funded Expenses	0.00	0.00	6,551.40	(6,551.40)	0.00
100 4210 02 305 Technical Support	20,500.00	2,273.32	18,133.89	2,366.11	88.46
100 4210 02 308 Training & Dues	24,000.00	0.00	12,634.62	11,365.38	52.64
100 4210 02 310 Uniforms	13,000.00	2,763.81	9,474.28	3,525.72	72.88
100 4210 02 317 Equipment Repairs	3,000.00	0.00	2,125.04	874.96	70.83
100 4210 02 318 New Equipment	8,000.00	907.98	2,798.11	5,201.89	34.98
100 4210 02 319 Gas & Oil	22,000.00	1,148.34	20,074.54	1,925.46	91.25
100 4210 02 376 Vehicle Maintenance	18,500.00	1,322.28	18,144.67	355.33	98.08
100 4210 02 888 PD Grant Paid Expenditures	0.00	0.00	20,763.01	(20,763.01)	0.00
Total PD Operations	120,500.00	9,780.67	118,940.64	1,559.36	98.71
PD Building					
100 4210 03 314 Electricity	9,000.00	343.62	10,921.00	(1,921.00)	121.34
100 4210 03 315 Heating	5,200.00	(425.00)	3,803.29	1,396.71	73.14
100 4210 03 316 Telephone	7,500.00	146.96	2,409.35	5,090.65	32.12
100 4210 03 375 PD Building Maintenance	14,000.00	1,347.00	12,755.74	1,244.26	91.11
Total PD Building	35,700.00	1,412.58	29,889.38	5,810.62	83.72
Total Police	1,388,051.00	92,923.18	1,060,627.51	327,423.49	76.41
FIRE DEPARTMENT					
FD Operations					
100 4220 01 100 Fire Dept. Payroll	295,000.00	20,030.03	209,964.17	85,035.83	71.17
100 4220 01 130 FD Detail	5,000.00	462.50	4,075.00	925.00	81.50
100 4220 01 204 Dues	3,500.00	0.00	1,000.00	2,500.00	28.57

Town of Stratham For 10/31/2023

	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	%
					Expended
100 4220 01 222 Supplies	2,500.00	35.81	945.80	1,554.20	37.83
100 4220 01 228 EMS Supplies	15,000.00	1,551.93	8,777.51	6,222.49	58.52
100 4220 01 236 Fire Prevention	3,000.00	1,451.50	1,969.20	1,030.80	65.64
100 4220 01 243 Haz-Mat Start Team	3,800.00	0.00	3,765.00	35.00	99.08
100 4220 01 245 Insurance	1,232.00	0.00	0.00	1,232.00	0.00
100 4220 01 308 Training & Conferences	6,000.00	360.00	7,478.25	(1,478.25)	124.64
100 4220 01 310 Uniforms	3,000.00	0.00	2,278.40	721.60	75.95
100 4220 01 311 Gear	25,000.00	0.00	21,172.39	3,827.61	84.69
100 4220 01 316 Equipment Maintenance	16,000.00	46.69	11,217.44	4,782.56	70.11
100 4220 01 317 MV Maintenance	34,000.00	2,971.73	2,636.18	31,363.82	7.75
100 4220 01 318 New Equipment	30,000.00	0.00	11,524.13	18,475.87	38.41
100 4220 01 319 Gas & Oil	7,000.00	70.00	4,779.42	2,220.58	68.28
100 4220 01 323 Billing Expenses	13,000.00	905.62	9,630.20	3,369.80	74.08
Total FD Operations	463,032.00	27,885.81	301,213.09	161,818.91	65.05
FD Building					
100 4220 02 240 Landscape Maintenance	1,500.00	0.00	0.00	1,500.00	0.00
100 4220 02 246 Internet/IT Charges	7,000.00	1,781.76	5,332.03	1,667.97	76.17
100 4220 02 314 Electricity	20,000.00	1,362.61	16,330.40	3,669.60	81.65
100 4220 02 315 Heat	20,000.00	0.00	14,558.54	5,441.46	72.79
100 4220 02 316 Telephone	8,000.00	376.85	3,649.13	4,350.87	45.61
100 4220 02 375 Building Maintenance & Repairs	13,500.00	2,899.00	16,323.68	(2,823.68)	120.92
Total FD Building	70,000.00	6,420.22	56,193.78	13,806.22	80.28
Total Fire Department	533,032.00	34,306.03	357,406.87	175,625.13	67.05
EMERGENCY MANAGEMENT					
100 4290 01 227 Emergency Management Expenses	9,500.00	0.00	0.00	9,500.00	0.00
Total Emergency Management	9,500.00	0.00	0.00	9,500.00	0.00
DISPATCH SERVICES					
100 4299 01 316 Dispatch Phone Expense	1,000.00	81.75	730.75	269.25	73.08
Total Public Safety	1,931,583.00	127,310.96	1,418,765.13	512,817.87	73.45
PUBLIC WORKS					
HIGHWAY					
100 4312 01 140 Highway Payroll	279,845.00	8,836.37	169,803.82	110,041.18	60.68
100 4312 01 141 Highway Overtime	25,000.00	142.16	17,219.03	7,780.97	68.88
100 4312 01 142 Temporary Plow Drivers	10,000.00	0.00	2,293.15	7,706.85	22.93
100 4312 01 210 Hwy Vehicle Purchase	33,161.00	32,791.29	32,791.29	369.71	98.89
100 4312 01 211 Drainage	8,000.00	0.00	1,575.13	6,424.87	19.69
100 4312 01 222 Supplies	6,500.00	469.33	5,206.54	1,293.46	80.10
100 4312 01 224 Meals	1,500.00	0.00	1,669.53	(169.53)	111.30
100 4312 01 279 Substance Abuse Testing	1,800.00	0.00	824.75	975.25	45.82
100 4312 01 303 Rented Equipment	7,000.00	0.00	5,546.73	1,453.27	79.24
100 4312 01 306 Computer Software Maintenance	1,734.00	0.00	613.70	1,120.30	35.39
100 4312 01 308 Training	1,500.00	500.00	1,078.00	422.00	71.87
100 4312 01 310 Uniforms	6,000.00	85.00	1,829.41	4,170.59	30.49
100 4312 01 314 Electricity	8,750.00	372.81	8,485.80	264.20	96.98
100 4312 01 315 Heating	2,500.00	0.00	1,275.14	1,224.86	51.01
100 4312 01 316 Telephone	4,208.00	203.56	1,843.94	2,364.06	43.82
100 4312 01 317 Equipment Repairs & Maintenance	55,000.00	1,350.48	14,840.42	40,159.58	26.98
100 4312 01 318 New Equipment & Signs	9,400.00	594.24	5,951.51	3,448.49	63.31
100 4312 01 319 Gas & Oil	39,200.00	3,130.64	28,842.79	10,357.21	73.58
100 4312 01 320 Road Paint	10,080.00	0.00	16,224.99	(6,144.99)	160.96
100 4312 01 321 Salt	55,300.00	0.00	0.00	55,300.00	0.00
100 4312 01 322 Aggregate	8,500.00	1,786.72	7,944.26	555.74	93.46
100 4312 01 325 Paving & Road Reconstruction	150,000.00	0.00	150,000.00	0.00	100.00
100 4312 01 375 Building Maintenance	20,000.00	2,383.91	25,201.93	(5,201.93)	126.01
100 4312 01 376 Vehicle Maintenance	0.00	0.00	39.90	(39.90)	0.00
100 4312 01 401 Contracted Services	3,500.00	5,425.00	6,000.00	(2,500.00)	171.43
Total Highway	748,478.00	58,071.51	507,101.76	241,376.24	67.75
STREET LIGHTING					
100 4316 01 314 Street Lighting	10,750.00	127.20	6,473.75	4,276.25	60.22

**Town of Stratham
For 10/31/2023**

	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	% Expended
Total Public Works	759,228.00	58,198.71	513,575.51	245,652.49	67.64
SANITATION					
SOLID WASTE COLL. & DISPOSAL					
100 4323 01 142 Sanitation Payroll	45,623.00	2,112.46	30,512.48	15,110.52	66.88
100 4323 01 212 MSW/Recycling Coll. & Disposal	907,370.00	104,305.97	674,178.53	233,191.47	74.30
100 4323 01 242 Hazardous Waste Collection	5,277.00	0.00	0.00	5,277.00	0.00
100 4323 01 247 Landfill Closure Costs	12,000.00	2,344.25	10,149.05	1,850.95	84.58
100 4323 01 309 Transfer Station Expenses	95,081.00	9,340.95	62,274.13	32,806.87	65.50
100 4323 01 314 Electricity	810.00	11.08	593.42	216.58	73.26
100 4323 01 317 Materials & Supplies	6,144.00	164.00	1,525.00	4,619.00	24.82
Total Solid Waste Coll. & Disposal	1,072,305.00	118,278.71	779,232.61	293,072.39	72.67
PUBLIC WORKS (OTHER)					
100 4339 01 327 Public Works Commission	1.00	0.00	0.00	1.00	0.00
Total PW Other	1.00	0.00	0.00	1.00	0.00
HEALTH					
ANIMAL CONTROL					
100 4414 01 244 Impoundment Fees/Supplies	600.00	0.00	749.41	(149.41)	124.90
Total Animal Control	600.00	0.00	749.41	(149.41)	124.90
PEST CONTROL					
100 4414 02 326 Pest Control Contracted Services	54,144.00	10,900.00	47,475.00	6,669.00	87.68
PUBLIC SERVICE AGENCIES					
100 4415 01 000 Annie's Angels	2,500.00	0.00	0.00	2,500.00	0.00
100 4415 01 001 American Red Cross	800.00	0.00	0.00	800.00	0.00
100 4415 01 351 Seacoast Mental Health Ctr.	3,500.00	0.00	0.00	3,500.00	0.00
100 4415 01 352 Waypoint	6,700.00	0.00	0.00	6,700.00	0.00
100 4415 01 353 Haven	4,250.00	0.00	0.00	4,250.00	0.00
100 4415 01 354 Big Brother & Big Sister	1,000.00	0.00	0.00	1,000.00	0.00
100 4415 01 355 Community Action Prog.	4,500.00	0.00	0.00	4,500.00	0.00
100 4415 01 356 Retired & Senior Volunteer Prog	500.00	0.00	0.00	500.00	0.00
100 4415 01 359 AIDS Response of the Seacoast	1,000.00	0.00	0.00	1,000.00	0.00
100 4415 01 360 Rockingham County Nutrition Program	4,000.00	0.00	0.00	4,000.00	0.00
100 4415 01 361 Seacoast Shipyard Assoc.	200.00	0.00	0.00	200.00	0.00
100 4415 01 362 Crossroads House	1,000.00	0.00	0.00	1,000.00	0.00
100 4415 01 366 Child Advocacy Center	1,250.00	0.00	0.00	1,250.00	0.00
100 4415 01 368 Families First	2,500.00	0.00	0.00	2,500.00	0.00
100 4415 01 369 Womenade of Greater Squamscott	2,000.00	0.00	0.00	2,000.00	0.00
100 4415 01 370 Transportation Assistance for Seacoast Citizens	3,000.00	0.00	0.00	3,000.00	0.00
Total Public Service Agencies	38,700.00	0.00	0.00	38,700.00	0.00
WELFARE					
DIRECT ASSISTANCE					
100 4445 01 314 Public Asst. Electricity	1,250.00	0.00	0.00	1,250.00	0.00
100 4445 01 340 Public Asst. Food	150.00	0.00	(15.59)	165.59	(10.39)
100 4445 01 341 Public Asst. Heat	1,500.00	0.00	807.65	692.35	53.84
100 4445 01 343 Public Asst. Medical-Pharmacy	100.00	0.00	0.00	100.00	0.00
100 4445 01 344 Public Asst. Rent-Mortgage	7,500.00	0.00	1,438.30	6,061.70	19.18
100 4445 01 345 Public Asst. Misc. Assistance	875.00	0.00	1,400.00	(525.00)	160.00
Total Direct Assistance	11,375.00	0.00	3,630.36	7,744.64	31.92
CULTURE & RECREATION					
PARKS					
100 4520 01 144 Parks Payroll	59,795.00	2,947.44	34,049.59	25,745.41	56.94
100 4520 01 201 Supplies	700.00	54.90	1,559.77	(859.77)	222.82
100 4520 01 240 Grounds Maintenance	47,000.00	14,030.81	93,292.10	(46,292.10)	198.49
100 4520 01 308 Training	350.00	0.00	0.00	350.00	0.00
100 4520 01 310 Uniforms	750.00	0.00	159.99	590.01	21.33
100 4520 01 314 Electricity	8,300.00	436.77	6,019.07	2,280.93	72.52
100 4520 01 317 Equipment Maintenance	4,800.00	261.80	2,495.03	2,304.97	51.98
100 4520 01 330 Park Maintenance Supplies	5,800.00	520.34	5,242.33	557.67	90.39
100 4520 01 376 Park Vehicle Maintenance	5,000.00	0.00	1,281.34	3,718.66	25.63
100 4520 01 377 All Other Park Building Maintenance	9,000.00	0.00	8,777.53	222.47	97.53

Town of Stratham For 10/31/2023

	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	% Expended
Total Parks	141,495.00	18,252.06	152,876.75	(11,381.75)	108.04
RECREATION					
100 4520 02 145 Recreation Payroll	140,595.00	10,432.80	107,438.14	33,156.86	76.42
100 4520 02 201 Office Expenses	1,200.00	0.00	854.42	345.58	71.20
100 4520 02 204 Memberships	0.00	0.00	25.00	(25.00)	0.00
100 4520 02 273 Seniors Programming	20,000.00	394.76	15,490.58	4,509.42	77.45
100 4520 02 316 Cellphone Reimbursement	1,302.00	0.00	325.36	976.64	24.99
100 4520 02 319 Gas-Mileage	650.00	0.00	194.65	455.35	29.95
100 4520 02 324 Brochures/Newsletters	1,500.00	99.00	1,018.98	481.02	67.93
100 4520 02 328 Special Events	3,000.00	0.00	1,504.71	1,495.29	50.16
Total Recreation	168,247.00	10,926.56	126,851.84	41,395.16	75.40
Total Parks & Recreation	309,742.00	29,178.62	279,728.59	30,013.41	90.31
LIBRARY					
100 4550 01 147 Library Payroll	450,442.00	31,354.89	343,649.66	106,792.34	76.29
100 4550 01 249 Non-salary expenses	110,400.00	0.00	110,400.00	0.00	100.00
Total Library	560,842.00	31,354.89	454,049.66	106,792.34	80.96
PATRIOTIC PURPOSES					
100 4583 01 238 Flags	500.00	0.00	2,105.48	(1,605.48)	421.10
100 4583 01 277 Patriotic Misc.	1,200.00	0.00	662.00	538.00	55.17
Total Patriotic Purposes	1,700.00	0.00	2,767.48	(1,067.48)	162.79
CONSERVATION					
100 4611 01 207 Conservation Commission	5,000.00	0.00	624.22	4,375.78	12.48
HERITAGE COMMISSION					
100 4619 01 215 Heritage Administrative Expenses	400.00	60.00	210.00	190.00	52.50
100 4619 01 302 Survey/Software-Heritage	5,000.00	0.00	0.00	5,000.00	0.00
100 4619 01 308 Training/Conferences	100.00	0.00	0.00	100.00	0.00
100 4619 01 313 Veterans/Engraving	200.00	100.00	100.00	100.00	50.00
TOTAL EXPENSES	5,700.00	160.00	310.00	5,390.00	5.44
ECONOMIC DEV. COMM.					
TOWN CENTER REVITALIZATION					
ENERGY COMMISSION					
100 4660 02 281 Energy Commission Expenses	1,200.00	0.00	0.00	1,200.00	0.00
DEBT SERVICE					
PRINCIPLE - LONG TERM					
100 4711 00 400 Debt Service Principal	570,000.00	0.00	570,000.00	0.00	100.00
INTEREST - LONG TERM					
100 4721 00 401 Debt Service Interest	97,325.00	0.00	109,055.00	(11,730.00)	112.05
CAPITAL OUTLAY					
LAND					
MACH/EQUIP/VEHICLE CIP EXPENSES					
100 4902 20 900 Town-wide Computer Replacement-prior	3,156.94	0.00	0.00	3,156.94	0.00
100 4902 20 901 Town-wide Computer Replacement-current	5,000.00	0.00	0.00	5,000.00	0.00
100 4902 21 900 Permitting software/digital storage-prior	10,000.00	0.00	0.00	10,000.00	0.00
100 4902 22 900 Town-wide Technology - prior	12,833.13	0.00	0.00	12,833.13	0.00
100 4902 22 901 Town-wide Technology - current	7,000.00	0.00	0.00	7,000.00	0.00
100 4902 23 900 Police Station Solar Array Buyout - prior	10,000.00	0.00	0.00	10,000.00	0.00
100 4902 23 901 Police Station Solar Array Buyout - current	5,000.00	0.00	0.00	5,000.00	0.00
100 4902 24 900 Traffic Control Program - prior	7,202.00	0.00	0.00	7,202.00	0.00
100 4902 24 901 Traffic Control Program - current	5,000.00	0.00	0.00	5,000.00	0.00
100 4902 25 900 MC Town vehicles - prior	15,000.00	0.00	0.00	15,000.00	0.00
100 4902 26 900 PD Cruiser Replacement - prior	7,460.49	0.00	7,460.49	0.00	100.00
100 4902 26 901 PD Cruiser Replacement - current	25,000.00	0.00	25,000.00	0.00	100.00
TOTAL MACH/EQUIP/VEHICLE CIP EXPENSES	112,652.56	0.00	32,460.49	80,192.07	28.81
BUILDING CIP EXPENSES					
100 4903 30 900 Library Interior Improvements-prior	13,166.00	0.00	0.00	13,166.00	0.00
100 4903 30 901 Library Interior Improvements-current	20,000.00	0.00	0.00	20,000.00	0.00

**Town of Stratham
For 10/31/2023**

	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	% Expended
100 4903 31 901 Municipal Center Improvements-current	15,000.00	0.00	14,811.00	189.00	98.74
TOTAL BUILDINGS	48,166.00	0.00	14,811.00	33,355.00	30.75
ALL OTHER/NON-BUILDING CIP EXPENSES					
100 4909 40 900 Cemetery Improvements - prior	14,772.40	0.00	0.00	14,772.40	0.00
100 4909 50 900 Parks Facilities Improvements - prior	27,359.37	325.00	325.00	27,034.37	1.19
100 4909 50 901 Parks Facilities Improvements - current	17,000.00	0.00	0.00	17,000.00	0.00
100 4909 51 900 Parks Rds/Parking Lot Improvements - prior	16,000.00	0.00	0.00	16,000.00	0.00
100 4909 59 900 Parks-Open Space Connectivity Plan - prior	45,000.00	0.00	45,000.00	0.00	100.00
100 4909 59 901 Parks-Open Space Connectivity Plan - current	5,000.00	0.00	2,017.80	2,982.20	40.36
100 4909 60 900 SHP Facilities & Fields Improvments - prior	62,572.45	0.00	0.00	62,572.45	0.00
100 4909 60 901 SHP Facilities & Fields Improvments - current	17,000.00	0.00	0.00	17,000.00	0.00
100 4909 61 900 SHP Roads/Parking Improvments - prior	28,000.00	0.00	3,624.88	24,375.12	12.95
100 4909 69 900 SHP Area Plan - prior	25,000.00	0.00	0.00	25,000.00	0.00
100 4909 69 901 SHP Area Plan - current	25,000.00	0.00	0.00	25,000.00	0.00
100 4909 71 900 Town-wide Parking Lots Paving - prior	81,000.00	0.00	0.00	81,000.00	0.00
100 4909 72 901 Road Reconstruction Program - current	370,000.00	0.00	306,348.56	63,651.44	82.80
100 4909 74 900 Bike & Ped Transp Improvements- prior	10,000.00	0.00	0.00	10,000.00	0.00
100 4909 75 900 State Roadway/Intersection Proj Partic- prior	75,000.00	0.00	0.00	75,000.00	0.00
100 4909 81 900 Stormwater Planning - prior	28,000.00	0.00	0.00	28,000.00	0.00
100 4909 81 901 Stormwater Planning - current	8,000.00	0.00	0.00	8,000.00	0.00
100 4909 91 900 Revaluation Expenses - prior	60,206.83	0.00	0.00	60,206.83	0.00
100 4909 91 901 Revaluation Expenses - current	24,000.00	0.00	0.00	24,000.00	0.00
100 4909 92 900 PFAS Response & Remediation - prior	90,934.00	0.00	90,934.00	0.00	100.00
100 4909 92 901 PFAS Response & Remediation - current	105,000.00	2,145.90	57,790.79	47,209.21	55.04
100 4909 99 900 Master Plan Update - prior	20,000.00	0.00	0.00	20,000.00	0.00
100 4909 99 901 Master Plan Update - current	10,000.00	0.00	0.00	10,000.00	0.00
TOTAL ALL OTHER/NON-BUILDING CIP EXPENSES	1,164,845.05	2,470.90	506,041.03	658,804.02	43.44
TOTAL CIP EXPENSES	1,325,663.61	2,470.90	553,312.52	772,351.09	41.74
TOTAL OPERATING BUDGET ONLY	8,211,188.00	526,717.14	6,293,573.89	1,917,614.11	76.65
OPERATING TRANSFERS OUT					
CAPITAL PROJECT FUND					
TRANSFERS TO CAPITAL RES. FUND					
100 4915 04 295 FD Cap Reserves	110,000.00	0.00	110,000.00	0.00	100.00
100 4915 04 330 Highway Vehicle Cap Res	125,000.00	0.00	125,000.00	0.00	100.00
100 4916 01 599 Heritage Preservation	50,000.00	0.00	50,000.00	0.00	100.00
TOTAL TRANSFERS TO CAPITAL RES. FUND	285,000.00	0.00	285,000.00	0.00	100.00
PAYMENTS TO OTHER GOVERNMENTS					
100 4933 11 686 CMS Assessments	0.00	2,315,363.00	12,077,727.00	(12,077,727.00)	0.00
100 4933 11 687 SMS Assessments	0.00	0.00	8,725,652.00	(8,725,652.00)	0.00
TOTAL OTHER PAYMENTS	0.00	2,315,363.00	20,803,379.00	(20,803,379.00)	0.00
INSURANCE REIMBURSEMENTS					
TOTAL GRANTS & INSURANCE					
GRAND TOTAL ALL EXPENSES	9,821,851.61	2,844,551.04	27,935,265.41	(18,113,413.80)	284.42

**Revenue (w/property taxes)
Town of Stratham
For 10/31/2023**

Run: 11/17/2023 at 9:50 AM

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All -	FY2023 Budget	MTD	YTD FY2023 Actual	Balance	% Collected
Revenues					
100 3110 00 000 Property Tax abatements	0.00	0.00	(420,461.67)	420,461.67	0.00
100 3110 40 000 Property Tax Revenue	0.00	0.00	14,893,198.00	(14,893,198.00)	0.00
100 3185 01 000 Yield Tax Revenue	500.00	0.00	0.00	500.00	0.00
100 3189 01 000 Railroad Tax	150.00	0.00	126.44	23.56	84.29
100 3190 25 000 2021 Property Tax Interest	30,000.00	411.74	25,175.63	4,824.37	83.92
100 3190 26 000 2020 Tax Redemption Interest	3,500.00	0.00	0.00	3,500.00	0.00
100 3210 01 000 UCC Filings & Certificates	2,500.00	0.00	1,665.00	835.00	66.60
100 3210 02 000 Cemetery Lot Excavation	750.00	0.00	823.00	(73.00)	109.73
100 3210 03 000 Municipal Agent Fees	30,000.00	2,700.00	25,194.00	4,806.00	83.98
100 3210 05 000 Titles	3,200.00	276.00	2,870.00	330.00	89.69
100 3210 06 000 Vital Records	2,000.00	124.00	1,768.00	232.00	88.40
100 3210 07 000 Filing Fees	50.00	0.00	459.00	(409.00)	918.00
100 3210 08 000 Boat Agent Fees	1,600.00	35.00	1,411.00	189.00	88.19
100 3210 09 000 Misc Town Clerk Fees	2.00	0.00	200.00	(198.00)	10,000.00
100 3210 10 000 TC Mailing Fees	2,750.00	137.00	1,894.00	856.00	68.87
100 3210 11 000 Cremation Lot Excavations	4,750.00	700.00	4,000.00	750.00	84.21
100 3210 12 000 Fish & Game Municipal Agent Fees	200.00	10.00	(1,697.00)	1,897.00	(848.50)
100 3220 01 000 Motor Vehicle Permit Fees	2,156,058.00	213,099.80	1,778,051.90	378,006.10	82.47
100 3220 02 000 Boat Fees - Town	6,200.00	(4,683.68)	5,710.39	489.61	92.10
100 3230 01 000 All Building Permits	150,000.00	10,200.76	158,503.14	(8,503.14)	105.67
100 3290 01 000 Dog Licenses	7,700.00	34.00	7,601.44	98.56	98.72
100 3290 02 000 Dog License Fines	650.00	0.00	330.00	320.00	50.77
100 3290 03 000 PD-Gun Permits	200.00	0.00	280.00	(80.00)	140.00
100 3290 04 000 Bad Check Fees	200.00	25.00	100.00	100.00	50.00
100 3350 01 000 Rooms & Meals	683,285.00	0.00	0.00	683,285.00	0.00
100 3353 01 000 Highway Block Grant	176,170.00	53,659.76	178,795.10	(2,625.10)	101.49
100 3359 02 000 OEM Drill Reimbursements	9,000.00	0.00	8,500.00	500.00	94.44
100 3359 09 000 Police Dept Grants Received	0.00	271.94	24,313.52	(24,313.52)	0.00
100 3359 15 000 Other State Revenue	0.00	0.00	36,475.00	(36,475.00)	0.00
100 3401 01 000 PD-Parking Tickets	100.00	75.00	1,550.00	(1,450.00)	1,550.00
100 3401 02 000 PD-Alarms	300.00	15.00	60.00	240.00	20.00
100 3401 03 000 PD-Incident	500.00	30.00	240.00	260.00	48.00
100 3401 04 000 Planning Board	2,000.00	378.00	7,472.00	(5,472.00)	373.60
100 3401 05 000 Zoning Board Of Adjustment	350.00	0.00	1,160.00	(810.00)	331.43
100 3401 06 000 Scrap Metal Recycling	5,500.00	286.38	1,015.05	4,484.95	18.46
100 3401 07 000 Plan Review	50.00	0.00	75.00	(25.00)	150.00
100 3401 08 000 Fire Inspections	500.00	150.00	900.00	(400.00)	180.00
100 3401 09 000 PD - Witness Fees	25.00	0.00	35.00	(10.00)	140.00
100 3401 10 000 PD Court Fees	75.00	0.00	0.00	75.00	0.00
100 3401 13 000 Recreation Year-End Fees	1,000.00	0.00	0.00	1,000.00	0.00
100 3401 15 000 PD -Motor Vehicle Reports	2,750.00	175.00	2,200.00	550.00	80.00
100 3401 16 000 PD -Hawkers/Peddlers Lic.	150.00	40.00	160.00	(10.00)	106.67
100 3401 17 000 PD-School Resource Officer	71,385.00	0.00	35,692.50	35,692.50	50.00
100 3404 01 000 Transfer Station Permits	6,250.00	455.00	8,455.00	(2,205.00)	135.28
100 3404 02 000 Transfer Station Fees	58,500.00	8,644.00	54,694.00	3,806.00	93.49
100 3409 01 000 Franchise Cable Fee	171,500.00	0.00	124,498.76	47,001.24	72.59
100 3499 05 000 Primex/NHRS Insurance refund	0.00	0.00	1,889.63	(1,889.63)	0.00
100 3501 01 000 Sale of Recycling Bins	800.00	0.00	10.00	790.00	1.25
100 3501 03 000 Copies	2,000.00	0.00	793.75	1,206.25	39.69
100 3501 04 000 Sale of Cemetery Lots	500.00	0.00	2,250.00	(1,750.00)	450.00
100 3501 08 000 Sale of Cremation Lots	50.00	0.00	3,200.00	(3,150.00)	6,400.00
100 3502 02 000 Investment Interest	40,000.00	23,394.18	229,197.16	(189,197.16)	572.99
100 3503 01 000 Gifford House Rent	27,000.00	2,100.00	21,000.00	6,000.00	77.78
100 3503 02 000 Park Cottage Rent	11,400.00	1,375.00	9,300.00	2,100.00	81.58
100 3503 03 000 Municipal Center Rent	1,600.00	0.00	775.00	825.00	48.44
100 3503 04 000 Foss/28 Bunker Hill Property Rent	21,600.00	1,800.00	18,950.00	2,650.00	87.73
100 3509 01 000 Miscellaneous Revenue	2,000.00	0.00	2,981.63	(981.63)	149.08
100 3509 05 000 Fire Department Details	700.00	805.00	2,692.50	(1,992.50)	384.64
100 3912 02 000 Transfer from SVFD Association Fund	0.00	0.00	80,000.00	(80,000.00)	0.00
Total Revenues	3,700,000.00	316,723.88	17,346,532.87	(13,646,532.87)	468.83
Total Revenues	3,700,000.00	316,723.88	17,346,532.87	(13,646,532.87)	468.83

Statement of Financial Position by Fund -- No zeros
Town of Stratham
For 10/31/2023

Run: 11/17/2023 at 9:50 AM

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	100	This Year	Last Year	Change
Assets				
1 1010 01 000 Cash - Payroll Account		0.00	(272.92)	272.92
1 1010 02 000 A-Cash - General Fund Checking		0.00	2,379,773.23	(2,379,773.23)
1 1010 02 301 GF NHPDIP Investment Fund		0.00	21,349.25	(21,349.25)
1 1010 03 000 Cash - Petty Cash		650.00	650.00	0.00
1 1010 08 000 TEMP CC Clearing for variances		(10.80)	2,005,017.91	(2,005,028.71)
1 1010 10 000 TD General Fund Cash		5,626,027.33	4,265,338.30	1,360,689.03
1 1010 20 000 TD Electronic Deposits		93,819.94	112,608.21	(18,788.27)
1 1080 00 000 Property Taxes Receivable		62,030.94	92,292.92	(30,261.98)
1 1080 40 000 Current Use Tax Receivable		1,000.00	1,500.00	(500.00)
1 1080 50 000 Yield/Timber Tax Receivable		(1,500.00)	0.00	(1,500.00)
1 1110 00 000 Property Tax Liens		141,297.35	(21,612.62)	162,909.97
1 1150 01 000 Accounts Receivable		2,662.99	1,492.99	1,170.00
1 1180 40 000 Tax Lien Interest		3,566.58	0.00	3,566.58
1 1180 79 000 Property Taxes-prior		0.00	194,144.44	(194,144.44)
1 1312 00 000 Due from/to Others		(0.11)	41,630.89	(41,631.00)
1 1990 01 000 Due to/from		70,148.21	204,106.56	(133,958.35)
1 1990 01 103 Due to/from Detail		0.00	(24,961.00)	24,961.00
1 1990 01 500 Due to/from Agency		3,914.85	22,753.53	(18,838.68)
1 1990 01 501 Due from Trustees		9,165.33	60,118.58	(50,953.25)
		6,012,772.61	9,355,930.27	(3,343,157.66)
Total Assets				
Liabilities and Fund Balance				
1 2020 01 000 Accounts Payable - General Fund		(11,073.92)	(13,873.02)	2,799.10
1 2020 02 000 Land Use Tax - Payable		0.00	(325,000.00)	325,000.00
1 2025 02 000 Retirement Payable		106,799.32	189,671.73	(82,872.41)
1 2025 04 000 Health Insurance W/H		(2,226.12)	64,713.85	(66,939.97)
1 2025 04 001 FSA Employee Contributions		3,706.31	0.00	3,706.31
1 2025 07 000 Vital Records (State)		7,157.63	62.00	7,095.63
1 2025 08 000 State Transfer		(36.97)	(0.43)	(36.54)
1 2025 09 000 Dog Lic (State)		(580.00)	(757.50)	177.50
1 2025 10 000 Deferred Compensation		(15.00)	1,750.00	(1,765.00)
1 2025 12 000 Colonial Insurances		344.16	344.16	0.00
1 2025 13 000 EFT Clearing		0.00	999,405.24	(999,405.24)
1 2025 14 000 Medicare W/H		(0.49)	(0.49)	0.00
1 2025 15 000 Social Security W/H		929.81	(805.94)	1,735.75
1 2025 16 000 Credit Card Clearing Account		0.00	(3,177.93)	3,177.93
1 2025 18 000 ACH Clearing Account		1,358.83	1,004,858.60	(1,003,499.77)
1 2025 21 000 Property Tax Overpayments/Refunds		(34,112.00)	2,297.78	(36,409.78)
1 2025 32 000 Due to Others		0.07	5,554.07	(5,554.00)
1 2025 33 000 Trustees of the Trust Funds		0.00	2,950.00	(2,950.00)
1 2025 34 000 Fish & Game State Fees		3,752.50	455.50	3,297.00
1 2025 35 000 Planning-3rd Party Review A/R		8,011.43	2,986.43	5,025.00
1 2075 01 000 Due to School District		11,256,530.50	10,562,158.50	694,372.00
1 2080 01 000 Due to Land Use Change Fund		0.00	325,000.00	(325,000.00)
1 2080 02 000 Due to Transportation Improvement Fund		14,160.00	0.00	14,160.00
1 2090 01 000 Accrued Labor		70,862.00	77,563.00	(6,701.00)
1 2220 00 000 Advances from Grantors - ARPA		409,075.53	107,402.00	301,673.53
1 2220 01 000 Deferred Tax Revenue		76,929.02	107,181.56	(30,252.54)
		11,911,572.61	13,110,739.11	(1,199,166.50)
Total Liabilities				
1 2530 01 000 Assigned Fund Balance		3,253,980.23	3,233,960.75	20,019.48
1 2530 02 000 Unassigned Fund Balance		1,990,674.86	1,986,450.86	4,224.00
1 2530 08 000 Clear to (Prior Year's Fund Balance)		(517,213.06)	(517,213.06)	0.00
1 2530 09 000 Difference (Auditor's Adjustment)		0.30	0.30	0.00
		4,727,442.33	4,703,198.85	24,243.48
Total Fund Balance (Carried Forward)				
Change in Fund Balance		(10,588,732.54)	(8,455,328.90)	(2,133,403.64)
Total Fund Balance				
		(5,861,290.21)	(3,752,130.05)	(2,109,160.16)
Total Liabilities and Fund Balance				
		6,050,282.40	9,358,609.06	(3,308,326.66)

Community Resource Officer: Stratham Police Department

Duties and Responsibilities:

Police Department (Main Function)

- Community outreach and community functions that involve the police department
- Animal Control for the entire town
- Traffic control for MVA's
- Traffic control at town events
- Disabled MV calls
- Vin Verifications
- Fingerprinting service
- Cruiser Maintenance
- Taking calls that does not require a certified police officer
- School walkthroughs (Assisting the SRO)
- Assist at other SAU/school events
- Elder affairs

Fire Department

- Community Resource Office is AED, CPR, and Narcan certified
- Assist on medical calls when patrol is tied up
- Assist in missing person calls/ search and rescue calls
- Traffic control at medical calls and fire calls

Town Clerk

- Assist town clerk's office with dog licensing
- Assist town clerk's office with setting up a rabies clinic
- Assist with election process

DPW and Building Department

- Work with code enforcement for property issues regarding livestock
- Traffic control for DPW when needed
- Assist DPW with traffic hazards

Recreation Department

- Patrol Stratham Hill Park for ACO violations
- Patrol other town parks and areas for ACO violations
- Assist with park community events
- Assist with town municipal center events
- Assist with trail advisory committee problems

JOB TITLE: COMMUNITY SERVICE OFFICER (CSO)

Job Description: Primarily performs animal control duties and is responsible to protect the public's health and safety in regard to state and local animal laws including apprehending, rescuing and trapping. This position is responsible for public education, enforcement of municipal ordinances and state laws pertaining to the regulation and control of dogs and other animals, including the investigation of complaints concerning treatment, licensing, vaccination and control.

Also performs and/or assists with duties that do not require the need for a sworn law-enforcement officer, such as, but not limited to, calls or incidents involving traffic accidents, medical assistance, traffic control, disabled motorists, vehicle lock-outs, fingerprinting, VIN verification, missing persons and other miscellaneous administrative duties as assigned.

Accountability: Position falls within the Support Services Division of the department. Daily duties and responsibilities fall under the direct supervision of the shift or on-duty supervisor who oversees activities, calls for service, incidents and investigations. Duties are performed both independently and as a team member with law enforcement officers. As such, must exercise independent judgment, initiative, collaboration, and take direction in meeting the demands of service and determining lawful and appropriate courses of action.

Supervision Exercised: None.

Equipment Used: Motor vehicle, electronic equipment, radio(s), computer, printer, camera, telephone, smartphones, copy and fax machines, firearms, animal restraint and control equipment.

Environment: Inside: 20% Outside: 80%

Duties and Responsibilities: *Except as specifically noted, the following functions are considered essential to this position.*

Advises and explains to the public the laws and regulations relating to the control, licensing, vaccination and care of animals. Investigates citizen complaints regarding stray, abused, sick, vicious animals and violations of animal laws and regulatory ordinances. Determines if any local ordinances or state laws regulating the possession, humane treatment, handling, confinement, transportation and use of animals has been violated. Takes necessary and appropriate action, including verbal and written warnings, summonses, abatement orders and seizing, confining and quarantining animals. Issues warrants to owners on violations when necessary and appears as a witness in Circuit Court.

Rescues or aids in the rescue of stray, unwanted, abandoned, trapped, sick, diseased, or injured animals using specialized equipment, methods and techniques and renders aid as necessary. Handles, catches, traps, restrains, confines, transports, and impounds animals at a kennel, veterinary hospital, animal shelter, or other facility as needed.

Euthanizes and/or coordinates the euthanization of sick, diseased or dangerous animals as necessary. Removes domestic dead animals from town or public property and rights-of-way and properly disposes of them.

Maintains accurate and appropriate records and documentation of all animal control cases and actions. Works closely with the Town Clerk's office in maintaining dog license files and follows-up with residents who fail to renew licenses.

May maintain or assist in maintaining kennel or pound facility, insuring the proper care and feeding of all animals in residence and cleans, sanitizes for a safe environment for animals and humans. Cleans, properly sanitizes and maintains all equipment used in the performance of duties.

Police Staff: Community Service Officer

Collects fees for released or adopted animals when required and ensures that such is properly documented.

Educates the public on issues such as humane animal treatment standards, anti-cruelty laws and responsible pet ownership. May give talks to children and civil groups.

Acquires, maintains and enhances knowledge and skills necessary for the position and attends training sessions appropriate to the position.

Patrols the community in a marked vehicle vigilant for animal control issues and other incidents or events where police assistance may be required. Notifies dispatch and other appropriate personnel of such encounters. Remains on scene until relieved by higher authority. Receives dispatch orders and responds to calls for service.

Also performs, renders and/or assists with duties that do not require the need for a sworn law enforcement officer, such as, but not limited to, calls or incidents involving traffic accidents, medical assistance, traffic control, disabled motorists, vehicle lock-outs, fingerprinting, VIN verification, missing persons and other miscellaneous administrative duties as assigned.

Assists in directing activities and traffic at various scenes and events. Renders first aid and CPR when necessary.

Completes and submits all required reports and records in conformance with departmental regulations and statutory requirements; conducts follow up investigations on open cases.

Assists the general public by rendering assistance and/or direction.

Performs other related duties as required or directed.

PHYSICAL ACTIVITY REQUIREMENTS

Primary Physical Requirements

LIFT up to 10 lbs: Frequently required.

LIFT 11 to 25 lbs: Frequently required.

LIFT 26 to 50 lbs: Occasionally required.

LIFT over 50 lbs: Rarely required.

Assistance may be available.

CARRY up to 10 lbs: Frequently required.

Other Physical Considerations

TWISTING: Frequently required.

BENDING: Frequently required.

CRAWLING: Occasionally required.

SQUATTING: Occasionally required.

KNEELING: Occasionally required.

CARRY 11 to 25 lbs: Frequently required.

CARRY 26 to 50 lbs: Occasionally required.

CARRY over 50 lbs: Rarely required.

Assistance may be available.

CROUCHING: Frequently required.

CLIMBING: Frequently required.

BALANCING: Occasionally required.

REACH above shoulder height: Frequently required.

REACH at shoulder height: Frequently required.

REACH below shoulder height: Frequently required.

PUSH/PULL: Frequently required.

Work Surface(s):

Standard office desk/chair; computer table; vehicles; concrete/asphalt and carpeted/tiled surfaces; rough/wet/slippery terrain in performance of outside duties.

DURING AN EIGHT HOUR DAY

HAND MANIPULATION

EMPLOYEE IS REQUIRED TO:

GRASPING: Constantly required.

Consecutive Hrs Total Hrs

HANDLING: Constantly required.

Sit 2 4

TORQUING: Frequently required.

Stand 1 3

FINGERING: Frequently required.

Walk 1 1

CONTROLS AND EQUIPMENT: Automobiles, computers, hand tools, radio, firearms, animal restraint devices; telephone; office equipment.

Cognitive and Sensory Requirements:

TALKING: Necessary for communicating with others.

HEARING: Necessary for receiving information, reports, instructions, etc.

SIGHT: Necessary for doing job correctly and effectively.

WRITING: Necessary for doing job correctly and effectively.

TASTING & SMELLING: Smelling may be necessary to detect odors such as decaying animals, fuel leaks, smoke, intoxicated individuals, etc.

Specific Vocational

- Preparation Requirements:**
- | | |
|---|--|
| <input type="checkbox"/> Short demonstration only | <input checked="" type="checkbox"/> 1 to 2 years |
| <input type="checkbox"/> Any beyond short demonstration up to and including 30 days | <input type="checkbox"/> 2 to 4 years |
| <input type="checkbox"/> 30 to 90 days | <input type="checkbox"/> 4 to 10 years |
| <input type="checkbox"/> 91 to 180 days | <input type="checkbox"/> Over 10 years |
| <input type="checkbox"/> 181 days to 1 year | |

License/Certification Requirements: Valid NH-driver's license.

Knowledge, Skills, and Abilities Required: Working knowledge of modern animal management techniques, methods and procedures, and the ability to carry out same; ability to learn and retain knowledge of state and town laws / ordinances relative to animal control and management enforcement / responsibilities.

Ability to analyze situations quickly and objectively to determine the proper course of action to be taken.

Ability to learn and utilize animal control techniques.

Ability to learn and utilize electronic control devices and firearms

Ability to operate motor vehicles in emergency situations or hazardous conditions.

Ability to establish and maintain effective working relationships with other law enforcement agencies, animal welfare organizations, veterinary hospitals, other town agencies, fellow employees, and the general public.

Minimum Qualifications Required: Graduation from High School or equivalent, and possession of a valid New Hampshire driver's license.

Summary of Occupational Exposures:

May be exposed to:

- toxic fumes
- chemicals and substances
- fuels and fluids
- animals who may be aggressive, diseased or uncooperative

Tasks and procedures performed by employee involve risks classified by the CDC as:

Category I (Some emergencies entail Category I exposure risk)

Category II (Activity performed without blood exposure, but exposure may occur in emergency)

Category III (Activity does not entail predictable or unpredictable exposure to blood)

Other Considerations and Requirements:

Candidates will be subjected to personal, criminal and financial background checks. Required to take and pass a physical exam and drug test after a conditional offer of employment.

Work requires environments with a variety of adverse conditions, such as heat, cold, wet, slippery, etc.

Work involves exposure to grotesque sights and smells associated with major trauma and injuries to both persons and animals.

The nature of the position requires employee to be in, and maintain, sound physical condition.

Employee required to attend periodic training programs as directed or assigned.

Physical Exertion/Environmental Conditions:

Physical effort involves frequent standing and/or walking, and occasional strenuous positions when capturing and/or managing animals.

Working conditions may be disagreeable due to variable climatic conditions, emotional stress, and exposure to hazards which could result in injuries, total disability, or even death.

Key Dates for Town Meeting Preparations

Town Meeting 2024

Revised – 11-17-2023

Town Election *Official Ballot* – Tuesday, March 12, 2024

Town Meeting *Business Session* – Saturday March 16, 2024

Thursday October 20, 2023 – Budget Worksheets to Department Heads

Tuesday November 6, 2023 – Preliminary Budget Given to Select Board

Monday November 20, 2023 – Select Board Meeting (Police & Fire Budget Discussions)

Monday December 4, 2023 – Select Board Meeting (Parks & Recreation Department)

December/January – Financial Advisory Committee (Local School District) dates

Monday December 18, 2023 – Select Board Meeting (Fire, Building Department) – **Materials for BAC finalized (tentative)**

Wednesday December 20, 2023 – Planning Board CIP Consultation

Tuesday January 2, 2024 – Select Board Meeting (Police Department)

Monday January 8, 2024 – Joint SB-BAC Meeting #1

Wednesday January 10, 2024 – Send Public Hearing Notice to Newspaper

Thursday January 11, 2024 – Joint SB-BAC Meeting #2

Friday January 12, 2024 – Deadline for Annual Report submittal from Departments/Committees

Tuesday January 16, 2024 – Select Board Meeting (Assessing, Planning, Legis. Delegation)

Thursday January 18, 2024 – Joint SB-BAC Meeting #3

*** Potential Additional Select Board Meetings ***

Friday February 2, 2024 – Last day for Filing Declarations of Candidacy

Monday February 5, 2024 – Public Hearing on Budget (Warrant)

Monday February 5, 2024 – Select Board Meeting (Library)

Thursday February 15, 2024 (to be confirmed) – Deadline for Annual Report publication to be sent to Printer

Monday March 4, 2024 – Select Board Meeting (Parks & Recreation)

Tuesday March 12, 2024 – Town Meeting *Official Ballot* at Stratham Memorial School

Saturday March 16, 2024 – Town Meeting *Business Session* (location to be confirmed)

**** Potential Additional Select Board Meetings – Monday January 22, Monday January 29

FAC Meeting Schedule for FY 2023-24 Budget Review

12/13/23 6:00 PM Initial budget presentation to FAC

12/20/23 6:00 -7:00 PM FAC and SMS Board budget meeting

1/17/24 6:00-7:00 PM FAC and SMS Board finalize budget and discuss warrant articles

1/18/24 6:00PM SNOW DATE for 1/16/22 meeting

1/31/24 (or 2/7???) 6:00PM Public Hearing on SMS budget

3/6/24 6:00 PM Stratham School District Meeting

November 9, 2023

From: Helen M. Joyce
3 Erik Way
Stratham, NH 03885

To: Susan Bendroth
Exeter Region Cooperative School District Clerk

RE: Resignation from the Board

Susan:

It is with regret that I announce my resignation from the Exeter Region Cooperative School Board, effective Monday, November 27, 2023. On that date, my husband and I will be moving to Exeter, NH and I will no longer be eligible to remain on the Board as a former Stratham resident.

I had hoped to be able to finish my term, which expires in March but this rare opportunity, affording us the possibility of downsizing to a smaller home, presented itself sooner than expected. It has been an honor to have served the Exeter Coop District and to have worked with so many amazing people, whose number one goal has always been to provide an excellent educational program for the students who attend CMS, EHS, SST and Exeter Adult Ed.

I leave with bittersweet feelings in that I will miss my work in the district but I know that it's time to pass the baton. I truly believe that this district has the leadership that will move us forward in a most positive way.

Thank you to all who have had such a profound impact on me and with whom I have worked as a team. Wishing you all the very best in the coming months.

Sincerely,

Helen M. Joyce / Chairperson, ERCSB

Cc: Dr. Esther Asbell, Superintendent of Schools
Mr. Bill Gauthier, Vice-Chair ERCSB



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Commissioner

David Rodrigue, P.E.
Assistant Commissioner

Andre Briere, Colonel, USAF (RET)
Deputy Commissioner

November 9, 2023

Mike Houghton, Chair of Selectboard
Town of Stratham
10 Bunker Hill Avenue
Stratham, NH 03885

**Re: Stratham Special One Time Highway Payment – in Accordance with House Bill 2
Payment for Maintenance, Construction and Reconstruction of Class IV and V Highways**

Dear Mr. Houghton:

The following is notification of a one time highway payment being made available to your town in State Fiscal Year 2024 based on the passage of House Bill 2 (HB 2) effective in June 2023. HB 2 directs the department to divide and distribute a \$10 million one time payment between all New Hampshire municipalities based on the distribution methods of Block Grant Aid Apportionment A. This one time payment is separate from your regular quarterly payments.

This one time payment is anticipated to be available to the Town of Stratham during the month of November 2023 as follows:

November 2023 Actual Payment: \$50,494.54

In generalized terms and in accordance with statutory provisions for distribution of Block Grant Aid “Apportionment A” funds, this one time highway payment is based on the municipalities’ mileage of Class IV and Class V highways, as well as the municipalities’ population.

Please contact us at 271-3344 if you have any questions.

Sincerely,

C. R. Willeke

C. R. Willeke, PE
Municipal Highways Engineer
Bureau of Planning and Community Assistance

CRW/dmp



TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

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

STRATHAM SELECT BOARD

PUBLIC HEARING NOTICE

Stratham Municipal Center
10 Bunker Hill Avenue
Stratham, NH 03885
Meeting to be held in the Hutton Room
Monday, December 4, 2023
7:00 pm

The Stratham Select Board will hold a public hearing in the Stratham Municipal Center to invite public comments on the following items:

- In accordance with RSA 31:95-b, II-IV on the question of acceptance of State funds under certain provisions in **Chapter 79 (HB 2, Sections 520 and 521)** to provide one-time property tax relief through additional direct payments to cities and towns for immediate infrastructure improvements and an additional amount in municipal highway block grants. These amounts are not to exceed \$ _____



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: Mark Connors, Director of Planning and Community Development
FOR: November 20, 2023
RE: Ross Brothers Parcel – Expenditure from Land Conservation Fund

At a public hearing on October 25, 2023, the Conservation Commission unanimously approved the following matter:

To expend up to \$79,200 from the Land Conservation Fund toward the purchase and associated costs of the acquisition of a 17.6-acre parcel located adjacent to Stratham Memorial School proximate to Gifford Farm Road, identified as Tax Map 18, Lot 41, currently owned by the Ross Revocable Trust of 2006. The purpose of this property acquisition, which will include conservation deed restrictions, is to ensure the continued use of the property for passive recreational purposes, the protection of the Stratham Memorial School Wellhead Protection Area, and to maintain the property in perpetuity in a natural state.

As you are aware, the acquisition of the Ross parcel, which is located between Stratham Memorial School and Stratham Hill Park and includes a significant portion of the park's trail system, has long represented goal of the Town. That effort accelerated this year when the property owners and Town agreed to jointly fund a property appraisal which estimated a fair market value of \$150,000 for the 17.5-acre parcel. The total cost of acquiring the parcel with ancillary costs included is estimated at \$193,600 (see associated budget). The owner has agreed to sell the property in fee simple to the Town at this amount.

The Town is working with the Southeast Land Trust (SELT) to pursue grants from the New Hampshire Drinking and Ground Water Trust Fund and the Source Water Protection program that would fund approximately 58 percent of the total costs associated with this acquisition. Some exciting recent news to share is that the Stratham project is included among the recommended projects for grant funding for the largest source of grant funds (NH Drinking and Ground Water Trust Fund) in the amount of approximately \$92,000.

Consistent with the requirements of NH RSA 36-A:4, the vote of the Conservation Commission is "subject to the approval of the local governing body," necessitating the need for the Select Board's action.

If the Select Board is supportive of the commitment of \$79,200 from the Conservation Land Fund to support the acquisition, the following draft motion is offered:

I move that the Select Board approve the expenditure of up to \$79,200 from the Land Conservation Fund to help fund the Town's acquisition of a 17.6-acre parcel located adjacent to Stratham Memorial School, identified as Tax Map 18, Lot 41, currently owned by the Ross Revocable Trust of 2006. The purpose of this property acquisition, which will include conservation deed restrictions, is to ensure the continued use of the property for passive recreational purposes, the protection of the Stratham Memorial School Wellhead Protection Area, and to maintain the property in perpetuity in a natural state.



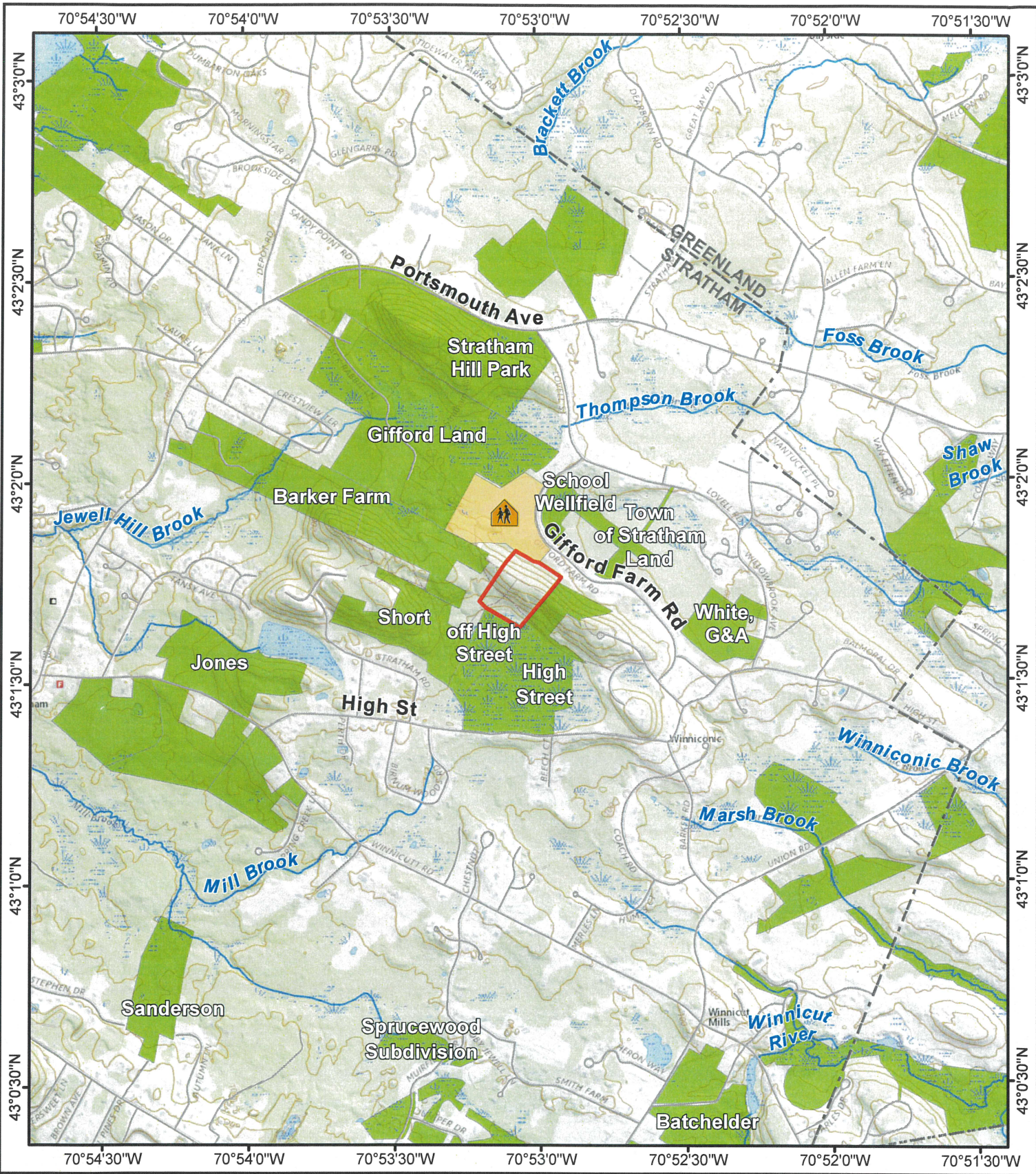
Ross Property (Stratham) Budget - 17.6 acres

EXPENSES

<u>Transaction Costs</u>	<u>Estimated</u>	<u>Operating Budget</u>	<u>Notes</u>
Acquisition Costs			
Land Purchase Price	\$150,000	\$0	
Due Diligence Costs			
Legal	\$4,800	\$0	
Attorney Fees	\$4,000	\$0	
Title insurance policy	\$450	\$0	
Title examination	\$350	\$0	
Survey	\$12,000	\$0	
Hazardous Waste Assess.	\$1,800	\$0	
Appraisal(s)	\$5,500	\$0	
Initial Appraisal	\$5,500	\$0	
Second Appraisal	\$0	\$0	
Closing Costs			
Recording fees	\$300	\$0	<i>not sure about this amount</i>
Miscellaneous	\$50	\$0	
Real estate taxes	\$50	\$0	
Project Management Expenses			
SELT Project Management	\$10,000	\$0	<i>Flat Fee</i>
Professional Services	\$0	\$0	
Travel	\$100	\$0	
Printing & Postage	\$50	\$0	
Contingency	\$4,000	\$0	
Subtotal, Transaction Costs	\$188,600	\$0	
Stewardship Costs			
Stewardship Fund	\$5,000	\$0	<i>Min. contribution for Conservation Stewardship Fund</i>
Subtotal, Stewardship Costs	\$5,000	\$0	
TOTAL EXPENSES	\$193,600	\$0	<i>total Transaction Costs + Long Term Stewardship Costs</i>

REVENUES

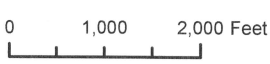
<u>Revenue Sources</u>	<u>Estimated</u>	<u>Operating Budget</u>	<u>Notes</u>
Government			
Other Town Contribution	\$79,200	\$0	
NHDES DWGTF	\$91,950	\$0	
NHDES Local SWP Grant	\$16,950	\$0	<i>Separate program, but embedded in DWGTF app</i>
Private Fundraising			
GBRPP	\$2,750	\$0	<i>Includes \$2,750 previously awarded</i>
Landowner to Vendor	\$2,750	\$0	
TOTAL REVENUES	\$193,600	\$0	



- Project Boundary
- Conservation & Public Land
- Stratham Memorial School
- Town boundary



1:24,000

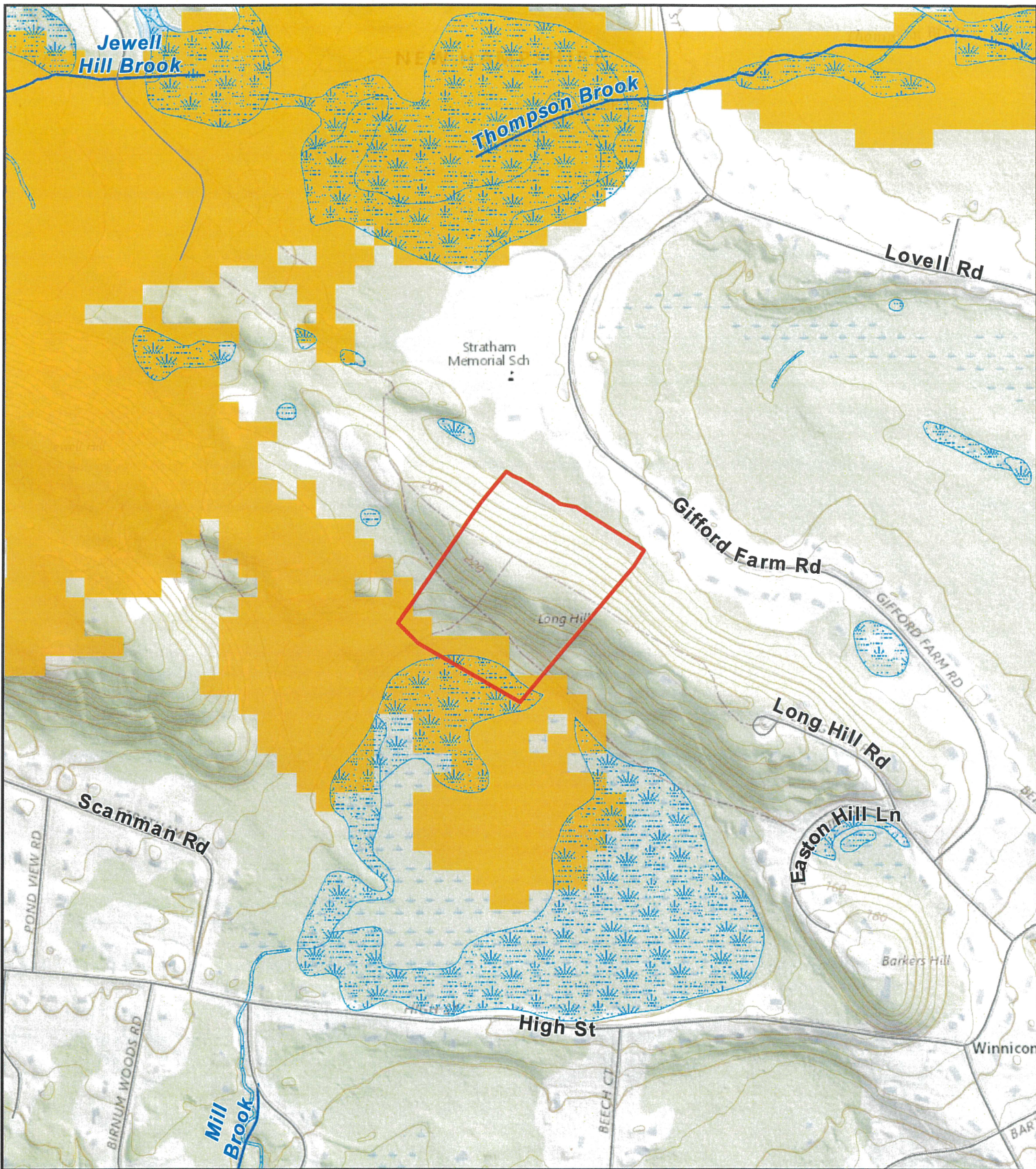


Ross Project & Nearby Conservation Lands Stratham, NH

Boundary and feature locations are approximate.
 Conservation lands from NH GRANIT. USGS topographic base map (published 1970-1998) processed by NH GRANIT; coordinate system is NAD83 UTM Zone 19N meters.

Map prepared by
 Southeast Land Trust of NH
 April, 2023

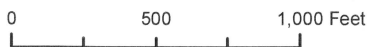




- Project Boundary
- NH Coastal Conservation Plan**
- Focus Area
- Wetland
- Stream



1:8,000

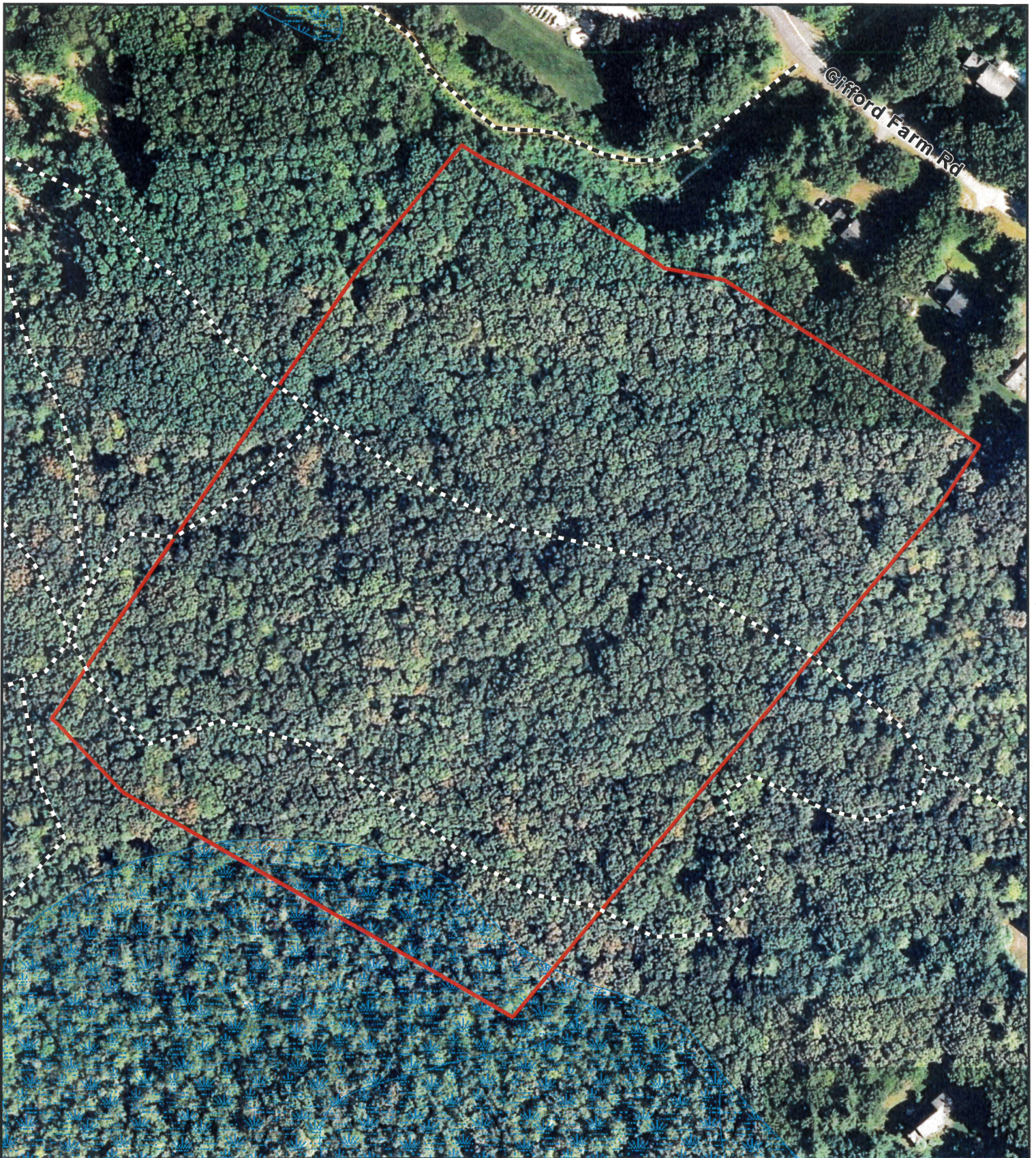





Ross Project Land Conservation Plan Stratham, NH

Boundary and feature locations are approximate. Easement boundary based on tax maps.

Map prepared by
Southeast Land Trust of NH
April, 2023





-  Project Boundary
-  Trail
-  Wetland



1:2,100



Ross Project Aerial Map Stratham, NH

Boundary and feature locations are approximate. Easement boundary based on tax maps.

Map prepared by
Southeast Land Trust of NH
April, 2023





Good morning!

November 2, 2023

My name is Debra Shepard, and I am the Administrator of the Correctional Industries program with the NH State Department of Corrections. In my last position, I was a Town Administrator, so I understand how important it is to receive goods and services at a fair price while also receiving excellent customer service! We offer all these things here at Correctional Industries!

Let me start by telling you a little about Correctional Industries. We are part of the NH DOC Rehabilitative Services Division. We run several shops located in our prisons. We also have a retail store and a farm consisting of a horticulture/greenhouse program and a forestry program.

Our main objective is to teach our residents marketable skills through hands on training, while building their confidence and preparing them for gainful employment. This is our number one goal. However, in the process, we are also able to produce amazing products at a competitive price.

Here is a summary about each of our shops and the products and services they offer:

1. Print Shop – letterhead, envelopes, business cards, brochures, newsletters, reports, booklets, stickers, decals, permits, raffle tickets, archive boxes, as well as anything else you need designed or printed! We can assist with folding, collating, binding, and graphic design.
2. Sign and Engraving Shop – custom signs, novelty signs, street, and traffic signs. Crosswalk devices and ADA compliant signs. Silk screening on paper, wood, metal, and plastic. Vehicle seals and logos. Engraving – desk and name plates, building and directory signage, and custom-made plaques and awards.
3. Furniture Refinishing and Re-upholstery – in these shops, residents have mastered the art of restoration, refinishing and re-upholstery. No piece of furniture is too large or small. Other services include, restoration of motorcycle and boat seats, outdoor furniture, veneer repair, wicker repair, single strand caning, rush seating, flat and oval reed weaving and shake tape applications.
4. Furniture Crafting – in this shop, residents create amazing pieces of handcrafted furniture like bookcases, desks, tables, chairs, credenzas, headboards and footboards, coffee tables and end tables, bureaus, dining room sets, cabinets, etc. Custom orders are welcome!
5. Sublimation Printing – Products include mouse pads, mugs, water bottles, t-shirts, koozies, bottle openers, ornaments, magnets, aprons, bags, etc. All of these products can be personalized and make great employee and event gifts.
6. Farm – Horticulture and Forestry Programs: May/June we have our annual plant sale consisting of annuals, perennials, vegetables, herbs and hanging plants and in

September/October we have our mum sale. We also have picnic tables, Adirondack chairs, whiskey barrel planters, raised vegetable beds, animal shavings, kindling and racks of firewood for sale.

7. Retail Store – 312 N. State Street, Concord – this is our retail store where we sell the amazing products that our residents make. We have a wide array of beautiful items ranging from birdhouses and cribbage boards to dining room sets. We have collaborated with the NH Liquor Commission and now offer a wide range of whiskey barrel furniture, décor and planters. We will be having our annual Small Business Saturday Sale on November 28th and everything in the store will be 25% off. This event happens only once a year!

To place an order or to receive more information on the products and services we offer, please reach out to the appropriate Shop Manager directly by phone or email at sales@doc.nh.gov.

Print and Graphic Arts:	271-2857
Sign and Engraving:	271-1874
Sublimation Printing:	271-0987
Refinishing & Re-upholstery:	271-6587
(Two shops – Concord and Berlin)	752-0376
Furniture Crafting:	752-0375
Retail Store:	271-8299
Administrator:	271-3904

The Retail Store is the hub for drop off and pick up of items to and from the shops.

If you have any questions, please do not hesitate to reach out to me at 271-3904 or debra.j.shepard@doc.nh.gov.

We look forward to working with you!

Sincerely,

Debra J. Shepard

Administrator III
Division of Rehabilitative Services - Industries
NH Department of Corrections
312 North State Street
Concord, NH 03301
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Racial Unity Team Hosts 2023 Art & Poetry Challenge for New Hampshire Residents of All Ages

The 5th Annual Art & Poetry Challenge - the living, breathing proof of the power of the arts - is an annual challenge hosted by the Racial Unity Team. First-, second-, and third-place cash prizes will be awarded to winners in elementary, middle school, high school and adult categories in both art and poetry.

Every New Hampshire resident is invited to submit an original poem or visual work of art inspired by this year's theme: ***"A hidden past >>> an inclusive future."*** Children and adults are encouraged to find a story that is rarely told and express how it helps us move toward a more inclusive future.

Words from News Release:

The 2023 theme *"A hidden past >>> an inclusive future,"* encouraged participants to uncover a rarely told story and express in a poem or artwork how it helps move us toward a more inclusive future. In all, 48 entries focusing on the topics of diversity, equity, inclusion, justice, and belonging were submitted and judged by a team of professionals in the visual and word arts world.

Word From our Opening Ceremony:

This year's theme for the Art & Poetry Challenge asked you to consider ***a hidden past and move it toward a more inclusive future.***

We asked you to find a *rarely told story and express how bringing it into the light* could help move us toward a better future.

You are pushing for a better world, and we want to thank each and every one of you as artists and poets—and the parents, guardians, family members, teachers, and friends who supported you in your creative expressions.