

BARRINGTON
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DURHAM
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LEE
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MILTON



NEW DURHAM
NEWMARKET
NORTHWOOD
NOTTINGHAM
ROCHESTER
ROLLINSFORD
SOMERSWORTH
STRAFFORD
WAKEFIELD

SRPC Executive Committee Meeting Agenda
Conference Room 1
September 21, 2018

Time: 8-9 a.m.
150 Wakefield Street, Suite 12
Rochester, NH

- 1. Welcome/Introductions**
- 2. Presentation: FY 2018 DRAFT Audit: Melanson, Heath, & Co, PC [Separate Mailing]**
- 3. Action Items (Motions Required)**
 - a. Approval of the Minutes of August 17, 2018 (**Enclosed**)
 - b. Acceptance of FY2018 Draft Audit
 - c. Acceptance of Draft August Financials (**Enclosed**)
 - d. Concurrence with September Monthly Minors (**Enclosed**)
 - e. Approval of FY2019 Executive Director Organizational Goals (**see Memo**)
- 4. Discussion**
 - a. Revision of micro-purchase and procurement thresholds (**see Memo**)
 - b. Strategic Planning and Municipal Visits (**see Memo**)
- 5. Updates**
 - a. Draft FY2019 Working Budget (**Enclosed**)
 - b. Awards, Contracts, and General Business Update (**see Memo**)
- 6. Other Business**
- 7. Adjourn**

Rules of Procedure

*Strafford Regional Planning Commission
Strafford Metropolitan Planning Organization, and
Strafford Economic Development District*

Meeting Etiquette

Be present at the scheduled start of the meeting.

Be respectful of the views of others.

Ensure that only one person talks at a time. Raising your hand to be recognized by the chair or facilitator is good practice.

Do not interrupt others, or start talking before someone finishes.

Do not engage in cross talk.

Avoid individual discussions in small groups during the meeting. When one person speaks, others should listen.

Active participation is encouraged from all members.

When speaking, participants should adhere to topics of discussion directly related to agenda items.

When speaking, individuals should be brief and concise when speaking.

The Strafford Regional Planning Commission & Metropolitan Planning Organization holds both public meetings and public hearings.

For public meetings, guests are welcome to observe, but should follow proper meeting etiquette allowing the meeting to proceed uninterrupted. Members of the public who wish to be involved and heard should use venues such as Citizen Forum, Public Hearings, Public Comment Periods, outreach events, seminars, workshops, listening sessions, etc.

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WAKEFIELD

Strafford Regional Planning Commission
Executive Committee Meeting
Conference Room 1A, 150 Wakefield Street
Rochester, NH 03867

DRAFT Meeting Minutes
August 17, 2018

Members present: Chair Victoria Parmele, Northwood; Vice Chair Martin Laferte, Farmington; Secretary/Treasurer Tom Crosby, Madbury; Peter Nelson, Newmarket; Fred Kaen, Lee; Donald Hamann, Rochester

Staff present: Jen Czys, executive director; Shayna Sylvia, communications and outreach specialist; Colin Lentz, regional transportation planner

Members absent: Marcia Gasses, Dover

1. Welcome/Introductions

Chair Victoria Parmele began the meeting at 8:02 a.m. Introductions were given around the room.

2. Action Items

a. Approval of the Minutes of July 20, 2018

Victoria Parmele asked for comments or corrections on the minutes of July 20, 2018. There were none. Donald Hamann **MOVED** to approve the minutes of July 20, 2018. Peter Nelson **SECONDED** the motion, of which all were **IN FAVOR**.

b. Acceptance of Draft July Financials

Jen Czys explained that the committee first received preliminary financials, which was later replaced with the final draft. She added that the included dashboard provides financial highlights. J. Czys explained that progress is being made with a pending contract repayment request. She noted that Strafford EDD should be receiving its next EDA grant in the fall.

J. Czys reviewed staff meetings and project highlights, included on the dashboard, that have occurred between the July and August E.C. meetings. She shared that Rachel Dewey, data analyst, attended a training to learn about why the transportation model is being implemented and how to use modeling for air quality conformity. R. Dewey is currently working to compile base data for this model. J. Czys updated the committee on the EPA Brownfields contract, sharing that project

manager James Burdin held a meeting with a local community to discuss an additional project that may be eligible for assessment.

J. Czynsz gave other contract updates related to staff meetings and presentations, including the closeout of the art contest for the Dover Rising Waters project, a meeting with Rockingham Planning Commission to discuss the a potential grant request through the Trash Free Piscataqua program, a meeting with EPA Brownfield representative Amy Jean McGowan to review why SRPC didn't received additional funding, and a meeting Colin Lentz, transportation planner, held relative to the NHDOT Ten Year Plan. J. Czynsz shared that NHDOT is changing its process with quicker review by NHDOT engineers and how this will be helpful in the processes SRPC staffers are responsible for.

J. Czynsz reviewed the checking account balance as of July 31. She explained the different reports within the July financials and noted the status of municipal dues payments. J. Czynsz stated which projects were experiencing higher billing and why, adding that UPWP had a higher billing month due to increased field work hours.

P. Nelson opined that the new format for the financials is extremely useful.

V. Parmele asked a follow-up question about the transportation model and when it will be updated. J. Czynsz reviewed the timeline and details of the consultant SRPC will be working with.

T. Crosby **MOVED** to accept the Draft July Financials. D. Hamann **SECONDED** the motion, of which all were **IN FAVOR**.

S. Sylvia noted that the website statistics in the dashboard changed slightly from last month, but that they will be measured consistently moving forward.

J. Czynsz reviewed contract specifics related to SRPC payments versus UPWP payments for working on the model. This change needs to be approved by the Legislative Joint Fiscal Committee and then by Governor and Council. SRPC and RPC will be working with RSG. The results of running the model should be completed for November.

c. Concurrence with the Draft August Monthly Minors

C. Lentz reviewed the Draft August Monthly Minors, which included two statewide projects and one local project in Durham. He explained that the statewide projects didn't have any related child projects in the region. The Durham project reflects funding changes (shifting from one year to another), for an intersection that may need a traffic signal. A discussion ensued concerning the effect of the new Riverwoods development in Durham.

C. Lentz added that R. Dewey's database will allow Strafford MPO to provide more detail with projects in the minors moving forward. A completed and detailed database would ideally be in place for STIP approval around March/April.

P. Nelson opined that SRPC could increase its social media presence to provide updates on regional projects providing information like: here is what is going on, are you wondering what's happening with the bridge - here's how to find out. He also suggested providing snapshots of project updates on the SRPC website to show that planning does lead to implementation.

T. Crosby **MOVED** to concur with the August Monthly Minors. Donald Hamann **SECONDED** the motion, of which all were **IN FAVOR**.

d. FY 2020 Dues Recommendation to the SRPC Commission

J. Czysz explained how the dues are calculated based on OSI population projections and the CPI rate.

P. Nelson asked when dues letter are sent out. S. Sylvia explained that the letters usually go out in November. P. Nelson opined that the organization should strive to have 100% membership. J. Czysz explained that one non-dues paying community contacted the organization yesterday concerning a potential contract position.

Martin Laferte asked about the communities not paying dues. A discussion ensued concerning working with non-dues paying communities and how to best contact these communities to advocate for our services. P. Nelson opined that one strategy could be to explain how a community can save money in the long run by paying dues. The committee talked over strategies for demonstrating how services are worth the dues. M. Laferte shared that Farmington is a good success story with its recently awarded DERA grant enabling the town to replace their old front-end loader. He opined that this anecdote could be shared.

P. Nelson suggested that SRPC's website should list contact information for regional planners as a way to show connections between the planning commission and its corresponding departments at each municipality.

D. Hamann **MOVED** to recommend the FY 2020 dues rate to the SRPC Commission. T. Crosby **SECONDED** the motion, of which all were **IN FAVOR**.

3. Discussion

a. Draft FY2019 Executive Director Organizational Goals

There were no changes to the goals from the prior month. J. Czysz reminded the committee that approval of the goals will be on the agenda for September. In response to one of the executive director goals, M. Laferte asked how establishing a schedule for salaries would work. J. Czysz responded that other RPCs have done surveys and have experience with creating this type of system. She would contact them for advice. M. Laferte asked if E.C. could have further details about this type of system. J. Czysz responded that it would include job descriptions and salary ranges for each position.

b. Strategic Planning

J. Czysz shared her outline for beginning an organizational strategic planning process. She stated that surveys would be conducted anonymously for staff and other partners. Questions on the surveys would be reframed dependent on target audiences. Her schedule also included community meetings in the September to December timeframe. She added that stakeholder interviews could be a useful tool, as well as reviewing the SRPC regional plan to get a sense of what the organization has accomplished since the plan adoption in 2015.

J. Czysz explained that input from surveys and community meeting would be reviewed and analyzed at a kick-off event which could start with general conversation, and then transition into a SWOT

analysis process. This could take place at a scheduled joint E.C./Policy meeting or off-site. V. Parmele stated that a separate joint meeting would work better as the agenda for the normal E.C. meetings usually take up the full allotted time.

J. Czysz shared that her plan to meet with each municipality to discuss who SRPC is, what we do, and gather specific municipal projects communities may need assistance with, would also be helpful to this process.

She added that when a strategic plan was completed at Nashua Regional Planning Commission different staff worked on different parts of the plan relative to their areas of expertise. It was clarified that only staffers were working on writing the plan. T. Crosby opined that an off-site retreat would be beneficial. V. Parmele stated that the outline for the strategic plan looked good.

c. Draft FY2019 Working Budget

J. Czysz shared the updated working budget. She reviewed the changes, mostly related with carryover from FY 2018 to FY 2019. She explained that some items categorizations were changed. She noted SRPC's new Coastal Resilience grant-climate in the classroom project, and reviewed the new GIS planner's contract.

4. Updates

a. Awards, Contracts, and General Business Update

This was already covered. She added that the organization had submitted a grant application. She noted that the organization has received positive notification on two grants this week, the Durham groundwater project and the federal highways level of stress analysis project.

5. Other Business

There was no other business.

6. Adjourn

T. Crosby **MOVED** to adjourn the meeting. D. Hamann **SECONDED** the motion, of which all were **IN FAVOR**.

The meeting adjourned at 9:07 a.m.

Minutes Respectfully Submitted by,
Shayna Sylvia
Communications and Outreach Planner

Minutes approved on _____

By: _____
Victoria Parmele, Chair – SRPC Executive
Committee

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STRAFFORD
WAKEFIELD

DATE: September 14, 2018
TO: Executive Committee Members
FROM: Jen Czysz, Executive Director
RE: Director's Report for the September 2019 Meeting

The following notes correspond to individual agenda items for discussion.

3c. Acceptance of Draft August Financials

See annotations within the financial statements. Bank balances remain strong albeit slightly lower than last month. Of note, August was a three paycheck month, which increased expenses and resulted in a net loss for the month. Year-to-year comparisons are predominantly affected by two project contracts: we are still waiting for the EDA funding contract for FY19 and no longer have SHRP2. There are several grants in addition to EDA that we anticipate for the second half of the year that will help bring revenue up to at least FY18 levels. Nearly all dues payments have now been received. While we've made limited progress to recoup the outstanding \$5,942 in EDA funding, we still struggle to get EDA staff to follow through.

Looking at the Profit and Loss, DOT billing was up even higher in August given the extensive amount of field work conducted in the summer. Additionally, while we wait for several new contracts, all staff have dedicated additional time to supporting data analysis for the transportation demand model. Travel expenses are high in August and will be again in September and include conference registrations and hotel reservations. The three large training and conference events staff attend are in September and early October. Expenses are on target for the month. Consulting and Engineering services are largely for the Brownfields Program and Lee Floodplain Mapping. The month has a net loss of approximately \$18,063; less than the approximately \$25,000 associated with the third pay period in the month.

3d. Concurrence with the September Monthly Minors

See the monthly minors report included in your meeting packet.

3e. FY 2019 Executive Director Organizational Goals

Draft goals remain unchanged from the July meeting. **Committee members are requested to submit any edits or recommendations prior to the meeting** to enable the committee to vote on the final draft at the September meeting.

Proposed goals for FY 2019 include:

- Develop and implement staff retention strategies including:
 - Establish a standardized salary schedule for staff positions and system for increases to create consistency and predictability for staff.

- Set individualized performance goals for staff members over the summer of 2018 and ensure all staff members have a job description.
- Conduct performance reviews in January/February of each year that will be used to assess merit increases to be incorporated into the draft budget (March/April) and become effective on July 1.
- Review personnel policies to identify realistic means of providing flexibility (such as flex scheduling and telecommuting).
- Develop an IT Plan for the organization that:
 - Sets a schedule for updating software and hardware
 - Identifies desired improvements to the SRPC website
 - Identifies enhancements to online map features and interoperability with state (DOT) systems/databases.
 - Identifies any required and desired improvements that should be included in an updated IT services contract (due to go out to bid).
- Conduct a strategic planning exercise that identifies priority areas for organizational growth and direction over the next couple years.
- Build relationships with municipalities and allied organization in the region.
 - Set up a schedule of annual check in meetings with each community’s Board of Selectmen or Town/City Council.
 - Encourage commissioners to attend the annual check in meetings.
 - Develop a listing of local and regional “wish list” project to reference when monitoring grant funding.

4a. Revision of Micro-Purchase and Procurement Thresholds

In a recent communication from our auditors, we were advised that the Office of Management and Budget announced updates for procurements made under federal financial assistance awards. Federal thresholds are now \$10,000 and below for micro-purchases (simple price comparison required), simplified acquisitions between \$10,001 and \$249,999 require three quotes, and only purchases of \$250,000 or more require a full RFP and bid process.

SRPC’s procurement policies adopted the significantly lower NH DOT standard of less than \$500 for micro-purchases, \$500-999 requires documentation of three quotes, \$1,000-2,000 three written quotes, and \$2,001+ requires a full RFP bid process. While purchases with NH DOT funds (UPWP) would still need to comply with the significantly lower thresholds, other purchases need only comply with the more stringent standard – SRPC’s operating policies, grant specific requirements or OMB’s Uniform Guidance.

As currently set, most all office equipment is likely to trip the current \$2,000 threshold set in our procurement policies and require a full bid process adding significant time and expense. It is worth considering amending the SRPC FY 2018 Operating Procedures and raising the thresholds as follows:

VII. FEDERAL CASH MANAGEMENT

E. Procurement Procedures

2. Purchase Methods

a. *Micro Purchase (under \$500)*¹

A good faith effort should be made to compare prices with comparable suppliers, and purchases must be distributed equitably among qualified suppliers.

b. *Other Purchases*

i. ~~(\$500-\$999)~~ \$3,500²

Price or rate quotes from at least three qualified sources must be documented. Quotes may be obtained by telephone or by visiting websites. If three price or rate quotes are not possible, documentation must be maintained to detail the process used and to explain why three quotes could not be obtained.

ii. ~~(\$1,000-\$2,000)~~ \$3,501-\$35,000³

Three written quotes must be obtained. The process used and the price quotes obtained must be kept in the project file for documentation purposes.

iii. ~~(\$2,001-\$35,001)~~ and over⁴

Goods and services over \$35,000-2,000 must be obtained through a competitive bid process. Bids shall be solicited by publishing written specifications in a newspaper of general circulation, or other electronic or print publication with wide distribution or readership in the area where the goods or services will be used. Copies of the advertisement that identifies the date(s) published and newspapers where the ads appeared will be kept in the project file. The advertisement shall be available to bidders a minimum of three weeks prior to opening of bids.

4b. Strategic Planning

Following up on last month's conversation related to the Strategic Planning process, SRPC staff has also now been briefed on the effort. Stay tuned for the online survey that will be set up in the coming weeks. Separate surveys will be sent to staff, commissioners, and stakeholders. Any recommended stakeholders and contacts are appreciated. Time permitting at this meeting I would like to start discussing the plans for a retreat to be held in December or January (schedule, facilitation, objectives, attendees, location).

5a. Draft FY2019 Working Budget

The monthly dashboard includes a summary of the draft working budget. Also included in your meeting packets are updated revenue and expense working budget details. All changes from the adopted budget are highlighted in yellow. Several of the changes are minor updates to reflect anticipated FY2019 revenue from multi-year projects. The Barrington Master Plan was updated with the actual contract amount. New projects include Durham Groundwater Modeling and the FHWA Multi-Model Connectivity Pilot. On the expense side, personnel expenses were updated to reflect the extension of our transportation intern for an additional month and another quarter of editing staff.

¹ NHDOT Local Public Agency Manual for the Development of Project, Section 28

² NHDOT Local Public Agency Manual for the Development of Project, Section 28

³ NHDOT Local Public Agency Manual for the Development of Project, Section 28

⁴ NHDOT Local Public Agency Manual for the Development of Project, Section 28

5b. Awards, Contracts and General Business Update

Kathy and I have begun to set up a system to better track how and where our dues funds are expended. This includes tracking dues time dedicated to local technical assistance efforts and better identification of dues expenditures within our QuickBooks Accounting software. We hope this will help improve an understanding of how and why we depend on dues funds.

Related, Kathy and I have also set up a new model to budget and track staff time for all projects; giving staff a mechanism to monitor projects and aid in completing projects within budget.

Several contracts in this year's budget are still pending. These include:

- EDA Economic Development District Funding
- Durham Groundwater Model
- PDM Hazard Mitigation funds for Madbury and Northwood
- UNH's Coastal Resilience Climate in the Classroom Grant
- Watershed Assistance Oyster River Permeable Reactive Barrier Installation Project
- FHWA Multi-Modal Connectivity Bicycle Level of Stress Analysis
- NH DOT CTAP Commute Smart

Pending Grant Applications and Municipal Contracts include:

- DHHS' CDC State Physical Activity and Nutrition Program application (subcontract to provide active transportation technical assistance to municipalities)
- Update Rollinsford's Road Surface Management System scenarios
- HNH*foundation* grant application to inventory and map recreation lands in the region and conduct a pilot project in Somersworth assessing active transportation network access to recreation facilities.

SRPC FY 2019 Dashboard - September



AUGUST 31, 2018

Federal Savings Bank

Beginning Balance	\$73,859.12
Deposits	\$91,546.45
Payments	\$94,597.11
Ending Balance	\$70,808.46

AUGUST 31, 2018

Accounts Payable	\$0.00
Accounts Receivable	\$140,419.90

OVERSIGHT ACTIVITIES

Line of Credit Activated?	No
FSB Savings Account	\$16,030.84
Audit Status	Draft complete

BUDGET NARRATIVE

Federal Savings Bank Balance/Case on hand:	We continue to have adequate cash on hand to meet monthly expenses
Payables and Receivables	Continuing to work with EDA to resolve outstanding reimbursement
FY19 Working Budget:	DDraft includes new projects (Durham Groundwater Modeling, FHWA Multi-Model Connectivity), updates multi-year projects to reflect FY19 estimated revenue, updates staffing levels

FUNDING SOURCES - WORKING BUDGET

Due, Interest & Reimbursement	\$117,649
Metropolitan Planning Organization	\$542,818
State Agencies	\$114,027
Municipal & Nonprofit Agreements	\$59,098
Economic Development District	\$133,320
Total Revenue	\$966,913
Pending Grant Applications	\$106,500

STAFF PRESENTATIONS - ACTIVITIES AUG./SEPT.

Staff Meeting (All staff)
 Seacoast Stormwater Coalition Meeting (Nancy)
 MS4 Notice of Intent Webinar (Nancy, Kyle)
 Crash data meeting relative to Route 4 with Northwood and DOT District 6 (James, Colin)
 Regional Economic Developers' Meetings (James)
 Pre-application meetings with Northwood applicants (James)
 NHDES Coastal Program Project Team Conference Call (Kyle)
 NHDES Sourcewater Protection Workshop Conference Call (Kyle)
 Dover Rising Waters Youth Art Contest Meeting (Kyle)
 NHDES Sourcewater Protection Grant Application Meeting (Kyle, Jen)
 SELT Land Stewardship Committee Meeting (Kyle)
 New Durham Planning Board Meeting (Kyle, Marcia)
 Lee Floodplain Study Team Conference Call (Kyle)
 Coastal Adaptation Workgroup (CAW) Outreach Meeting (Kyle)
 NHDES 604(b) Grant Application Conference Call (Kyle, Jen)
 Durham Town Council Meeting (Kyle, Jen)
 SELT Land Stewardship Strategic Planning Retreat (Kyle)
 Boat Tour with Great Bay Waterkeeper (Kyle, Jen)
 MS4 Regional Planning Meeting (Kyle, Marcia)
 PFPNH meeting (Rachel, Colin)
 Road Maintenance 101 For Administrators & Elected Officials (Rachel, Stef, Monique)
 Explore Moose Mountains Meeting (Shayna)
 Rochester Housing Charette Meeting (Shayna)
 Recycling Partnership Grant Application Meetings with Newmarket (Jen)
 FHWA Multi-Modal Connectivity Grant Coordination (Colin, Jen)
 Meeting with Caren Rossi, Town of Lee (Jen)
 RPC Directors Meeting (Jen)
 Meeting with Dennis McCann, SEDC (Jen)
 New Commissioner Training (Colin, Jen)
 HSIP meeting at NHDOT (Colin)
 Newington-Dover project public information meeting (Colin)
 Local safety improvement project meeting (City Council) (Colin)
 Intercity Bus development planning meeting at NHDOT (Colin)
 Farmington Selectboard to promote TAP project (Colin)
 COAST board meeting (Colin)

WEB AND SOCIAL MEDIA STATISTICS



Stafford.org

Sessions 719(+17)
 Users 503(-1)



Constant Contact

Subscribers 794(+4)
 Avg. Open Rate 37%(+2%)



Facebook

Posts 22(-7)
 Reach 1129 (-58)
 Engagement 99(-38)



Twitter

Tweets 8(-15)
 Profile Visits 223(-133)
 Impressions 2021(-1681)
 Followers 237(+2)
 Mentions 3(0)



Map Geo

Total Visits 701(-60)
 Unique Visitors 451(-36)

EXPENSES - WORKING BUDGET

Personnel	\$651,701
Equipment	\$26,184
Communications	\$23,121
Fixed Expenses	\$46,551
Miscellaneous Expenses	\$12,100
Contracted Work	\$189,070
Total Expenses	\$948,727

Strafford Regional Planning Commission
Balance Sheet
As of August 31, 2018

DRAFT

	Aug 31, 18	Aug 31, 17	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
Citizens Bank Checking Account	0.00	-8,277.37	8,277.37
Citizens Municipal Rev Reserve	0.00	1,566.73	-1,566.73
FSB Checking	49,540.04	-16.48	49,556.52
FSB Savings	16,034.92	0.00	16,034.92
Total Checking/Savings	65,574.96	-6,727.12	72,302.08 ¹
Accounts Receivable			
Accounts Receivable	140,419.90	237,986.54	-97,566.64 ²
Total Accounts Receivable	140,419.90	237,986.54	-97,566.64
Other Current Assets			
Prepaid Expenses			
Prepaid Dues and Subscriptions	2,529.64	2,579.12	-49.48
Prepaid training	600.00	0.00	600.00 ³
Total Prepaid Expenses	3,129.64	2,579.12	550.52
Prepaid software support	142.09	749.08	-606.99 ⁴
Undeposited Funds	0.00	2,366.28	-2,366.28 ⁵
Total Other Current Assets	3,271.73	5,694.48	-2,422.75
Total Current Assets	209,266.59	236,953.90	-27,687.31
Fixed Assets			
Property and Equipment			
Accumulated Depreciation	-30,383.48	-30,383.48	0.00
Equipment Purchase			
Canon iPF760 Plotter	3,353.04	3,353.04	0.00
Lenova Think Server	3,983.04	3,983.04	0.00
Xerox Workcentre 7545P	11,285.00	11,285.00	0.00
Equipment Purchase - Other	11,762.40	11,762.40	0.00
Total Equipment Purchase	30,383.48	30,383.48	0.00
Total Property and Equipment	0.00	0.00	0.00
Total Fixed Assets	0.00	0.00	0.00
TOTAL ASSETS	209,266.59	236,953.90	-27,687.31
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
FSB Credit Card	3,323.58	0.00	3,323.58

Juc
9/12/18 ①

**Strafford Regional Planning Commission
Balance Sheet
As of August 31, 2018**

DRAFT

	Aug 31, 18	Aug 31, 17	\$ Change
Citizens credit card Parent			
Citizens credit card_CJC	0.00	3,547.31	-3,547.31
Total Citizens credit card Parent	0.00	3,547.31	-3,547.31
Total Credit Cards	3,323.58	3,547.31	-223.73
Other Current Liabilities			
Benefits payable			
Simple IRA payable	48.00	48.00	0.00
Total Benefits payable	48.00	48.00	0.00
Contract Revenue In Advance	7,000.00	133.98	6,866.02 ⁶
Direct Deposit Liabilities	0.00	-17,973.60	17,973.60 ⁷
FY18 Dues in Advance	0.00	89,731.78	-89,731.78
FY19 Dues in Advance	97,540.61	0.00	97,540.61
Loan from Employee	0.00	14,048.00	-14,048.00 ⁸
Payroll Liabilities			
Federal withholding payable	0.00	-2,761.00	2,761.00
FUTA	30.41	30.41	0.00
Medicare payable	0.00	-697.68	697.68
Social Security Payable	-0.02	-2,983.40	2,983.38
Payroll Liabilities - Other	3,479.98	2,772.69	707.29
Total Payroll Liabilities	3,510.37	-3,638.98	7,149.35 ⁹
Total Other Current Liabilities	108,098.98	82,349.18	25,749.80
Total Current Liabilities	111,422.56	85,896.49	25,526.07
Long Term Liabilities			
Accrued expenses			
Accrued Payroll	21,569.67	24,228.65	-2,658.98
Accrued Vacation	17,888.47	17,258.62	629.85
Annual Audit Accrual	10,277.50	9,800.00	477.50
Total Accrued expenses	49,735.64	51,287.27	-1,551.63
Total Long Term Liabilities	49,735.64	51,287.27	-1,551.63
Total Liabilities	161,158.20	137,183.76	23,974.44
Equity			
Retained Earnings	61,577.63	63,398.70	-1,821.07
Net Income	-13,469.24	36,371.44	-49,840.68 ¹⁰
Total Equity	48,108.39	99,770.14	-51,661.75
TOTAL LIABILITIES & EQUITY	209,266.59	236,953.90	-27,687.31

YGC
9/12/18 (2)

DRAFT

4:16 PM

09/11/18

Accrual Basis

Strafford Regional Planning Commission
Balance Sheet
As of August 31, 2018

1. Increased cash in flows due to prompt payment by NHDOT
2. Decrease in receivables due to prompt payment from NHDOT
3. Economic Development Training paid for but not attended, UNH retained a credit balance for SRPC staff to attend future training
4. Arc GIS maintenance historically paid for one year up front and expensed monthly. Current payment plan is month to month rather than being prepaid.
5. This is a QuickBooks account that holds customer payments until deposited. Last year, payments were received in August but not deposited into the bank until September.
6. For FY19, Barrington Conservation Commission asked to be billed in advance due their fiscal year budget structure.
7. The FY18 payroll liability is due to paychecks created in August, but paycheck date is in September.
8. This was the FY18 loan from Cynthia Copeland.
9. See note 7 - timing of paycheck creation and actual paycheck date.
10. Difference is mainly due to decrease in MPO revenue (SHRP2 contract ended in FY18, approximately \$31,000 FY18 revenue) and decrease in EDA revenue. SRPC currently has not received the contract for this fiscal year's EDA funding. EDA revenue decreased, net of match, by approximately \$17,000 from last year.

*Juc
9/12/18*

**Strafford Regional Planning Commission
A/R Aging Summary
As of August 31, 2018**

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	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
DEPT OF SAFETY (OEM) PDM 2016	3,875.00	0.00	0.00	0.00	0.00	3,875.00
Total DEPT OF SAFETY (OEM)	3,875.00	0.00	0.00	0.00	0.00	3,875.00
DOT UPWP 18_19	55,361.39	0.00	0.00	0.00	0.00	55,361.39
DOT_UPWP 2010-2011	0.00	0.00	0.00	0.00	0.00	0.00
ECONOMIC DEVELOPMENT ADMINISTRATION EDA	0.00	0.00	0.00	0.00	5,942.47	5,942.47
Total ECONOMIC DEVELOPMENT ADMINISTRATION	0.00	0.00	0.00	0.00	5,942.47	5,942.47
Lamprey River LAC	0.00	0.00	0.00	0.00	0.00	0.00
LTA (Local Technical Assistance) Annual Dinner Attendance	0.00	0.00	0.00	20.00	0.00	20.00
Dues						
City of Rochester dues	0.00	0.00	0.00	0.00	20,013.10	20,013.10
Town of Durham dues	0.00	0.00	0.00	0.00	12,198.84	12,198.84
Town of Farmington dues	0.00	0.00	0.00	0.00	6,982.04	6,982.04
Town of Lee dues	0.00	0.00	0.00	0.00	5,182.35	5,182.35
Town of Northwood dues	0.00	0.00	0.00	0.00	2,500.00	2,500.00
Total Dues	0.00	0.00	0.00	0.00	46,836.13	46,836.13
LTA (Local Technical Assistance) - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total LTA (Local Technical Assistance)	0.00	0.00	0.00	20.00	46,836.13	46,856.13
Mapping Projects Karen Gould MapGeo Strafford	0.00	0.00	0.00	0.00	285.00	285.00
Total MapGeo	0.00	0.00	0.00	1,000.00	0.00	1,000.00
Mapping Projects - Other	0.00	112.50	0.00	0.00	0.00	112.50
Total Mapping Projects	0.00	112.50	0.00	1,000.00	285.00	1,397.50
NH DES Coastal FY18	0.00	0.00	538.79	0.00	0.00	538.79
Coastal FY19	4,118.64	0.00	0.00	0.00	0.00	4,118.64
Lee Floodplain Mgmt	4,517.90	0.00	3,287.50	0.00	0.00	7,805.40
Total NH DES	8,636.54	0.00	3,826.29	0.00	0.00	12,462.83
Office of Energy and Planning OEP FY19 Targeted Block Grant	1,108.18	0.00	0.00	0.00	0.00	1,108.18
Total Office of Energy and Planning OEP	1,108.18	0.00	0.00	0.00	0.00	1,108.18
Rockingham Planning Commission Communication Services	276.69	0.00	0.00	0.00	0.00	276.69
Total Rockingham Planning Commission	276.69	0.00	0.00	0.00	0.00	276.69
Town of Barrington BCC Natural Resource Mapping	0.00	7,000.00	0.00	0.00	0.00	7,000.00
Total Town of Barrington	0.00	7,000.00	0.00	0.00	0.00	7,000.00
Town of Farmington Tax Map 2018	1,700.00	0.00	0.00	0.00	0.00	1,700.00
Total Town of Farmington	1,700.00	0.00	0.00	0.00	0.00	1,700.00
Town of New Durham Build Out Analysis	562.50	0.00	0.00	0.00	0.00	562.50
Total Town of New Durham	562.50	0.00	0.00	0.00	0.00	562.50
Town of Northwood 2018 Technical Services	1,933.31	0.00	0.00	0.00	0.00	1,933.31
Total Town of Northwood	1,933.31	0.00	0.00	0.00	0.00	1,933.31
Town of Nottingham RSMS	950.33	0.00	0.00	0.00	0.00	950.33

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Stafford Regional Planning Commission
A/R Aging Summary
As of August 31, 2018

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	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Total Town of Nottingham	950.33	0.00	0.00	0.00	0.00	950.33
UNH Contracts Lamprey Project	995.59	0.00	0.00	0.00	0.00	995.59
Total UNH Contracts	995.59	0.00	0.00	0.00	0.00	995.59
TOTAL	75,397.51	7,112.50	3,826.29	1,020.00	53,063.60	140,419.90

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Strafford Regional Planning Commission

A/R Aging Summary

As of August 31, 2018

1. Still unable to get EDA to come up with a process for payment. The prior EDA grant has been removed from all electronic services for reporting and payment.
2. Email sent to Ed Levasseur on 8/22/18
3. Received Rochester, Durham, Farmington, and Lee in early September. Northwood typically pays the second half in October or November
4. Email reminder sent 8/22/18
5. Strafford Map Geo paid early September
6. Cynthia Wyatt paid in early September

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Strafford Regional Planning Commission
Profit & Loss
August 2018

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Accrual Basis

	Aug 18	Aug 17	\$ Change
Ordinary Income/Expense			
Income			
SRPC Revenue			
SRPC Membership Dues	9,754.07	8,973.18	780.89
Municipal and NonProfit Revenue			
Northwood Planning Services	1,933.31	820.97	1,112.34
UNH Lamprey River	1,006.25	0.00	1,006.25
Nottingham RSMS	950.33	0.00	950.33
DUR Future Land Use	0.00	3,475.00	-3,475.00
Nottingham Traffic Counts	0.00	1,271.18	-1,271.18
Other Agreements & Contracts			
GIS Projects	112.50	35.00	77.50
Total Other Agreements & Contracts	112.50	35.00	77.50
Municipal and NonProfit Revenue - Other	2,783.92	357.69	2,426.23
Total Municipal and NonProfit Revenue	6,786.31	5,959.84	826.47
Total SRPC Revenue	16,540.38	14,933.02	1,607.36
State Award Revenue			
OEP Targeted Block	1,106.16	0.00	1,106.16
NHDES			
Coastal 2019	5,442.60	0.00	5,442.60
Lee Floodplain Mapping	4,517.90	0.00	4,517.90
Coastal 2017	0.00	7,111.66	-7,111.66
Project of Special Merit SAIL	0.00	3,678.55	-3,678.55
Total NHDES	9,960.50	10,790.21	-829.71
OEM Haz Mit			
PDM 2016	3,875.00	0.00	3,875.00
Total OEM Haz Mit	3,875.00	0.00	3,875.00
Total State Award Revenue	14,941.66	10,790.21	4,151.45
MPO Revenue			
NH DOT			
SHRP2	0.00	30,667.00	-30,667.00
UPWP	61,512.66	55,726.86	5,785.80
Total NH DOT	61,512.66	86,393.86	-24,881.20
Total MPO Revenue	61,512.66	86,393.86	-24,881.20
Economic Development Revenue			
EDD Partnership Planning	0.00	36,485.12	-36,485.12
EPA Brownfields	0.00	7,710.45	-7,710.45
Total Economic Development Revenue	0.00	44,195.57	-44,195.57
Contra Income Cash Match			
DOT Cash Match	-6,151.27	-5,572.69	-578.58
EDD Cash Match	0.00	-27,008.21	27,008.21
Total Contra Income Cash Match	-6,151.27	-32,580.90	26,429.63

June
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**Strafford Regional Planning Commission
Profit & Loss
August 2018**

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	Aug 18	Aug 17	\$ Change
Traffic Count Police Detail	321.99	0.00	321.99
Traffic counting supplies	782.53	90.81	691.72
Total Traffic Count Expenses	1,104.52	90.81	1,013.71
Total Equipment expense	2,554.03	2,988.71	-434.68
Communications			
Internet Communication Expense	114.00	156.13	-42.13
Telephone	165.85	160.11	5.74
Travel & Ent			
Travel	3,057.10	1,921.20	1,135.90 ⁵
Total Travel & Ent	3,057.10	1,921.20	1,135.90
Postage and Delivery	15.99	91.01	-75.02
Total Communications	3,352.94	2,328.45	1,024.49
Fixed Expenses			
Insurance			
Liability Insurance	420.92	423.42	-2.50
Total Insurance	420.92	423.42	-2.50
Rent	2,500.00	2,500.00	0.00
Total Fixed Expenses	2,920.92	2,923.42	-2.50
Administrative			
Library & Planning Books	54.95	0.00	54.95
Meetings Expense	45.40	28.19	17.21
Office Expense	107.19	92.49	14.70
Office Supplies	176.23	452.28	-276.05
Printing and Reproduction	81.72	0.00	81.72
Professional Fees			
Accounting, Audit	888.75	700.00	188.75
Total Professional Fees	888.75	700.00	188.75
Interest Expense			
Finance Charge	0.00	40.14	-40.14
Loan Interest	0.00	36.75	-36.75
Total Interest Expense	0.00	76.89	-76.89
Total Administrative	1,354.24	1,349.85	4.39
Contract Labor			
Pass Through Expense			
SHRP2 Pass Through Expense	0.00	5,704.45	-5,704.45 ⁶
Total Pass Through Expense	0.00	5,704.45	-5,704.45
Accounting & Bookkeeping	5,450.00	4,500.00	950.00
Consulting Engineering Services	11,396.11	7,710.45	3,685.66 ⁷
Network support	270.00	431.25	-161.25
Website and logo design	0.00	3,510.00	-3,510.00 ⁸
Website maintenance and updates	3.90	0.00	3.90

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Strafford Regional Planning Commission
Profit & Loss
August 2018

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	Aug 18	Aug 17	\$ Change
Other contract labor	1,155.00	0.00	1,155.00
Total Contract Labor	18,275.01	21,856.15	-3,581.14
Total Expense	103,346.38	93,684.24	9,662.14
Net Ordinary Income	-18,082.30	26,572.79	-44,655.09
Other Income/Expense			
Other Income			
Interest Income	19.30	0.79	18.51
Total Other Income	19.30	0.79	18.51
Net Other Income	19.30	0.79	18.51
Net Income	-18,063.00	26,573.58	-44,636.58

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Strafford Regional Planning Commission
Profit & Loss
August 2018

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1. See Note 10 on Balance Sheet comments. Revenue changes are due to changes and timing in contract portfolio. Main reduction in revenue is due to SHRP2 contract ending in FY18 and EDA funding for FY19 that has not been received yet.
2. August had three paycheck dates.
3. Health insurance premium decreased slightly for FY19. In addition, there were two employees that did not use the health insurance benefit in FY18 and there are three employees not using the benefit for FY19.
4. Paid earlier in April, 2018 for one year maintenance agreement.
5. AMPO and NNECAPA conferences were paid this month for Lentz, Pimental, and Burdin. Paid AMPO in Sept, and NNECAPA in July for FY18.
6. SHRP2 contract ended FY18.
7. One Brownfields engineering consulting firm in FY18. There is one engineering consulting firm for Brownfields and another engineering consulting firm for Lee Floodplain for FY19. Costs are contingent on their activity from month to month as they work through the projects.
8. Development of the SHRP2 website during FY18.
9. Rachael Mack GIS work for Farmington Tax Map

*June
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Strafford Regional Planning Commission
Income by Customer
August 2018

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Date	Name	Memo	Amount
DEPT OF SAFETY (OEM)			
PDM 2016			
08/31/2018	DEPT OF SAFE...	Progress Billing PDM 2016	3,875.00
Total PDM 2016			3,875.00
Total DEPT OF SAFETY (OEM)			3,875.00
DOT UPWP 18_19			
08/31/2018	DOT UPWP 18...	August 2018 Progress Billing	61,512.66
08/31/2018	DOT UPWP 18...	10% Matching Funds	-6,151.27
Total DOT UPWP 18_19			55,361.39
LTA (Local Technical Assistance)			
08/01/2018	LTA (Local Tech...	Dues 129216.90, LESS NOT, MIL, BRK=117048.76/12=9754.07	9,754.07
Total LTA (Local Technical Assistance)			9,754.07
Mapping Projects			
08/21/2018	Mapping Projects	Casey Road Conservation Project Map Edits	112.50
Total Mapping Projects			112.50
NH DES			
Coastal FY19			
08/31/2018	NH DES:Coasta...	Jul-Aug 2018 Progress Billing	5,442.60
08/31/2018	NH DES:Coasta...	Coastal Match	-1,323.96
Total Coastal FY19			4,118.64
Lee Floodplain Mgmt			
08/31/2018	NH DES:Lee Fl...	August 2018 Progress Billing, 306-18	4,517.90
Total Lee Floodplain Mgmt			4,517.90
Total NH DES			8,636.54
Office of Energy and Planning OEP			
FY19 Targeted Block Grant			
08/31/2018	Office of Energy...	July-August 2018 Progress Billing, PO 1057014	1,106.16
Total FY19 Targeted Block Grant			1,106.16
Total Office of Energy and Planning OEP			1,106.16
Rockingham Planning Commission			
Communication Services			
08/31/2018	Rockingham Pla...	Shayna Sylvia-August 2018	181.74
08/31/2018	Rockingham Pla...	Ken Mayo-August 2018	94.95

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**Strafford Regional Planning Commission
Income by Customer
August 2018**

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Date	Name	Memo	Amount
	Total Communication Services		276.69
	Total Rockingham Planning Commission		276.69
	Town of Farmington		
	Tax Map 2018		
08/31/2018	Town of Farmin...	Kyle Pimental-2018 Farmington Tax Map Update	731.25
08/31/2018	Town of Farmin...	Printing and Subcontractor Svcs-2018 Farmington Tax Map Update	1,213.48
08/31/2018	Town of Farmin...	To record when contracts go over budget in QuickBooks-Contract \$1700	-244.73
	Total Tax Map 2018		1,700.00
	Total Town of Farmington		1,700.00
	Town of New Durham		
	Build Out Analysis		
08/31/2018	Town of New Du...	Progress Billing, August 2018, Build Out Analysis	562.50
	Total Build Out Analysis		562.50
	Total Town of New Durham		562.50
	Town of Northwood		
	2018 Technical Services		
08/31/2018	Town of Northw...	Progress Billing August 2018	1,933.31
	Total 2018 Technical Services		1,933.31
	Total Town of Northwood		1,933.31
	Town of Nottingham		
	RSMS		
08/31/2018	Town of Notting...	Progress Billing August 2018 RSMS	950.33
	Total RSMS		950.33
	Total Town of Nottingham		950.33
	UNH Contracts		
	Lamprey Project		
08/31/2018	UNH Contracts:...	August 2018 final billing-Lamprey River Project	1,006.25
08/31/2018	UNH Contracts:...	To record when contracts go over budget in QuickBooks	-10.66
	Total Lamprey Project		995.59
	Total UNH Contracts		995.59
	TOTAL		85,264.08

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**Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through August 2018**

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	Jul - Aug 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
SRPC Revenue				
SRPC Membership Dues	19,508.14	19,508.16	-0.02	100.0%
Municipal and NonProfit Revenue				
Northwood Planning Services	5,095.15	3,000.00	2,095.15 1	169.8%
Barrington Master Plan	0.00	833.32	-833.32 2	0.0%
UNH Lampray River	1,881.25	2,270.00	-388.75	82.9%
BCC Barrington Conservation	0.00	1,166.70	-1,166.70 3	0.0%
FAR Master Plan	0.00	1.00	-1.00	0.0%
WAK Recreation and Parks	0.00	1.00	-1.00	0.0%
Nottingham RSMS	3,511.46	2,266.68	1,244.78 4	154.9%
DUR Future Land Use	0.00	0.00	0.00	0.0%
Other Agreements & Contracts				
GIS Projects	1,538.75	2,250.00	-711.25	68.4%
Total Other Agreements & Contracts	1,538.75	2,250.00	-711.25	68.4%
Municipal and NonProfit Revenue - Other	2,783.92	0.00	2,783.92 5	100.0%
Total Municipal and NonProfit Revenue	14,810.53	11,788.70	3,021.83	125.6%
Total SRPC Revenue	34,318.67	31,296.86	3,021.81	109.7%
State Award Revenue				
OEP Targeted Block	1,106.16	1,851.84	-745.68	59.7%
NHDES				
Coastal 2019	5,442.60	2,083.30	3,359.30 6	261.2%
Lee Floodplain Mapping	7,805.40	7,405.68	399.72	105.4%
Watershed PRB	0.00	0.00	0.00	0.0%
PSM18	0.00	0.00	0.00	0.0%
Coastal Resilience Grant	0.00	1.00	-1.00	0.0%
Coastal 2017	0.00	0.00	0.00	0.0%
Coastal 2018	2,140.91	0.00	2,140.91 7	100.0%
Local Water 17 ROC DOV	0.00	0.00	0.00	0.0%
NERRS	0.00	0.00	0.00	0.0%
Project of Special Merit SAIL	0.00	0.00	0.00	0.0%
Total NHDES	15,388.91	9,489.98	5,898.93	162.2%
OEM Haz Mit				
PDM 2017	0.00	2,500.00	-2,500.00 8	0.0%
PDM 2016	3,875.00	3,333.34	541.66	116.2%
Haz Mit with Towns	0.00	1,250.00	-1,250.00 9	0.0%
OEM Haz Mit - Other	0.00	0.00	0.00	0.0%
Total OEM Haz Mit	3,875.00	7,083.34	-3,208.34	54.7%
Healthy Communities	0.00	1.00	-1.00	0.0%
Total State Award Revenue	20,370.07	18,426.16	1,943.91	110.5%
MPO Revenue				
NH DOT				
SHRP2	0.00	0.00	0.00	0.0%
UPWP	117,193.92	85,755.00	31,438.92 10	136.7%
CTAP CommuteSMART	0.00	1,066.70	-1,066.70	0.0%
Total NH DOT	117,193.92	86,821.70	30,372.22	135.0%
Total MPO Revenue	117,193.92	86,821.70	30,372.22	135.0%
Economic Development Revenue				
EDD Partnership Planning	0.00	11,666.66	-11,666.66 11	0.0%
EPA Brownfields	8,796.47	5,634.20	3,162.27 12	156.1%

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**Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual**

July through August 2018

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	Jul - Aug 18	Budget	\$ Over Budget	% of Budget
Total Economic Development Revenue	8,796.47	17,300.86	-8,504.39	50.8%
Contra Income Cash Match				
DOT Cash Match	-11,719.40	0.00	-11,719.40	100.0%
EDD Cash Match	0.00	0.00	0.00	0.0%
EPA Cash Match	0.00	0.00	0.00	0.0%
Total Contra Income Cash Match	-11,719.40	0.00	-11,719.40 13	100.0%
Contra Income inKind/Soft Match				
In-Kind Coastal Match	-1,323.96	0.00	-1,323.96	100.0%
in-Kind EDD Match	0.00	0.00	0.00	0.0%
in-Kind HazMit Match	0.00	0.00	0.00	0.0%
Total Contra Income inKind/Soft Match	-1,323.96	0.00	-1,323.96	100.0%
Contract Overage	-1,924.96	0.00	-1,924.96 14	100.0%
Miscellaneous Income				
HealthTrust Credits	0.00	0.00	0.00	0.0%
Miscellaneous Income - Other	0.00	0.00	0.00	0.0%
Total Miscellaneous income	0.00	0.00	0.00	0.0%
Total income	165,710.81	153,845.58	11,865.23	107.7%
Gross Profit	165,710.81	153,845.58	11,865.23	107.7%
Expense				
Personnel Expenses				
Salary and Wages	101,256.27	83,418.16	17,838.11 15	121.4%
Payroll Expenses				
Payroll Taxes	1,481.78	0.00	1,481.78	100.0%
Medicare Expense	6,335.88	0.00	6,335.88	100.0%
Social Security expense	0.03	6,381.50	-6,381.47	0.0%
Payroll Taxes - Other				
Total Payroll Taxes	7,817.69	6,381.50	1,436.19	122.5%
Dental insurance expense	511.33	618.50	-107.17	82.7%
Health insurance expense	7,311.03	10,019.20	-2,708.17 16	73.0%
Life insurance expense	178.00	178.00	0.00	100.0%
LTD insurance expense	95.28	123.80	-28.52	77.0%
STD insurance expense	321.78	349.80	-28.02	92.0%
Health incentive	3,847.13	4,541.00	-693.87	84.7%
Pension expense	2,862.53	2,452.50	410.03	116.7%
Unemployment expense	480.50	480.50	0.00	100.0%
Workers Compensation	290.68	290.70	-0.02	100.0%
Payroll Processing Fees	395.50	375.00	20.50	105.5%
Staff Training and Seminars	1,040.00	833.30	206.70	124.8%
Dues and Subscriptions	931.28	916.70	14.58	101.6%
Total Payroll Expenses	26,082.73	27,560.50	-1,477.77	94.6%
Total Personnel Expenses	127,339.00	110,978.66	16,360.34	114.7%
Equipment expense				
Copier Maintenance Contract	963.98	1,000.00	-36.02	96.4%
Computer equipment	294.41			
Office furniture	0.00	333.30	-333.30	0.0%
Software expense				
ArcInfo/View software	1,064.00	1,064.00	0.00	100.0%
Transportation Software	0.00	350.00	-350.00	0.0%
Grant Finder	165.84	0.00	165.84	100.0%
Prezi	26.50	0.00	26.50	100.0%
Adobe In Design	279.80	0.00	279.80	100.0%

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**Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through August 2018**

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	Jul - Aug 18	Budget	\$ Over Budget	% of Budget
Finance Charge	0.00	0.00	0.00	0.0%
Total Interest Expense	0.00	0.00	0.00	0.0%
Total Administrative	3,845.70	3,600.10	245.60	106.8%
Contract Labor				
Pass Through Expense				
DUR Septic Pass Through	0.00	0.00	0.00	0.0%
SHRP2 Pass Through Expense	0.00	0.00	0.00	0.0%
Watershed Assist DUR	0.00	0.00	0.00	0.0%
Total Pass Through Expense	0.00	0.00	0.00	0.0%
Accounting & Bookkeeping	8,587.50	10,000.00	-1,412.50	85.9%
Consulting Engineering Services	22,004.30	13,033.34	8,970.96 18	168.8%
Network support	540.00	540.00	0.00	100.0%
Model Assistance MOVES	0.00	1,000.00	-1,000.00 19	0.0%
Website and logo design	0.00	500.00	-500.00	0.0%
Website maintenance and updates	7.80	0.00	7.80	100.0%
Other contract labor	1,155.00			
Total Contract Labor	32,294.60	25,073.34	7,221.26	128.8%
Suspense	0.00	0.00	0.00	0.0%
Total Expense	179,211.52	153,711.40	25,500.12	116.6%
Net Ordinary Income	-13,500.71	134.18	-13,634.89	-10,061.6%
Other Income/Expense				
Other Income				
Interest Income	31.47	16.70	14.77	188.4%
Total Other Income	31.47	16.70	14.77	188.4%
Net Other income	31.47	16.70	14.77	188.4%
Net Income	-13,469.24	150.88	-13,620.12	-8,927.1%

*Jen C
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**Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through August 2018**

DRAFT

1. Northwood is processing several applications.
2. Barrington contract start date is 9/1/18.
3. Barrington Conservation Commission contract started 8/1/18. Work has not started on this project yet.
4. The Nottingham RSMS assessments went quicker than originally anticipated.
5. Rockingham PC Communication Services, Farmington Tax Map, and New Durham Build Out Analysis contracts not included in original budget.
6. Coastal 2019 - The Dover component of this contract needs to be completed by the end of the calendar year. In addition, Wagon Hill Living Shoreline is seeking additional funding for their project. SRPC was able to bill time to the Coastal grant for preparing the ARM funding application packet for them. Contract revenue was spread out evenly over the course of the year, but in actuality, more labor intensive during the first two months due to these two components of the grant.
7. Coastal 2018 - June costs billed with July invoice date.
8. PDM 17 - Haven't received final contract.
9. Town of Lee HMGP is in process, but contract not finalized.
10. UPWP - Costs spread evenly throughout the year. More labor intensive in summer months due to traffic counts and RSMS. In addition, data acquisition and preparation for the travel demand model has begun.
11. EDA contract not received.
12. Brownfields - contingent on work done by the engineering firm. SRPC costs minimal.
13. I am going to rework the budget to include the match carve out for better comparison results. Expect the new format at the next monthly meeting.
14. Coastal 2018 actual cost was \$1660 over contract
15. Three payroll month
16. Fewer employees are taking advantage of health benefits than originally expected.
17. AMPO and NNECAPA conference costs

for attached

(18)

Stafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through August 2018

DRAFT

18. Contingent on engineering services of consultant and project needs.

19. RSG contractor has not started work. Waiting on additional NHDOT funding.

*Jul
9/12/18*

BARRINGTON
BROOKFIELD
DOVER
DURHAM
FARMINGTON
LEE
MADBURY
MIDDLETON
MILTON



NEW DURHAM
NEWMARKET
NORTHWOOD
NOTTINGHAM
ROCHESTER
ROLLINSFORD
SOMERSWORTH
STRAFFORD
WAKEFIELD

September 21, 2018

William Watson, Administrator
NH Department of Transportation
Bureau of Planning and Community Assistance
7 Hazen Drive
Concord, NH 03302

RE: September 2018 Minor Revisions to the 2017-2020 TIP

Dear Mr. Watson:

The Strafford Metropolitan Planning Organization (SMPO) staff has received a request to approve the September 2018 Minor Revisions to the approved Strafford Metropolitan Planning Organization's 2017-2020 Transportation Improvement Program (TIP).

The following information is in the Strafford MPO Prospectus that was revised and adopted on January 19, 2018 at the Strafford MPO Policy Committee Meeting:

In the Strafford MPO the Executive Director has the authority to review Administrative Modification and/or Informational Revisions. The Executive Director may request the advice of members of the MPO Technical Advisory Committee to complete this review. The Executive Director may make recommendations to the Executive Committee for their concurrence or non-concurrence with Administrative Modifications and/or Informational revisions and for a procedural change from Administrative Modification and/or Informational Revisions to Amendment. The Executive Director will issue a letter to the NHDOT indicating their decision. Copies of these letters will be provided to members of the TAC and MPO.

Based on these procedures, the Executive Director recommends the approval of the following Administrative Modifications to the 2017-2020 TIP as proposed.

Sincerely,

Jennifer Czysz
Executive Director
Strafford Regional Planning Commission

September 2018 TIP Minors

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Town/Area Name:	COAST
Project #:	60000B
Road/Route/Entity:	Preventative Maintenance
Project Scope:	Preventative Maintenance
Acronym Defined:	(COAST) Cooperative Alliance for Seacoast Transportation
Change Notes:	Increased FY2019 funds and decreased FY2020 funds: based on updated information from COAST.

Approved

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
60000B	Other	2017	\$427,438	\$0	\$106,860	FTA 5307 Capital and Operating Program, Other	\$534,298
60000B	Other	2018	\$427,438	\$0	\$106,860	FTA 5307 Capital and Operating Program, Other	\$534,298
60000B	Other	2019	\$438,338	\$0	\$109,585	FTA 5307 Capital and Operating Program, Other	\$547,923
60000B	Other	2020	\$449,516	\$0	\$112,379	FTA 5307 Capital and Operating Program, Other	\$561,895
Totals			\$1,742,730	\$0	\$435,684		\$2,178,414

Proposed

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
60000B	Other	2017	\$427,438	\$0	\$106,860	FTA 5307 Capital and Operating Program, Other	\$534,298
60000B	Other	2018	\$427,438	\$0	\$106,860	FTA 5307 Capital and Operating Program, Other	\$534,298
60000B	Other	2019	\$680,000	\$0	\$170,000	FTA 5307 Capital and Operating Program, Other	\$850,000
60000B	Other	2020	\$438,338	\$0	\$109,585	FTA 5307 Capital and Operating Program, Other	\$547,923
			\$1,973,214	\$0	\$493,305		\$2,466,519

Changes

Federal \$ Change	State \$ Change	Other \$ Change	Total \$ Change
\$230,484	\$0	\$57,621	\$288,105



Town/Area Name:	COAST
Project #:	60000C
Road/Route/Entity:	Misc. Support Equipment
Project Scope:	Misc. Support Equipment
Acronym Defined:	(COAST) Cooperative Alliance for Seacoast Transportation
Change Notes:	Increased FY2019 and FY2020 funds: based on updated information from COAST.

Approved

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
60000C	Other	2017	\$400,000	\$0	\$100,000	FTA 5307 Capital and Operating Program, Other	\$500,000
60000C	Other	2018	\$108,417	\$0	\$27,104	FTA 5307 Capital and Operating Program, Other	\$135,521
60000C	Other	2019	\$79,494	\$0	\$19,874	FTA 5307 Capital and Operating Program, Other	\$99,368
60000C	Other	2020	\$83,053	\$0	\$20,763	FTA 5307 Capital and Operating Program, Other	\$103,816
Totals			\$670,964	\$0	\$167,741		\$838,705

Proposed

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
60000C	Other	2017	\$400,000	\$0	\$100,000	FTA 5307 Capital and Operating Program, Other	\$500,000
60000C	Other	2018	\$108,417	\$0	\$27,104	FTA 5307 Capital and Operating Program, Other	\$135,521
60000C	Other	2019	\$120,000	\$0	\$30,000	FTA 5307 Capital and Operating Program, Other	\$150,000
60000C	Other	2020	\$85,171	\$0	\$21,293	FTA 5307 Capital and Operating Program, Other	\$106,464
			\$713,588	\$0	\$178,397		\$891,985

Changes

Federal \$ Change	State \$ Change	Other \$ Change	Total \$ Change
\$42,624	\$0	\$10,656	\$53,280



Town/Area Name:	COAST
Project #:	60000G
Road/Route/Entity:	Capital program
Project Scope:	Capital program
Acronym Defined:	(COAST) Cooperative Alliance for Seacoast Transportation
Change Notes:	Added funds in new FY2019: based on updated information from COAST.

Approved

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
60000G	Other	2017	\$432,000	\$0	\$108,000	FTA 5307 Capital and Operating Program, Other	\$540,000
60000G	Other	2018	\$127,907	\$0	\$31,977	FTA 5307 Capital and Operating Program, Other	\$159,884
Totals			\$559,907	\$0	\$139,977		\$699,884

Proposed

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
60000G	Other	2017	\$432,000	\$0	\$108,000	FTA 5307 Capital and Operating Program, Other	\$540,000
60000G	Other	2018	\$127,907	\$0	\$31,977	FTA 5307 Capital and Operating Program, Other	\$159,884
60000G	Other	2019	\$180,000	\$0	\$45,000	FTA 5307 Capital and Operating Program, Other	\$225,000
			\$739,907	\$0	\$184,977		\$924,884

Changes

Federal \$ Change	State \$ Change	Other \$ Change	Total \$ Change
\$180,000	\$0	\$45,000	\$225,000



Town/Area Name:	Durham
Project #:	16236
Road/Route/Entity:	US4
Project Scope:	Bridge Replacement, for Bridge carrying US 4 over Bunker Creek (Br No 145/116)
Acronym Defined:	
Change Notes:	Preliminary Engineering funds increased in FY2018. Additional funds needed for geotechnical field investigation to support RFP.

Approved

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
16236	PE	2018	\$165,000	\$0	\$0	National Highway System, Toll Credit	\$165,000
16236	ROW	2018	\$330,000	\$0	\$0	National Highway System, Toll Credit	\$330,000
16236	Constructio	2019	\$4,400,000	\$0	\$0	National Highway System, Toll Credit	\$4,400,000
Totals			\$4,895,000	\$0	\$0		\$4,895,000

Proposed

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
16236	PE	2018	\$330,000	\$0	\$0	National Highway System, Toll Credit	\$330,000
16236	ROW	2018	\$330,000	\$0	\$0	National Highway System, Toll Credit	\$330,000
16236	Constructio	2019	\$4,400,000	\$0	\$0	National Highway System, Toll Credit	\$4,400,000
			\$5,060,000	\$0	\$0		\$5,060,000

Changes

Federal \$ Change	State \$ Change	Other \$ Change	Total \$ Change
\$165,000	\$0	\$0	\$165,000



Town/Area Name:	Program
Project #:	BRDG-HIB-M&P
Road/Route/Entity:	High-Investment Bridges
Project Scope:	Maintenance and Preservation of high-investment bridges.
Acronym Defined:	
Change Notes:	FY2019 PE funds increased; funds moved from FY2019 CON. Program adjusted to accommodate necessary updates in children project fund amount. Current minor does not include child projects not in SRPC region.

Approved

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
BRDG-HIB-M&P	PE	2017	\$200,000	\$0	\$0	STP-State Flexible, Toll Credit	\$200,000
BRDG-HIB-M&P	PE	2018	\$100,000	\$0	\$0	STP-State Flexible, Toll Credit	\$100,000
BRDG-HIB-M&P	PE	2019	\$100,000	\$0	\$0	STP-State Flexible, Toll Credit	\$100,000
BRDG-HIB-M&P	PE	2020	\$100,000	\$0	\$0	STP-State Flexible, Toll Credit	\$100,000
BRDG-HIB-M&P	ROW	2017	\$20,000	\$0	\$0	STP-State Flexible, Toll Credit	\$20,000
BRDG-HIB-M&P	ROW	2018	\$20,000	\$0	\$0	STP-State Flexible, Toll Credit	\$20,000
BRDG-HIB-M&P	ROW	2019	\$20,000	\$0	\$0	STP-State Flexible, Toll Credit	\$20,000
BRDG-HIB-M&P	ROW	2020	\$20,000	\$0	\$0	STP-State Flexible, Toll Credit	\$20,000
BRDG-HIB-M&P	Const	2017	\$2,550,000	\$0	\$0	STP-State Flexible, Toll Credit	\$2,550,000
BRDG-HIB-M&P	Const	2018	\$6,145,360	\$0	\$0	STP-State Flexible, Toll Credit	\$6,145,360
BRDG-HIB-M&P	Const	2019	\$1,000,000	\$0	\$0	STP-State Flexible, Toll Credit	\$1,000,000
BRDG-HIB-M&P	Const	2020	\$1,004,640	\$0	\$0	STP-State Flexible, Toll Credit	\$1,004,640
Totals			\$11,280,000	\$0	\$0		\$11,280,000

Proposed

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
BRDG-HIB-M&P	PE	2017	\$200,000	\$0	\$0	STP-State Flexible, Toll Credit	\$200,000
BRDG-HIB-M&P	PE	2018	\$100,000	\$0	\$0	STP-State Flexible, Toll Credit	\$100,000
BRDG-HIB-M&P	PE	2019	\$800,000	\$0	\$0	STP-State Flexible, Toll Credit	\$800,000
BRDG-HIB-M&P	PE	2020	\$100,000	\$0	\$0	STP-State Flexible, Toll Credit	\$100,000
BRDG-HIB-M&P	ROW	2017	\$20,000	\$0	\$0	STP-State Flexible, Toll Credit	\$20,000
BRDG-HIB-M&P	ROW	2018	\$20,000	\$0	\$0	STP-State Flexible, Toll Credit	\$20,000
BRDG-HIB-M&P	ROW	2019	\$20,000	\$0	\$0	STP-State Flexible, Toll Credit	\$20,000
BRDG-HIB-M&P	ROW	2020	\$20,000	\$0	\$0	STP-State Flexible, Toll Credit	\$20,000
BRDG-HIB-M&P	Const	2017	\$2,550,000	\$0	\$0	STP-State Flexible, Toll Credit	\$2,550,000
BRDG-HIB-M&P	Const	2018	\$6,145,360	\$0	\$0	STP-State Flexible, Toll Credit	\$6,145,360
BRDG-HIB-M&P	Const	2019	\$300,000	\$0	\$0	STP-State Flexible, Toll Credit	\$300,000



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Town/Area Name:		Program					
BRDG-HIB-M&P	Const	2020	\$1,004,640	\$0	\$0	STP-State Flexible, Toll Credit	\$1,004,640
			\$11,280,000	\$0	\$0		\$11,280,000

Changes	Federal \$ Change	State \$ Change	Other \$ Change	Total \$ Change
	\$0	\$0	\$0	\$0



Town/Area Name:	Program
Project #:	BRDG-T1/2-M&P
Road/Route/Entity:	Tier 1-2 bridges
Project Scope:	Maintenance & preservation of tier 1 & 2 bridges.
Acronym Defined:	
Change Notes:	FY2018 CON funds increased; moved Construction funds from FY2019 to 2020: The program is being adjusted to accommodate necessary increases in children project fund amounts. Current minor does not include child projects not in SRPC region.

Approved

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
BRDG-T1/2-M&P	PE	2017	\$1,350,000	\$0	\$0	STP-State Flexible, Toll Credit	\$1,350,000
BRDG-T1/2-M&P	PE	2018	\$775,000	\$0	\$0	STP-State Flexible, Toll Credit	\$775,000
BRDG-T1/2-M&P	PE	2019	\$550,000	\$0	\$0	STP-State Flexible, Toll Credit	\$550,000
BRDG-T1/2-M&P	PE	2020	\$100,000	\$0	\$0	STP-State Flexible, Toll Credit	\$100,000
BRDG-T1/2-M&P	ROW	2017	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
BRDG-T1/2-M&P	ROW	2018	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
BRDG-T1/2-M&P	ROW	2019	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
BRDG-T1/2-M&P	ROW	2020	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
BRDG-T1/2-M&P	Const	2017	\$10,750,000	\$0	\$0	STP-State Flexible, Toll Credit	\$10,750,000
BRDG-T1/2-M&P	Const	2018	\$3,167,000	\$0	\$0	STP-State Flexible, Toll Credit	\$3,167,000
BRDG-T1/2-M&P	Const	2019	\$7,550,000	\$0	\$0	STP-State Flexible, Toll Credit	\$7,550,000
BRDG-T1/2-M&P	Const	2020	\$8,000,000	\$0	\$0	STP-State Flexible, Toll Credit	\$8,000,000
Totals			\$32,342,000	\$0	\$0		\$32,342,000

Proposed

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
BRDG-T1/2-M&P	PE	2017	\$1,350,000	\$0	\$0	STP-State Flexible, Toll Credit	\$1,350,000
BRDG-T1/2-M&P	PE	2018	\$775,000	\$0	\$0	STP-State Flexible, Toll Credit	\$775,000
BRDG-T1/2-M&P	PE	2019	\$550,000	\$0	\$0	STP-State Flexible, Toll Credit	\$550,000
BRDG-T1/2-M&P	PE	2020	\$100,000	\$0	\$0	STP-State Flexible, Toll Credit	\$100,000
BRDG-T1/2-M&P	ROW	2017	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
BRDG-T1/2-M&P	ROW	2018	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
BRDG-T1/2-M&P	ROW	2019	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
BRDG-T1/2-M&P	ROW	2020	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
BRDG-T1/2-M&P	Const	2017	\$10,750,000	\$0	\$0	STP-State Flexible, Toll Credit	\$10,750,000
BRDG-T1/2-M&P	Const	2018	\$12,000,000	\$0	\$0	STP-State Flexible, Toll Credit	\$12,000,000
BRDG-T1/2-M&P	Const	2019	\$5,550,000	\$0	\$0	STP-State Flexible, Toll Credit	\$5,550,000



2017-2020 TIP September Minors Report

Friday, September 14, 2018

Town/Area Name:		Program					
BRDG-T1/2-M&P	Const	2020	\$4,400,000	\$0	\$0	STP-State Flexible, Toll Credit	\$4,400,000
			\$35,575,000	\$0	\$0		\$35,575,000

Changes	Federal \$ Change	State \$ Change	Other \$ Change	Total \$ Change
	\$3,233,000	\$0	\$0	\$3,233,000



Town/Area Name:	Program
Project #:	CRDR
Road/Route/Entity:	Various
Project Scope:	Culvert replacement/rehabilitation & drainage repairs
Acronym Defined:	CRDR: Culvert Replacement/Rehabilitation & Drainage Repairs
Change Notes:	Increased PE funds in FY2019. The program is being adjusted to accommodate necessary decreases in children project fund amounts. Current minor does not include child projects not in SRPC region.

Approved

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
CRDR	PE	2017	\$154,000	\$0	\$0	STP-State Flexible, Toll Credit	\$154,000
CRDR	PE	2018	\$400,000	\$0	\$0	STP-State Flexible, Toll Credit	\$400,000
CRDR	PE	2019	\$300,000	\$0	\$0	STP-State Flexible, Toll Credit	\$300,000
CRDR	PE	2020	\$100,000	\$0	\$0	STP-State Flexible, Toll Credit	\$100,000
CRDR	ROW	2017	\$2,000	\$0	\$0	STP-State Flexible, Toll Credit	\$2,000
CRDR	ROW	2018	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
CRDR	ROW	2019	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
CRDR	ROW	2020	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
CRDR	CON	2017	\$3,330,000	\$0	\$0	STP-State Flexible, Toll Credit	\$3,330,000
CRDR	CON	2018	\$1,870,000	\$0	\$0	STP-State Flexible, Toll Credit	\$1,870,000
CRDR	CON	2019	\$1,870,000	\$0	\$0	STP-State Flexible, Toll Credit	\$1,870,000
CRDR	CON	2020	\$1,870,000	\$0	\$0	STP-State Flexible, Toll Credit	\$1,870,000
CRDR	Other	2017	\$40,000	\$0	\$0	STP-State Flexible, Toll Credit	\$40,000
CRDR	Other	2018	\$30,000	\$0	\$0	STP-State Flexible, Toll Credit	\$30,000
CRDR	Other	2019	\$5,000	\$0	\$0	STP-State Flexible, Toll Credit	\$5,000
CRDR	Other	2020	\$5,000	\$0	\$0	STP-State Flexible, Toll Credit	\$5,000
Totals			\$10,051,000	\$0	\$0		\$10,051,000

Proposed

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
CRDR	PE	2017	\$154,000	\$0	\$0	STP-State Flexible, Toll Credit	\$154,000
CRDR	PE	2018	\$400,000	\$0	\$0	STP-State Flexible, Toll Credit	\$400,000
CRDR	PE	2019	\$400,000	\$0	\$0	STP-State Flexible, Toll Credit	\$400,000
CRDR	PE	2020	\$100,000	\$0	\$0	STP-State Flexible, Toll Credit	\$100,000
CRDR	ROW	2017	\$2,000	\$0	\$0	STP-State Flexible, Toll Credit	\$2,000
CRDR	ROW	2018	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
CRDR	ROW	2019	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000



Town/Area Name:		Program					
CRDR	ROW	2020	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
CRDR	CON	2017	\$3,330,000	\$0	\$0	STP-State Flexible, Toll Credit	\$3,330,000
CRDR	CON	2018	\$1,870,000	\$0	\$0	STP-State Flexible, Toll Credit	\$1,870,000
CRDR	CON	2019	\$1,870,000	\$0	\$0	STP-State Flexible, Toll Credit	\$1,870,000
CRDR	CON	2020	\$1,870,000	\$0	\$0	STP-State Flexible, Toll Credit	\$1,870,000
CRDR	Other	2017	\$40,000	\$0	\$0	STP-State Flexible, Toll Credit	\$40,000
CRDR	Other	2018	\$30,000	\$0	\$0	STP-State Flexible, Toll Credit	\$30,000
CRDR	Other	2019	\$5,000	\$0	\$0	STP-State Flexible, Toll Credit	\$5,000
CRDR	Other	2020	\$5,000	\$0	\$0	STP-State Flexible, Toll Credit	\$5,000
			\$10,151,000	\$0	\$0		\$10,151,000

Changes

Federal \$ Change	State \$ Change	Other \$ Change	Total \$ Change
\$100,000	\$0	\$0	\$100,000



Town/Area Name:	Program
Project #:	FLAP
Road/Route/Entity:	Various
Project Scope:	Improving transportation facilities that access Federal Lands within NH {FLAP}
Acronym Defined:	FLAP: Federal Lands Access Program
Change Notes:	CON funds were decreased in 2018 and increased in 2019. FY2018 was removed for PE. FY2017 removed for ROW; ROW funds increased in FY2019 and FY2020. The program is being adjusted to accommodate necessary increases in children project fund amounts. Current minor does not include child projects not in SRPC region.

Approved

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
FLAP	PE	2017	\$108,000	\$0	\$0	Forest Highways	\$108,000
FLAP	PE	2018	\$42,000	\$0	\$0	Forest Highways	\$42,000
FLAP	PE	2019	\$50,000	\$0	\$0	Forest Highways	\$50,000
FLAP	PE	2020	\$50,000	\$0	\$0	Forest Highways	\$50,000
FLAP	ROW	2017	\$25,000	\$0	\$0	Forest Highways	\$25,000
FLAP	ROW	2018	\$25,000	\$0	\$0	Forest Highways	\$25,000
FLAP	ROW	2019	\$25,000	\$0	\$0	Forest Highways	\$25,000
FLAP	ROW	2020	\$25,000	\$0	\$0	Forest Highways	\$25,000
FLAP	CON	2017	\$55,000	\$0	\$0	Forest Highways	\$55,000
FLAP	CON	2018	\$1,670,000	\$0	\$0	Forest Highways	\$1,670,000
FLAP	CON	2019	\$275,000	\$0	\$0	Forest Highways	\$275,000
FLAP	CON	2020	\$275,000	\$0	\$0	Forest Highways	\$275,000
Totals			\$2,625,000	\$0	\$0		\$2,625,000

Proposed

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
FLAP	PE	2017	\$108,000	\$0	\$0	Forest Highways	\$108,000
FLAP	PE	2019	\$92,000	\$0	\$0	Forest Highways	\$92,000
FLAP	PE	2020	\$50,000	\$0	\$0	Forest Highways	\$50,000
FLAP	ROW	2017	\$25,000	\$0	\$0	Forest Highways	\$25,000
FLAP	ROW	2019	\$50,000	\$0	\$0	Forest Highways	\$50,000
FLAP	ROW	2020	\$50,000	\$0	\$0	Forest Highways	\$50,000
FLAP	CON	2017	\$55,000	\$0	\$0	Forest Highways	\$55,000
FLAP	CON	2018	\$1,225,000	\$0	\$0	Forest Highways	\$1,225,000
FLAP	CON	2019	\$720,000	\$0	\$0	Forest Highways	\$720,000
FLAP	CON	2020	\$275,000	\$0	\$0	Forest Highways	\$275,000



Town/Area Name:

Program

\$2,650,000

\$0

\$0

\$2,650,000

Changes

Federal \$ Change

\$25,000

State \$ Change

\$0

Other \$ Change

\$0

Total \$ Change

\$25,000



Town/Area Name:	Program
Project #:	HSIP
Road/Route/Entity:	Various
Project Scope:	Highway Safety Improvement Program
Acronym Defined:	HSIP: Highway Safety Improvement Program
Change Notes:	Increased PE and CON funds in 2018. Decreased ROW funds in 2018. The program is being adjusted to accommodate the decreases in child project fund amounts. This minor includes funding increases for a project in Rochester.

Approved

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
HSIP	PE	2017	\$1,000,000	\$0	\$0	HSIP, Toll Credit	\$1,000,000
HSIP	PE	2018	\$1,275,000	\$0	\$0	HSIP, Toll Credit	\$1,275,000
HSIP	PE	2019	\$1,000,000	\$0	\$0	HSIP, Toll Credit	\$1,000,000
HSIP	PE	2020	\$500,000	\$0	\$0	HSIP, Toll Credit	\$500,000
HSIP	ROW	2017	\$150,000	\$0	\$0	HSIP, Toll Credit	\$150,000
HSIP	ROW	2018	\$150,000	\$0	\$0	HSIP, Toll Credit	\$150,000
HSIP	ROW	2019	\$150,000	\$0	\$0	HSIP, Toll Credit	\$150,000
HSIP	ROW	2020	\$150,000	\$0	\$0	HSIP, Toll Credit	\$150,000
HSIP	Const	2017	\$6,002,000	\$0	\$0	HSIP, Toll Credit	\$6,002,000
HSIP	Const	2018	\$8,690,723	\$0	\$0	HSIP, Toll Credit	\$8,690,723
HSIP	Const	2019	\$8,362,151	\$0	\$0	HSIP, Toll Credit	\$8,362,151
HSIP	Const	2020	\$9,059,081	\$0	\$0	HSIP, Toll Credit	\$9,059,081
HSIP	Other	2017	\$400,000	\$0	\$0	HSIP, Toll Credit	\$400,000
HSIP	Other	2018	\$125,000	\$0	\$0	HSIP, Toll Credit	\$125,000
HSIP	Other	2019	\$200,000	\$0	\$0	HSIP, Toll Credit	\$200,000
HSIP	Other		\$200,000	\$0	\$0	HSIP, Toll Credit	\$200,000
Totals			\$37,413,955	\$0	\$0		\$37,413,955

Proposed

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
HSIP	PE	2017	\$1,000,000	\$0	\$0	HSIP, Toll Credit	\$1,000,000
HSIP	PE	2018	\$1,335,000	\$0	\$0	HSIP, Toll Credit	\$1,335,000
HSIP	PE	2019	\$1,000,000	\$0	\$0	HSIP, Toll Credit	\$1,000,000
HSIP	PE	2020	\$500,000	\$0	\$0	HSIP, Toll Credit	\$500,000
HSIP	ROW	2017	\$150,000	\$0	\$0	HSIP, Toll Credit	\$150,000
HSIP	ROW	2018	\$30,000	\$0	\$0	HSIP, Toll Credit	\$30,000
HSIP	ROW	2019	\$150,000	\$0	\$0	HSIP, Toll Credit	\$150,000



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Town/Area Name:		Program					
HSIP	ROW	2020	\$150,000	\$0	\$0	HSIP, Toll Credit	\$150,000
HSIP	CON	2017	\$6,002,000	\$0	\$0	HSIP, Toll Credit	\$6,002,000
HSIP	CON	2018	\$8,750,723	\$0	\$0	HSIP, Toll Credit	\$8,750,723
HSIP	CON	2019	\$8,362,151	\$0	\$0	HSIP, Toll Credit	\$8,362,151
HSIP	CON	2020	\$9,059,081	\$0	\$0	HSIP, Toll Credit	\$9,059,081
HSIP	Other	2017	\$400,000	\$0	\$0	HSIP, Toll Credit	\$400,000
HSIP	Other	2018	\$125,000	\$0	\$0	HSIP, Toll Credit	\$125,000
HSIP	Other	2019	\$200,000	\$0	\$0	HSIP, Toll Credit	\$200,000
HSIP	Other	2020	\$200,000	\$0	\$0	HSIP, Toll Credit	\$200,000
			\$37,413,955	\$0	\$0		\$37,413,955

Changes

Federal \$ Change	State \$ Change	Other \$ Change	Total \$ Change
\$0	\$0	\$0	\$0



Town/Area Name:	Program
Project #:	PAVE-T2-PRES
Road/Route/Entity:	Tier 2 Interstate Highways
Project Scope:	Preservation of Tier 2 pavements.
Acronym Defined:	
Change Notes:	FY2018 ROW funds were shifted to increase FY2018 CON. The program is being adjusted to accommodate necessary increases in children project fund amounts. Current minor does not include individual child projects not in SRPC region.

Approved

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
PAVE-T2-PRES	PE	2017	\$300,000	\$0	\$0	STP-State Flexible, Toll Credit	\$300,000
PAVE-T2-PRES	PE	2018	\$450,000	\$0	\$0	STP-State Flexible, Toll Credit	\$450,000
PAVE-T2-PRES	ROW	2017	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
PAVE-T2-PRES	ROW	2018	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
PAVE-T2-PRES	CON	2017	\$12,100,000	\$0	\$0	STP-State Flexible, Toll Credit	\$12,100,000
PAVE-T2-PRES	CON	2018	\$9,943,394	\$0	\$0	STP-State Flexible, Toll Credit	\$9,943,394
Totals			\$22,843,394	\$0	\$0		\$22,843,394

Proposed

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
PAVE-T2-PRES	PE	2017	\$300,000	\$0	\$0	STP-State Flexible, Toll Credit	\$300,000
PAVE-T2-PRES	PE	2018	\$450,000	\$0	\$0	STP-State Flexible, Toll Credit	\$450,000
PAVE-T2-PRES	ROW	2017	\$25,000	\$0	\$0	STP-State Flexible, Toll Credit	\$25,000
PAVE-T2-PRES	ROW	2018	\$12,100,000	\$0	\$0	STP-State Flexible, Toll Credit	\$12,100,000
PAVE-T2-PRES	CON	2017	\$10,730,116	\$0	\$0	STP-State Flexible, Toll Credit	\$10,730,116
			\$23,605,116	\$0	\$0		\$23,605,116

Changes

Federal \$ Change	State \$ Change	Other \$ Change	Total \$ Change
\$761,722	\$0	\$0	\$761,722



Town/Area Name:	Program
Project #:	PAVE-T2-REHAB
Road/Route/Entity:	Tier 2 highways
Project Scope:	Rehabilitation of Tier 2 highways
Acronym Defined:	
Change Notes:	Construction funds increased in 2018. Program adjusted to accommodate necessary updates in children project fund amount. Current minor does not include child projects not in SRPC region.

Approved

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
PAVE-T2-REHAB	PE	2017	\$650,000	\$0	\$0	STP-State Flexible, Toll Credit	\$650,000
PAVE-T2-REHAB	PE	2018	\$650,000	\$0	\$0	STP-State Flexible, Toll Credit	\$650,000
PAVE-T2-REHAB	CON	2017	\$7,016,513	\$566,012	\$0	Betterment, STP-State Flexible, Toll Credit	\$7,582,525
PAVE-T2-REHAB	CON	2018	\$15,387,166	\$2,062,834	\$0	Betterment, STP-State Flexible, Toll Credit	\$17,450,000
PAVE-T2-REHAB	CON	2019	\$3,300,000	\$0	\$0	STP-State Flexible, Toll Credit	\$3,300,000
PAVE-T2-REHAB	CON	2020	\$0	\$2,500,000	\$0	Betterment	\$2,500,000
Totals			\$27,003,679	\$5,128,846	\$0		\$32,132,525

Proposed

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
PAVE-T2-REHAB	PE	2017	\$650,000	\$0	\$0	STP-State Flexible, Toll Credit	\$650,000
PAVE-T2-REHAB	PE	2018	\$650,000	\$0	\$0	STP-State Flexible, Toll Credit	\$650,000
PAVE-T2-REHAB	CON	2017	\$7,016,513	\$566,012	\$0	Betterment, STP-State Flexible, Toll Credit	\$7,582,525
PAVE-T2-REHAB	CON	2018	\$17,409,820	\$2,062,834	\$0	Betterment, STP-State Flexible, Toll Credit	\$19,472,654
PAVE-T2-REHAB	CON	2019	\$3,300,000	\$0	\$0	STP-State Flexible, Toll Credit	\$3,300,000
PAVE-T2-REHAB	CON	2020	\$0	\$2,500,000	\$0	Betterment	\$2,500,000
			\$29,026,333	\$5,128,846	\$0		\$34,155,179

Changes

Federal \$ Change	State \$ Change	Other \$ Change	Total \$ Change
\$2,022,654	\$0	\$0	\$2,022,654



Town/Area Name:	Program
Project #:	RRRCS
Road/Route/Entity:	Various
Project Scope:	Reconstruction of crossings, signals, & related work
Acronym Defined:	RRRCS: Reconstruction of Rail Road Crossings, Signals, and Related work
Change Notes:	PE funds increased in FY2018-2020; construction funds increased in 2018, decreased in 2019 and 2020. The program is being adjusted to accommodate necessary updates in children project fund amounts. This minor includes funding for a RR crossing project in Wakefield.

Approved

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
RRRCS	PE	2017	\$25,500	\$0	\$0	Rail Highway, Toll Credit	\$25,500
RRRCS	PE	2018	\$250,000	\$0	\$0	Rail Highway, Toll Credit	\$250,000
RRRCS	PE	2019	\$50,000	\$0	\$0	Rail Highway, Toll Credit	\$50,000
RRRCS	PE	2020	\$50,000	\$0	\$0	Rail Highway, Toll Credit	\$50,000
RRRCS	ROW	2017	\$5,000	\$0	\$0	Rail Highway, Toll Credit	\$5,000
RRRCS	ROW	2018	\$1,000	\$0	\$0	Rail Highway, Toll Credit	\$1,000
RRRCS	ROW	2019	\$5,000	\$0	\$0	Rail Highway, Toll Credit	\$5,000
RRRCS	ROW	2020	\$5,000	\$0	\$0	Rail Highway, Toll Credit	\$5,000
RRRCS	Const	2017	\$1,100,000	\$0	\$0	Rail Highway, Toll Credit	\$1,100,000
RRRCS	Const	2018	\$1,093,000	\$0	\$0	Rail Highway, Toll Credit	\$1,093,000
RRRCS	Const	2019	\$1,100,000	\$0	\$0	Rail Highway, Toll Credit	\$1,100,000
RRRCS	Const	2020	\$1,100,000	\$0	\$0	Rail Highway, Toll Credit	\$1,100,000
RRRCS	Other	2017	\$5,000	\$0	\$0	Rail Highway, Toll Credit	\$5,000
RRRCS	Other	2018	\$1,000	\$0	\$0	Rail Highway, Toll Credit	\$1,000
RRRCS	Other	2019	\$5,000	\$0	\$0	Rail Highway, Toll Credit	\$5,000
RRRCS	Other	2020	\$5,000	\$0	\$0	Rail Highway, Toll Credit	\$5,000
Totals			\$4,800,500	\$0	\$0		\$4,800,500

Proposed

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
RRRCS	PE	2017	\$25,500	\$0	\$0	Rail Highway, Toll Credit	\$25,500
RRRCS	PE	2018	\$287,013	\$0	\$0	Rail Highway, Toll Credit	\$287,013
RRRCS	PE	2019	\$259,646	\$0	\$0	Rail Highway, Toll Credit	\$259,646
RRRCS	PE	2020	\$250,000	\$0	\$0	Rail Highway, Toll Credit	\$250,000
RRRCS	ROW	2017	\$5,000	\$0	\$0	Rail Highway, Toll Credit	\$5,000
RRRCS	ROW	2018	\$1,000	\$0	\$0	Rail Highway, Toll Credit	\$1,000
RRRCS	ROW	2019	\$5,000	\$0	\$0	Rail Highway, Toll Credit	\$5,000



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Town/Area Name:		Program					
RRRCS	ROW	2020	\$5,000	\$0	\$0	Rail Highway, Toll Credit	\$5,000
RRRCS	Const	2017	\$1,100,000	\$0	\$0	Rail Highway, Toll Credit	\$1,100,000
RRRCS	Const	2018	\$1,096,341	\$0	\$0	Rail Highway, Toll Credit	\$1,096,341
RRRCS	Const	2019	\$925,000	\$0	\$0	Rail Highway, Toll Credit	\$925,000
RRRCS	Const	2020	\$925,000	\$0	\$0	Rail Highway, Toll Credit	\$925,000
RRRCS	Other	2017	\$5,000	\$0	\$0	Rail Highway, Toll Credit	\$5,000
RRRCS	Other	2018	\$1,000	\$0	\$0	Rail Highway, Toll Credit	\$1,000
RRRCS	Other	2019	\$5,000	\$0	\$0	Rail Highway, Toll Credit	\$5,000
RRRCS	Other	2020	\$5,000	\$0	\$0	Rail Highway, Toll Credit	\$5,000
			\$4,900,500	\$0	\$0		\$4,900,500

Changes

Federal \$ Change	State \$ Change	Other \$ Change	Total \$ Change
\$100,000	\$0	\$0	\$100,000



Town/Area Name:	Program
Project #:	USSS
Road/Route/Entity:	Various
Project Scope:	Project to update signing on state system
Acronym Defined:	USSS: update signing on state system
Change Notes:	PE funds increased in FY2018; CON funds decreased in FY2018. The program is being adjusted to accommodate necessary changes in individual project fund amounts. Current minor does not include child projects not in SRPC region.

Approved

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
USSS	PE	2018	\$30,000	\$0	\$0	STP-State Flexible, Toll Credit	\$30,000
USSS	PE	2019	\$30,000	\$0	\$0	STP-State Flexible, Toll Credit	\$30,000
USSS	PE	2020	\$30,000	\$0	\$0	STP-State Flexible, Toll Credit	\$30,000
USSS	Const	2018	\$500,000	\$0	\$0	STP-State Flexible, Toll Credit	\$500,000
USSS	Const	2019	\$500,000	\$0	\$0	STP-State Flexible, Toll Credit	\$500,000
USSS	Const	2020	\$500,000	\$0	\$0	STP-State Flexible, Toll Credit	\$500,000
Totals			\$1,590,000	\$0	\$0		\$1,590,000

Proposed

Project #	Phase	FY	Federal \$	State \$	Other \$	Funding Category	Totals
USSS	PE	2018	\$48,000	\$0	\$0	STP-State Flexible, Toll Credit	\$48,000
USSS	PE	2019	\$30,000	\$0	\$0	STP-State Flexible, Toll Credit	\$30,000
USSS	PE	2020	\$30,000	\$0	\$0	STP-State Flexible, Toll Credit	\$30,000
USSS	Const	2018	\$482,000	\$0	\$0	STP-State Flexible, Toll Credit	\$482,000
USSS	Const	2019	\$500,000	\$0	\$0	STP-State Flexible, Toll Credit	\$500,000
USSS	Const	2020	\$500,000	\$0	\$0	STP-State Flexible, Toll Credit	\$500,000
			\$1,590,000	\$0	\$0		\$1,590,000

Changes

Federal \$ Change	State \$ Change	Other \$ Change	Total \$ Change
\$0	\$0	\$0	\$0

Strafford Regional Planning Commission

FY2019 REVENUES						
	Funding Source	Internal Match using Dues	Outside Source Soft Match	Outside Source Cash Match	Net Outside Funding	
Total	966,913	79,516	109,562	0	966,913	
Dues, Interest & Reimbursements	117,649	0	0	0	117,649	12%
Municipal Dues (minus BRK, NOT, MIL)	117,049	0	0	0	117,049	
Interest	100	0	0	0	100	
Health Trust reward/reimbursement	500	0	0	0	500	
Municipal & Nonprofit Service Agreements	59,098	1,465	2,376	0	59,098	6%
Northwood Technical Services: through 6/30/19	18,000	0	0	0	18,000	
Barrington Master Plan Chapters - through 6/30/19	8,844	0	0	0	8,844	
UNH Lamprey River through 8/31/18	1,871	0	2,376	0	1,871	
ROC Technical Services	376	0	0	0	376	
LAC Barrington Conservation (7/1/18-12/31/18)	-	0	0	0	0	
BCC Barrington Conservation (7/1/18-12/31/18)	7,000	0	0	0	7,000	
FAR Master Plan Update RFP	-	0	0	0	0	
WAK Recreation and Parks Needs Assessment RFP	-	0	0	0	0	
NOT RSMS (7/1/18-9/30/18)	9,558	0	0	0	9,558	
FAR Tax Map Updates	1,700	0	0	0	1,700	
NDU GIS Buildout Analysis	1,465	1,465	0	0	1,465	
GIS projects (MapGeo, NKT)	10,285	0	0	0	10,285	
Economic Development District Agreements	133,320	15,000	55,000	0	133,320	14%
U.S. Dept of Economic Development Administration						
EDD Planning Grant, Dues & Inkind Match (7/1/18-6/30/19)	70,000	15,000	55,000	0	70,000	
U.S. Environmental Protection Administration						
Brownfields Community Assessment Grant: through 9/30/18	63,320	0	0	0	63,320	
State Agreements	114,027	0	52,186	0	114,027	12%
Office of Energy and Planning						
Targeted Block Grant for EDD Planning match: through 6/30/19	11,111	0	0	0	11,111	
Dept of Environmental Services						
Coastal Grant 2019 through 6/30/19	12,500	0	12,500	0	12,500	
Durham Groundwater Modeling	9,500	0	0	0	9,500	
Lee Floodplain through 12/31/18	20,090	0	12,376	0	20,090	
Watershed Assistance (Permeable Reactive Barrier): (10/1/18-12/2020)	30,450	0	20,310	0	30,450	
Project of Special Merit FY18 (10/1/18-3/31/20)	4,500	0	0	0	4,500	
Coastal Resilience Grant - UNH Climate in the Classroom (1/1/19-6/30/19)	500	0	0	0	500	
Department of Safety Homeland Security						
HazMitPlans PDM16-FAR,ROC through 9/30/18	4,375	0	0	0	4,375	
HazMitPlans PDM17-MAD,NOR (7/1/18-12/31/19)	15,000	0	5,000	0	15,000	
HazMit Plans w Towns (Lee HMPG)	6,000	0	2,000	0	6,000	
Department of Health and Human Services						
Fdn for Healthy Communities Active Transportation Partnership	1	0	0	0	1	
Metropolitan Planning Organization Agreements	542,818.4400	63,051	0	0	542,818	56%
Dept of Transportation						
UPWP FY18/19 Federal Highways & Transit: through 6/30/19	520,418	57,824	0	0	520,418	
FHWA MultiModal Connectivity Pilot (Bicycle LTS)	16,000	3,627	0	0	16,000	
Community Technical Assistance Program - CommuteSMART	6,400	1,600	0	0	6,400	
						100%

Strafford Regional Planning Commission

	FY 2018	FY2019
FY2018 EXPENSES	Adopted Budget Expenses	Draft Budget Expenses
Total	1,054,979	948,727
PERSONNEL	683,576 65%	651,701 69%
Salaries and Hourly Wages	510,000	517,121
Payroll Taxes	39,015	39,560
Health Insurance	86,890	50,046
Dental Insurance	4,400	3,433
Life Insurance	1,032	1,068
Shortterm Disability	1,860	2,099
Longterm Disability	744	743
Health Incentives	2,756	5,040
SIMPLE IRA Pension	15,450	15,214
Worker's Compensation	1,862	1,744
Payroll Processing - Quickbooks	2,700	2,250
Unemployment Insurance	3,867	2,883
Staff Training & Workshops	5,000	5,000
Professional Dues: AMPO, NHARPC, NHPA, APA, NHMA,NEARC, NADO	8,000	5,500
EQUIPMENT	37,757 4%	26,184 3%
ARCInfo/View Software: Maintenance	6,732	6,384
Plotter: Monthly charge (see Depreciation)	-	-
Server: Monthly charge (see Depreciation)	-	-
Transpo Software Maintenance: Transcad, Nvivo, Ktraxpro,TerraSync	5,025	2,100
Office Software: Maintenance, purchase	5,000	5,200
Maps, Databases for Transportation Model	-	-
Traffic Count Expenses (Equipment, Repair, Supplies)	12,000	4,000
Equipment Rental and Repair	500	500
Copier Maintenance Contract	6,500	6,000
Office Furniture, Computers	2,000	2,000
COMMUNICATIONS	27,366 3%	23,121 2%
Postage and Delivery	1,300	780
Travel	21,000	18,000
Office Phone System	1,866	2,040
Internet	2,000	2,301
Marketing and Media Outreach Activities	1,200	0
FIXED EXPENSES	49,300 5%	46,551 5%
Property & Liability	4,800	5,051
Audit and Accounting Services	11,500	11,500
Depreciation	3,000	0
Rent	30,000	30,000
ADMINISTRATIVE EXPENSES	18,380 2%	12,100 1%
Printing	3,500	1,200
Legal	2,500	1,000
Office and Mapping Supplies	4,500	3,600
Office Expense	1,880	1,300
Meeting Expenses (Meetings and Meeting Adv)	3,000	3,000
Library & Subscriptions: NH Planning Books	3,000	2,000
OUTSOURCED CONTRACTS	238,600 23%	189,070 20%
Web Design & Maintenance	3,000	3,000
Traffic Model Assistance	8,000	20,795
IT Services	3,600	3,240
Financial Services	57,000	60,000
EPA Brownfields - Credere	140,000	57,170
Lee Floodplain - Geosyntec	6,000	16,490
GIS Contract Support (FAR Tax Map Updates)	3,000	1,155
Watershed Assistance: DUR Permeable Barrier	21,000	27,220
	100%	100%