



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: July 28, 2023

RE: Select Board Agenda and Materials for the July 31st Regular Meeting

Please allow this memorandum to serve as a guide to the Select Board Meeting agenda for Monday, July 31, 2023.

- III. Consideration of Minutes –July 10, 2023, July 17, 2023 (non-public)
- IV. Finance and Budget Reports (second meeting of the month)
 - A. Review of financial reports submitted for this meeting.
 - a. Christiane has prepared some additional analysis for this review at the six-month mark.
 - B. Discussion of 535 and tax rate setting preview
 - a. We are fortunate our auditors completed their field work and 535 early on this year. Christiane is prepared to review this document and provide a preview of the tax rate setting details for later this year.

- V. Department Reports & Presentations
 - A. Energy Aggregation Committee – Presentation on Community Power Plan

Matt O’Keefe Chair of the Energy Commission and member of the Energy Aggregation Commission will be on hand along with other EAC members to present their final plan for Community Power in accordance with their charge from the Select Board and the RSA governing community power

- B. Kerry Cronin, Library Director
- C. Mark Connors, Director of Planning & Community Development

- VI. Correspondence
- VII. Public Comment
- VIII. Public Hearings, Ordinances and/or Resolutions
- IX. Discussion of Monthly Reports – (second meeting of the Month)
- X. New Business and Action Items
 - A. Follow-up Actions – including adoption of Final Community Power Plan Recommended by the Energy Aggregation Committee (action under this item might take place during presentations)
 - B. Report Back on Stratham Hill Park Association Recommendation re: Memorial Request
 - C. Goals Check-in (through July 31, 2023)
 - D. Vote regarding Squamscott Fields Conservation Acquisition Proposal (following Conservation Commission Public Hearing).
 - E. Request to authorize CIP funding for an assessment of the Stratham Fire Tower
 - F. Update on Deputy Treasurer Appointment

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 for an item I cover at the meeting, I welcome hearing from you at any time. At a minimum, I plan to address the following:

- A. IT Study Group Status
- B. Review of ARPA use plans and status
- C. Sewall Room Event
- D. Summerfest outreach report out
- E. Assessing RFP Response and Next Steps

XII. Informational Items

- A. Update on Tidal culvert replacements at Squamscott Road (see article)

XIII. Department Linkage Reports (Second meeting of the month)

XIV. Reservations, Event Requests & Permits

- A. Request from Reproductive Freedom Fund of NH to use the Front Pavilion for a volunteer appreciation event and waive the fee 8/27/23. 501c3 attached.

XV. Review of Recent or Upcoming Board & Commissions Agendas

XVI. Boards and Commissions Nominations & Appointments

A. Appointments *for consideration*:

1.

B. Appointments *to be voted on*:

XVII. Miscellaneous & Old Business

XVIII. Adjournment



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SELECT BOARD AGENDA*

*** A portion of this meeting will be a joint meeting with the Energy Aggregation Committee.**

July 31, 2023

7:00 pm

**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 – July 10, 2023, July 17, 2023 (non-public)
- IV. Finance and Budget Reports (second meeting of the month)
- V. Department Reports & Presentations
 - A. Energy Aggregation Committee – Presentation on Community Power Plan
 - B. Kerry Cronin, Library Director
 - C. Mark Connors, Director of Planning & Community Development
- VI. Correspondence
- VII. Public Comment
- VIII. Public Hearings, Ordinances and/or Resolutions
- IX. Discussion of Monthly Reports – (second meeting of the Month)

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



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 - C. Goals Check-in (through July 31, 2023)
 - D. Vote regarding Squamscott Fields Conservation Acquisition Proposal (following Conservation Commission Public Hearing)
 - E. Request to authorize CIP funding for an assessment of the Stratham Fire Tower
 - F. Update on Deputy Treasurer Appointment

- XI. Town Administrator Report

- XII. Informational Items
 - A. Update on tidal culvert replacements at Squamscott Road

- XIII. Department Linkage Reports (Second meeting of the month)

- XIV. Reservations, Event Requests & Permits
 - A. Request from Reproductive Freedom Fund of NH to use the Front Pavilion and waive the fee

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

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

- XVII. Miscellaneous & Old Business

- XVIII. Adjournment

MINUTES OF THE JULY 10, 2023 SELECT BOARD MEETING

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

ALSO PRESENT: Finance Administrator Christiane McAllister, Fire Chief Jeff Denton

At 7:00 p.m. Mr. Houghton opened the meeting and asked for motions on the minutes. Mr. Anderson motioned to approve the June 19, 2023 minutes. Mr. Houghton seconded the motion. Motion passed.

Mr. Houghton recognized Fire Chief Jeff Denton. Chief Denton reported that Jeff DiBartolomeo has started as Fire Inspector. Chief Denton is hoping Mr. DiBartolomeo will build the program eventually getting businesses on an annual inspection schedule as well as address any issues and new projects. They will need to address how the inspection fees are processed. He will utilize the utility truck for now.

Chief Denton reported having mechanical issues with Ambulance 1. He is awaiting the status of Ambulance 2. Delivery has been delayed again; he doesn't expect to receive it until next spring.

Chief Denton is organizing a training to ensure all officers are pump operator certified. A company coming will do training on August 26 and 27 and give individualized training. Fifteen officers will become certified.

Chief Denton is working with appraisers and the insurance company to repair the command light on the engine. Work might not be completed until the fall.

Chief Denton reported that the fire pond at Ocean State Job Lot is finally being dredged. This was necessary to get the sprinkler systems online at that Plaza.

The Chief went on to discuss his forecast for capital improvements to be included in CIP planning for the year ahead. Chief Denton reported that the station radios are failing and need replacement. They will need a \$30,000 investment to bring them up to current standards. Also in the next year, it will be necessary to transfer from our Emergency Reporting Program. That program got bought out by ESO and they will be sun setting the program we currently have. The new program, though more costly, will better address our needs. Initial investment is \$11,000, then approximately \$8,200 yearly. He's done research, but has found no comparable alternatives.

Assumptions for cost escalations in past years' CIPs needs to be revisited due to current trends and pricing.

Chief Denton reported on upcoming needs such as the roof and compressor that have not been upgraded since it was installed when the station was built in 2008. Also, fire gear needs to be replaced every 10 years. It is unsafe to have firefighters wear expired gear. He would like to have every firefighter have two sets of gear, replacing one set every five years.

Chief Denton will be looking at these budget issues in depth in August.

Next, Chief Denton talked about competition with other fire departments to maintain and hire staff. He cited salaries of comparable towns, noting Stratham's compensation falls below. He briefly discussed different employment models. Currently, many duties of officers are being done on a volunteer basis. He feels a stipend system should be explored. He also talked about offering other benefits to people who meet a minimum response standard.

He indicated he is still looking for the right fit for leadership training for the officers.

Chief Denton stated that we've got a great department; morale has improved. He hopes what he's doing is resonating with the department. He feels fortunate that we've maintained our ability to cover calls. Past leadership has set a good foundation and he is hopeful for the future of the department.

At 7:36 pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II (c) to discuss a matter which may affect adversely the reputation of another. Mr. Anderson seconded the motion. Roll call: Houghton-yes; Anderson-yes.

At 8:55 pm, the public session resumed. Mr. Houghton moved to seal the minutes noting failure to do so may render the proposed action ineffective. Mr. Anderson seconded the motion.

Mr. Anderson noted he has received many complaints about Comcast, connections in particular. Originally, he didn't think the Town had control over this issue, but after reading the Comcast contract, he believes we might have some ability to improve the issue. Mr. Moore said he would follow-up with the Comcast representative.

Referring to the July 10, 2023 discussion on Fire/Police Parking Lot Funds, Mr. Houghton asked for an update. Mr. Moore recapped that the DPW Director needs \$50,000 to move forward with reconstruction of Police Dept. parking lot. We currently have \$36,000 available for the PD parking lot. There is \$40,000 available for the Fire Dept. project. Mr. Anderson motioned to release up to \$14,000 from the CIP Fire Dept. funds to be used for the Police Dept. parking lot. Mr. Houghton seconded the motion. Motion passed.

Mr. Moore reported he's gotten another request to install a bench at Stratham Hill Park, unrelated to the request that has been discussed recently. Mr. Moore talked about working with the families donating the bench to honor their loved ones while maintaining quality and consistency of the bench and ensuring public benefit. The Park Association has provided initial input that any new memorials should be for replacing existing elements. Mr. Moore has a draft policy regarding memorial benches that he recommends the Board adopt. Mr. Houghton felt uniformity throughout the park is important. The bench that is being recommended is of high quality. The Board would like to have the Park Association's input before making a motion on the bench.

INFORMATIONAL

The group discussed the staff appreciation event, agreeing that it was well received.

Mr. Moore said that preparations are being done for Summerfest. The Select Board Chair will speak at the Opening Ceremony.

Ms. McAllister reported on the audit. Having the audit scheduled at this time during the year allowed the MS-535 to be completed earlier than had been done in the past. She explained that the auditors submit the MS-535 to DRA; once she reviews it, she will present it to the Select Board for signature. The MS-535 is one of the reports that needs to be completed in order for us to set the tax rate. Ms. McAllister explained that items are being cleaned up which allows for a smoother process going forward.

Mr. Moore returned to the Summerfest program explaining the Select Board role in the opening ceremony.

Mr. Moore drew attention to the Community Power process steps, noting the Energy Aggregation Committee has been working diligently on the details so that it will pass the expectations of the Public Utility Company. They will be presenting their Plan to the Select Board on July 31. If approved, the plan will be submitted to the PUC. Mr. Anderson explained that once the PUC completes their 60 day review, a special Town Meeting could then be held to see if the residents will vote to accept the plan. He noted the community power rate was announced for Aug through Jan 2024. The rate is 10.9 cents per kwh which is 21% below Unitil.

Mr. Moore said he is working to update the annual goals document with progress and plans to report out at the next meeting. Referring to Ms. McAllister's report, Mr. Anderson suggested some of the easier items be tackled first.

Mr. Moore called attention to the PFAS Groundwater Management submittal for the most recent round of testing.

Mr. Anderson motioned to approve the raffle permit request for the Summerfest event. Mr. Houghton seconded the motion. All voted in favor.

Mr. Houghton motioned to approve the NH Society of Physician Assistants request to use the 4-H Pavilion on July 29th and to waive the fee. Mr. Anderson seconded the motion. Motion passed.

Mr. Houghton motioned to approve Decoding Dyslexia to use the Scamman Pavilion on Oct. 1 and to waive the fee. Mr. Anderson seconded the motion. Motion passed.

Mr. Houghton motioned to approve the fireworks permit request for Blueridge Circle for July 15, 2023. Mr. Anderson seconded the motion. Motion passed.

At 9:36 pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II (c) to discuss a matter which may affect adversely the reputation of another. Mr. Anderson seconded the motion. Roll call: Houghton-yes; Anderson-yes.

At 10:10 pm Mr. Houghton motioned to come out of the non-public session and motioned to adjourn. Mr. Anderson seconded the motion. Motion passed.

Respectfully submitted,

Karen Richard
Recording Secretary

DRAFT

MINUTES OF THE JULY 17, 2023 SELECT BOARD MEETING

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

ALSO PRESENT: Town Administrator David Moore; Anthony King

At 5:00 p.m. Mr. Houghton motioned to enter into a non-public session in accordance with RSA 91-A:3, II(b) and II(c). Mr. Anderson seconded the motion. Roll call: Houghton-yes; Knab – yes; Anderson-yes.

The public session resumed at 5:40 p.m.

At 5:40 p.m. Mr. Houghton moved to seal the minutes noting that failure to do so would render a proposed action ineffective. Mr. Anderson seconded the motion. Roll call: Houghton-yes; Knab – yes; Anderson-yes.

At 5:40 p.m. Mr. Houghton moved to adjourn. Mr. Anderson seconded the motion. All voted in favor



Stratham Community Power

Electric Aggregation Plan Presentation to Select Board

July 31, 2023



Stratham Electric Aggregation Committee Mission Statement

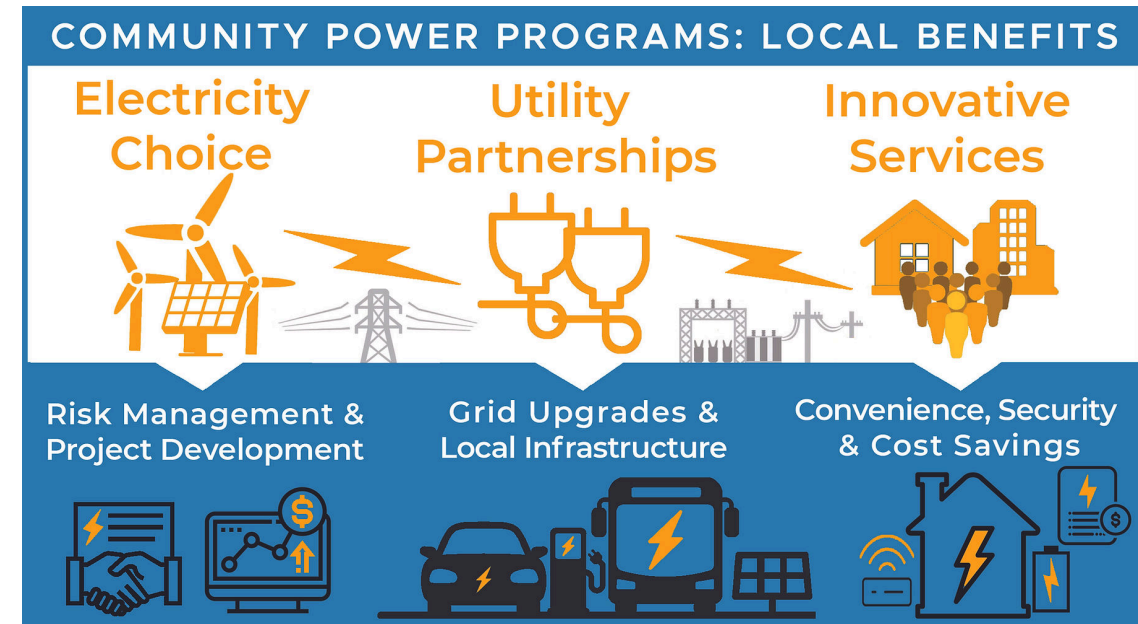
- Develop an Electric Aggregation Plan in accordance with RSA 53-E and PUC Chapter 2200
- The plan shall be prepared for the Select Board's consideration to approve for submittal to NH PUC and advance to a Town Meeting.

***Community Power Aggregation** is a mechanism that allows Municipalities to aggregate all of their customers electric load and procure a competitive electric supply rate on behalf of all residents on an opt-out basis.



How Community Power Works

- **No additional cost to Stratham taxpayers.**
- **Customers using Unitil's default supply will automatically be included, but can opt-out.**
- **If you receive power from an alternate provider, you will not be included unless you opt-in.**
- **Unitil would continue to deliver electricity, maintain the lines and equipment and handle billing.**





Latest CPCNH Rates produce ~\$7 MILLION IN VALUE & SAVINGS

Utility Default Energy Service	Renewable Content	Cost/kWh
Unitil	24.30%	13.257 ¢/kWh
Eversource	24.30%	12.582 ¢/kWh
Liberty	24.30%	12.242 ¢/kWh

Community Power Coalition of New Hampshire	Renewable Content	Cost/kWh
Clean 100	100%	15.2 ¢/kWh
Premium Clean 50	50%	12.3 ¢/kWh
Granite Plus	33%	11.3 ¢/kWh
Granite Basic	23.40%	10.9 ¢/kWh

*Rates 8/1/23 - Jan/31/24



Process Steps to Launch Stratham Community Power including Requirements of PUC Chapter 2200

Steps Through Town Meeting

Notification to PUC that Stratham has an Energy Aggregation Committee (EAC) - Done

Request to Unitil for Aggregated Usage Information needed for EAP – 30 days - Done

Legal Review of JPA, Cost Sharing Agreement, EAP and CPCNH (a CEPS) Policies - Done

Hold Two Public Hearings as the Plan is Written - Done

EAC completes the Plan, votes it is complete and compliant (July 11), and recommends a CEPS (eg CPCNH) to the Select Board (July 31) - Done

Electric Aggregation Plan Approval by Select Board - 7/31

Submission to PUC (DOE, & OCA) for approval - 8/1

Public Information Session and outreach Prior to Town Meeting - TBD

Town Meeting approval of the Electric Aggregation Plan - Special Town Meeting (Oct) or March



Steps After Town Meeting

Request to Unitil to provide anonymized Customer Specific Usage info – 30 days

Submit final Electric Aggregation Plan to the PUC

Select Community Power Provider

Request to Unitil for Specific Data for Every Electric Customer - 15 days

PUC Notification of Stratham Community Power Commencement of Service – 90 or 45 days notice
Ninety calendar days if the commencement of service is to occur during first two months of default service (February or March)

Forty-five calendar days if the commencement of service is to occur after the first two months of default service (April thru July)

Based on Unitil six month default service Feb 1 – July 31, or Aug 1 – Jan 31

Notification of CPA Service Rates and Customer Enrollment – 30 days

Mailing to all retail customers and hold a public information meeting within 15 days of the mailing

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										
			Kennebunk Savings Landscape	Cash	1,025.76	1,028.12	1,030.33	1,032.84	1,035.24										
			Kennebunk Savings Maintenance	Cash	2,564.39	2,570.29	2,575.82	2,582.09	2,588.35										
			200 Domain Drive Landscape	Cash	2,571.06	2,576.97	2,582.51	2,588.80	2,595.08										
			Lindt Offsite Improvements	Cash	1,271.02	1,273.94	1,276.68	1,279.79	1,282.90										
			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										
			GCNE (2004)	Cash	35,567.20	35,648.95	35,725.60	35,812.62	35,899.41										
			Jotaph Realty (2005)	Cash	22,901.89	22,954.53	23,003.89	23,059.92	23,115.80										
			<i>subtotal performance bonds</i>		189,759.28	190,195.44	190,575.31	191,039.50	190,576.31										
			<i>SUBTOTAL other subaccount Bank 5</i>	*	323,685.72	324,429.69	325,098.20	325,890.05	325,753.65										

			AGGREGATE CASH TOTAL		14,603,997.31	12,667,912.17	10,670,222.63	8,586,775.33	7,989,791.13	15,534,272.60									
			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									
			TOTAL FUNDS AVAILABLE		17,459,901.25	15,434,656.45	13,443,576.86	11,365,382.83	10,769,997.67	18,600,774.79									

Trust			Cemetery Trust		612,945.23	621,341.38	624,601.59	624,504.81	626,175.48	632,717.62									
1987			Mary & Walter Smyk Park Trust		336,773.93	341,998.45	344,027.12	343,966.89	345,006.50	349,077.35									
1989			Scamman Park Trust		1,454.93	1,471.88	1,478.47	1,478.28	1,481.66	1,494.87									
1932-1977			Stratham Hill Park		75,144.19	75,846.04	76,118.56	76,110.47	76,250.13	76,797.00									
1966			Stratham Hill Park Association		130,820.51	132,284.63	132,853.14	132,836.27	133,127.61	134,038.09									
2017			350th Anniversary Trust		3,709.38	3,722.77	3,731.48	3,738.32	3,740.06	3,741.27									
2012			Stratham Fair Capital Improvements		20,625.68	20,700.11	20,748.47	20,786.50	20,796.20	20,802.89									
2012			Stratham Fair Operating		62,593.16	62,819.02	62,965.75	63,081.14	63,110.57	63,130.87									
2012			Stratham Fair Rainy Day Fund		15,378.69	15,434.18	15,470.24	15,498.59	15,505.82	15,510.80									
2012			SVFD Fair Trust		108,633.66	109,025.64	109,280.30	29,333.96	29,347.65	29,357.09									
2012			SVFD J Hutton Fund		10,538.79	10,576.82	10,601.52	10,620.95	10,625.91	10,629.32									
2012			SVFD R Wiggin Fund		11,870.68	11,913.51	11,941.34	11,963.22	11,968.81	11,972.66									
2012			SVFD C Scamman Fund		6,414.00	6,437.14	6,452.18	6,464.01	6,467.03	6,469.11									
			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									

- 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

**Revenue (w/property taxes)
Town of Stratham
For 6/30/2023**

Run: 7/24/2023 at 1:02 PM

Page: 1

All -	FY2023 Budget	MTD	YTD FY2023 Actual	Balance	% Collected
Revenues					
100 3110 00 000 Property Tax abatements	0.00	(335,098.87)	(335,098.87)	335,098.87	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	0.00	150.00	0.00
100 3190 25 000 2021 Property Tax Interest	30,000.00	110.20	19,906.38	10,093.62	66.35
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	1,080.00	1,420.00	43.20
100 3210 02 000 Cemetery Lot Excavation	750.00	0.00	700.00	50.00	93.33
100 3210 03 000 Municipal Agent Fees	30,000.00	2,985.00	15,282.00	14,718.00	50.94
100 3210 05 000 Titles	3,200.00	340.00	1,728.00	1,472.00	54.00
100 3210 06 000 Vital Records	2,000.00	222.00	1,143.00	857.00	57.15
100 3210 07 000 Filing Fees	50.00	459.00	459.00	(409.00)	918.00
100 3210 08 000 Boat Agent Fees	1,600.00	171.00	1,201.00	399.00	75.06
100 3210 09 000 Misc Town Clerk Fees	2.00	0.00	0.00	2.00	0.00
100 3210 10 000 TC Mailing Fees	2,750.00	143.00	1,353.00	1,397.00	49.20
100 3210 11 000 Cremation Lot Excavations	4,750.00	1,150.00	2,200.00	2,550.00	46.32
100 3210 12 000 Fish & Game Municipal Agent Fees	200.00	30.00	(1,882.00)	2,082.00	(941.00)
100 3220 01 000 Motor Vehicle Permit Fees	2,156,058.00	186,427.13	1,053,057.90	1,103,000.10	48.84
100 3220 02 000 Boat Fees - Town	6,200.00	578.96	4,735.15	1,464.85	76.37
100 3230 01 000 All Building Permits	150,000.00	15,616.00	88,006.77	61,993.23	58.67
100 3290 01 000 Dog Licenses	7,700.00	314.00	7,315.94	384.06	95.01
100 3290 02 000 Dog License Fines	650.00	41.00	203.00	447.00	31.23
100 3290 03 000 PD-Gun Permits	200.00	60.00	200.00	0.00	100.00
100 3290 04 000 Bad Check Fees	200.00	0.00	75.00	125.00	37.50
100 3350 01 000 Rooms & Meals	683,285.00	0.00	0.00	683,285.00	0.00
100 3353 01 000 Highway Block Grant	176,170.00	0.00	71,475.58	104,694.42	40.57
100 3359 02 000 OEM Drill Reimbursements	9,000.00	2,125.00	6,375.00	2,625.00	70.83
100 3359 09 000 Police Dept Grants Received	0.00	0.00	939.45	(939.45)	0.00
100 3401 01 000 PD-Parking Tickets	100.00	500.00	500.00	(400.00)	500.00
100 3401 02 000 PD-Alarms	300.00	15.00	15.00	285.00	5.00
100 3401 03 000 PD-Incident	500.00	30.00	180.00	320.00	36.00
100 3401 04 000 Planning Board	2,000.00	0.00	3,703.00	(1,703.00)	185.15
100 3401 05 000 Zoning Board Of Adjustment	350.00	330.00	1,160.00	(810.00)	331.43
100 3401 06 000 Scrap Metal Recycling	5,500.00	0.00	350.36	5,149.64	6.37
100 3401 07 000 Plan Review	50.00	0.00	0.00	50.00	0.00
100 3401 08 000 Fire Inspections	500.00	225.00	525.00	(25.00)	105.00
100 3401 09 000 PD - Witness Fees	25.00	0.00	20.00	5.00	80.00
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	435.00	1,395.00	1,355.00	50.73
100 3401 16 000 PD -Hawkers/Peddlers Lic.	150.00	40.00	40.00	110.00	26.67
100 3401 17 000 PD-School Resource Officer	71,385.00	35,692.50	35,692.50	35,692.50	50.00
100 3404 01 000 Transfer Station Permits	6,250.00	970.00	6,345.00	(95.00)	101.52
100 3404 02 000 Transfer Station Fees	58,500.00	7,261.00	26,957.00	31,543.00	46.08
100 3409 01 000 Franchise Cable Fee	171,500.00	0.00	83,703.09	87,796.91	48.81
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	108.75	1,891.25	5.44
100 3501 04 000 Sale of Cemetery Lots	500.00	0.00	750.00	(250.00)	150.00
100 3501 08 000 Sale of Cremation Lots	50.00	700.00	2,150.00	(2,100.00)	4,300.00
100 3502 02 000 Investment Interest	40,000.00	13,707.08	120,859.91	(80,859.91)	302.15
100 3503 01 000 Gifford House Rent	27,000.00	2,100.00	12,600.00	14,400.00	46.67
100 3503 02 000 Park Cottage Rent	11,400.00	950.00	6,025.00	5,375.00	52.85
100 3503 03 000 Municipal Center Rent	1,600.00	0.00	450.00	1,150.00	28.13
100 3503 04 000 Foss/28 Bunker Hill Property Rent	21,600.00	1,800.00	10,800.00	10,800.00	50.00
100 3509 01 000 Miscellaneous Revenue	2,000.00	0.00	121.63	1,878.37	6.08
100 3509 05 000 Fire Department Details	700.00	600.00	1,062.50	(362.50)	151.79
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	(58,971.00)	16,231,066.67	(12,531,066.67)	438.68
Total Revenues	3,700,000.00	(58,971.00)	16,231,066.67	(12,531,066.67)	438.68

- 14,893,198

1,337,868.67

3700 000

2,362,131

36%

**Town of Stratham
For 6/30/2023**

	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	% Expended
GENERAL GOVERNMENT					
EXECUTIVE					
Select Board					
100 4130 01 101 Select Board Stipends	12,000.00	0.00	0.00	12,000.00	0.00
Administration					
100 4130 02 102 Town Administration Payroll	179,410.00	13,774.32	90,989.69	88,420.31	50.72
100 4130 02 201 Supplies	4,500.00	331.64	1,596.64	2,903.36	35.48
100 4130 02 204 Association Dues	9,500.00	0.00	8,870.00	630.00	93.37
100 4130 02 208 Contracted services	1,500.00	0.00	0.00	1,500.00	0.00
100 4130 02 209 Workshops & Training	1,750.00	36.00	508.70	1,241.30	29.07
100 4130 02 216 Advertising	2,000.00	119.51	119.51	1,880.49	5.98
100 4130 02 224 Meetings & Meals	6,300.00	2,112.90	5,745.75	554.25	91.20
100 4130 02 225 Mileage	500.00	0.00	64.19	435.81	12.84
100 4130 02 230 Fed-Ex	250.00	0.00	0.00	250.00	0.00
100 4130 02 231 Postage	13,000.00	2,050.63	5,550.52	7,449.48	42.70
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	1,211.00	3,921.00	2,579.00	60.32
100 4130 02 319 Background Checks	500.00	141.00	235.00	265.00	47.00
100 4130 02 328 Town Meeting	1,000.00	0.00	0.00	1,000.00	0.00
Total Administration	230,210.00	19,777.00	120,548.00	109,662.00	52.36
Total Executive	242,210.00	19,777.00	120,548.00	121,662.00	49.77
ELECTION & REGISTRATION					
100 4140 01 201 Supplies	2,500.00	0.00	1,640.61	859.39	65.62
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	7,651.73	2,073.27	78.68
FINANCIAL ADMINISTRATION					
FINANCE					
100 4150 01 120 Finance Payroll	130,500.00	9,899.01	62,743.53	67,756.47	48.08
100 4150 01 204 Dues/Misc Exp.	400.00	0.00	0.00	400.00	0.00
100 4150 01 217 Audit	26,000.00	0.00	9,493.75	16,506.25	36.51
100 4150 01 306 Financial Software Lic/Training	5,000.00	0.00	2,052.75	2,947.25	41.06
100 4150 01 308 Workshops & Training	800.00	0.00	175.00	625.00	21.88
100 4150 01 401 Contracted Services	20,000.00	59.00	8,529.08	11,470.92	42.65
100 4150 05 111 Finance-Treasurer Stipend	6,540.00	0.00	0.00	6,540.00	0.00
Total Finance	189,240.00	9,958.01	82,994.11	106,245.89	43.86
ASSESSING					
100 4150 02 114 Assessing Payroll	8,301.00	637.20	4,382.68	3,918.32	52.80
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	282.54	4,162.54	(162.54)	104.06
100 4150 02 308 Workshops & Training	250.00	0.00	0.00	250.00	0.00
100 4150 02 316 Cell Phone Reimbursement	0.00	0.00	325.36	(325.36)	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	5,125.00	19,037.50	50,962.50	27.20
Total Assessing	91,651.00	6,044.74	31,704.26	59,946.74	34.59
Town Clerk/Tax Collector					
100 4150 03 112 TC/TC Payroll	142,000.00	10,891.62	72,362.99	69,637.01	50.96
100 4150 03 201 Office Supplies	4,500.00	0.00	2,198.08	2,301.92	48.85
100 4150 03 204 Dues & Memberships	60.00	40.00	40.00	20.00	66.67
100 4150 03 209 Conventions	600.00	0.00	0.00	600.00	0.00
100 4150 03 218 Registry of Deeds	400.00	17.26	87.28	312.72	21.82
100 4150 03 223 Lien Notifications	600.00	0.00	82.50	517.50	13.75
100 4150 03 225 Mileage	400.00	0.00	0.00	400.00	0.00
100 4150 03 269 Restoration of records	3,000.00	0.00	0.00	3,000.00	0.00
100 4150 03 306 Computer Support-Service	11,780.00	0.00	11,117.90	662.10	94.38
100 4150 03 308 Workshops & Training	500.00	0.00	345.00	155.00	69.00

Isolated

Town of Stratham For 6/30/2023

	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	% Expended
Total Town Clerk/Tax Collector	163,840.00	10,948.88	86,233.75	77,606.25	52.63
Total Financial Administration	444,731.00	26,951.63	200,932.12	243,798.88	45.18
COMPUTER SERVICES					
100 4150 04 201 IT Supplies/Materials	7,000.00	4,260.61	14,075.38	(7,075.38)	201.08
100 4150 04 202 Cloud subscriptions	14,000.00	0.00	0.00	14,000.00	0.00
100 4150 04 205 Managed IT Services	80,000.00	4,992.00	30,734.50	49,265.50	38.42
100 4150 04 206 Telecom & Internet	7,800.00	942.99	2,085.93	5,714.07	26.74
Total Computer Services	108,800.00	10,195.60	46,895.81	61,904.19	43.10
LEGAL EXPENSES					
100 4153 01 202 Legal Expenses	40,000.00	8,018.53	26,783.22	13,216.78	66.96
Total Legal Services	40,000.00	8,018.53	26,783.22	13,216.78	66.96
PERSONNEL ADMINISTRATION					
100 4155 01 171 Medicare	50,000.00	3,510.92	22,808.90	27,191.10	45.62
100 4155 01 173 New Hampshire Retirement	572,000.00	43,614.91	291,105.72	280,894.28	50.89
100 4155 01 174 Social Security	138,000.00	9,858.18	64,506.06	73,493.94	46.74
100 4155 01 176 Unemployment	2,000.00	0.00	0.00	2,000.00	0.00
100 4155 01 191 Insurance Buyout Program	83,000.00	0.00	18,914.86	64,085.14	22.79
100 4155 01 192 Life/AD&D	7,100.00	0.00	3,217.50	3,882.50	45.32
100 4155 01 193 Long-Term Disability	12,000.00	0.00	5,348.65	6,651.35	44.57
100 4155 01 194 Short-Term Disability	13,500.00	0.00	5,970.30	7,529.70	44.22
100 4155 01 195 Health/Dental Insurance	350,000.00	0.00	158,043.14	191,956.86	45.16
100 4155 01 196 HealthTrust HRA	15,000.00	112.77	5,525.67	9,474.33	36.84
100 4155 01 197 Misc. Fees	600.00	0.00	0.00	600.00	0.00
100 4155 01 198 Leave Compensation <i>MRI- Bldg Insp</i>	10,000.00	7,161.70	17,151.75	(7,151.75)	171.52
100 4155 01 199 HealthTrust FSA	9,000.00	0.00	3,013.94	5,986.06	33.49
100 4155 02 198 Compensation Adjustments	20,000.00	0.00	0.00	20,000.00	0.00
Total Personnel	1,282,200.00	64,258.48	595,606.49	686,593.51	46.45
PLANNING & ZONING					
PLANNING					
100 4191 01 120 Planning Department Payroll	120,500.00	8,654.98	54,552.46	65,947.54	45.27
100 4191 01 201 Supplies	2,000.00	17.19	17.19	1,982.81	0.86
100 4191 01 203 Legal Ads	3,200.00	329.79	1,738.58	1,461.42	54.33
100 4191 01 204 Dues & Memberships	750.00	0.00	0.00	750.00	0.00
100 4191 01 270 Rockingham Conservation District	500.00	0.00	0.00	500.00	0.00
100 4191 01 271 Rock. Planning Commission	7,900.00	0.00	0.00	7,900.00	0.00
100 4191 01 276 Special Projects	2,500.00	235.19	268.09	2,231.91	10.72
100 4191 01 306 Software License & Training	6,700.00	0.00	333.32	6,366.68	4.97
100 4191 01 308 Training	1,600.00	55.00	55.00	1,545.00	3.44
100 4191 01 318 Equipment	950.00	0.00	0.00	950.00	0.00
100 4191 01 319 Gas - Mileage	100.00	0.00	0.00	100.00	0.00
Total Planning	146,700.00	9,292.15	56,964.64	89,735.36	38.83
BUILDING INSPECTOR/CODE ENFORCEMENT					
100 4191 02 122 BI / CEO Department Payroll	133,718.00	4,630.38	44,125.48	89,592.52	33.00
100 4191 02 201 Supplies	3,000.00	217.04	1,446.90	1,553.10	48.23
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	232.25	232.25	1,517.75	13.27
100 4191 02 306 Software License & Training	9,500.00	160.00	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	69.33	260.20	489.80	34.69
Total Building Inspector/Code Enforcement	152,318.00	5,309.00	46,978.17	105,339.83	30.84
Total Planning & Zoning	299,018.00	14,601.15	103,942.81	195,075.19	34.76
GENERAL GOVT. BUILDINGS					
100 4194 01 104 Facilities Payroll	79,120.00	6,741.47	38,295.79	40,824.21	48.40
100 4194 01 222 MC Supplies	4,300.00	385.09	3,039.87	1,260.13	70.69
100 4194 01 314 MC Electricity	26,200.00	0.00	12,817.08	13,382.92	48.92
100 4194 01 315 MC Heat	12,000.00	0.00	11,696.62	303.38	97.47
100 4194 01 316 MC Telephone	7,000.00	927.83	4,583.73	2,416.27	65.48
100 4194 01 318 MC Equipment	3,200.00	182.74	1,039.44	2,160.56	32.48
100 4194 01 375 MC Building Maintenance/Repairs	30,500.00	2,232.52	19,006.16	11,493.84	62.32

Town of Stratham
For 6/30/2023

	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	%
					Expended
100 4194 02 375 Rental Property Maintenance	8,700.00	516.00	1,421.36	7,278.64	16.34
100 4194 04 314 Historical Soc. Electricity	1,500.00	0.00	533.31	966.69	35.55
100 4194 04 315 Historical Soc. Heat	4,800.00	587.01	3,742.18	1,057.82	77.96
100 4194 04 375 Historical Building Maintenance/Repairs	2,500.00	196.50	515.00	1,985.00	20.60
100 4194 06 240 Smyk Landscape Maintenance	3,200.00	0.00	0.00	3,200.00	0.00
Total General Govt. Buildings	183,020.00	11,769.16	96,690.54	86,329.46	52.83
CEMETERIES					
100 4195 01 141 Cemetery Payroll	25,015.00	1,632.78	10,179.32	14,835.68	40.69
100 4195 01 222 Supplies	4,000.00	0.00	409.41	3,590.59	10.24
100 4195 01 240 Ground Maintenance	10,000.00	0.00	1,558.00	8,442.00	15.58
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	58.90	221.60	3,948.40	5.31
100 4195 01 318 Equipment	300.00	0.00	277.44	22.56	92.48
100 4195 01 401 Contracted Services	1,500.00	0.00	0.00	1,500.00	0.00
Total Cemeteries	45,485.00	1,691.68	12,645.77	32,839.23	27.80
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	14.37	2,787.07	9,212.93	23.23
Total Other Gen. Government	12,000.00	14.37	2,787.07	9,212.93	23.23
TOTAL GENERAL GOVERNMENT	2,791,743.00	157,277.60	1,329,683.84	1,462,059.16	47.63
PUBLIC SAFETY					
POLICE					
PD Payroll					
100 4210 01 130 Police Full Time Payroll	1,021,313.00	79,976.44	509,879.68	511,433.32	49.92
100 4210 01 133 Police-Holiday pay	32,638.00	467.70	935.40	31,702.60	2.87
100 4210 01 134 Prosecutor Payroll	38,840.00	2,987.58	19,419.27	19,420.73	50.00
100 4210 01 135 Police Overtime	99,060.00	3,911.47	34,462.63	64,597.37	34.79
100 4210 01 136 Police - PT & ACO	40,000.00	1,050.00	4,047.00	35,953.00	10.12
Total Payroll	1,231,851.00	88,393.19	568,743.98	663,107.02	46.17
PD Operations					
100 4210 02 201 PD Office Supplies	8,000.00	991.74	1,431.50	6,568.50	17.89
100 4210 02 226 Community Service Program	1,000.00	0.00	0.00	1,000.00	0.00
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	2,031.00	2,031.00	(2,031.00)	0.00
100 4210 02 305 Technical Support	20,500.00	1,055.41	6,734.33	13,765.67	32.85
100 4210 02 308 Training & Dues	24,000.00	875.00	9,256.28	14,743.72	38.57
100 4210 02 310 Uniforms	13,000.00	112.00	4,166.44	8,833.56	32.05
100 4210 02 317 Equipment Repairs	3,000.00	274.99	1,807.63	1,192.37	60.25
100 4210 02 318 New Equipment	8,000.00	0.00	1,846.78	6,153.22	23.08
100 4210 02 319 Gas & Oil	22,000.00	3,469.71	12,804.59	9,195.41	58.20
100 4210 02 376 Vehicle Maintenance	18,500.00	1,994.41	8,127.51	10,372.49	43.93
100 4210 02 888 PD Grant Paid Expenditures	0.00	6,093.00	6,019.62	(6,019.62)	0.00
Total PD Operations	120,500.00	16,897.26	56,725.68	63,774.32	47.08
PD Building					
100 4210 03 314 Electricity	9,000.00	0.00	3,938.84	5,061.16	43.76
100 4210 03 315 Heating	5,200.00	0.00	4,228.29	971.71	81.31
100 4210 03 316 Telephone	7,500.00	138.78	1,336.16	6,163.84	17.82
100 4210 03 375 PD Building Maintenance	14,000.00	1,069.00	6,633.14	7,366.86	47.38
Total PD Building	35,700.00	1,207.78	16,136.43	19,563.57	45.20
Total Police	1,388,051.00	106,498.23	641,606.09	746,444.91	46.22
FIRE DEPARTMENT					
FD Operations					
100 4220 01 100 Fire Dept. Payroll	295,000.00	19,875.13	131,646.91	163,353.09	44.63
100 4220 01 130 FD Detail	5,000.00	750.00	2,162.50	2,837.50	43.25
100 4220 01 204 Dues	3,500.00	0.00	1,000.00	2,500.00	28.57
100 4220 01 222 Supplies	2,500.00	327.00	572.90	1,927.10	22.92
100 4220 01 228 EMS Supplies	15,000.00	337.91	4,649.32	10,350.68	31.00

Town of Stratham For 6/30/2023

	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	% Expended
100 4220 01 236 Fire Prevention	3,000.00	0.00	0.00	3,000.00	0.00
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	135.00	609.00	5,391.00	10.15
100 4220 01 310 Uniforms	3,000.00	297.00	946.42	2,053.58	31.55
100 4220 01 311 Gear	25,000.00	0.00	1,055.01	23,944.99	4.22
100 4220 01 316 Equipment Maintenance	16,000.00	1,316.00	(23,769.79)	39,769.79	(148.56)
100 4220 01 317 MV Maintenance	34,000.00	5,184.61	21,754.72	12,245.28	63.98
100 4220 01 318 New Equipment	30,000.00	909.99	2,096.39	27,903.61	6.99
100 4220 01 319 Gas & Oil	7,000.00	46.35	2,434.05	4,565.95	34.77
100 4220 01 323 Billing Expenses	13,000.00	923.13	4,792.16	8,207.84	36.86
Total FD Operations	463,032.00	30,102.12	153,714.59	309,317.41	33.20
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	1,005.94	2,507.09	4,492.91	35.82
100 4220 02 314 Electricity	20,000.00	0.00	8,291.25	11,708.75	41.46
100 4220 02 315 Heat	20,000.00	1,077.32	14,558.54	5,441.46	72.79
100 4220 02 316 Telephone	8,000.00	261.53	2,147.89	5,852.11	26.85
100 4220 02 375 Building Maintenance & Repairs	13,500.00	1,746.79	10,014.10	3,485.90	74.18
Total FD Building	70,000.00	4,091.58	37,518.87	32,481.13	53.60
Total Fire Department	533,032.00	34,193.70	191,233.46	341,798.54	35.88
EMERGENCY MANAGEMENT					
100 4290 01 227 Emergency Management Expenses	9,500.00	0.00	0.00	9,500.00	0.00
Total Emergency Management	9,500.00	0.00	0.00	9,500.00	0.00
DISPATCH SERVICES					
100 4299 01 316 Dispatch Phone Expense	1,000.00	0.00	406.48	593.52	40.65
Total Public Safety	1,931,583.00	140,691.93	833,246.03	1,098,336.97	43.14
PUBLIC WORKS					
HIGHWAY					
100 4312 01 140 Highway Payroll	279,845.00	18,253.76	111,471.49	168,373.51	39.83
100 4312 01 141 Highway Overtime	25,000.00	350.04	16,223.14	8,776.86	64.89
100 4312 01 142 Temporary Plow Drivers	10,000.00	0.00	2,293.15	7,706.85	22.93
100 4312 01 210 Hwy Vehicle Purchase	33,161.00	0.00	0.00	33,161.00	0.00
100 4312 01 211 Drainage	8,000.00	0.00	0.00	8,000.00	0.00
100 4312 01 222 Supplies	6,500.00	796.69	4,177.70	2,322.30	64.27
100 4312 01 224 Meals	1,500.00	0.00	1,366.56	133.44	91.10
100 4312 01 279 Substance Abuse Testing	1,800.00	92.25	439.50	1,360.50	24.42
100 4312 01 303 Rented Equipment	7,000.00	323.17	5,086.73	1,913.27	72.67
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	100.00	100.00	1,400.00	6.67
100 4312 01 310 Uniforms	6,000.00	514.94	515.22	5,484.78	8.59
100 4312 01 314 Electricity	8,750.00	0.00	5,480.33	3,269.67	62.63
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	203.19	1,030.65	3,177.35	24.49
100 4312 01 317 Equipment Repairs & Maintenance	55,000.00	8,832.50	6,780.16	48,219.84	12.33
100 4312 01 318 New Equipment & Signs	9,400.00	244.36	3,660.78	5,739.22	38.94
100 4312 01 319 Gas & Oil	39,200.00	1,380.02	15,152.33	24,047.67	38.65
100 4312 01 320 Road Paint	10,080.00	590.33	590.33	9,489.67	5.86
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	225.00	4,291.90	4,208.10	50.49
100 4312 01 325 Paving & Road Reconstruction	150,000.00	0.00	0.00	150,000.00	0.00
100 4312 01 375 Building Maintenance	20,000.00	1,054.50	21,321.22	(1,321.22)	106.61
100 4312 01 401 Contracted Services	3,500.00	0.00	575.00	2,925.00	16.43
Total Highway	748,478.00	32,960.75	202,445.03	546,032.97	27.05
STREET LIGHTING					
100 4316 01 314 Street Lighting	10,750.00	464.97	3,570.12	7,179.88	33.21
Total Public Works	759,228.00	33,425.72	206,015.15	553,212.85	27.13
SANITATION					
SOLID WASTE COLL. & DISPOSAL					

**Town of Stratham
For 6/30/2023**

Dept	Budget	MTD	YTD	Balance	%
2023	Actual	Actual	2023		Expended
100 4323 01 142 Sanitation Payroll	45,623.00	3,212.56	18,850.24	26,772.76	41.32
100 4323 01 212 MSW/Recycling Coll. & Disposal	907,370.00	78,272.80	353,276.14	554,093.86	38.93
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	480.58	4,831.58	7,168.42	40.26
100 4323 01 309 Transfer Station Expenses	95,081.00	11,890.06	35,665.22	59,415.78	37.51
100 4323 01 314 Electricity	810.00	0.00	429.33	380.67	53.00
100 4323 01 317 Materials & Supplies	6,144.00	777.94	1,052.64	5,091.36	17.13
Total Solid Waste Coll. & Disposal	1,072,305.00	94,633.94	414,105.15	658,199.85	38.62
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	574.41	25.59	95.74
Total Animal Control	600.00	0.00	574.41	25.59	95.74
PEST CONTROL					
100 4414 02 326 Pest Control Contracted Services	54,144.00	6,500.00	13,000.00	41,144.00	24.01
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	2,790.74	16,285.44	43,509.56	27.24
100 4520 01 201 Supplies	700.00	1,437.93	1,488.88	(788.88)	212.70
100 4520 01 240 Grounds Maintenance	47,000.00	14,854.93	27,811.78	19,188.22	59.17
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	0.00	2,417.79	5,882.21	29.13
100 4520 01 317 Equipment Maintenance	4,800.00	1,322.54	1,322.54	3,477.46	27.55
100 4520 01 330 Park Maintenance Supplies	5,800.00	2,848.70	3,919.33	1,880.67	67.57
100 4520 01 376 Park Vehicle Maintenance	5,000.00	362.44	1,281.34	3,718.66	25.63
100 4520 01 377 All Other Park Building Maintenance	9,000.00	1,906.79	3,901.93	5,098.07	43.35
Total Parks	141,495.00	25,524.07	58,589.02	82,905.98	41.41
RECREATION					
100 4520 02 145 Recreation Payroll	140,595.00	9,874.80	68,524.74	72,070.26	48.74
100 4520 02 201 Office Expenses	1,200.00	1.99	739.87	460.13	61.66
100 4520 02 204 Memberships	0.00	0.00	25.00	(25.00)	0.00

ACD

**Town of Stratham
For 6/30/2023**

	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	% Expended
100 4520 02 273 Seniors Programming	20,000.00	3,650.24	10,747.02	9,252.98	53.74
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	81.22	568.78	12.50
100 4520 02 324 Brochures/Newsletters	1,500.00	91.99	820.98	679.02	54.73
100 4520 02 328 Special Events	3,000.00	0.00	1,397.92	1,602.08	46.60
Total Recreation	168,247.00	13,619.02	82,662.11	85,584.89	49.13
Total Parks & Recreation	309,742.00	39,143.09	141,251.13	168,490.87	45.60
LIBRARY					
100 4550 01 147 Library Payroll	450,442.00	32,012.34	211,899.81	238,542.19	47.04
100 4550 01 249 Non-salary expenses	110,400.00	0.00	55,200.00	55,200.00	50.00
Total Library	560,842.00	32,012.34	267,099.81	293,742.19	47.62
PATRIOTIC PURPOSES					
100 4583 01 238 Flags	500.00	313.48	1,215.48	(715.48)	243.10
100 4583 01 277 Patriotic Misc.	1,200.00	480.00	480.00	720.00	40.00
Total Patriotic Purposes	1,700.00	793.48	1,695.48	4.52	99.73
CONSERVATION					
100 4611 01 207 Conservation Commission	5,000.00	0.00	550.00	4,450.00	11.00
HERITAGE COMMISSION					
100 4619 01 215 Heritage Administrative Expenses	400.00	0.00	150.00	250.00	37.50
100 4619 01 302 Survey/Software-Heritage	5,000.00	0.00	0.00	5,000.00	0.00
100 4619 01 308 Training/Conferences	100.00	0.00	0.00	100.00	0.00
100 4619 01 313 Veterans/Engraving	200.00	0.00	0.00	200.00	0.00
TOTAL EXPENSES	5,700.00	0.00	150.00	5,550.00	2.63
ECONOMIC DEV. COMM.					
TOWN CENTER REVITALIZATION					
ENERGY COMMISSION					
100 4660 02 281 Energy Commission Expenses	1,200.00	0.00	0.00	1,200.00	0.00
DEBT SERVICE					
PRINCIPLE - LONG TERM					
100 4711 00 400 Debt Service Principal	570,000.00	200,000.00	570,000.00	0.00	100.00
INTEREST - LONG TERM					
100 4721 00 401 Debt Service Interest	97,325.00	50,641.25	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
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 00 000	0.00	(702.70)	(702.70)	702.70	0.00
100 4909 40 900 Cemetery Improvements - prior	14,772.40	0.00	0.00	14,772.40	0.00

Budget Error

Town of Stratham
For 6/30/2023

	Dept Budget 2023	MTD Actual	YTD Actual 2023	Balance	% Expended
100 4909 50 900 Parks Facilities Improvements - prior	27,359.37	0.00	0.00	27,359.37	0.00
100 4909 50 901 Parks Facilities Improvements - current	17,000.00	0.00	0.00	17,000.00	0.00
100 4909 51 900 Parks Rds/Parking Lot Improvements - prior	16,000.00	0.00	0.00	16,000.00	0.00
100 4909 59 900 Parks-Open Space Connectivity Plan - prior	45,000.00	15,460.00	33,266.00	11,734.00	73.92
100 4909 59 901 Parks-Open Space Connectivity Plan - current	5,000.00	0.00	0.00	5,000.00	0.00
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	0.00	28,000.00	0.00
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	170,490.85	170,490.85	199,509.15	46.08
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	2,635.49	90,934.00	0.00	100.00
100 4909 92 901 PFAS Response & Remediation - current	105,000.00	10,346.68	10,346.68	94,653.32	9.85
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	198,230.32	304,334.83	860,510.22	26.13
TOTAL CIP EXPENSES	1,325,663.61	198,230.32	351,606.32	974,057.29	26.52
TOTAL OPERATING BUDGET ONLY	8,211,188.00	755,119.35	3,890,056.36	4,321,131.64	47.38
OPERATING TRANSFERS OUT					
CAPITAL PROJECT FUND					
TRANSFERS TO CAPITAL RES. FUND					
100 4915 04 295 FD Cap Reserves	110,000.00	110,000.00	110,000.00	0.00	100.00
100 4915 04 330 Highway Vehicle Cap Res	125,000.00	125,000.00	125,000.00	0.00	100.00
100 4916 01 599 Heritage Preservation	50,000.00	50,000.00	50,000.00	0.00	100.00
TOTAL TRANSFERS TO CAPITAL RES. FUND	285,000.00	285,000.00	285,000.00	0.00	100.00
PAYMENTS TO OTHER GOVERNMENTS					
100 4933 11 686 CMS Assessments	0.00	996,814.00	5,980,879.00	(5,980,879.00)	0.00
100 4933 11 687 SMS Assessments	0.00	875,652.00	5,275,652.00	(5,275,652.00)	0.00
TOTAL OTHER PAYMENTS	0.00	1,872,466.00	11,256,531.00	(11,256,531.00)	0.00
INSURANCE REIMBURSEMENTS					
TOTAL GRANTS & INSURANCE					
GRAND TOTAL ALL EXPENSES	9,821,851.61	3,110,815.67	15,783,193.68	(5,961,342.07)	160.69

2023 Mid-year Budget Recap with June end of month budget report

Revenues - solid

Highlights-

*Note Lindt abatements of \$335,099

*Scrap metal recycling revenue unexpected decrease -- Budget \$5,500 Actual \$350

*Interest earnings significant increase -- Budget \$40,000 Actual 120,860

Refer to \$16,231,067 bottom line, minus net taxes (taxes less abatements) =

\$1,337,869 actual offsetting revenues (36% ytd)

Add in Rooms and Meals \$683,285 (18.5%) not received until late fall = **54.5% mid-year**

Expenditures - solid

Individual budget lines yellow highlighted to note reaching, at, or exceeded budget.

Other notes:

*Personnel Administration & Wage lines all on target

1. BI –CEO PR is at 33%; STD benefit offsets the actual; current expense for MRI is \$17,152 posted in Leave Compensation line (actual STD benefits received are \$16,437), so loss is minimized

2. FD PR tracking under budget (44.63%) despite reduction in 2023 budget over 2022

*Finance Administrator error in Debt Service Long Term Interest – current actual shows over budget by \$11,730 (I used the future year amount from debt service schedule for one of the loans)

MS 535 & 2023 Tax Rate

Reference 2022 MS 535 pg 8 "Unassigned Fund Balance" ending balance \$4,013,762

Fund Equity			
2440	Non-spendable Fund Balance	\$26,490	\$25,469
2450	Restricted Fund Balance	\$0	\$0
2460	Committed Fund Balance	\$1,178,070	\$583,212
2490	Assigned Fund Balance	\$0	\$49,531
2530	Unassigned Fund Balance	\$3,229,686	\$4,013,762 -
<i>Explanation: Restated for audit adjustments</i>			
Fund Equity Subtotal		\$4,434,246	\$4,671,974

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Subtract \$750,000 used to set tax rate = adjusted unassigned fund balance ***\$3,263,762**, amount now available when setting 2023 tax rate.

Reference 2022 Tax Rate pg 4 Fund Balance Retention Guidelines current amount retained ***\$3,263,762**

2022 Fund Balance Retention Guidelines: Stratham		
Description		Amount
Current Amount Retained (9.46%)	<i>2022 3,263,762</i>	\$3,263,762
17% Retained (Maximum Recommended)		\$5,862,938
10% Retained		\$3,448,787
8% Retained		\$2,759,030
5% Retained (Minimum Recommended)		\$1,724,393

Because of audit adjustment 2023 MS 535 references adjusted beginning Fund Balance – should be \$3,296,531.

At 2022 year end close 2023 MS 535 ending Unassigned Fund Balance = **\$3,992,537** (this is also net of \$750,000 fund balance used in 2022 tax rate and auditor adjustment) and is the amount available for setting 2023 tax rate in November.

Fund Equity			
2440	Non-spendable Fund Balance	\$25,469	\$0
2450	Restricted Fund Balance	\$0	\$0
2460	Committed Fund Balance	\$583,212	\$647,550
2490	Assigned Fund Balance	\$49,531	\$49,845
2530	Unassigned Fund Balance	<i>X 3,296,531</i> \$4,046,531	\$3,992,537
<i>Explanation: Beginning balance restated for audit adjustments</i>			
Fund Equity Subtotal		\$4,704,743	\$4,689,932

*Note pg. 4 of MS 535 for Capital Outlay Budget v Actual.

* **2022 year end (Operating Budget Only) \$8,070,185** minus actual **\$8,002,783 = \$67,402 (.8%)**



New Hampshire
Department of
Revenue Administration

2023
MS-535

Expenditures

Account	Purpose	Voted Appropriations	Actual Expenditures
General Government			
4130-4139	Executive	\$210,823	\$225,637
4140-4149	Election, Registration, and Vital Statistics	\$12,000	\$19,150
4150-4151	Financial Administration	\$509,842	\$478,434
4152	Revaluation of Property	\$0	\$0
4153	Legal Expense	\$30,000	\$44,140
4155-4159	Personnel Administration	\$1,410,729	\$1,161,974
4191-4193	Planning and Zoning	\$259,566	\$239,900
4194	General Government Buildings	\$175,870	\$199,811
<i>Explanation: Includes \$10,913 of Board Agents To Expend</i>			
4195	Cemeteries	\$58,711	\$52,258
4196	Insurance	\$114,761	\$74,945
4197	Advertising and Regional Association	\$0	\$0
4199	Other General Government	\$2,500	\$285,373
<i>Explanation: Includes \$15,000 of Board Agents To Expend</i>			
General Government Subtotal		\$2,782,802	\$2,781,622
Public Safety			
4210-4214	Police	\$1,299,517	\$1,354,883
<i>Explanation: Includes \$7,846 of Board Agents To Expend</i>			
4215-4219	Ambulance	\$20,000	\$7,353
4220-4229	Fire	\$516,940	\$443,853
4240-4249	Building Inspection	\$0	\$0
4290-4298	Emergency Management	\$9,638	\$6,444
4299	Other (Including Communications)	\$1,000	\$953
Public Safety Subtotal		\$1,847,095	\$1,813,486
Airport/Aviation Center			
4301-4309	Airport Operations	\$0	\$0
Airport/Aviation Center Subtotal		\$0	\$0
Highways and Streets			
4311	Administration	\$0	\$0
4312	Highways and Streets	\$700,816	\$802,211
4313	Bridges	\$0	\$0
4316	Street Lighting	\$10,000	\$8,990
4319	Other	\$0	\$0
Highways and Streets Subtotal		\$710,816	\$811,201



**2023
MS-535**

Expenditures

Account	Purpose	Voted Appropriations	Actual Expenditures
Sanitation			
4321	Administration	\$41,000	\$41,010
4323	Solid Waste Collection	\$1,042,627	\$956,918
4324	Solid Waste Disposal	\$0	\$0
4325	Solid Waste Cleanup	\$0	\$0
4326-4328	Sewage Collection and Disposal	\$0	\$0
4329	Other Sanitation	\$0	\$0
Sanitation Subtotal		\$1,083,627	\$997,928
Water Distribution and Treatment			
4331	Administration	\$1	\$0
4332	Water Services	\$0	\$0
4335	Water Treatment	\$0	\$0
4338-4339	Water Conservation and Other	\$0	\$0
Water Distribution and Treatment Subtotal		\$1	\$0
Electric			
4351-4352	Administration and Generation	\$0	\$0
4353	Purchase Costs	\$0	\$0
4354	Electric Equipment Maintenance	\$0	\$0
4359	Other Electric Costs	\$0	\$0
Electric Subtotal		\$0	\$0
Health			
4411	Administration	\$600	\$0
4414	Pest Control	\$54,144	\$45,830
4415-4419	Health Agencies, Hospitals, and Other	\$39,620	\$38,120
Health Subtotal		\$94,364	\$83,950
Welfare			
4441-4442	Administration and Direct Assistance	\$11,375	\$6,733
4444	Intergovernmental Welfare Payments	\$0	\$0
4445-4449	Vendor Payments and Other	\$0	\$0
Welfare Subtotal		\$11,375	\$6,733
Culture and Recreation			
4520-4529	Parks and Recreation	\$286,357	\$290,934
4550-4559	Library	\$534,748	\$507,627
4583	Patriotic Purposes	\$1,700	\$574
4589	Other Culture and Recreation	\$0	\$0
Culture and Recreation Subtotal		\$822,805	\$799,135



**New Hampshire
Department of
Revenue Administration**

**2023
MS-535**

Expenditures

Account	Purpose	Voted Appropriations	Actual Expenditures
Conservation and Development			
4611-4612	Administration and Purchasing of Natural Resources	\$5,000	\$634
4619	Other Conservation	\$5,700	\$2,694
<i>Explanation: Includes \$1,750 of Board Agents To Expend</i>			
4631-4632	Redevelopment and Housing	\$0	\$0
4651-4659	Economic Development	\$1,200	\$0
Conservation and Development Subtotal		\$11,900	\$3,328
Debt Service			
4711	Long Term Bonds and Notes - Principal	\$570,000	\$570,000
4721	Long Term Bonds and Notes - Interest	\$135,400	\$135,400
4723	Tax Anticipation Notes - Interest	\$0	\$0
4790-4799	Other Debt Service	\$0	\$0
Debt Service Subtotal		\$705,400	\$705,400
Capital Outlay			
4901	Land	\$0	\$0
4902	Machinery, Vehicles, and Equipment	\$394,000	\$60,659
4903	Buildings	\$22,000	\$31,834
4909	Improvements Other than Buildings	\$407,000	\$222,133
Capital Outlay Subtotal		\$823,000	\$314,626
Operating Transfers Out			
4912	To Special Revenue Fund	\$0	\$0
4913	To Capital Projects Fund	\$0	\$0
4914A	To Proprietary Fund - Airport	\$0	\$0
4914E	To Proprietary Fund - Electric	\$0	\$0
4914O	To Proprietary Fund - Other	\$0	\$0
4914S	To Proprietary Fund - Sewer	\$0	\$0
4914W	To Proprietary Fund - Water	\$0	\$0
4915	To Capital Reserve Fund	\$290,000	\$290,000
4916	To Expendable Trusts/Fiduciary Funds	\$0	\$0
4917	To Health Maintenance Trust Funds	\$0	\$0
4918	To Non-Expendable Trust Funds	\$0	\$0
4919	To Fiduciary Funds	\$0	\$0
Operating Transfers Out Subtotal		\$290,000	\$290,000
Payments to Other Governments			
4931	Taxes Assessed for County	\$0	\$1,345,872
4932	Taxes Assessed for Village District	\$0	\$0
4933	Taxes Assessed for Local Education	\$0	\$21,941,711
4934	Taxes Assessed for State Education	\$0	\$2,017,101
4939	Payments to Other Governments	\$0	\$0
Payments to Other Governments Subtotal			\$25,304,684



Expenditures

Total Before Payments to Other Governments	\$9,183,185	\$8,607,409
Plus Payments to Other Governments		\$25,304,684
Plus Commitments to Other Governments from Tax Rate	\$25,304,684	
Less Proprietary/Special Funds	\$370,000	\$7,353
Total General Fund Expenditures	\$34,117,869	\$33,904,740



Revenues

Account	Source of Revenues	Estimated Revenues	Actual Revenues
Taxes			
3110	Property Taxes	\$0	\$29,780,893
3120	Land Use Change Tax - General Fund	\$0	\$0
3121	Land Use Change Taxes (Conservation)	\$0	\$0
3180	Resident Tax	\$0	\$0
3185	Yield Tax	\$500	\$0
3186	Payment in Lieu of Taxes	\$0	\$0
3187	Excavation Tax	\$0	\$0
3189	Other Taxes	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	\$30,000	\$29,136
9991	Inventory Penalties	\$0	\$0
Taxes Subtotal		\$30,500	\$29,810,029
Licenses, Permits, and Fees			
3210	Business Licenses and Permits	\$44,955	\$44,962
3220	Motor Vehicle Permit Fees	\$1,875,000	\$2,040,121
3230	Building Permits	\$155,000	\$146,398
3290	Other Licenses, Permits, and Fees	\$8,500	\$8,691
3311-3319	From Federal Government	\$0	\$0
Licenses, Permits, and Fees Subtotal		\$2,083,455	\$2,240,172
State Sources			
3351	Municipal Aid/Shared Revenues	\$0	\$0
3352	Meals and Rooms Tax Distribution	\$683,285	\$683,285
3353	Highway Block Grant	\$176,859	\$176,170
3354	Water Pollution Grant	\$0	\$0
3355	Housing and Community Development	\$0	\$0
3356	State and Federal Forest Land Reimbursement	\$0	\$0
3357	Flood Control Reimbursement	\$0	\$0
3359	Other (Including Railroad Tax)	\$26,264	\$520,435
3379	From Other Governments	\$0	\$0
State Sources Subtotal		\$886,408	\$1,379,890
Charges for Services			
3401-3406	Income from Departments	\$141,044	\$142,565
3409	Other Charges	\$180,000	\$171,494
Charges for Services Subtotal		\$321,044	\$314,059
Miscellaneous Revenues			
3501	Sale of Municipal Property	\$16,000	\$2,480
3502	Interest on Investments	\$5,000	\$11,395
3503-3509	Other	\$60,600	\$86,395
Miscellaneous Revenues Subtotal		\$81,600	\$110,270



New Hampshire
Department of
Revenue Administration

2023
MS-535

Revenues

Account	Source of Revenues	Estimated Revenues	Actual Revenues
Interfund Operating Transfers In			
3912	From Special Revenue Funds	\$370,000	\$7,353
3913	From Capital Projects Funds	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)	\$0	\$0
3914O	From Enterprise Funds: Other (Offset)	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)	\$0	\$0
3914W	From Enterprise Funds: Water (Offset)	\$0	\$0
3915	From Capital Reserve Funds	\$0	\$35,509
<i>Explanation: Includes \$35,509 of Board Agents To Expend</i>			
3916	From Trust and Fiduciary Funds	\$0	\$0
3917	From Conservation Funds	\$0	\$0
Interfund Operating Transfers In Subtotal		\$370,000	\$42,862
Other Financing Sources			
3934	Proceeds from Long Term Bonds and Notes	\$0	\$0
Other Financing Sources Subtotal		\$0	\$0
Less Proprietary/Special Funds		\$370,000	\$7,353
Plus Property Tax Commitment from Tax Rate		\$30,288,382	
Total General Fund Revenues		\$33,691,389	\$33,889,929



New Hampshire
Department of
Revenue Administration

2023
MS-535

Balance Sheet

Account	Description	Starting Balance	Ending Balance
Current Assets			
1010	Cash and Equivalents	\$15,003,732	\$15,690,829
<i>Explanation: Beginning balance restated for audit adjustments</i>			
1030	Investments	\$21,141	\$21,493
1080	Tax Receivable	\$793,925	\$467,042
1110	Tax Liens Receivable	\$60,843	\$75,419
1150	Accounts Receivable	\$0	\$1,493
1260	Due from Other Governments	\$5,849	\$196,604
<i>Explanation: Beginning balance restated for audit adjustments</i>			
1310	Due from Other Funds	\$208,570	\$255,492
<i>Explanation: Beginning balance restated for audit adjustments</i>			
1400	Other Current Assets	\$0	\$0
1670	Tax Deeded Property (Subject to Resale)	\$0	\$0
<i>Explanation: Beginning balance restated for audit adjustments</i>			
Current Assets Subtotal		\$16,094,060	\$16,708,372
Current Liabilities			
2020	Warrants and Accounts Payable	\$369,795	\$352,834
<i>Explanation: Beginning balance restated for audit adjustments</i>			
2030	Compensated Absences Payable	\$0	\$0
2050	Contracts Payable	\$0	\$0
2070	Due to Other Governments	\$0	\$0
2075	Due to School Districts	\$10,562,159	\$11,256,531
2080	Due to Other Funds	\$349,961	\$0
2220	Deferred Revenue	\$107,402	\$409,075
2230	Notes Payable - Current	\$0	\$0
2270	Other Payable	\$0	\$0
Current Liabilities Subtotal		\$11,389,317	\$12,018,440
Fund Equity			
2440	Non-spendable Fund Balance	\$25,469	\$0
2450	Restricted Fund Balance	\$0	\$0
2460	Committed Fund Balance	\$583,212	\$647,550
2490	Assigned Fund Balance	\$49,531	\$49,845
2530	Unassigned Fund Balance	\$4,046,531	\$3,992,537
<i>Explanation: Beginning balance restated for audit adjustments</i>			
Fund Equity Subtotal		\$4,704,743	\$4,689,932



**2023
MS-535**

Tax Commitment

Source	County	Village	Local Education	State Education	Other	Property Tax
MS-535	\$1,345,872	\$0	\$21,941,711	\$2,017,101	\$0	\$29,780,893
Commitment	\$1,345,872	\$0	\$21,941,711	\$2,017,101		\$30,288,382
Difference	\$0	\$0	\$0	\$0		(\$507,489)

General Fund Balance Sheet Reconciliation

Total Revenues	\$33,888,929
Total Expenditures	\$33,904,740
Change	(\$14,811)
Ending Fund Equity	\$4,689,932
Beginning Fund Equity	\$4,704,743
Change	(\$14,811)



Long Term Debt

Description (Purpose)	Original Obligation	Annual Installment	Rate	Final Payment	Start of Year	Issued	Retired	End of Year
2018 Series B Refunding Bond (General - Refunding)	\$2,000,000	\$200,000	5.10%	2028	\$1,420,000	\$0	\$200,000	\$1,220,000
Conservation Bond (General)	\$2,375,000	\$120,000	2.1-5.1%	2033	\$1,415,000	\$0	\$120,000	\$1,295,000
Municipal Safety Complex Bond (General)	\$5,000,000	\$250,000	2.5-4.25%	2024	\$750,000	\$0	\$250,000	\$500,000
	\$9,375,000				\$3,585,000	\$0	\$570,000	\$3,015,000

Town of Stratham
 FY2023 Proposed Budget
 Estimated Tax Impact

Description	Art #	2021 Budget	Art #	2022 Budget	Art #	2023 Proposed	\$ Change	Tax Impact	
Operating Budget Appropriations	6	7,889,120	6	8,050,185		8,211,188	161,003	5.07	2% budget
Capital Improvements Program (CIP)	9	499,000	9	473,000		663,000	190,000	0.41	See green reductions in CIP summary
Capital Improvements funded by other	13&14	132,500	13&14	370,000		-	(370,000)	0.00	
Capital Reserve Funds	10	400,000	10	290,000		285,000	(5,000)	0.18	
Accrued Benefits Trust	12	15000	12						
Total Appropriations		8,935,620		9,183,185		9,159,188	(23,997)	5.65	
Estimated revenues						(3,800,000)			increased by 100,000
EMS Special Revenue Fund				(370,000)			370,000		
Revised Revenues		(3,385,833)		(3,403,007)					
Anticipated Use of Fund Balance		(650,000)		(600,000)		(650,000)	(50,000)	-0.40	increased by 50,000
Use of Fund balance to offset CRF Article		(150,000)		(150,000)		(150,000)	-	-0.09	
Net Appropriations		4,749,787		4,660,178		4,559,188	(100,990)	2.81	
Overlay		98,366		43,220		300,000	256,780	0.19	Increased overlay to closer to actual 335,09
Funding of Veteran's Credits		242,900		280,300		293,200	12,900	0.18	
Municipal Tax Effort		5,091,053		4,983,698		5,152,388	168,690	3.18	
Assessment Valuation w/ utilities		1,614,602,169		1,620,725,595		1,627,034,595			
(Estimated)Tax Impact		3.15		3.07		3.17			
Year End Retained Fund Balance		2,167,828		3,263,762					
						\$	0.09		



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: Conservation Commission Members
FROM: Mark Connors, Director of Planning and Community Development
FOR: July 26, 2023
RE: Squamscott Fields Public Hearing

At a public hearing on July 26, 2023, the Conservation Commission unanimously approved the expenditure of not more than \$500,000 from the Land Conservation Fund to support the acquisition of a conservation easement to be jointly held by the Town of Stratham and the Southeast Land Trust encumbering portions of the properties at 73R College Road, Tax Map 20, Lot 01 and Tax Map 17, Lot 27, colloquially known as Stuart Farm, owned by Squamscott Fields, LLC. Approximately 20 members of the public attended the public hearing and all speakers spoke in favor of the commitment of these funds.

This 263-acre property is a landmark in Stratham and is ecologically, biologically, agriculturally, and geographically significant. One of only a small number of active dairy farms in the region, the scenic property includes one-mile of continuous shoreline along the Squamscott River and many acres of significant tidal tributaries and estuaries. Although agricultural fields on the property were protected by easement in 1981, many acres, including the entire Squamscott River shoreline (the largest stretch of river shoreline on a single property in Stratham) and associated tidal tributaries, remain unprotected.

The Commission took this action to demonstrate the Town's commitment to the preservation of this property in order to aid in the pursuit of grant applications that would fund more than 80 percent of the approximately \$2.6 million cost necessary to obtain a conservation easement for the property. It is important to note that this action will not result in the immediate expenditure of the funds. The Southeast Land Trust is assisting the Town in the pursuit of grant funds that would not become available until mid-2024 at the earliest.

This action commits the Town to the expenditure of "not more than \$500,000" to support the acquisition. So if grant funds or other funding opportunities become available that would reduce the Town's funding commitment, the total amount of the expenditure could be less than \$500,000. If there is a subsequent request for a larger Town financial commitment, both the Conservation Commission and Select Board would need to approve a larger financial commitment.

As of December 31, 2022, there was a balance of approximately \$980,000 in the Land Conservation Fund, so this transaction, at maximum, would affect about 50 percent of the balance. Based on guidance from SELT, the Town anticipates pursuing grant funding opportunities from the National Oceanic and Atmospheric Administration (Coastal Zone Management Habitat Protection and Restoration Bipartisan Infrastructure Law Competition)

and the US Fish & Wildlife Service (North American Wetlands Conservation Act Grant) with some administrative costs funded through the Great Bay Resource Protection Partnership (see attached estimated project budget).

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 this commitment, the following draft motion is offered:

I move that the Select Board approve the expenditure of up to \$500,000 from the Land Conservation Trust Fund to help fund the acquisition of a conservation easement to be jointly held by the Town of Stratham and the Southeast Land Trust encumbering portions of the properties at 73R College Road, Tax Map 20, Lot 01 and Tax Map 17, Lot 27, colloquially known as Stuart Farm, owned by Squamscott Fields, LLC. The purpose of the easement is to maintain portions of the property in perpetuity as open space.



Squamscott Fields

Stratham, NH



July 27, 2023

1 inch = 650 Feet

www.cai-tech.com



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



Squamscott Fields LLC
Estimated Budget (7/26/2023)

EXPENSES

<u>Transaction Costs</u>		<u>Estimated</u>	<u>Notes</u>
Acquisition Costs			
Easement Purchase Price		\$2,500,000	<i>Per appraisal (2/17/23)</i>
Easement Bargain Sale		\$0	
Due Diligence Costs			
Legal		\$11,600	
Attorney Fees	\$5,000		<i>Estimate</i>
Title insurance policy	\$5,600		<i>Based on \$2.5M premium</i>
Title examination	\$1,000		<i>Estimate</i>
Survey		\$20,000	<i>Estimate</i>
Hazardous Waste Assess.		\$2,000	<i>Estimate</i>
Appraisal(s)		\$11,281	
Development Analysis	\$881		<i>Emmanuel Engineering</i>
Initial Appraisal	\$4,200		<i>Stark & Webster Valuations</i>
Appraisal Review	\$2,000		<i>Estimate</i>
Second Appraisal	\$4,200		<i>Estimate</i>
Closing Costs			
Recording fees		\$500	<i>Estimate</i>
Project Management Expenses			
SELT Project Management		\$25,000	<i>Flat Fee</i>
Conservation Consulting		\$5,000	
Natural Res. Inventory	\$2,500		<i>Elective expense pending NOAA application</i>
Wetlands Assessment	\$2,500		<i>Elective expense pending NOAA application</i>
Travel		\$250	<i>Flat fee</i>
Printing & Postage		\$250	<i>Flat fee</i>
Contingency		\$25,000	<i>Unanticipated expenses (~1%)</i>
Subtotal, Transaction Costs		\$2,600,881	
Stewardship Costs			
		Estimated	Notes
Easement Stewardship Fund		\$25,000	<i>Min. contribution for Conservation Stewardship Fund</i>
Legal Defense Fund		\$1,800	<i>Flat rate contribution for legal defense of CEs</i>
Subtotal, Stewardship Costs		\$26,800	
TOTAL EXPENSES		\$2,627,681	<i>total Transaction Costs + Long Term Stewardship Costs</i>

REVENUES

<u>Revenue Sources</u>		<u>Estimated</u>	<u>Notes</u>
Government			
Town Conservation Fund		\$500,000	<i>Potential match for NOAA/NAWCA</i>
NAWCA-SG		\$250,000	<i>Up to \$250,000 (requires 1:1 match)</i>
NOAA-CELCP		\$1,860,140	<i>Federal IJA funds (no match required)</i>
Private Fundraising			
GBRPP		\$17,541	<i>\$2,541 (Appraisal grant) & \$15,000 (Transactional grant)</i>
TOTAL REVENUES		\$2,627,681	



REAL ESTATE APPRAISAL REPORT OF:
STUART FARM
TAX MAP 17, LOT 27 AND
TAX MAP 20, LOT 1 COLLEGE ROAD/NH ROUTE 108
STRATHAM, NEW HAMPSHIRE

OWNED BY:
SQUAMSCOTT FIELDS, LLC

S&W FILE NUMBER:
623.01.3

PREPARED FOR:
WILLIAM KENNY, CHAIRMAN
STRATHAM CONSERVATION COMMISSION AND
JEREMY LOUGEE, CONSERVATION PROJECT MANAGER
SOUTHEAST LAND TRUST OF NH

VALUATION DATE:
FEBRUARY 17, 2023

May 11, 2023

William Kenny, Chairman
Stratham Conservation Commission
Town of Stratham
10 Bunker Hill Avenue
Stratham, New Hampshire 03885

Jeremy Lougee
Conservation Project Manager
The Southeast Land Trust of New Hampshire (SELT)
6 Center Street
PO Box 675
Exeter, New Hampshire 03833

RE: Real Estate Appraisal of Stuart Farm
Tax Map 17, Lot 27 and
Tax Map 20, Lot 1 College Road/NH Route 108
Stratham, New Hampshire

Owned by: Squamscott Fields, LLC
S&W File No. 623.01.3

Dear Sirs:

I have inspected the above-captioned property in order to report my opinion of the Market Value of the fee simple estate – surface rights only – as of February 17, 2023.

Stuart Farm is a 270.48± acre operating farm situated on the west side of College Road/NH Route 108, Stratham, New Hampshire. The property has 3,592± feet of frontage along College Road/NH Route 108. In addition, it has 5,500± feet of frontage along the Squamscott River. Of the total acreage, 173.07± acres are restricted by an Agricultural Preservation Restriction (Conservation Easement) dated November 3, 2081, and is recorded in Rockingham County Registry of Deeds Book 2401, Page 0378. Excluded from the restricted area is 7.46± acres, which is the location of the existing residences and agricultural buildings utilized in the operation of the working dairy farm. There are 89.95± acres of land which are not impacted by the Restriction and are the subject of this report. These 89.95± acres were not included in the area restricted by the Agricultural

Preservation Restriction (Conservation Easement) since it is woodlands rather than comprised of agricultural fields.

It is the intent of the subject property owners to grant in perpetuity a Conservation Easement on the remaining 89.95± acres to the State of New Hampshire.

The purpose of the appraisal is to assist Squamscott Fields, LLC, the intended user of the appraisal, in determining the effect on value of the Conservation Easement on the subject. As such, it is necessary to apply the "Before and After Rule", also known as the Federal Rule, in which the appraiser estimates both the market value of the larger parcel before the government's acquisition and the market value of the remainder property after the government's acquisition. The difference between these two values will be the effect of the Easement on the subject property.

The Southeast Land Trust of New Hampshire (SELT) is working with the Stratham Conservation Commission and Squamscott Fields, LLC to conserve the subject parcel. As a result, the clients of this report are the Stratham Conservation Commission and the Southeast Land Trust of New Hampshire (SELT).

It is anticipated that the Federal Coastal and Estuarine Land Conservation Program (CELCP) will be the primary funding source for the Conservation Easement.

This will be a narrative report meeting the Uniform Appraisal Standards for Federal Land Acquisition (UASFLA), in addition to conforming to the Uniform Standards of Professional Practice (USPAP).

Extraordinary Assumptions

The following are extraordinary assumptions utilized in this analysis:

- Included in this report is a Conceptual Subdivision Plan. It should be noted that this is included merely to demonstrate the development potential of the subject parcel. It has been reviewed by the Stratham Town Planner and William Kenny, the Chairman of the Stratham Conservation Commission; however, it has not been approved;
- According to the terms of the Agricultural Preservation Restriction (Conservation Easement), the landowner retains a right-of-way totaling 3± acres that provide access across the existing Conservation Easement area to the subject's 89.95± acres. There is no defined location for the 3± acres and a copy of the letter substantiating this right is included in the Addendum of this report.

- Also included in the report is an unsigned copy of a Conservation Easement Deed that is similar to what would restrict the subject. It is assumed for this analysis that the terms of the finalized version will essentially be the same on the signed copy. Should that not be the case, it could have an impact on the value of the subject property in the “After the Easement” valuation.
- No hazardous materials or conditions were observed during the property inspection, nor were any disclosed. This report has not been prepared in an environmental-risk capacity and should not be construed as such. This report assumes that the subject property is free and clear of hazardous materials. If this is found to be untrue, the value in this appraisal could be affected.

The above are considered to be Extraordinary Assumptions. USPAP 2018-2019 Edition, defines extraordinary assumption as: “an assignment-specific assumption, as of the effective date regarding uncertain information used in an analysis, which, if found to be false, could alter the appraiser’s opinions or conclusions.”

Hypothetical Conditions

The following hypothetical conditions are utilized in this report:

- In the “After the Easement” section, it is assumed in this analysis that the Easement Deed has been signed and that the terms of the finalized and signed Easement are essentially the same and a Conservation Easement will be in place.

USPAP, 2020-2021 Edition, defines *Hypothetical Condition* as: “a condition directly related to a specific assignment, which is contrary to what is known by the appraiser to exist on the effective date of the assignment result, but is used for the purpose of analysis.” Use of a hypothetical condition might affect the assignment results.

Larger Parcel

According to the Uniform Appraisal Standards for Federal Land Acquisitions, defines the “Larger Parcel” as ‘the tract or tracts of land which possess a unity of ownership and has the same, or an integrated, Highest and Best Use. Elements of consideration by the appraiser in making a determination in this regard are contiguity, or proximity, as it bears on the Highest and Best Use of the property, unity of ownership, and unity of Highest and Best Use.’

As indicated, Stuart Farm consists of three parcels of land. These parcels are contiguous and under the same ownership. Of the combined acreage of the three parcels, 173.07± acres are subject to the Agricultural Preservation Restriction (Conservation Easement). Situated in the center of the restricted area are 7.46± acres which are not restricted. This is the location of the residences and agricultural buildings that are essential to the operation of the dairy farm. This leaves the subject of the report, or 89.95± acres, which is not part of the restricted area. As will be determined later in the report, the highest and best use of the remaining 89.95± acres is for residential development. As a result, it does not have the same or an "integrated highest and best use" as does the restricted area acreage and the 7.46± acres of land, the location of the residences and agricultural buildings. As a result, the 89.95± acres are considered to be the Larger Parcel.

Jurisdictional Exception Rule

This appraisal assignment involves jurisdictional exceptions. Specifically, the appraiser is prohibited from compliance with Standards Rule 1-2(c), which requires that an opinion of reasonable exposure time be developed when exposure time is a component of the definition of value use. The Uniform Appraisal Standards for Federal Land Acquisitions (UASFLA) prohibits linking a specific exposure time to a market value opinion.

This appraisal report was prepared for the exclusive use of the Stratham Conservation Commission and the Southeast Land Trust of NH. This report is not intended for any other use. Any use of this appraisal by any other person or entity, or any reliance or decisions based on this appraisal, are the sole risk of the third party. Stark & Webster Valuations, LLC, accepts no responsibility for damages suffered by any third party as a result of reliance on, decisions made, or actions taken based on this report.

The appraisal research and analysis are summarized in the following report. As such, it might not include full discussions of the data, reasoning, and analyses that were used in the appraisal process to develop the opinion of value. Supporting documentation concerning the data, reasoning, and analyses is retained in our files. The information contained in this report is specific to the needs of the client and for the intended use stated in this report.

I hereby certify that I have inspected the subject property, that I have considered all factors that were pertinent to the value estimate, and that I have not knowingly or intentionally omitted any important data. I further certify that I have no present or contemplated future interest in the property, and that my professional fee is not dependent upon the value estimate.

On the basis of my inspection, investigation, study and analysis, I am of the opinion that the subject's value is:

MARKET VALUE OF THE FEE SIMPLE ESTATE – SURFACE RIGHTS ONLY – AS OF FEBRUARY 17, 2023:

VALUE "BEFORE THE EASEMENT"\$2,700,000
VALUE "AFTER THE EASEMENT".....\$ 200,000
VALUE OF THE EASEMENT/DEVELOPMENT RIGHTS.....\$2,500,000

Respectfully submitted,



Arol J. Charbonneau, Jr.,
Certified General Appraiser
No. NHCG-203

Mark Connors

From: WILLIAM KENNY <wekenny@comcast.net>
Sent: Wednesday, July 26, 2023 10:56 AM
To: Kyle Saltonstall
Cc: Allison Knab; Mark Connors
Subject: Statement of support- Stuart Farm Conservation Easement

Hi Everyone,

I am sorry I cannot attend the public hearing/CC meeting tonight. I wanted to make sure that everyone knows that I fully support the Stuart Farm Conservation Easement and would like this project to come to a conclusion in the near future. Five members of the commission and the Town Planner attended the latest site walk of the property on July 24. Nate and Lorraine Merrill gave us an informative tour. The history, beautiful views, wildlife habitat, and dairy farm legacy cannot be overstated. I believe that using \$500,000 from the Land Conservation Trust Fund is a good use of that money. Supporting this acquisition is a great example of the Stratham Town motto, "Inspired by the past, committed to the Future."

Thank you,
Bill Kenny, Chair

200 Portsmouth Avenue
Stratham, NH 03885
July 24, 2023

Bill Kenny, Chair
Stratham Conservation Commission
10 Bunker Hill Avenue
Stratham, NH 03885

Dear Mr. Kenny and Conservation Commission Members:

When we moved to Stratham more than twenty years ago we really felt we were in the right place when Stratham voters agreed to set up a generous fund to support conservation easements. At the same time an ad hoc committee of citizens was appointed to make sure the money was spent judiciously and in the Town's best interest.

Now the committee is disbanded and we understand the responsibility to use the Land Conservation Fund rests with the Conservation Commission. On your agenda is a uniquely fortuitous opportunity to use the Fund to support a conservation easement on Stuart Farm.

This summer not a day has passed without evidence of global threats to our environment. Stratham is not immune from these challenges. It would be a grave mistake for the Conservation Commission to fail to take this opportunity to help conserve an environmentally and ecologically sensitive tract along Stratham's riverfront.

Added to that is the agricultural and historical significance of Stuart Farm. We have seen that Stratham residents value the farms that work hard to feed us while also protecting our environment and maintaining a proud history of agriculture.

On a more personal note, whether kayaking along the Squamscott or driving along College Road we take pleasure in observing the fields that are worked by Stuart Farm. Over our years here those views have helped us to feel at home.

We hope the Conservation Commission will support using \$500,000 of the Land Conservation Fund to pay Stratham's share of a grant to protect this vital land.

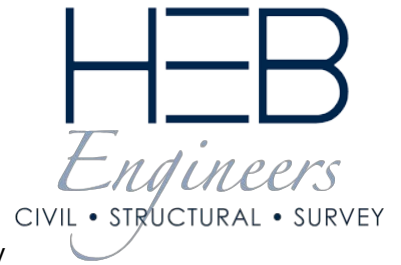
With our respects,

Ben Harris & Rebecca Mitchell.

Ben Harris *Rebecca Mitchell*

cc: Mark Connors, Director of Planning and Community Development

AGREEMENT



Date: July 21, 2023

Project No: 2023-___

To: David Moore – Town Administrator
Town of Stratham
10 Bunker Hill Avenue
Stratham, NH 03885

Phone: (603) 772-7391 x 181
Email: dmoore@strathamnh.gov

From: Jonathan MacDougall, PE

Email: jmacdougall@hebengineers.com

Re: Stratham Hill Fire Tower, 270 Portsmouth Avenue, Stratham, NH

Dear David,

We propose to render professional services in connection with the **Stratham Hill Fire Tower, located at 270 Portsmouth Avenue in Stratham, NH** hereinafter called the "Project." You are expected to furnish us with all information as to your requirements, including any special or extraordinary considerations for the Project or special services as needed, and to make available all pertinent existing information.

Our scope of services is outlined in detail in the attached Exhibit A dated July 21, 2023.

See the General Provisions (Terms and Conditions) following this page for a more detailed description of our and your obligations and responsibilities.

You will pay us for our services a lump sum of **\$5,400**. See attached Exhibit A for a detailed description of our fees.


We would expect to start our services promptly after receipt of your acceptance of this Agreement and to complete our services as scheduled in attached Exhibit A. If there are protracted delays for reasons beyond our control, we would expect to renegotiate with you the basis for our compensation in order to take into consideration changes in price indices and pay scale applicable to the period when our services are in fact being rendered. This Agreement is void after 30 days.

This Agreement, the attached Exhibit A, and the General Provisions represent the entire understanding between us in respect to this Project and may only be modified in writing and signed by both of us. If you agree with these arrangements, we would appreciate your returning a copy of this agreement **signed below and initialed on the attached General Provisions by an authorized representative.**

Accepted this ____ day of _____ 2023

By: _____
Authorized Representative

Very truly yours,
HEB Engineers, Inc.

By:  _____
Authorized Representative

Printed Name and Title

Christopher Fournier, Vice President

Printed Name and Title

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GENERAL PROVISIONS

(Terms and Conditions)

Agreed _____
(initials)

Access to Site

Unless otherwise stated, the Client will provide access to the site for activities necessary for the performance of the services. HEB Engineers, Inc. (HEB) will take precautions to minimize damage due to these activities but has not included in the fee the cost of restoration of any resulting damage.

Fee

The total fee when stated as a lump sum, is fixed based on the agreed-upon Scope of Services. Where the fee arrangement is to be on an hourly basis, the total fee shall be understood to be an estimate; actual time spent will be invoiced using the billing rates in accordance with our latest Fee Schedule and direct expenses will be billed to the Client at actual cost plus 15 percent.

Billings/Payments

Invoices for services will be submitted monthly and are due when rendered and shall be considered PAST DUE if not paid within 30 days of the invoice date. A monthly service charge of 1.5% of the unpaid balance (18% true annual rate) will be added to PAST DUE accounts. If the Client fails to make payment when due and HEB incurs costs to collect overdue sums, the Client agrees that all such collection costs shall be payable to HEB. Collections costs shall include, without limitation, legal fees, collection fees and expenses, court costs, and reasonable HEB staff costs at billing rates in accordance with our latest Fee Schedule for HEB's time spent in collection efforts. If the Client fails to make payment when due or is in breach of this Agreement, HEB may suspend performance of services upon ten (10) calendar days' notice to the Client. HEB shall have no liability whatsoever to the Client for any costs or damages as a result of suspension caused by any breach of this Agreement by the Client. Upon payment in full by the Client, HEB shall resume services and the schedule and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expense for HEB to resume performance. Retainers shall be credited on the final invoice. If the Client fails to make payment to HEB in accordance with the payment terms herein, this shall constitute a material breach of this Agreement and shall be cause for termination of this Agreement by HEB.

Indemnifications

The Client agrees, to the fullest extent permitted by law, to indemnify and hold HEB, its officers, directors, employees, and subconsultants harmless from any damage, liability, or cost (including reasonable attorney's fees and costs of defense) to the extent caused by the Client's negligent acts, errors, or omissions and those of their contractors, subcontractors, consultants, or anyone for whom the Client is legally liable, and arising from the project which is the subject of this Agreement.

HEB agrees, to the fullest extent permitted by law, to indemnify and hold the Client, its officers, directors, employees, and subconsultants harmless from any damage, liability, or cost (including reasonable attorney's fees and costs of defense) to the extent caused by HEB's negligent acts, errors, or omissions and those of their contractors, subcontractors, consultants, or anyone for whom HEB is legally liable, and arising from the Project which is the subject of this Agreement.

Neither the Client nor HEB shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

Risk Allocation

In recognition of the relative risks, rewards, and benefits of the Project to both the Client and HEB, the risks have been allocated so that the Client agrees that, to the fullest extent permitted by law, to limit the liability of HEB to the Client, for any and all claims, losses, expenses, damages of any nature whatsoever, or claims expenses from any cause or causes, including attorneys' fees and costs and expert witness fees and costs, so that the total aggregate liability of HEB to the Client shall not exceed \$50,000, or HEB's total fee, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

Termination of Services

Either party may terminate this Agreement for cause upon giving written notice to the other party not less than seven (7) calendar days written notice for: substantial failure by the other party, assignment of this Agreement, or transfer of the Project to any other entity without prior written consent, suspension of the Project by the Client for more than ninety (90) days or material changes in condition necessitate such changes. In the event of termination, the Client shall pay HEB within 15 days for all services rendered to the date of termination, all direct expenses, and reimbursable termination expenses.

Ownership of Instruments of Service

All reports, drawings, specifications, computer files, field data, notes, other documents, and instruments prepared by HEB as instruments of service shall remain property of HEB. HEB shall retain all common law, statutory, and other reserved rights, including the copyright thereto. HEB has the right to use photographs of the project site in all available marketing avenues.

Applicable Law

Unless otherwise specified, this Agreement shall be governed by the laws of the State of New Hampshire.

Claims & Disputes

In an effort to resolve conflicts that arise during design or construction of the Project or following completion, the Client and HEB agree that all disputes in excess of \$5,000, arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation unless the parties mutually agree otherwise. Disputes under \$5,000 shall be decided by Small Claims Court.

Pollution Exclusion

Both parties acknowledge that HEB's scope of services does not include any services related to the presence of any hazardous or toxic materials. In the event HEB or any other party encounters any hazardous or toxic materials, or should it become known to HEB that such materials may be present on or about the jobsite that may affect the performance of HEB's services, HEB may, at its option and without liability for consequences or any other damages, suspend performance of the services under this Agreement until the Client has abated the materials and the site is in full compliance with all applicable laws and regulations.

Additional Services and Direct Expenses

Additional services and direct expenses are those services and expenses not specifically included in the Scope of Services stated in the Agreement. HEB will notify the Client of any significant change in scope which will be considered additional services. The Client agrees to pay HEB for any additional services in accordance with our latest Fee Schedule. These additional services and expenses will be mutually agreed upon by the Client and HEB.

Change in Services

HEB's commitments, as set forth in this Agreement, are based on the expectation that all of the services described in this Agreement will be provided. In the event the Client later elects to reduce HEB's scope of services, the Client hereby agrees to release, hold harmless, defend and indemnify HEB from any and all claims, damages, losses, or costs associated with or arising out of such reduction of services.

Unauthorized Changes

In the event the Client, the Client's contractors or subcontractors, or anyone for whom the Client is legally liable makes or permits to be made any changes to any reports, plans, specifications, or other construction documents prepared by HEB without obtaining the HEB's prior written consent, the Client shall assume full responsibility for the results of such changes. Therefore, the Client agrees to waive any claim against HEB and to release HEB from any liability arising directly or indirectly from such changes. In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless HEB from any damages, liabilities, or costs, including reasonable attorneys' fees and costs of defense, arising from such changes.

In addition, the Client agrees to include in any contracts for construction appropriate language that prohibits Contractor or any subcontractors of any tier from making any changes or modifications to HEB's construction documents without the prior written approval of HEB and that further requires Contractor and subcontractors to indemnify both HEB and the Client from any liability or cost arising from such changes made without such proper authorization.

Public Responsibility

Both the Client and HEB owe a duty of care to the public that requires them to conform to applicable codes, standards, regulations, and ordinances, principally to protect the public health and safety. The Client shall make no request of HEB that, in HEB's reasonable opinion, would be contrary to HEB's professional responsibilities to protect the public. The Client shall take all actions and render all reports required of the Client in a timely manner. Should the Client fail to take any required actions or render any required notices to appropriate public authorities in a timely manner, the Client agrees HEB has the right to exercise its professional judgment in reporting to appropriate public officials or taking other necessary action. The Client agrees to take no action against or attempt to hold HEB liable in any way for carrying out what HEB reasonably believes to be its public responsibility.

Delays

The Client agrees that HEB is not responsible for damages arising directly or indirectly from any delays for causes beyond HEB's control. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters or acts of God; fires, riots, war, or other emergencies; failure of any government agency to act in a timely manner; failure of performance by the Client or the Client's contractors, or consultants; or discovery of any hazardous substances or differing site conditions.

In addition, if the delays resulting from any such causes increase the cost or time required by HEB to perform its services in an orderly and efficient manner, HEB shall be entitled to a reasonable adjustment in schedule and compensation.

Design Without Construction Phase Services

It is understood and agreed that if HEB's Scope of Services under this Agreement do not include observation, review, or any other construction phase services, that such services will be provided for by the Client. In this case, the Client assumes all responsibility for interpretation of HEB's deliverables and for construction observation. The Client waives any claims against HEB that may be in any way connected thereto. In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless HEB, its officers, directors, employees and subconsultants (collectively, HEB) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising out of or in any way connected with the performance of such services. If the Client requests that HEB provide any specific construction phase services, and if HEB agrees in writing to provide such services, an Agreement Modification will be prepared for the Scope of Services, otherwise HEB shall be compensated for as Additional Services as provided above, and such services shall become part of this Agreement.

Construction Observation

If required and agreed upon between HEB and Client, HEB shall visit the site at intervals appropriate to the stage of construction, or as otherwise agreed to in writing by the Client and HEB, in order to observe the progress and quality of the Work completed by the Contractor. Such visits and observations are not intended to be an exhaustive check or a detailed inspection of the Contractor's work but rather are to allow HEB staff, as experienced professionals, to become generally familiar with the Work in progress and to determine, in general, if the Work is proceeding in accordance with the Contract Documents. Based on this general observation, HEB shall keep the Client informed about the progress of the Work and shall advise the Client about observed deficiencies in the Work.

If the Client desires more extensive project observation or full-time project representation, the Client shall request that such services be provided by HEB as Additional Services in accordance with the terms of this Agreement.

HEB shall not supervise, direct, or have control over the Contractor's work nor have any responsibility for the construction means, methods, techniques, sequences, or procedures selected by the Contractor nor for the Contractor's safety precautions or programs in connection with the Work. These rights and responsibilities are solely those of the Contractor in accordance with the Contract Documents.

HEB shall not be responsible for any acts or omissions of the Contractor, subcontractor, any entity performing any portion of the Work, or any agents or employees of any of them. HEB does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its Work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

Jobsite Safety

Neither the professional services of HEB, nor the presence of HEB or its employees and subconsultants at a construction/job site, shall relieve the Contractor of its obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequence, techniques, or procedures necessary for performing, superintending, and coordinating the Work in accordance with the Contract Documents and any health or safety precautions required by any regulatory agencies. HEB and its personnel have no authority to exercise any control over any Contractor or its employees in connection with their Work or any health or safety programs or procedures. The Client agrees that the Contractor shall be solely responsible for jobsite safety, and warrants that this intent shall be carried out in the Client's contract with the Contractor. The Client also agrees that the Client, HEB, and HEB's subconsultants shall be indemnified by the Contractor and shall be made additional insured under the Contractor's policies of general liability insurance.

Request for Clarification or Interpretation

The Contractor may, after exercising due diligence to locate required information, request from HEB clarification or interpretation of the requirements of the Contract Documents. HEB shall, with reasonable promptness, respond to each Contractor's requests for clarification or interpretation. However, if the information requested by the Contractor is apparent from field observations, is contained in the Contract Documents, or is reasonably inferable from them, the Contractor will be responsible to the Client for all reasonable costs charged by HEB to the Client for the Additional Services required to provide such information.

Submittal Review

If required and agreed upon between HEB and Client, HEB shall review and approve or take other appropriate action on Contractor submittals, such as shop drawings, product data, samples, and other data, which the Contractor is required to submit, but only for the limited purpose of checking for conformance with the design concept and the specifications of the Contract Documents. This review shall not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, coordination of the Work with other trades, or construction safety precautions, all of which are the sole responsibility of the Contractor. HEB's review shall be conducted with reasonable promptness while allowing sufficient time in HEB's judgment to permit adequate review. Review of a specific item shall not indicate that HEB has reviewed the entire assembly of which the item is a component. HEB shall not be responsible for any deviations from the Contract Documents not brought to the attention of HEB in writing by the Contractor. HEB shall not be required to review partial submissions or those for which submission of correlated items have not been received.

Rejection of Work

HEB shall have the authority to reject any Work that is not, in the judgment of HEB, in conformance with the Contract Documents or Work plans. Neither this authority nor HEB's good-faith judgment to reject or not reject any Work shall subject HEB to any liability or cause of action to the Contractor, subcontractors, or any other suppliers or persons performing work on the Project.

Record Documents

If required and agreed upon between HEB and Client, upon completion of the Work, HEB shall compile for and deliver to the Client a reproducible set of Record Documents based upon the marked-up record drawings, addenda, change orders, and other data furnished by the Contractor. These Record Documents will show significant changes made during construction. Because these Record Documents may be based on unverified information provided by other parties, which HEB shall assume to be reliable, HEB cannot and does not warrant the accuracy of information provided by other parties.

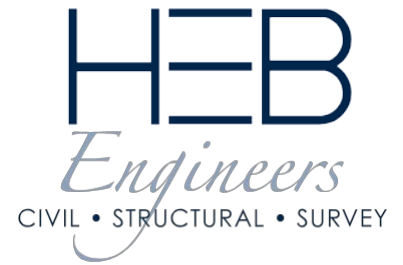
EXHIBIT A

SCOPE OF SERVICES
STRUCTURAL ASSESSMENT
STRATHAM HILL FIRE TOWER
270 PORTSMOUTH AVENUE
STRATHAM, NH

July 21, 2023

Prepared for: Town of Stratham

Prepared by: HEB Engineers, Inc.



This Exhibit is attached to and becomes part of the Agreement between HEB Engineers, Inc. (HEB), Engineer, and Town of Stratham, Client, dated July 21, 2023. The professional services are related to the Stratham Hill Fire Tower located at 270 Portsmouth Avenue, in Stratham, NH (the Project).

Project Understanding:

The Stratham Hill Fire Tower was originally constructed circa 1931 of a roughly 53-foot steel lattice with a wood cab. The cab may have been replaced as recently as 1997. You have indicated the coating of the steel is in poor condition and in need of replacement. Prior to re-coating the steel you would like to understand the condition of the existing structure to determine if any structural renovations should be completed at the same time.

Structural Assessment: HEB Phase 001

HEB will provide the following services:

- » Perform a walk-through assessment of the fire tower.
- » Prepare a Structural Assessment Report which will detail the structural condition of the tower and make recommendations for repairs.

Deliverables will be: Structural Assessment Report.

Number of meetings attended will be: None anticipated.

Number of site visits will be: One site visit.

Assumptions:

The purpose of these assumptions is to provide clarity on the items within the scope and identify scope items that are not included. An item specifically excluded here, may be amended to the Agreement through an Agreement Modification.

- » The referenced building code is the State of New Hampshire Building Code, the International Building Code (IBC) 2018 (adopted by reference).
- » Professional engineering services provided are limited to assessment of general code compliance of the structural components specifically identified. All other components are assumed to comply with the prescriptive portions of the code and/or be engineered by others. HEB is not the Registered Design Professional or Engineer of Record for the building.
- » Access to the tower is available during regular business hours.
- » No record drawings are available for review.
- » No material samples will be taken and no testing will be completed.
- » No calculations or structural analysis will be performed at this time on the steel tower. Limited calculations of the wood cab may be performed to identify the capacity of select structural members.
- » Design of repairs, if necessary, is not included in this scope.

Schedule:

We are prepared to start our services upon receipt of written authorization and to complete the assessment and report within four to six weeks of signed Agreement. Please keep in mind that HEB is not responsible for delays caused by others and that reasonable time is needed to conduct thorough and professional services. This schedule may be amended in writing as needed.

Fee:

The schedule of fees for the services, including travel, plus direct expenses, is as follows:

Phase	Lump Sum
001 Structural Assessment	\$ 5,400

Project Management:

Jonathan MacDougall, PE, will be the Project Manager for this project and will be the Client's main point of contact, attend client meetings, and be in charge of all technical aspects of the services. The remainder of the project team will consist of engineers, technicians, and administrators as needed for the successful completion of the scope of services.

Agreement:

If this scope of services meets your requirements, please sign and return a copy of the attached Agreement and we will consider it your authorization to proceed. This scope of services will be attached to it and become part of the Agreement.

Thank you for the opportunity to propose this Agreement. We look forward to working with you on your project.

STORMWATER SOLUTIONS™

STORMWATER MANAGEMENT > FLOOD CONTROL

New Hampshire approves \$2.8M for tidal culvert replacements

New Hampshire approved NOAA funding to replace three undersized tidal culverts on state roads, enhancing flood resilience and local ecosystem health.

The New Hampshire Department of Environmental Services (NHDES) that the Governor and Executive Council recently approved \$2,876,442 of grant funding from the National Oceanic and Atmospheric Administration (NOAA) that will enable the New Hampshire Department of Transportation (NHDOT) to replace three undersized tidal culverts on State roads in the Towns of Stratham and Rye, New Hampshire.

The selected projects were identified by the NH Resilient Tidal Crossings Project as the highest priority tidal crossings for replacement based on a coast-wide field assessment and prioritization process that evaluated 120 tidal stream crossings in 2018 for ecosystem compatibility, flood resilience and structure condition.

In 2019, a unique partnership between NHDES Coastal Program and NHDOT was initiated and facilitated by The Nature Conservancy (TNC) to advance a “pipeline” of high priority culvert replacement projects. With grant funding from the National Fish and Wildlife Foundation- National Coastal Resilience

Fund and NOAA, the team worked with engineering consultant, CMA Engineers, to conduct alternative analysis, design, engineering, and permitting at three of the highest priority state-owned tidal crossing sites. The tidal culvert design process followed the “New Hampshire Coastal Flood Risk Summary, Part II: Guidance for Using Scientific Projections” and adhered to new NHDES permitting rules that are specific to tidal culvert replacement.

“By considering the New Hampshire Coastal Flood Risk Guidance early in the planning process, the Projects incorporated coastal resilience principals into the design by identifying project goals, the design life of the project, and the project’s tolerance to flood risk from increases in sea level, coastal storms, and extreme precipitation.” says Kevin Lucey, Habitat Coordinator for the NHDES Coastal Program.

‘Right sizing’ tidal culverts not only mitigates flood risk, but it can also restore the functions that sustain healthy and thriving coastal habitats.

The design goals for these projects are to replace aging infrastructure with crossing structures that minimizes future flood risk, eliminate tidal restrictions, enable upstream marsh migration, and benefit organism passage and wildlife habitat. Construction is planned for 2025.

The funded replacements are as follows:

- **Squamscott Road at Chapman’s Landing Salt Marsh**

Squamscott Road is local connector between Route 33 and Route 108 in Stratham. Within a 0.3 mile segment, Squamscott Road crosses three separate wetland tributaries of the Chapman’s Landing Salt Marsh.

The project in Stratham will restore tidal wetlands by replacing two tidal culverts along Squamscott Road as part of a single construction project.

At each site, the existing 18-inch round pipes will be replaced with 8 ft

wide x 7 ft high concrete box culverts.

- **NH Route 1A at Awcomin Salt Marsh, Rye Harbor**

NH Route 1A is a vital north south transportation corridor on the immediate coast and is the primary access to New Hampshire's most popular beaches, tourist amenities, active working waterfronts, as well as tourist lodging, local businesses, and residential neighborhoods.

The selected alternative at Route 1A at Rye Harbor will replace the existing 3.5 ft wide x 7 ft high granite block culvert with a 15 ft wide x 7 ft high, 3-sided concrete box on footings.

Source URL: <https://www.stormwater.com/stormwater-management/flood-control/press-release/53065358/new-hampshire-approves-28m-for-tidal-culvert-replacements>