

STRAFFORD

Regional Planning Commission

SRPC EXECUTIVE COMMITTEE MEETING

May 19, 2023, 8:00 a.m. to 9:00 a.m.

Hybrid Meeting (Conference Rm 1A & via Zoom)

In accordance with RSA 91:A, the Commission requires a minimum of an in-person quorum. To organize this, the Commission staff will confirm the necessary in-person attendance. It is the preference of the Commission that others participate via Zoom, however, guests may attend the meeting at the SRPC Office. All participants, both in-person and virtual, can communicate contemporaneously. View the remote access information below.

Meeting URL: <https://us02web.zoom.us/j/84905778392>

Meeting ID: 849 0577 8392

Telephone-only Access: +1 312 626 6799

These instructions have also been provided at www.trafford.org. If anybody is unable to access the meeting, please email mtaylorfetter@trafford.org or call 603-994-3500 (x115).

Agenda Item	Time	Notes
1) Welcome and Introductions	8:00-8:05	N/A
2) Action Items (Motions Required) a) Approval of the April 21, 2023 Minutes b) Acceptance of the Draft April Financials	8:05-8:20	a) Enclosed b) See memo & enclosed
3) Updates a) Executive Committee member renewals b) Annual Meeting c) Preliminary FY2024 Budget d) FY2024 Salary & Hourly Rates Schedule e) FY2024 Health Plans f) Executive Director Review g) Awards, Contracts, and General Business h) May Monthly Minors	8:20-8:50	See memo & enclosed
4) Other Business	8:50-8:55	N/A
5) Adjourn	9:00	N/A

Reasonable accommodations for people with disabilities are available upon request. Include a detailed description of the accommodation you will need along with your contact info. Please make your request as early as possible; allowing at least 5 days advance notice. Last minute requests will be accepted but may be impossible to fill. Please call (603) 994-3500 x115 or email srpc@trafford.org.

STRAFFORD REGIONAL PLANNING COMMISSION

150 Wakefield Street, Suite 12, Rochester, NH 03867

Barrington | Brookfield | Dover | Durham | Farmington | Lee | Madbury | Middleton | Milton | New Durham
Newmarket | Northwood | Nottingham | Rochester | Rollinsford | Somersworth | Strafford | Wakefield



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.



STRAFFORD

Regional Planning Commission

Strafford Regional Planning Commission
Executive Committee Meeting
150 Wakefield Street, Conference Room 1A
Rochester, NH 03867
April 21, 2023
Meeting Minutes

1. Welcome/Introductions

Chair Dave Landry called the meeting to order at 8:05A.M.

Members attending in person: Dave Landry, Dover; Bill Fisher, Farmington; Barb Holstein, Rochester; Katrin Kasper, Lee; Don Hamann, Rochester; Peter Nelson, Newmarket

Members attending on Zoom: Joe Boudreau, Rochester

Staff attending in person: Jennifer Czysz

Staff attending remotely: Megan Taylor-Fetter

2. Action Items

a. Acceptance of the March 17, 2023 Minutes

D. Hamann motioned to accept the meeting minutes of March 17, 2023 as written. B. Fisher seconded the motion. There was no discussion. All members voted in favor.

b. Acceptance of the Draft March Financials

J. Czysz reviewed the March financials as follows:

Balance Sheet: It is the end of the quarter so the bank account balances are back down and will be replenished with funds from contracts that bill quarterly in advance. Under the fixed assets and current liabilities, you will a new method of accounting has been implemented for the building lease. This is a new requirement of the Governmental Accounting Standards Board.

Aging Summary: \$80,753 of the \$148,365 total receivables is for the current billing period. Payments totaling \$54,210 were received in April, leaving a past due balance of \$13,402.

Profit and Loss: March shows a larger net loss due to the implementation of the new building lease accounting methodology. As Kathy just implemented this, March shows a \$21,076 amortization expense for the year to date instead of the typical \$2,000 rent. As a result, the monthly net loss is inflated to \$20,980.55. However, the YTD net loss only grew by \$2,778.05 since February, now at \$41,618.24.

D. Hamann motioned to approve the March 2023 Financials as presented. B. Fisher seconded the motion. There was no discussion. All members voted unanimously in favor. The motion passed.

c. Approval of the Updated Employee Handbook

J. Czysz stated that the employee handbook has been updated to list the recently approved NH Paid Family Medical Leave to the document's section on Benefits. She stated that the benefit is administered through Metlife on behalf of the State of NH.

D. Hamann motioned to accept the Updated Employee Handbook as presented. B. Fisher seconded the motion. There was no discussion. All members voted unanimously in favor. Motion passed.

3. Updates

a. Executive Committee Member Renewals

J. Czysz stated that we would like to confirm E.C. members' intentions to renew their position on the committee and discuss the slate of officers for FY2024. Under the bylaws there are 3 officers: Chair, Vice Chair, and Secretary-Treasurer. The Executive Committee consists of 3 officers, 4 members elected by Commission, and any alternate. Elections occur at the Annual Meeting. J. Czysz asked if the current officers would like to continue their positions and if anyone else was interested.

The members discussed the positions and current officers. D. Landry said he would be happy to continue as chair unless anyone else was interested. P. Nelson said he would continue as vice chair if asked.

b. Annual Meeting

J. Czysz stated the Annual Meeting is scheduled to be held on June 22nd. We are currently making preliminary plans and looking at venues. For three years now we have split the annual meeting to conduct all business items in a split meeting with the June Policy meeting. Like last year, we propose to hold a luncheon event with guest speakers and recognitions. This past year the Regional Housing Needs Assessment has been a significant focus area for the Commission. This could be a theme for the annual meeting. Another thought might be to shift toward the upcoming Comprehensive Regional Plan update of the environmental resource plan sections. J. Czysz asked if either of these resonate or do members have other suggestions?

B. Fisher suggested solar power as a topic. The members discussed the many facets of solar power including benefits to the community; the pushback from some residents; how it affects business and the planning and zoning that is involved. D. Hamman stated that Rochester is drafting a solar power ordinance. K. Kasper suggested contacting CleanEnergyNH's executive director.

The members were in agreement to split the annual meeting into two meetings, one a joint meeting with the Policy Committee for business matters and the second on June 22 for a luncheon.

c. Preliminary FY2024 Budget

J. Czysz stated that SRPC hired two regional planners and did some shuffling to match candidates and to fit their salaries into the budget. Both planners have many years of experience and will be able to jump right in without much training.

J. Czysz stated the budget looks decent. SRPC is working with Lee and Dover on natural resources chapters of their Master Plans. There is work on coastal grant application and there should be news on the Brownfields grants in May.

J. Czysz stated the expense side is pretty consistent. The jump in IT services is due to the new vendor and contracting with an all-inclusive package. This new system relieves IT staff of day-to-day IT work.

A final draft will be presented for adoption at the June business meeting.

d. FY2024 Salary & Hourly Rates Schedule

J. Czysz stated in the past we have set flat billing rates based on rough averages of personnel and indirect costs for all employees at each scenario level. For some staff we make a slight profit, for others a small loss. Moving forward we will be moving away from this method as it requires manual computation of costs to conduct monthly invoicing. Additionally, all state and federal contracts are billed on actual costs – direct salaries, indirect costs, expenses. This method of invoicing is more streamlined and accurate. We propose applying this method to all contracts moving forward – with the exception of circuit rider contracts that are on a flat rate regardless of the staff member providing services.

J. Czysz stated this will be discussed in detail next month.

e. FY2024 Health Plans

J. Czysz stated the original projection for the health insurance rate increase was 20 percent but has come down to just below 17 percent. Currently SRPC offers two plans: an ABO and ABSOS20. The plans are expensive but good. J. Czysz stated she is considering adding a third plan option with a high deductible with an offer to pay up to 50% of the deductible with a health reimbursement plan. This would still be at or below the cost for the other options and would be a savings to staff if they chose this plan.

The group discussed the health plans and asked for more information before a decision was made. J. Czysz stated she would bring more information to their May 19 meeting for a decision. The deadline for submitting any changes to HealthTrust is May 19.

f. Executive Director Review schedule with Dave

J. Czysz will coordinate with Dave on a time to meet for her review.

g. Awards Contracts and General Business

J. Czysz highlighted the awards, contracts and general business as follows:

COVID-19: The budget continues the \$25/pay period Covid stipend each staff member receives to offset their personal phone and internet expenses through the end of the fiscal year. The draft 2024 budget DOES NOT include the stipend.

Recently Completed Contracts:

- Congressional Appropriation request for an update to the Regional Housing Needs Assessment and Comprehensive Plan (pending Notice to Proceed)
- BRIC21 Hazard Mitigation Plan Updates for Madbury, Northwood and Rochester (pending G&C)
- Barrington Housing Opportunity Grant (InvestNH) Master Plan Update
- Somersworth HOP Grant - Master Plan and Audit
- Rochester Recreation Master Plan Chapter
- FY24 Coastal Technical Assistance (pending G&C)
- FY24-25 UPWP/FTA 5305e Connecting Transit Access and Local Land Use Planning (pending G&C)

Awarded Pending Contract:

- Town of Milton Nitrogen Source Identification Plans - SRF
- Safe Streets for All – FHWA
- Great Bay 2030 Adapt to Climate Change
- COAST CommuteSmart Seacoast Assistance Submitted Pending Decisions:
- Brownfields Assessment

In Development:

- NHDES Coastal Resilience grant (Newmarket project & a Regional Project)
- UNH PREPA Coastal Watershed Grants: Dover and Lee Natural Resource Inventories
- Farmington and New Durham HOP grants
- Fiscal agent for CLF Septic System Retrofit Pilot Project in the Great Bay Watershed
- Great Bay 2030 Initiatives
- Advocacy Bootcamp
- Stream Crossing Signage Project (potential implementation funding in CY2024)

Indirect Rate and Dues: On October 5, 2021 we received our final approval from EDA to have a predetermined rate of 117% for FY2022 and 2023. As of the end of January the rate was 118.6%.

h. April Monthly Minors

C. Lentz highlighted the April monthly minors and reported there are only three minor changes.

4. Other Business

There was no other business.

5. Adjourn

D. Hamann motioned to adjourn y motioned to adjourn at 8:58 AM. P. Nelson seconded the motion. All members voted in the affirmative. Meeting adjourned at 8:58 A.M.

DATE: May 17, 2023
TO: Executive Committee Members
FROM: Jen Czysz, Executive Director
RE: Director's Report for the May 19, 2023 Meeting

The following notes correspond to individual agenda items for discussion.

2b. Acceptance of the Draft April Financials

Balance Sheet: As we are at the end of the quarter, the bank account balances partially back up as payments for 1 of the 2 contracts that bill quarterly in advance have been received. The second is expected in May.

Aging Summary: \$63,346 of the \$173,143 total receivables is the current billing period. Payments totaling \$62,493 were received in May, leaving a past due balance of \$47,305. Of this past due amount, \$34,310 is the NHHFA funds for the Housing Navigator position. This is the second contract that bills quarterly in advance that we are still waiting on payment for. Additionally, we have connected with Milton and they will be processing the second half of their dues payment.

Profit and Loss: We are still operating at a slight loss for the month, as a result there is a further net loss for the year. The positive news however is that we are now fully staffed. The result in the coming months will be both increased revenue from billable hours as well as an increase in personnel costs.

3a. Executive Committee Member Renewals

We would like to confirm E.C. members intentions to renew their position on the committee and discuss the slate of officers for FY2024. Under the [bylaws](#) there are 3 officers: Chair, Vice Chair, and Secretary-Treasurer. The Executive Committee consists of the 3 officers, 4 members elected by Commission, and any alternate. Elections occur at the Annual Meeting. Thus far Dave has offered to remain as chair unless there is another member interested in serving as such. Peter has agreed to remain as vice-chair.

3b. Annual Meeting

The Annual Meeting is scheduled to be held on June 22nd. Megan has confirmed the event will again be held at the Governors Inn in Rochester. The them as discussed last month will be Planning for Solar. We are in the process of confirming guest speakers including Shanna Saunders, Rochester's Planning Director, who will speak to the city's recent efforts to craft a solar ordinance. We have also reached out to the NH Energy Education Project. More to come soon.



3c. Preliminary FY 2024 Budget

Enclosed in your packet please find an updated draft budget for FY2024. Both the expenses and revenue sheets have been updated based upon new information about project contracts and related costs. At this point most all items have been confirmed.

3d. FY 2024 Salary and Hourly Rate Schedule

In the past we have set flat billing rates based on rough averages of personnel and indirect costs for all employees at each scenario level. For some staff we make a slight profit, for others a small loss. Moving forward, Kathy and I would like to move away from this method as it requires manual computation of costs to conduct monthly invoicing. Additionally, all state and federal contracts are billed on actual costs – direct salaries, indirect costs, expenses. This method of invoicing is more streamlined and accurate. We propose to apply this method to all contracts moving forward – with the exception of circuit rider contracts that are on a flat rate regardless of the staff member providing services (an average of all that provide these services to municipalities). See the attached salary schedule and range of billing rates that is based on this method.

3e. FY 2024 Health Plans

The health insurance plan summary is attached. SRPC's health insurance rates are increasing 16.7% for fiscal year 2024. Dental rates and short-term disability, long-term disability and life insurance all remain the same. We have added a third health plan option that is a lower cost but higher deductible plan as a way to offer lower cost impacts to staff.

Comparing annual costs of the plans to SRPC and Employees:

SRPC Total Costs	Plan Year	One Person	Two Person	Family
AB20 Health	FY2023	\$8,546.59	\$12,819.82	\$17,306.78
	FY2024	\$10,597.19	\$14,960.74	\$20,196.94
ABSOS20 Health*	FY2023	\$8,100.30	\$13,617.25	\$18,489.48
	FY2024	\$9,394.68	\$15,774.37	\$21,400.44
ABSOS25 Health*	FY2023	Not previously offered		
	FY2024	\$8,433.14	\$15,406.57	\$21,248.91

Employee Total Costs	Plan Year	One Person	Two Person	Family
AB20 Health	FY2023	\$2,136.65	\$8,546.54	\$11,537.86
	FY2024	\$1,870.09	\$9,973.82	\$13,464.62
ABSOS20 Health*	FY2023	\$1,511.14	\$5,605.75	\$7,763.16
	FY2024	\$1,654.96	\$6,324.79	\$8,733.48
ABSOS25 Health*	FY2023	Not previously offered		
	FY2024	\$1,864.90	\$5,189.39	\$7,455.69

**Includes all HRA/deductible costs.*

The only change since last month is to fund the new ABSOS25 plan's premiums at 95% for one-person plans instead of 100%. If SRPC fully funded the premiums for the ABSOS25 plan, the

annual cost of a one-person plan would be \$8,798.04 for SRPC and \$1,500 for the employee (their half of the deductible).

3f. Executive Director Review

Later this month, I will separately send my self-assessment to committee members. Assuming we follow the same method as two years ago, next steps to discuss at Friday’s meeting include:

- Confirm whether we wish to use the same evaluation survey (was sent to staff and EC members)
- Set a response deadline to distribute and respond to the staff and commissioners evaluation survey
- Schedule a separate meeting time in May to conduct the director annual review in a non-public session, results of the survey will be distributed to EC members prior to the review.

3g. Awards, Contracts and General Business Update

COVID-19: The budget continues the \$25/pay period Covid stipend each staff member receives to offset their personal phone and internet expenses through the end of the fiscal year. The draft 2024 budget DOES NOT include the stipend.

Staffing: We are fully staffed!

Indirect Rate and Dues: On October 5, 2021 we received our final approval from EDA to have a predetermined rate of 117% for FY2022 and 2023. As of the end of January the rate was 118%. With increased staff billable hours for May and June, the rate should come back down to at least our predetermined rate. We have also received our new predetermined rate for FY2024 and 2025 from EDA. The new rate will be 112% consistent with our audited rate for the prior two fiscal years.

April 2023 Dues (YTD)	
Income:	
FY23 Dues Paid	\$108,962.16
Total Income	\$108,962.16

Expenses:	
Vehicle Expenses	\$369.06
Planning Salaries	\$5,255.05
Dues and Subscriptions	\$98.70
Media Outreach	\$721.10
Travel	\$1,416.66
Uncollectible Accounts	\$60.00
Postage	\$17.10
Office Expense	\$525.70
Indirect	\$6,146.31
Total SRPC Expenses	\$14,609.68

Cash Match:	
UPWP	\$44,507.73
EDA	\$14,614.52
Coastal	\$3,611.16
Source Water	\$1,717.18
Tufts Health Plan-CHAT	\$1,765.63
Total Cash Match	\$66,216.22

Contract Overages:	
EDA CARES	\$9,234.41
Farmington Tax Maps	\$32.25
Lee Trail Maps	\$401.25
Wakefield Circuit Rider	\$240.62
ARPA	\$36.16
Barrington Land Use Chapt.	\$160.54
Target Block Grant	\$11.74
Total Contract Overages	\$10,116.97

Total Expenses	\$90,942.87
Annual Dues Remaining	\$18,019.29

Awards and Contracts: Please refer to the table of pending and recently awarded grants and contracts at the end of this memo for full details. Highlights include –

Recently Completed Contracts:

- Congressional Appropriation request for an update to the Regional Housing Needs Assessment and Comprehensive Plan (pending Notice to Proceed)
- BRIC21 Hazard Mitigation Plan Updates for Madbury, Northwood and Rochester (approved by G&C 5/3/2023)
- Somersworth HOP Grant - Master Plan and Audit (contract signed ready to roll)
- Rochester Recreation Master Plan Chapter (contract pending signatures)
- FY24 Coastal Technical Assistance (pending G&C)
- FY24-25 UPWP/FTA 5305e Connecting Transit Access and Local Land Use Planning (pending G&C)
- COAST CommuteSmart Seacoast Assistance
- Strafford Tax Maps

Awarded Pending Contract:

- Town of Milton Nitrogen Source Identification Plans - SRF
- Safe Streets for All – FHWA
- Great Bay 2030 Adapt to Climate Change
- TBG FY24-25 Funding draft materials submitted to OPD
- UNH PREPA Coastal Watershed Grants: Dover and Lee Natural Resource Inventories and Somersworth Natural Resources Master Plan Chapter

Submitted Pending Decisions:

- Brownfields Assessment
- Farmington and New Durham HOP grants

In Development:

- NHDES Coastal Resilience grant (Newmarket Waterfront Plan)
- NHCDFR Transformative Planning Grant
- Newmarket Comprehensive Master Plan Update
- Milton Community Facilities Master Plan Chapter

NEXT MEETING June 16, 2023, 8 AM. – 9:00 A.M.

Status of Grant Applications and Project Proposals

Title	Funder	Funding Year(s)	Award \$	Dues Match \$	Application Status	Contract Status	Description/Notes
Comprehensive Plan Update (Region Wide)	Senate Earmark	FY2023-2024	SRPC \$150,000		approved	Pending Notice to Proceed	SRPC submitted an application for earmark funding on behalf of all nine NH RPCs to support each in their efforts to update their comprehensive plans.
Hazard Mitigation Plan Updates in Madbury, Northwood, Rochester	HSEM BRIC21	FY2024	\$30,000		approved	Complete	Ongoing plan updates to ensure each municipality has a current approved plan that meets FEMA requirements. Plans focus predominantly on natural, and occasionally man made, hazards and plan mitigation strategies
Somersworth Housing Master Plan Update and Regulatory Audit	NHHFA InvestNH	FY2023-2024	\$75,000		Approved	Complete	Comprehensive Housing Master Plan chapter to incorporate new data & RHNA, engage in scenario planning, and review the existing regulations for plan and housing goals and policies consistency.
Rochester Recreation Master Plan Update	Rochester	FY2023-2024	\$25,000		Approved	Complete	Comprehensive update to the City's Recreation Master Plan Chapter
Coastal Technical Assistance (Dov, Dur, Mad, Nkt, Rol.)	NHDES	FY2024	\$15,000	\$5,000	approved	Pending G&C	Annual coastal technical assistance grant from NHDES to engage with the Coastal Adaptation Workgroup, provide technical assistance, and conduct outreach.
CommuteSmart Seacoast	COAST	FY2023-2024	\$13,000	\$2,250	Approved	Complete	Staff support to the existing Commute Smart Seacoast program that promotes bike, bus, and walk to work.
Unified Planning Work Program (Region Wide)	NHDOT	FY2024-2025	\$1,241,230	\$137,914	Submitted	Signed, pending G&C	Our 2-year contract renewal with NHDOT to support all MPO programs. The draft as submitted to DOT will be emailed to all Policy Committee members.
Connecting Transit Access to Local Land Use Planning (Region Wide + Dover Pilot)	NHDOT/FTA 5305e	FY2024-2025	\$27,900	\$3,100	Approved	Signed, pending G&C	A three-phase project to 1) develop and run a bicycle level of stress model; 2) conduct network analysis of bicycle, pedestrian, and ADA access to transit stops; 3) develop model land use regulations. Collaboration with RPC.
Strafford Tax Map Updates	Strafford	FY2023-2024	\$692.50		Approved	Complete	Annual update of the town's tax maps
Town of Milton Nitrogen Source Identification Plans	NHDES CWSRF	FY2023-2024	\$100,000 (\$25,000 for SRPC)		approved	pending	Develop a plan for total nitrogen source reductions, from both point source and non-point sources, for the duration of the Great Bay Total Nitrogen General Permit.
Safe Streets for All (Region Wide)	FHWA	FY2023	\$50,000	\$12,500	Approved	Pending	Working in collaboration with NH's MPOs to develop action plans that would make municipalities eligible for the Safe Streets for all implementation grants.
Adapt to Climate Change (Region Wide)	Great Bay 2030	FY2024	\$10,000		Approved	pending	Planning and implementation assistance to support Great Bay Watershed communities as they plan for climate change, build resilience, and implement priority projects.
Target Block Grant (Region Wide)	OPD	FY2024-2025	\$22,222		Approved	pending	Annual program funding from the state of NH to provide local technical assistance, outreach and training.
Lee Natural Resource Inventory	UNH PREP	FY2024	\$20,230		Approved	pending	Conduct a Natural Resource Inventory and produce a report with project findings that reflect current data and high value land use management priorities
Dover Natural Resource Inventory	UNH PREP	FY2024	\$20,230		Approved	pending	Conduct a Natural Resource Inventory and produce a report with project findings that reflect current data and high value land use management priorities

Somersworth Natural Resources Master Plan Chapter	UNH PREP	FY2024	\$21,600		Approved	pending	Update the Land Use and Natural Resource related chapters in the City's 2010 Master Plan.
Brownfields Assessments (Region Wide with Farmington, Dover focus)	EPA	FY2024-2026	\$500,000		Submitted	pending	Renewal of SRPCs ongoing Brownfields Program, providing Phase I and II environmental assessments and redevelopment planning
Farmington Route 11 audit and rezoning	NHHFA InvestNH	FY2024	\$135,740 (\$22,665 for SRPC)		submitted	pending	Conduct a comprehensive audit, identify barriers, GIS analysis, and prepare new zoning for housing along Rte. 11
Newmarket Waterfront Development Plan	NHDES Coastal Resil.	FY2024	TBD		In development	pending	Prepare a plan for the redevelopment of Shanda Park and the Newmarket waterfront including identify phasing of engineering and infrastructure improvements.
Transformative Planning Grant (Region Wide)	NHCDFR	FY2024-2025	\$20,000		In development	pending	Develop community-level strategies and planning activities that lead to the development of new project(s) that increase the housing supply
Newmarket Comprehensive Master Plan Update	Newmarket	FY2024-2025	\$114,000		In development	Pending	Includes an update of the Housing and Demographics Chapter as part of the town's HOP grant (\$24,000) plus all other chapters (\$90,000) and integration of the open space plan to be completed with a local source water grant and the waterfront development plan as another grant proposal.
Milton Community Facilities Chapter Update	USDA	FY2024-2025	TBD		In development	Pending	Update of the town's master plan chapter to include a full assessment of community facilities, buildings, equipment and vehicles and recommended capital improvement needs.

Updates since last meeting

Strafford Regional Planning Commission
Balance Sheet
As of April 30, 2023

	Apr 30, 23	Apr 30, 22	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
FSB Checking	103,844.11	88,726.55	15,117.56
FSB Savings	11,326.32	68,598.19	-57,271.87
Total Checking/Savings	115,170.43	157,324.74	-42,154.31 ¹
Accounts Receivable			
Accounts Receivable	173,143.26	166,528.36	6,614.90
Total Accounts Receivable	173,143.26	166,528.36	6,614.90 ²
Other Current Assets			
Prepaid Expenses			
Prepaid Website Expenses	0.00	84.40	-84.40
Prepaid Dues and Subscriptions	1,308.90	1,667.23	-358.33
Prepaid training	600.00	600.00	0.00
Total Prepaid Expenses	1,908.90	2,351.63	-442.73
Prepaid software support	7,391.06	5,913.94	1,477.12
Total Other Current Assets	9,299.96	8,265.57	1,034.39
Total Current Assets	297,613.65	332,118.67	-34,505.02
Fixed Assets			
Right of Use Asset - Building			
Accumulated Amortization - Buil	-49,179.25	0.00	-49,179.25
Right of Use Asset - Building - Ot...	112,410.00	0.00	112,410.00
Total Right of Use Asset - Building	63,230.75	0.00	63,230.75 ³
Vehicles			
Vehicle Accumulated Depreciatio	-16,729.48	-10,993.60	-5,735.88
Ford Transit	22,943.35	22,943.35	0.00
Total Vehicles	6,213.87	11,949.75	-5,735.88 ⁴
Property and Equipment			
Accumulated Depreciation	-15,745.44	-15,745.44	0.00
Equipment Purchase			
Lenova Think Server	3,983.04	3,983.04	0.00
Equipment Purchase - Other	11,762.40	11,762.40	0.00
Total Equipment Purchase	15,745.44	15,745.44	0.00
Total Property and Equipment	0.00	0.00	0.00

Strafford Regional Planning Commission
Balance Sheet
As of April 30, 2023

	Apr 30, 23	Apr 30, 22	\$ Change
Total Fixed Assets	69,444.62	11,949.75	57,494.87
TOTAL ASSETS	367,058.27	344,068.42	22,989.85
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
FSB Credit Card	292.34	1,702.00	-1,409.66
Total Credit Cards	292.34	1,702.00	-1,409.66
Other Current Liabilities			
Building Lease Liab Current	4,641.24	0.00	4,641.24
FY23 Dues in Advance	21,428.20	0.00	21,428.20
Current Portion of Lease Payabl	823.81	777.62	46.19
FY22 Dues in Advance	0.00	21,792.42	-21,792.42
Benefits payable			
Simple IRA payable	-96.54	48.00	-144.54
Total Benefits payable	-96.54	48.00	-144.54
Contract Revenue In Advance	37,143.53	25,671.57	11,471.96
Payroll Liabilities			
FUTA	30.41	30.41	0.00
Social Security Payable	-0.02	-0.02	0.00
Payroll Liabilities - Other	814.27	1,093.21	-278.94
Total Payroll Liabilities	844.66	1,123.60	-278.94
Total Other Current Liabilities	64,784.90	49,413.21	15,371.69
Total Current Liabilities	65,077.24	51,115.21	13,962.03
Long Term Liabilities			
Building Lease Liab Non Current	60,268.00	0.00	60,268.00
Lease Payable - Ford Motor Cred	4,673.84	9,501.13	-4,827.29
Accrued expenses			
Accrued Payroll	51,939.13	40,801.82	11,137.31
Accrued Vacation	42,091.38	37,692.28	4,399.10
Annual Audit Accrual	13,333.34	12,500.00	833.34
Total Accrued expenses	107,363.85	90,994.10	16,369.75
Total Long Term Liabilities	172,305.69	100,495.23	71,810.46
Total Liabilities	237,382.93	151,610.44	85,772.49
Equity			
Retained Earnings	176,019.32	166,301.80	9,717.52

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05/18/23

Accrual Basis

Strafford Regional Planning Commission
Balance Sheet
As of April 30, 2023

	Apr 30, 23	Apr 30, 22	\$ Change
Net Income	-46,343.98	26,156.18	-72,500.16
Total Equity	129,675.34	192,457.98	-62,782.64
TOTAL LIABILITIES & EQUITY	367,058.27	344,068.42	22,989.85

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Strafford Regional Planning Commission
Balance Sheet
As of April 30, 2023

1. In the current year, accounts receivable turnover has improved, we are receiving income in advance, and are making monthly transfers of dues and invoices against revenue in advance from savings to checking. Net income in the previous year was higher, contributing to the decrease in cash balances for the current year.
2. See the Accounts Receivable Aging Summary Comments for details.
3. This was an audit adjustment, per GASB 87, that went into effect fiscal year 2022. There is no longer an operating vs capital classification for leases. Lessees will recognize a lease liability and an intangible right-to-use asset. This entry pertains to the leased office space.
4. The vehicle was purchased in June of 2020. Depreciation is being accumulated monthly, over 48 months, at a rate of \$477.99 per month. Balance sheet items continue to accumulate from year to year, so this fiscal year's balance for accumulated
5. See note above Right to Use Asset.
6. Per the auditor adjustment to fiscal year 2021 financials, I have calculated and booked the current fiscal year 12-month principal amount to be paid on the vehicle lease, reducing the total Lease Payable - Ford Motor Credit account. Since the interest portion of the payment is reduced over the life of the lease, additional principle is booked each year.
7. Current year balance = GSCH \$13,690, Housing Navigator \$23,275, EDA \$429.39. Invoices are billed monthly to income on the profit and loss and applied to reduce the Contract Revenue in Advance balance.
8. Cumulative posting of net income from all prior years.

Strafford Regional Planning Commission A/R Aging Summary As of April 30, 2023

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
2000 LTA (Local Technical Assistance)						
2100 Dues						
2109 Town of Milton dues	0.00	0.00	0.00	0.00	2,879.84	2,879.84 ¹
Total 2100 Dues	0.00	0.00	0.00	0.00	2,879.84	2,879.84
2200 PLUR Books						
2209 Town of Milton PLUR	0.00	0.00	0.00	0.00	0.00	0.00
Total 2200 PLUR Books	0.00	0.00	0.00	0.00	0.00	0.00
2000 LTA (Local Technical Assistance) - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total 2000 LTA (Local Technical Assistance)	0.00	0.00	0.00	0.00	2,879.84	2,879.84
3500 Town of Farmington						
3501 FAR Circuit Rider	1,771.25	0.00	0.00	0.00	0.00	1,771.25
Total 3500 Town of Farmington	1,771.25	0.00	0.00	0.00	0.00	1,771.25
4200 Town of Northwood						
4201 NOR Circuit Rider	1,419.76	1,365.00 ²	0.00	0.00	0.00	2,784.76
Total 4200 Town of Northwood	1,419.76	1,365.00	0.00	0.00	0.00	2,784.76
4300 Town of Nottingham						
4301 NOT Circuit Rider	2,294.90	0.00	0.00	0.00	0.00	2,294.90
Total 4300 Town of Nottingham	2,294.90	0.00	0.00	0.00	0.00	2,294.90
4400 City of Rochester						
4402 UPWP ROC Sidewalk Assess	0.00	0.00	0.00	0.00	0.00	0.00
Total 4400 City of Rochester	0.00	0.00	0.00	0.00	0.00	0.00
4600 City of Somersworth	64.00	0.00	0.00	0.00	0.00	64.00
4700 Town of Strafford						
4703 Strafford Master Plan	2,770.90	0.00	0.00	0.00	0.00	2,770.90
4701 Strafford Circuit Rider	2,921.85	0.00	0.00	0.00	0.00	2,921.85
Total 4700 Town of Strafford	5,692.75	0.00	0.00	0.00	0.00	5,692.75
4800 Town of Wakefield						
4803 WAK NBRC Union Hotel Grant Admin	0.00	0.00	0.00	0.00	519.86	519.86 ⁴
4801 Wakefield Circuit Rider	0.00	0.00	0.00	422.50	0.00	422.50
4802 Sanbornville Precinct	0.00	0.00	0.00	994.50	0.00	994.50
Total 4800 Town of Wakefield	0.00	0.00	0.00	1,417.00	519.86	1,936.86
5310 Lamprey River LAC	0.00	0.00	0.00	0.00	0.00	0.00
6000 NH Office of Planning & Development						
6003 BEA CEDR	739.36	10,745.99 ⁵	0.00	0.00	0.00	11,485.35
6001 TBG22-23	1,016.32	0.00	0.00	1,942.07	0.00	2,958.39
Total 6000 NH Office of Planning & Development	1,755.68	10,745.99	0.00	1,942.07	0.00	14,443.74
6100 NH DES						
6103 Coastal 23	1,270.89	2,811.24	0.00	2,024.25	0.00	6,106.38
6304 LSWP Aquifers SWP-333	505.00	0.00	0.00	0.00	0.00	505.00
6151 PSM Flood Smart Seacoast	788.00	1,399.16	0.00	0.00	0.00	2,187.16
Total 6100 NH DES	2,563.89	4,210.40	0.00	2,024.25	0.00	8,798.54
6800 NH Housing Authority						
6802 Housing Navigator	0.00	34,310.21	0.00	0.00	0.00	34,310.21

Strafford Regional Planning Commission
A/R Aging Summary
As of April 30, 2023

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Total 6800 NH Housing Authority	0.00	34,310.21	0.00	0.00	0.00	34,310.21
8000 DOT UPWP						
8001 UPWP 22-23	47,783.36	50,383.05	0.00	0.00	0.00	98,166.41
Total 8000 DOT UPWP	47,783.36	50,383.05	0.00	0.00	0.00	98,166.41
DOT_UPWP 2010-2011	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	63,345.59	101,014.65	0.00	5,383.32	3,399.70	173,143.26

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Strafford Regional Planning Commission
A/R Aging Summary
As of April 30, 2023

1. The Town of Milton has processed payment expected in May for the 2nd half of dues
2. NOR CR: \$1,365 received in May
3. BEA CEDR: \$10,745.99 received in May
4. Wakefield: There is an issue with Wakefield obtaining a Notice to Proceed for the Union Hotel project.
5. DOT: \$50,383 received in May

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Strafford Regional Planning Commission Profit & Loss April 2023

	Apr 23	Apr 22	\$ Change
Ordinary Income/Expense			
Income			
2000 SRPC Membership Dues	10,896.22	10,896.22	0.00
SRPC Revenue			
Municipal and NonProfit Revenue			
3501 FAR Circuit Rider	1,771.25	4,420.00	-2,648.75
4201 NORPlanning Services	1,419.76	1,502.28	-82.52
4301 NOT Circuit Rider	2,294.90	731.12	1,563.78
4701 Strafford Circuit Rider	2,921.85	2,627.55	294.30
4703 STR MP Update	2,770.90	0.00	2,770.90
4801 WAK Circuit Rider	0.00	1,278.35	-1,278.35
4802 Sanbornville Precinct	0.00	540.51	-540.51
5002 NHARPC Administration	0.00	1,000.00	-1,000.00
5151 GSCH - Tufts	1,101.12	0.00	1,101.12
5303 NRPC Geodata Portal	0.00	1,375.00	-1,375.00
5501 GIS Projects	64.00	0.00	64.00
Total Municipal and NonProfit Revenue	12,343.78	13,474.81	-1,131.03
SRPC Revenue - Other	-831.55	0.00	-831.55
Total SRPC Revenue	11,512.23	13,474.81	-1,962.58
Federal Agencies Incl EDD			
7003 EDD Planning Partnership	7,685.61	19,522.41	-11,836.80
7002 EDA CARES	0.00	18,618.12	-18,618.12
Total Federal Agencies Incl EDD	7,685.61	38,140.53	-30,454.92
State Award Revenue			
6802 NHHA Housing Navigator	10,794.24	0.00	10,794.24
Office Of Planning and Dev			
6001 TBG 22-23	1,028.06	0.00	1,028.06
6002 ARPA RHNA	0.00	2,176.17	-2,176.17
6003 CEDR	739.36	0.00	739.36
Office Of Planning and Dev - Other	0.00	784.51	-784.51
Total Office Of Planning and Dev	1,767.42	2,960.68	-1,193.26
NHDES			
6103 Coastal FY23	2,208.03	0.00	2,208.03
6151 Project of Special Merit	788.00	0.00	788.00
3303 DOV Equity	0.00	1,718.63	-1,718.63
6180 NFWF Great Bay Shoreline	0.00	10,805.37	-10,805.37
6102 Coastal FY22	0.00	2,853.10	-2,853.10
6303 Local Source Water MIL ROL	0.00	2,921.28	-2,921.28
6304 LSWP - Aquifers	702.06	0.00	702.06
Total NHDES	3,698.09	18,298.38	-14,600.29

Strafford Regional Planning Commission
Profit & Loss
April 2023

	Apr 23	Apr 22	\$ Change
CDFA			
6601 CDBG Grant	0.00	2,542.12	-2,542.12
Total CDFA	0.00	2,542.12	-2,542.12
Total State Award Revenue	16,259.75	23,801.18	-7,541.43
MPO Revenue			
NH DOT			
8001 UPWP 22-23	53,092.62	44,117.93	8,974.69
Total NH DOT	53,092.62	44,117.93	8,974.69
Total MPO Revenue	53,092.62	44,117.93	8,974.69
Contra Income Cash Match			
Coastal Cash Match	-423.63	-254.48	-169.15
LSWP Cash Match			
LSWP SRPC Cash Match	-43.31	0.00	-43.31
Total LSWP Cash Match	-43.31	0.00	-43.31
EDD Cash Match	0.00	-2,866.01	2,866.01
Dover Equity Cash Match			
Dover Cash Match	0.00	-98.78	98.78
SRPC Cash Match	0.00	-39.51	39.51
Total Dover Equity Cash Match	0.00	-138.29	138.29
DOT Cash Match	-5,309.26	-4,411.79	-897.47
Total Contra Income Cash Match	-5,776.20	-7,670.57	1,894.37
Contra Income InKind/Soft Match			
In-Kind Coastal Match	-513.51	-1,325.61	812.10
IK LSWP	-153.75	-490.28	336.53
In-Kind EDD Match	-3,527.89	-5,192.36	1,664.47
Total Contra Income InKind/Soft Match	-4,195.15	-7,008.25	2,813.10
Contract Overage	-11.74	0.00	-11.74
Total Income	89,463.34	115,751.85	-26,288.51
Gross Profit	89,463.34	115,751.85	-26,288.51
Expense			
Personnel Expenses			
Salary and Wages			
STD Wages	816.02	0.00	816.02
Salary and Wages - Other	65,065.67	67,388.81	-2,323.14

Strafford Regional Planning Commission
Profit & Loss
April 2023

	Apr 23	Apr 22	\$ Change
Total Salary and Wages	65,881.69	67,388.81	-1,507.12
Payroll Expenses			
STD Reimbursement	-1,292.04	0.00	-1,292.04
Dental insurance expense	528.39	465.50	62.89
Health incentive	-600.00	-50.00	-550.00
Health Insurance expense	6,515.24	7,215.33	-700.09
Life Insurance expense	107.27	117.64	-10.37
LTD Insurance expense	64.63	68.14	-3.51
STD insurance expense	219.89	267.10	-47.21
Payroll Processing Fees	246.00	272.25	-26.25
Pension expense	1,694.70	1,784.72	-90.02
Unemployment expense	207.67	164.08	43.59
Workers Compensation	157.50	159.08	-1.58
Payroll Taxes			
Medicare Expense	937.83	955.81	-17.98
Social Security expense	4,010.01	4,086.92	-76.91
Payroll Taxes - Other	0.00	-0.04	0.04
Total Payroll Taxes	4,947.84	5,042.69	-94.85
Total Payroll Expenses	12,797.09	15,506.53	-2,709.44
Dues and Subscriptions	320.60	389.82	-69.22
Staff Training and Seminars	0.00	35.00	-35.00
Total Personnel Expenses	78,999.38	83,320.16	-4,320.78
Equipment expense			
Computer Supplies	0.00	424.92	-424.92
Copier Maintenance Contract	319.85	319.85	0.00
Software expense			
ArclInfo/View software	483.33	455.25	28.08
Office Software			
iDrive	66.63	49.97	16.66
Timesheet Software	140.00	172.00	-32.00
Survey Monkey	75.00	66.23	8.77
Zoom	45.77	58.32	-12.55
Adobe In Design	96.97	73.98	22.99
Anti-virus software	0.00	43.00	-43.00
Constant Contact	112.50	85.50	27.00
DropBox	11.99	11.99	0.00
Microsoft Office 365	177.68	225.00	-47.32
Total Office Software	726.54	785.99	-59.45
Transcad software/maintenance	1,500.00	1,500.00	0.00
Total Software expense	2,709.87	2,741.24	-31.37

Strafford Regional Planning Commission Profit & Loss April 2023

	Apr 23	Apr 22	\$ Change
Traffic Count Expenses			
Traffic counting supplies	1,704.29	0.00	1,704.29
Total Traffic Count Expenses	1,704.29	0.00	1,704.29
Total Equipment expense	4,734.01	3,486.01	1,248.00
Fixed Expenses			
Amortization-Building	2,341.87	0.00	2,341.87 ³
Insurance			
Liability Insurance	597.75	406.45	191.30
Total Insurance	597.75	406.45	191.30
Rent	189.34	2,500.00	-2,310.66
Vehicle Expenses			
Depreciation Expense	477.99	477.99	0.00
Vehicle Gas & Repairs	40.96	50.31	-9.35
Vehicle Interest	28.25	51.01	-22.76
Total Vehicle Expenses	547.20	579.31	-32.11
Total Fixed Expenses	3,676.16	3,485.76	190.40
Communications			
Postage and Delivery	20.70	17.99	2.71
Telephone and Internet	505.34	382.09	123.25
Website maintenance and updates			
Website and logo design	17.98	8.44	9.54
Total Website maintenance and updat...	17.98	8.44	9.54
Total Communications	544.02	408.52	135.50
Administrative			
Office Expense	850.60	1,114.43	-263.83
Office Supplies	195.12	115.41	79.71
Printing and Reproduction	945.22	0.00	945.22
Professional Fees			
Accounting, Audit	1,333.33	1,250.00	83.33
Legal Fees	0.00	3,800.00	-3,800.00
Total Professional Fees	1,333.33	5,050.00	-3,716.67
Travel & Ent			
Travel	898.61	165.86	732.75 ⁴
Total Travel & Ent	898.61	165.86	732.75
Uncollectible Accounts Expense	60.00	0.00	60.00

**Strafford Regional Planning Commission
Profit & Loss
April 2023**

	Apr 23	Apr 22	\$ Change
Total Administrative	4,282.88	6,445.70	-2,162.82
Contract Labor			
IT and Network support	2,009.00	270.00	1,739.00 ⁵
Pass Through Expense			
EDA CARES Contract Support	0.00	1,589.75	-1,589.75
NFWF Consultants	0.00	5,220.00	-5,220.00
Total Pass Through Expense	0.00	6,809.75	-6,809.75
Total Contract Labor	2,009.00	7,079.75	-5,070.75 ⁶
Total Expense	94,245.45	104,225.90	-9,980.45
Net Ordinary Income	-4,782.11	11,525.95	-16,308.06
Other Income/Expense			
Other Income			
Interest Income	15.38	13.80	1.58
Total Other Income	15.38	13.80	1.58
Net Other Income	15.38	13.80	1.58
Net Income	-4,766.73	11,539.75	-16,306.48

Strafford Regional Planning Commission
Profit & Loss
April 2023

1. SRPC is ahead of last year's schedule that included a significant time investment in April to complete the CEDS. CARES Act grant ended fall 2022.
2. Several of these projects are task based and cannot be billed until 50% or 100% of tasks are completed. Revenue may not match costs for work done during the interim. Given the changing nature of the contract "portfolio", it is hard to compare each contract from one fiscal year to another.
3. As a result of the new GASB rules pertaining to the accounting of lease obligations, the rent is now split between the current liability portion on the balance sheet, and a small amount of "interest" per calculations similar to an amortization schedule, coded to rent expense. The bulk of what was previously rent expense is now reflected as amortization.
4. The majority of current year expense reflects two staff members attending an APA conference in Philadelphia.
5. A new IT provider was contracted and began work in January. Current fiscal year cost is to set up the Cybersecurity framework, and the base monthly maintenance fee of \$449 + per computer fees.
6. Amounts are dependent on various contract support needs and timing of consultant work performed and associated invoices received.

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**Strafford Regional Planning Commission
Income by Customer
April 2023**

Date	Name	Memo	Amount
2000 LTA (Local Technical Assistance)			
04/01/2023	2000 LTA (Local Technical Assistance)	Dues 130754.60 (LESS NOT, BRK) = 10896.22/mo Aug-Jun 2022 (J...	10,896.22
	Total 2000 LTA (Local Technical Assistance)		10,896.22
3500 Town of Farmington			
3501 FAR Circuit Rider			
04/30/2023	3500 Town of Farmington:3501 FAR Circuit Rider	Progress Billing - Farmington Circuit Rider - April 2023	1,771.25
	Total 3501 FAR Circuit Rider		1,771.25
	Total 3500 Town of Farmington		1,771.25
4200 Town of Northwood			
4201 NOR Circuit Rider			
04/30/2023	4200 Town of Northwood:4201 NOR Circuit Rider	Progress Billing - Northwood Circuit Rider - April 2023	1,419.76
	Total 4201 NOR Circuit Rider		1,419.76
	Total 4200 Town of Northwood		1,419.76
4300 Town of Nottingham			
4301 NOT Circuit Rider			
04/30/2023	4300 Town of Nottingham:4301 NOT Circuit Rider	Progress Billing - Nottingham Circuit Rider - April 2023	2,294.90
	Total 4301 NOT Circuit Rider		2,294.90
	Total 4300 Town of Nottingham		2,294.90
4600 City of Somersworth			
04/30/2023	4600 City of Somersworth	36x36 City road map updates, color	64.00
	Total 4600 City of Somersworth		64.00
4700 Town of Strafford			
4703 Strafford Master Plan			
04/30/2023	4700 Town of Strafford:4703 Strafford Master Plan	Progress Billing -Strafford Master Plan Update - April 2023	2,770.90
	Total 4703 Strafford Master Plan		2,770.90
4701 Strafford Circuit Rider			
04/30/2023	4700 Town of Strafford:4701 Strafford Circuit Rider	Progress Billing - Strafford Circuit Rider - April 2023	2,921.85
	Total 4701 Strafford Circuit Rider		2,921.85
	Total 4700 Town of Strafford		5,692.75
5150 GSCH			
5151 Creating Age Friendly Communities			
04/30/2023	5150 GSCH:5151 Creating Age Friendly Communities	Progress Billing - GSCH - April 2023	1,101.12
	Total 5151 Creating Age Friendly Communities		1,101.12

Strafford Regional Planning Commission Income by Customer April 2023

Date	Name	Memo	Amount
Total 5150 GSCH			1,101.12
6000 NH Office of Planning & Development			
6003 BEA CEDR			
04/30/2023	6000 NH Office of Planning & Development:6003 BEA ...	Progress Billing Seacoast CEDR Grant - April 2023	739.36
Total 6003 BEA CEDR			739.36
6001 TBG22-23			
04/30/2023	6000 NH Office of Planning & Development:6001 TBG...	Progress Billing Targeted Block Grant FY23 - April 2023	1,028.06
04/30/2023	6000 NH Office of Planning & Development:6001 TBG...	To record when contracts go over budget in QuickBooks	-11.74
Total 6001 TBG22-23			1,016.32
Total 6000 NH Office of Planning & Development			1,755.68
6100 NH DES			
6103 Coastal 23			
04/30/2023	6100 NH DES:6103 Coastal 23	Progress Billing Grant #21-306-09, Coastal 2023 - April 2023	2,208.03
04/30/2023	6100 NH DES:6103 Coastal 23	Cash Match	-423.63
04/30/2023	6100 NH DES:6103 Coastal 23	In Kind match for Coastal grant	-513.51
Total 6103 Coastal 23			1,270.89
6304 LSWP Aquifers SWP-333			
04/30/2023	6100 NH DES:6304 LSWP Aquifers SWP-333	Progress Billing - LSWP 333 - Apr 2023	702.06
04/30/2023	6100 NH DES:6304 LSWP Aquifers SWP-333	Cash Match	-43.31
04/30/2023	6100 NH DES:6304 LSWP Aquifers SWP-333	In Kind Match - LSWP	-153.75
Total 6304 LSWP Aquifers SWP-333			505.00
6151 PSM Flood Smart Seacoast			
04/30/2023	6100 NH DES:6151 PSM Flood Smart Seacoast	Progress Billing PSM Flood Smart - April 2023	788.00
Total 6151 PSM Flood Smart Seacoast			788.00
Total 6100 NH DES			2,563.89
6800 NH Housing Authority			
6802 Housing Navigator			
04/30/2023	6800 NH Housing Authority:6802 Housing Navigator	NHHFA Housing Navigator - April 2023	10,794.24
Total 6802 Housing Navigator			10,794.24
Total 6800 NH Housing Authority			10,794.24
7000 ECONOMIC DEVELOPMENT ADMINISTRATION			
7003 EDA FY22			
04/30/2023	7000 ECONOMIC DEVELOPMENT ADMINISTRATION...	Progress Billing EDD Planning Partnership - April 2023	7,685.61
04/30/2023	7000 ECONOMIC DEVELOPMENT ADMINISTRATION...	Cash Match	-831.55
04/30/2023	7000 ECONOMIC DEVELOPMENT ADMINISTRATION...	In Kind Match	-3,527.89

Strafford Regional Planning Commission
Income by Customer
April 2023

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Total 7003 EDA FY22			3,326.17
Total 7000 ECONOMIC DEVELOPMENT ADMINISTRATION			3,326.17
8000 DOT UPWP			
8001 UPWP 22-23			
04/30/2023	8000 DOT UPWP:8001 UPWP 22-23	Progress Billing - UPWP - April 2023	53,092.62
04/30/2023	8000 DOT UPWP:8001 UPWP 22-23	10% Matching Funds	-5,309.26
Total 8001 UPWP 22-23			47,783.36
Total 8000 DOT UPWP			47,783.36
TOTAL			<u>89,463.34</u>

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Strafford Regional Planning Commission Profit & Loss Budget vs. Actual July 2022 through April 2023

	Jul '22 - Apr 23	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
2000 SRPC Membership Dues	108,962.16	108,962.16	0.00
SRPC Revenue			
Municipal and NonProfit Revenue			
400X NDU Contract Planner	0.00	2,500.00	-2,500.00
3604 Lee Trail Maps	1,421.25	1,020.00	401.25
5330 EMM Market Study	1,800.00	1,800.00	0.00
3103 BAR Land Use Chapter	10,975.18	9,498.34	1,476.84
3501 FAR Circuit Rider	38,584.53	33,333.34	5,251.19
3506 FAR Tax Maps FY23	0.00	842.00	-842.00
4105 NKT Tax Maps FY23	0.00	1,000.00	-1,000.00
4201 NORPlanning Services	22,924.91	20,833.34	2,091.57
4301 NOT Circuit Rider	25,277.21	20,833.34	4,443.87
4303 Nottingham Trail Maps	870.00	0.00	870.00
4603 SOM Historic Sites GIS	812.50	750.00	62.50
4604 SOM Tax Maps FY23	1,088.75	1,301.00	-212.25
4701 Strafford Circuit Rider	24,359.59	31,666.66	-7,307.07
4702 Strafford Tax Map	0.00	500.00	-500.00
4703 STR MP Update	24,267.98	25,495.84	-1,227.86
4801 WAK Circuit Rider	1,727.50	2,500.00	-772.50
4802 Sanbornville Precinct	994.50	3,333.34	-2,338.84
4803 WAK NBRC Union Hotel	519.86	2,500.00	-1,980.14
5002 NHARPC Administration	4,000.00	6,666.66	-2,666.66
5151 GSCH - Tufts	13,545.76	29,312.50	-15,766.74
3504 FAR Tax Map Updates	874.25	0.00	874.25
5501 GIS Projects	64.00	1.00	63.00
Total Municipal and NonProfit Revenue	174,107.77	195,687.36	-21,579.59
Total SRPC Revenue	173,276.22	195,687.36	-22,411.14
Federal Agencies Incl EDD			
7003 EDD Planning Partnership	145,664.66	116,666.66	28,998.00
7002 EDA CARES	65,995.29	56,760.00	9,235.29
7110 EPA Brownfields	22,849.08	23,615.00	-765.92
7201 HUD EDI CDS	0.00	158,333.34	-158,333.34
Total Federal Agencies Incl EDD	234,509.03	355,375.00	-120,865.97
State Award Revenue			
6802 NHHA Housing Navigator	40,443.99	52,515.72	-12,071.73
Office Of Planning and Dev			
6001 TBG 22-23	11,122.74	9,259.16	1,863.58
6002 ARPA RHNA	38,272.16	38,236.00	36.16
6003 CEDR	29,005.91	38,888.88	-9,882.97
Total Office Of Planning and Dev	78,400.81	86,384.04	-7,983.23
NHDES			

Strafford Regional Planning Commission Profit & Loss Budget vs. Actual July 2022 through April 2023

	Jul '22 - Apr 23	Budget	\$ Over Budget
6103 Coastal FY23	21,269.24	25,000.00	-3,730.76
6151 Project of Special Merit	14,992.84	13,965.00	1,027.84
6250 Watershed PRB	21,087.23	20,378.00	709.23
6304 LSWP - Aquifers	24,579.14	23,018.18	1,560.96
Total NHDES	81,928.45	82,361.18	-432.73
UNH			
5205 UNH PREPA NDU	8,107.16	7,500.00	607.16
Total UNH	8,107.16	7,500.00	607.16
CDFA			
6601 CDBG Grant	8,408.55	6,666.66	1,741.89
Total CDFA	8,408.55	6,666.66	1,741.89
Pre-Disaster Mitigation			
6501 PDM19 BAR NDU ROL SOM	1,650.00	667.00	983.00
6502 PDM DUR MID MIL NOT STR WA	17,333.02	45,272.46	-27,939.44
Total Pre-Disaster Mitigation	18,983.02	45,939.46	-26,956.44
Total State Award Revenue	236,271.98	281,367.06	-45,095.08
MPO Revenue			
NH DOT			
8001 UPWP 22-23	494,092.42	557,204.16	-63,111.74
Total NH DOT	494,092.42	557,204.16	-63,111.74
Total MPO Revenue	494,092.42	557,204.16	-63,111.74
Contra Income Cash Match			
Cash Match GSCH	-2,062.20	-8,333.34	6,271.14
Coastal Cash Match	-3,863.00	-2,083.34	-1,779.66
LSWP Cash Match			
LSWP SRPC Cash Match	-1,760.51	0.00	-1,760.51
LSWP Cash Match - Other	0.00	-1,818.18	1,818.18
Total LSWP Cash Match	-1,760.51	-1,818.18	57.67
EDD Cash Match	-16,289.10	-14,583.34	-1,705.76
DOT Cash Match			
BAR Cash Match	326.19	-1,229.16	1,555.35
DOT Cash Match - Other	-49,409.24	-53,975.00	4,565.76
Total DOT Cash Match	-49,083.05	-55,204.16	6,121.11
Total Contra Income Cash Match	-73,057.86	-82,022.36	8,964.50
Contra Income InKind/Soft Match			

Strafford Regional Planning Commission Profit & Loss Budget vs. Actual July 2022 through April 2023

	Jul '22 - Apr 23	Budget	\$ Over Budget
In-Kind Coastal Match	-5,817.23	-10,416.66	4,599.43
PRB IK Match	-4,420.52	-3,712.00	-708.52
IK NDU PREPA (NDU ADU)	-607.16	-2,500.00	1,892.84
In-Kind EDD Match	-60,061.55	-43,750.00	-16,311.55
In-Kind HazMit Match	-4,745.76	-11,498.40	6,752.64
Total Contra Income InKind/Soft Match	-77,943.10	-71,877.06	-6,066.04
Total Income	1,085,910.21	1,344,696.32	-258,786.11
Gross Profit	1,085,910.21	1,344,696.32	-258,786.11
Expense			
Personnel Expenses			
Salary and Wages	728,900.67	721,771.16	7,129.51
Payroll Expenses			
PFML	1,044.43	1,355.00	-310.57
STD Reimbursement	-1,292.04	0.00	-1,292.04
Dental insurance expense	4,604.06	4,373.34	230.72
Health incentive	774.52	9,665.00	-8,890.48
Health Insurance expense	60,148.45	65,425.00	-5,276.55
Life Insurance expense	1,103.98	1,111.66	-7.68
LTD Insurance expense	614.62	635.00	-20.38
STD insurance expense	2,095.64	2,485.00	-389.36
Payroll Processing Fees	2,607.78	3,148.34	-540.56
Pension expense	19,292.94	20,877.50	-1,584.56
Unemployment expense	982.92	1,858.34	-875.42
Workers Compensation	1,461.44	1,582.50	-121.06
Payroll Taxes	55,740.94	56,032.50	-291.56
Total Payroll Expenses	149,179.68	168,549.18	-19,369.50
Dues and Subscriptions	4,190.28	3,910.00	280.28
Staff Training and Seminars	4,680.74	11,666.66	-6,985.92
Total Personnel Expenses	886,951.37	905,897.00	-18,945.63
Equipment expense			
Copier Maintenance Contract	3,235.92	3,198.34	37.58
Office furniture			
Computer equipment	5,171.77	5,466.66	-294.89
Office furniture - Other	418.95	833.34	-414.39
Total Office furniture	5,590.72	6,300.00	-709.28
Other Equipment Repair and Cost			
Equipment Rental & Repair	0.00	416.66	-416.66
Total Other Equipment Repair and Cost	0.00	416.66	-416.66

Strafford Regional Planning Commission Profit & Loss Budget vs. Actual July 2022 through April 2023

	Jul '22 - Apr 23	Budget	\$ Over Budget
Software expense			
ArInfo/View software	4,636.78	4,552.50	84.28
Office Software			
Timesheet Software	1,416.00	0.00	1,416.00
Adobe In Design	958.16	0.00	958.16
Anti-virus software	322.50	0.00	322.50
Constant Contact	963.00	0.00	963.00
DropBox	119.90	0.00	119.90
Microsoft Office 365	2,058.17	0.00	2,058.17
Office Software - Other	0.00	7,810.84	-7,810.84
Total Office Software	7,763.23	7,810.84	-47.61
Transcad software/maintenance	1,500.00	1,250.00	250.00
Total Software expense	13,900.01	13,613.34	286.67
Traffic Count Expenses			
Traffic counting supplies	2,512.06	2,500.00	12.06
Total Traffic Count Expenses	3,103.03	2,500.00	603.03
Total Equipment expense	25,829.68	26,028.34	-198.66
Fixed Expenses			
Insurance			
Liability Insurance	5,977.50	5,977.50	0.00
Total Insurance	5,977.50	5,977.50	0.00
Rent	2,183.24	25,000.00	-22,816.76 ³
Vehicle Expenses			
Depreciation Expense	4,779.90	0.00	4,779.90
Vehicle Gas & Repairs	707.50	0.00	707.50
Vehicle Interest	369.06	0.00	369.06
Vehicle Expenses - Other	0.00	8,963.34	-8,963.34
Total Vehicle Expenses	5,856.46	8,963.34	-3,106.88
Total Fixed Expenses	37,435.45	39,940.84	-2,505.39
Communications			
Media Outreach Expense	721.10	833.34	-112.24
Office Telephone System	100.00	1,483.34	-1,383.34
Postage and Delivery	336.91	333.34	3.57
Telephone and Internet	3,256.03	3,000.00	256.03
Website maintenance and updates			
Website and logo design	593.48	0.00	593.48
Website maintenance and updates - Ot...	417.20	1,189.16	-771.96

Strafford Regional Planning Commission Profit & Loss Budget vs. Actual July 2022 through April 2023

	Jul '22 - Apr 23	Budget	\$ Over Budget
Total Website maintenance and updates	1,010.68	1,189.16	-178.48
Total Communications	5,424.72	6,839.18	-1,414.46
Administrative			
Library & Planning Books	2,278.40	2,449.00	-170.60
Meetings Expense	980.82	2,916.66	-1,935.84
Office Expense	9,480.87	17,625.00	-8,144.13
Office Supplies	2,558.63	3,333.34	-774.71
Printing and Reproduction	945.22	125.00	820.22
Professional Fees			
Accounting, Audit	13,333.34	13,333.34	0.00
Legal Fees	0.00	3,333.34	-3,333.34
Total Professional Fees	13,333.34	16,666.68	-3,333.34
Travel & Ent			
Travel	7,917.10	0.00	7,917.10
Travel & Ent - Other	0.00	8,333.34	-8,333.34
Total Travel & Ent	8,035.60	8,333.34	-297.74
Total Administrative	37,720.88	51,449.02	-13,728.14
Contract Labor			
IT and Network support	14,658.50	13,166.66	1,491.84
Pass Through Expense			
Safe Streets Pass Through Exp	0.00	8,250.00	-8,250.00
NHHA Pass Through Expense	750.00	1,888.66	-1,138.66
CEDR Pass Through Expense	3,597.40	31,118.88	-27,521.48
PRB Consultants	11,426.27	11,534.00	-107.73
EDA CARES Contract Support	11,877.00	11,877.00	0.00
EPA Brownfields Consultants	19,773.04	19,775.00	-1.96
HUD EDI CDS Pass Through Exp	0.00	133,333.34	-133,333.34
NHDOT Consultant	48,603.68	53,333.34	-4,729.66
RPC FTA Subcontract	10,587.40	11,065.00	-477.60
Total Pass Through Expense	124,403.62	282,175.22	-157,771.60
Total Contract Labor	139,062.12	295,341.88	-156,279.76
Total Expense	1,132,424.22	1,325,496.26	-193,072.04
Net Ordinary Income	-46,514.01	19,200.06	-65,714.07
Other Income/Expense			
Other Income			
Interest Income	170.03	83.34	86.69

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Accrual Basis

Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July 2022 through April 2023

	Jul '22 - Apr 23	Budget	\$ Over Budget
Total Other Income	170.03	83.34	86.69
Net Other Income	170.03	83.34	86.69
Net Income	-46,343.98	19,283.40	-65,627.38

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Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July 2022 through April 2023

1. Differences are mostly attributable to timing of project work performed versus budgeting on an even monthly basis for the months the contract is in effect. Many projects are task-based and cannot be billed until a specified percentage of task completion, which may not coincide with the monthly budget revenue spread. Billing is also contingent upon receipt of contractor invoices for several projects, where SRPC administration of the project is minimal. Also keep in mind that the gross revenue figures include any match requirements for each project. It should be noted that under the Federal Agency Revenues, the HUD EDI CDS grant is still pending. Under State Award Revenue, The NHHHA Housing Navigator grant got off to a slower start than originally set up for budget purposes. Middleton, Nottingham, and Strafford have not been started using the Pre-Disaster Mitigation grant #6502 funding.

2. All Personnel costs in the budget were spread evenly for each month. Actual costs on the report reflect hours paid. July and December for both fiscal years, for example, have three pay periods but the budget was established using 1/12 of budgeted personnel costs per month. Typically, health Incentives get paid to employees at the end of the fiscal year. The budget amount reflects 6 months of health incentive expense, not yet paid, for this fiscal year. Health benefits were estimated and may not reflect actual staff utilization.

3. See profit and loss note, Amortization

4. These expenses are contingent upon receipt of contractor invoices. Costs are distributed evenly over the course of the year and may not agree with the timing of actual costs and invoices received.

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Strafford Regional Planning Commission

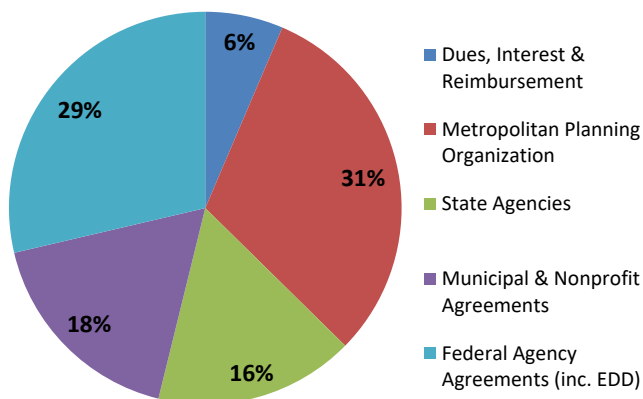
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Summary Table

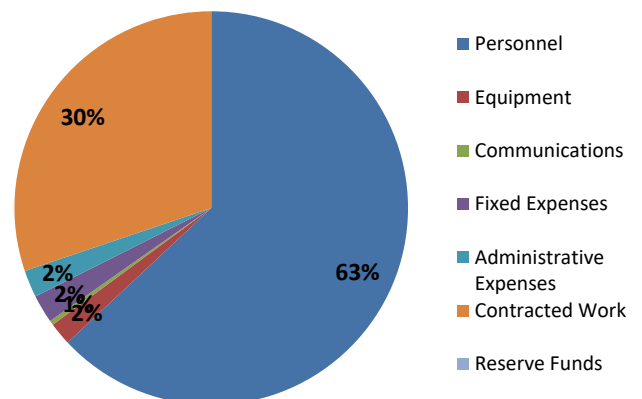
	Adopted FY23	Draft FY24	
	Revenue	Revenue	Net Change
Dues, Interest & Reimbursement	131,355	133,067	1,712
Metropolitan Planning Organization	614,856	640,958	26,102
State Agencies	224,011	341,223	117,212
Municipal & Nonprofit Agreements	222,557	362,501	139,944
Federal Agency Agreements (inc. EDD)	607,150	593,750	(13,400)
Total	1,799,929	2,071,499	271,570
	Expenses	Expenses	Net Change
Personnel	1,099,685	1,285,903	186,218
Equipment	35,081	38,333	3,252
Communications	7,591	7,591	0
Fixed Expenses	48,197	47,166	(1,031)
Administrative Expenses	49,725	45,650	(4,075)
Contracted Work	533,040	615,723	82,684
Reserve Funds	14,000		(14,000)
Total	1,787,320	2,040,367	253,047
Net Deficit/Surplus	12,608	31,132	18,523

*Based on mid-year budget adopted FY2023

Draft FY2024 Budget Revenue



Draft FY2024 Budget Expenses



Strafford Regional Planning Commission

FY2023 REVENUES	Adopted FY 23 Net Outside Revenue	Draft FY2024 Budget Revenue					Net Outside Funding	Net Change
		Funding Source Revenue	Internal Dues Match	Outside Source Soft Match	Outside Source Cash Match	Net Outside Funding		
Total	1,799,929	2,071,499	107,191	85,229	-	2,071,499		271,570
Dues, Interest & Reimbursements	131,355	133,067	0	0	0	133,067	6%	1,712
2000 Municipal Dues (minus BRK, NOT)	130,755	132,467	0	0	0	132,467		1,712
0000 Interest	100	100	0	0	0	100		0
0000 Health Trust reward/reimbursement	500	500	0	0	0	500		0
0000 Misc Revenue	0	0	0	0	0	0		0
Municipal & Nonprofit Service Agreements	222,557	362,501	0	0	0	362,501	17%	139,944
3103 Barrington Future Land Use and Transportation Master Plan	12,086	0	0	0	0	0		(12,086)
3104 Barrington Housing Master Plan Chapter		21,500	0	0	0	21,500		21,500
3501 Farmington Town Planner Services	40,000	40,000	0	0	0	40,000		0
3506 Farmington Tax Maps	1,000	1,000	0	0	0	1,000		0
3604 Lee Trail Maps	1,020	0	0	0	0	0		(1,020)
3903 MIL CWSRF		50,000	0	0	0	50,000		50,000
4003 New Durham ADU Update	2,500	0	0	0	0	0		(2,500)
410X Newmarket Tax Maps	1,000	1,000	0	0	0	1,000		0
410x Newmarket Housing & Demographics HOP Grant		24,000	0	0	0	24,000		24,000
410x Newmarket Comprehensive Master Plan Update		32,000	0	0	0	32,000		32,000
4201 Northwood Technical Services	25,000	25,000	0	0	0	25,000		0
4301 Nottingham Town Planner Services	25,000	25,000	0	0	0	25,000		0
4303 Nottingham Trail Maps	915	0	0	0	0	0		(915)
4403 Rochester Recreation Master Plan		23,000	0	0	0	23,000		23,000
4604 Somersworth Tax Maps	1,903	1,000	0	0	0	1,000		(903)
4603 Somersworth Historic Sites GIS	750	0	0	0	0	0		(750)
4605 Somersworth Master Plan and Audit		67,000	0	0	0	67,000		67,000
4701 Strafford Town Planner Services	38,000	38,000	0	0	0	38,000		0
470X Strafford Tax Maps	1,000	1,000	0	0	0	1,000		0
4703 Strafford Master Plan Update	30,595	0	0	0	0	0		(30,595)
4801 Wakefield CR	2,500	0	0	0	0	0		(2,500)
4802 Sanbornville Precinct NBRC Grant Admin	4,000	2,000	0	0	0	2,000		(2,000)
4803 Wakefield NBRC Grant Admin (Union Hotel)	3,000	3,000	0	0	0	3,000		0
5002 NHARPC Administration	8,000	8,000	0	0	0	8,000		0
5151 CHAT/Tufts Health Plan Foundation - Healthy Aging	25,500	0	0	0	0	0		(25,500)
5331 EMM Market Study	1,800	0	0	0	0	0		(1,800)
5501 GIS projects (small billable projects)	1	1	0	0	0	1		0
Federal Agency Agreements (including Economic Development)	607,150	593,750	17,500	52,500	0	593,750	29%	(13,400)
U.S. Dept of Economic Development Administration								
7003 EDD Planning Partnership	70,000	70,000	17,500	52,500	0	70,000		0
7002 CARES Act Recovery and Resiliency	45,250	0	0	0	0	0		(45,250)
U.S. Environmental Protection Agency								
7110 Brownfields Community Assessment FY20-23	23,615	0	0	0	0	0		(23,615)
7111 Brownfields Community Assessment FY24-28	0	93,750	0	0	0	93,750		93,750
U.S. Department of Housing and Urban Development								
7201 HUD EDI CDS - Regional Plans	380,000	430,000	0	0	0	430,000		50,000
State Agreements	224,011	341,223	3,390	32,729	0	341,223	16%	117,212
Office of Planning and Development, BEA								
6001 Targeted Block Grant	11,111	11,111	0	0	0	11,111		0
6002 ARPA Housing Needs Assessment	38,236	0	0	0	0	0		(38,236)
6003 CEDR Funding	50,000	0	0	0	0	0		(50,000)
Dept of Environmental Services								
6104 Coastal Grant 2024	15,000	15,000	2,500	12,500	0	15,000		0
Coastal Resilience Grant	0	20,000	0	0	0	20,000		20,000
6151 PSM Flood Smart Seacoast	16,758	0	0	0	0	0		(16,758)
6250 Watershed Assistance (Permeable Reactive Barrier)	16,666	0	0	0	0	0		(16,666)
6304 Source Water Protection- Aquifer Ordinance Updates	23,320	0	0	0	0	0		(23,320)
6305 Source Water Protection- NKT OS Plan		16,223	890	2,337	0	16,223		16,223
University of New Hampshire								
5205 PREPA Grant-New Durham shoreland regulation update	5,000	0	0	0	0	0		(5,000)
5206 Great Bay Adapts		8,000	0	0	0	8,000		8,000
5207 PREPA Grant-Dover NRI		20,230	0	0	0	20,230		20,230
5208 PREPA Grant-Lee NRI		20,230	0	0	0	20,230		20,230
5209 PREPA Grant-Somersworth Nat Res MP		21,600	0	0	0	21,600		21,600
NH Community Development Finance Authority								
6601 CDBG Grant Administration (CAPSC Homeless Shelter)	0	0	0	0	0	0		0
6602 CDBG Grant Administration (ROC Gafney Home)	8,000	4,000	0	0	0	4,000		(4,000)
6603 Transformative Planning Grant		20,000	0	0	0	20,000		20,000
NH Housing Finance Authority								
6801 InvestNH Housing Navigator Grant	88,226	131,154	0	0	0	131,154		42,928
Department of Safety Homeland Security								
6501 HazMit Plans PDM19- BAR,NDU,ROL,SOM (FY 22-23)	500	0	0	0	0	0		(500)
6502 HazMit Plans BRIC20-DUR, MID, MIL, NOT, STR (FY23-24)	41,500	10,475	0	3,492	0	10,475		(31,025)
6503 HazMit Plans BRIC21-MAD, NOR, ROC		30,000	0	10,000	0	30,000		30,000
6504 HazMit Plans 4516-DOV, FAR, NKT		13,200	0	4,400	0	13,200		13,200
Metropolitan Planning Organization Agreements	614,856	640,958	86,301	0	0	640,958	31%	26,102
Dept of Transportation								
8001 UPWP Federal Highways & Transit	602,400	634,958	70,551	0	0	634,958		32,558
8101 COAST CommuteSmart Seacoast	0	6,000	2,000	0	0	6,000		6,000
8102 Safe Streets for All MPO Partnership	0		13,750	0	0	0		0

100%

Strafford Regional Planning Commission

FY2023 EXPENSES	Adopted FY23 Budget		Draft FY2024 Budget		Net Change
Total	1,787,319		2,040,367		253,048
PERSONNEL	1,099,685	<i>69%</i>	1,285,903	<i>63%</i>	186,218
Salaries and Hourly Wages	868,131		990,782		122,651
Payroll Taxes	66,412		76,708		10,296
Payroll Processing - QuickBooks	3,778		3,778		0
Health Insurance	89,569		130,793		41,224
Dental Insurance	6,190		7,384		1,194
Life Insurance	1,295		1,524		229
Shortterm Disability	2,926		2,876		(50)
Longterm Disability	748		837		89
Paid Family Medical Leave	0		6,010		6,010
FSA Fees	0		0		0
Health Incentives	11,276		11,935		659
SIMPLE IRA Pension	25,647		29,356		3,710
Worker's Compensation	1,909		1,899		(10)
Unemployment Insurance	1,969		2,230		261
Staff Training & Workshops	14,000		15,000		1,000
Professional Dues: AMPO, NHARPC, NHPA, APA, NHMA, NEAR	5,836		4,792		(1,045)
EQUIPMENT	35,081	<i>3%</i>	38,333	<i>2%</i>	3,252
GIS Software	5,463		6,338		875
Transpo Software Maintenance: TransCAD	1,500		1,500		0
Office Software: Maintenance, purchase	7,680		10,895		3,215
INRIX Database for Transportation Planning	8,200		8,200		0
Traffic Count Supplies and Repair	3,000		3,000		0
Equipment Rental and Repair	500		500		0
Copier Maintenance Contract	3,838		3,900		62
Computers and Peripherals	3,900		3,000		(900)
Office Furniture	1,000		1,000		0
COMMUNICATIONS	7,591	<i>2%</i>	7,591	<i>0%</i>	0
Postage and Delivery	400		400		0
Office Phone System	1,164		1,164		0
Internet and Phone Service	3,600		3,600		0
Website Design and Maintenance	1,427		1,427		0
Media Outreach Activities	1,000		1,000		0
FIXED EXPENSES	48,197	<i>5%</i>	47,166	<i>2%</i>	(1,031)
Property & Liability	7,173		7,173		0
Office Vehicle Lease and Maintenance	11,024		9,993		(1,031)
Rent	30,000		30,000		0
ADMINISTRATIVE EXPENSES	49,725	<i>1%</i>	45,650	<i>2%</i>	(4,075)
Printing	150		150		0
Audit and Accounting Services	16,000		16,000		0
Legal	4,000		4,000		0
Office and Mapping Supplies	3,000		4,000		1,000
Office Expense	21,150		10,000		(11,150)
Meeting Expenses (Meetings and Meeting Notices)	3,500		3,500		0
Travel	10,000		5,000		(5,000)
Library & Subscriptions: NH Planning Books	2,449		2,500		51
Bank Fees					
HealthTrust Employee Health Rewards	1,000		500		(500)
OUTSOURCED CONTRACTS	533,040	<i>20%</i>	615,723	<i>30%</i>	82,684
1000 IT Services	15,800		29,000		13,201
3903 MIL CWSRF Consulting Engineer			37,500		37,500
5207 PREPA Grant-Dover NRI Environmental Consultant			6,000		6,000
5208 PREPA Grant-Lee NRI Environmental Consultant			6,000		6,000
600X CEDR Funding Pass Through Expenses	40,010		0		(40,010)
6250 Watershed Assistance (PRB) Consultants	11,534		0		(11,534)
6801 InvestNH Housing Navigator Pass Through & Direct	2,833		2,286		(548)
7002 EDA CARES Contract support	11,877		0		(11,877)
710x EPA Brownfields QEP	19,775		84,938		65,163
7201 HUD EDI CDS Regional Plans - RPC Pass Through	320,000		400,000		80,000
8002 Contract Transportation Support (UPWP)	50,000		40,000		(10,000)
8002 Contract Title VI/Environmental Justice Support (UPWP)			10,000		10,000
8000.602 FTA 5305e Subcontract to RPC	13,278		0		(13,278)
RESERVE FUND CONTRIBUTION	14,000	<i>0%</i>	0	<i>0%</i>	(14,000)
		<i>100%</i>		<i>100%</i>	

STRAFFORD

Regional Planning Commission

FISCAL YEAR 2024 July 1, 2023 – June 30, 2024

Approved by the Executive Committee on ____.

BILLING RATE STRUCTURE

Billable Hourly Rates		
Billing Level	Starting	Up To
Principal Planner	\$76.44	\$91.73
Senior Planner	\$66.25	\$76.44
Regional Planner III	\$61.15	\$66.25
Regional Planner II	\$56.06	\$61.15
Regional Planner I	\$50.96	\$56.06
Intern	\$36.04	\$40.28

Billing Rates include direct salaries and indirect costs (fringe + overhead).
 Circuit Rider Contracts are set at a flat rate of \$65-70/hour.
 Non-Dues paying communities pay an additional 10% markup.

SALARY RANGES

Billing Level	Starting	Up To	Minimum Experience & Responsibility
Principal Planner	\$75,000	\$90,000	Bachelors +10 years' experience; Masters +8 years' experience; +supervisory experience
Senior Planner	\$65,000	\$75,000	Bachelors +8 years' experience; Masters +6 years' experience; +project management
Regional Planner III	\$60,000	\$65,000	Bachelors + 6 years' experience; Masters + 4 years' experience
Regional Planner II	\$55,000	\$60,000	Bachelors +4 years' experience; Masters +2 years' experience
Regional Planner I	\$50,000	\$55,000	Bachelors 0-3 years' experience; Masters +0 experience
Intern	\$17/hr.	\$19/hr.	Undergrad – Graduate Student

The above lists the minimum number of years of related work experience, education, and management experience required for each level of seniority. Advancement is based upon achieving the minimum levels of experience, performance, demonstration of the relative level of responsibility, project management, and staff supervision.

STRAFFORD

Regional Planning Commission

Insurance Rates 7/1/23 - 6/30/24 (all SRPC Share Rates Remain the Same)

Health Plan Option 1

SRPC Premium Share	85%	60%	60%
	One Person	Two Person	Family
AB20 Health			
Total Monthly Premium	\$1,038.94	\$2,077.88	\$2,805.13
Monthly SRPC Share	\$883.10	\$1,246.73	\$1,683.08
Monthly Employee Share	\$155.84	\$831.15	\$1,122.05
SRPC Share Per Pay Period	\$407.58	\$575.41	\$776.81
Employee Share Per Pay Period	\$71.93	\$383.61	\$517.87

Health Plan Option 2

SRPC Premium Share	90%	75%	75%
	One Person	Two Person	Family
ABSOS20 Health			
Total Monthly Premium	\$837.47	\$1,674.93	\$2,261.16
Monthly SRPC Share	\$753.72	\$1,256.20	\$1,695.87
Monthly Employee Share	\$83.75	\$418.73	\$565.29
SRPC Share Per Pay Period	\$347.87	\$579.78	\$782.71
Employee Share Per Pay Period	\$38.65	\$193.26	\$260.90
Total Annual Deductible	\$1,000.00	\$2,000.00	\$3,000.00
HRA/SRPC Pays Up To	\$350.00	\$700.00	\$1,050.00
You Pay	\$650.00	\$1,300.00	\$1,950.00

The Site of Service plan has a Health Reimbursement Arrangement. SRPC pays the first \$350 of deductible per member, per plan year. Member is defined as either you, your spouse/partner, or your child.

Health Plan Option 3

SRPC Premium Share	95%	85%	85%
	One Person	Two Person	Family
ABSOS25 Health			
Total Monthly Premium	\$608.17	\$1,216.33	\$1,642.05
Monthly SRPC Share	\$577.76	\$1,033.88	\$1,395.74
Monthly Employee Share	\$30.41	\$182.45	\$246.31
SRPC Share Per Pay Period	\$266.66	\$477.18	\$644.19
Employee Share Per Pay Period	\$14.03	\$84.21	\$113.68
Total Annual Deductible	\$3,000.00	\$6,000.00	\$9,000.00
HRA/SRPC Pays Up To	\$1,500.00	\$3,000.00	\$4,500.00
You Pay	\$1,500.00	\$3,000.00	\$4,500.00

The Site of Service plan has a Health Reimbursement Arrangement. SRPC pays the first \$350 of deductible per member, per plan year. Member is defined as either you, your spouse/partner, or your child.

Dental Plan

SRPC Premium Share	100%	75%	75%
	One Person	Two Person	Family
Dental			
Total Monthly Premium	\$48.56	\$93.27	\$161.27
Monthly SRPC Share	\$48.56	\$69.95	\$120.95
Monthly Employee Share	\$0.00	\$23.32	\$40.32
SRPC Share Per Pay Period	\$22.41	\$32.29	\$55.82
Employee Share Per Pay Period	\$0.00	\$10.76	\$18.61

STRAFFORD

Regional Planning Commission

May 19, 2023

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

RE: May 2023 Minor Revisions to the 2023-2026 TIP

Dear Mr. Watson:

The Strafford Regional Planning Commission (SRPC) staff has received a request to approve the May 2023 Minor Revisions to Strafford Metropolitan Planning Organization's approved 2023-2026 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.

The Executive Director recommends the approval of the following Administrative Modifications to the 2023-2026 TIP as proposed.

Sincerely,

Jennifer Czysz, AICP
Executive Director



May 2023 TIP Minors Table of Contents

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2023 - 2026 SRPC Transportation Improvement Program

May 2023 Minors

4/21/2023

Please refer to the 2023 - 2026 TIP document and project listing for detailed COAST transit funding information. NHDOT groups federal funding for statewide public transit in large programs (e.g. FTA 5307); MPOs and RPCs track funding for individual transit providers and projects. Strafford MPO is currently updating its project database and will be incorporating individual project funding for final publication of the 2023 - 2026 TIP.

DOVER - SOMERSWORTH - ROCHESTER 29604

Towns: DOVER, ROCHESTER, SOMERSWORTH

Road: NH 108

Scope: NH108 Complete Sts improv (U-3 alt Ext 10 study) from Indian Brk Rd. to Innvtion Dr. (~ 5m)

Acronyms:

Approved Funding

Phase	Fiscal Year	Federal	State	Other	Total	
ROW	2023	\$1,485,000		\$0	\$0	\$1,485,000
CON	2025	\$14,329,193		\$0	\$0	\$14,329,193
CON	2026	\$7,182,468		\$0	\$0	\$7,182,468

Proposed Funding

Phase	Fiscal Year	Federal	State	Other	Total	
ROW	2024	\$1,485,000		\$0	\$0	\$1,485,000
CON	2025	\$13,938,903		\$0	\$0	\$13,938,903
CON	2026	\$6,986,836		\$0	\$0	\$6,986,836

Change Notes

NHDOT Description of Changes

ROW funds moved from 2023 to 2024. Inflation removed all phases.

SRPC Notes

Funding Sources

FHWA

STBG-State Flexible

STBG-Areas Less Than 200K

STBG-50 to 200K

STBG-5 to 200K

NHDOT

Toll Credit

PAVE-T2-REHAB PAVE-T2-REHAB

Towns: Statewide
 Road: Various
 Scope: Rehab of Tier 2 roads.
 Acronyms:

Approved Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2023	\$125,000		\$0	\$0	\$125,000
PE	2024	\$125,000		\$0	\$0	\$125,000
PE	2025	\$125,000		\$0	\$0	\$125,000
PE	2026	\$125,000		\$0	\$0	\$125,000
ROW	2023	\$30,000		\$0	\$0	\$30,000
ROW	2024	\$30,000		\$0	\$0	\$30,000
ROW	2025	\$30,000		\$0	\$0	\$30,000
ROW	2026	\$30,000		\$0	\$0	\$30,000
CON	2023	\$750,000		\$0	\$0	\$750,000
CON	2024	\$500,000		\$0	\$0	\$500,000
CON	2025	\$2,800,000		\$0	\$0	\$2,800,000
CON	2026	\$2,800,000		\$0	\$0	\$2,800,000

Proposed Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2023	\$125,000		\$0	\$0	\$125,000
PE	2024	\$125,000		\$0	\$0	\$125,000
PE	2025	\$200,000		\$0	\$0	\$200,000
PE	2026	\$200,000		\$0	\$0	\$200,000
ROW	2023	\$30,000		\$0	\$0	\$30,000
ROW	2024	\$30,000		\$0	\$0	\$30,000
ROW	2025	\$30,000		\$0	\$0	\$30,000
ROW	2026	\$30,000		\$0	\$0	\$30,000
CON	2023	\$200,000		\$0	\$0	\$200,000
CON	2024	\$2,500,000		\$0	\$0	\$2,500,000
CON	2025	\$2,500,000		\$0	\$0	\$2,500,000
CON	2026	\$2,500,000		\$0	\$0	\$2,500,000

Change Notes

NHDOT Description of Changes
 No changes to child projects in the region.
 SRPC Notes

Funding Sources

FHWA

STBG-State Flexible
 National Highway Performance

NHDOT

Toll Credit
 Betterment

Dover 41373

Towns: Dover
Road: Rte 155, Rte 108, Bellamy Rd. Daley Dr. Durham Rd (Community Trail)
Scope: Construct multi-use path from Knox Marsh Rd. to Bellamy Rd.
Acronyms:

Approved Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2023	\$20,538		\$0	\$5,134	\$25,672
ROW	2023	\$34,400		\$0	\$8,600	\$43,000
CON	2025	\$238,833		\$0	\$178,210	\$417,043

Proposed Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2024	\$20,538		\$0	\$5,134	\$25,672
ROW	2024	\$34,400		\$0	\$8,600	\$43,000
CON	2025	\$250,757		\$0	\$177,963	\$428,720

Change Notes

NHDOT Description of Changes
Construction funds increased. PE and ROW phases shifted from 2023 to 2024. Inflation reductions in each phase year.
SRPC Notes

Funding Sources

FHWA

TAP-Transportation Alternatives
TAP-Flex
TAP-50K to 200K

OTHER

Towns

BARRINGTON 41415

Towns: BARRINGTON
Road: US Route 4
Scope: Rehab or Replacement of red list bridge carrying US 4 over Oyster River in the Town of Barrington

Acronyms:

Approved Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2023	\$220,000		\$0	\$0	\$220,000
ROW	2023	\$168,850		\$0	\$0	\$168,850
CON	2025	\$1,418,204		\$0	\$0	\$1,418,204
CON	2026	\$1,457,914		\$0	\$0	\$1,457,914

Proposed Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2024	\$110,000		\$0	\$0	\$110,000
PE	2025	\$220,000		\$0	\$0	\$220,000
ROW	2025	\$168,850		\$0	\$0	\$168,850
CON	2026	\$2,956,649		\$0	\$0	\$2,956,649

Change Notes

NHDOT Description of Changes
Prelim engineering funds increased and shifted ahead one year. Inflation reductions in each phase year.
SRPC Notes

Funding Sources

FHWA

STBG-State Flexible
STBG-Non Urban Areas Under 5K
STBG-5 to 200K
National Highway Performance

NHDOT

Toll Credit

Durham 41432

Towns: Durham

Road: Bennett Road

Scope: Address the Red List bridge carrying Bennett Road over PAR in the Town of Durham (093/080)

Acronyms:

Approved Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2023	\$223,080		\$0	\$0	\$223,080
PE	2024	\$116,246		\$0	\$0	\$116,246
PE	2026	\$122,847		\$0	\$0	\$122,847
ROW	2026	\$61,424		\$0	\$0	\$61,424

Proposed Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2024	\$336,160		\$0	\$0	\$336,160
PE	2026	\$119,501		\$0	\$0	\$119,501
ROW	2026	\$59,751		\$0	\$0	\$59,751

Change Notes

NHDOT Description of Changes

PE funds in 2023 merged with PE funds in 2024. Funds shifted to align w/ project schedule & constrain.

Inflation reductions in other phases.

SRPC Notes

Funding Sources

FHWA

STBG-Off System Bridge

NHDOT

Toll Credit

PROGRAM PAVE-T2-RESURF

Towns: Statewide
 Road: Tier 2 Highways
 Scope: Resurfacing Tier 2 Roadways
 Acronyms:

Approved Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2023	\$1,000,000		\$0	\$0	\$1,000,000
PE	2024	\$1,000,000		\$0	\$0	\$1,000,000
PE	2025	\$300,000		\$0	\$0	\$300,000
PE	2026	\$300,000		\$0	\$0	\$300,000
ROW	2023	\$25,000		\$0	\$0	\$25,000
ROW	2024	\$25,000		\$0	\$0	\$25,000
ROW	2025	\$25,000		\$0	\$0	\$25,000
ROW	2026	\$25,000		\$0	\$0	\$25,000
CON	2023	\$14,650,000	\$6,000,000		\$0	\$20,650,000
CON	2024	\$5,650,000	\$6,000,000		\$0	\$11,650,000
CON	2025	\$23,784,218	\$4,390,782		\$0	\$28,175,000
CON	2026	\$23,784,218	\$4,390,782		\$0	\$28,175,000

Proposed Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2023	\$2,350,000		\$0	\$0	\$2,350,000
PE	2024	\$750,000		\$0	\$0	\$750,000
PE	2025	\$500,000		\$0	\$0	\$500,000
PE	2026	\$300,000		\$0	\$0	\$300,000
ROW	2023	\$25,000		\$0	\$0	\$25,000
ROW	2024	\$25,000		\$0	\$0	\$25,000
ROW	2025	\$25,000		\$0	\$0	\$25,000
ROW	2026	\$25,000		\$0	\$0	\$25,000
CON	2023	\$20,500,000	\$6,000,000		\$0	\$26,500,000
CON	2024	\$14,725,000	\$6,000,000		\$0	\$20,725,000
CON	2025	\$25,425,000	\$2,750,000		\$0	\$28,175,000
CON	2026	\$25,425,000	\$2,750,000		\$0	\$28,175,000

Change Notes

NHDOT Description of Changes
 No changes to child projects in the region.
 SRPC Notes

Funding Sources

FHWA

STBG-State Flexible
 Redistribution
 National Highway Performance

NHDOT

Toll Credit
 Betterment

PROGRAM PAVE-T1-RESURF

Towns: Statewide
 Road: Tier 1 Highways
 Scope: Resurface Tier 1 Highways
 Acronyms:

Approved Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2023	\$450,000		\$0	\$0	<i>\$450,000</i>
PE	2024	\$300,000		\$0	\$0	<i>\$300,000</i>
PE	2025	\$300,000		\$0	\$0	<i>\$300,000</i>
PE	2026	\$300,000		\$0	\$0	<i>\$300,000</i>
CON	2023	\$13,000,000		\$0	\$0	<i>\$13,000,000</i>
CON	2024	\$13,000,000		\$0	\$0	<i>\$13,000,000</i>
CON	2025	\$8,000,000		\$0	\$0	<i>\$8,000,000</i>
CON	2026	\$7,000,000		\$0	\$0	<i>\$7,000,000</i>

Proposed Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2023	\$450,000		\$0	\$0	<i>\$450,000</i>
PE	2024	\$300,000		\$0	\$0	<i>\$300,000</i>
PE	2025	\$300,000		\$0	\$0	<i>\$300,000</i>
PE	2026	\$300,000		\$0	\$0	<i>\$300,000</i>
CON	2023	\$13,000,000		\$0	\$0	<i>\$13,000,000</i>
CON	2024	\$13,000,000		\$0	\$0	<i>\$13,000,000</i>
CON	2025	\$12,000,000		\$0	\$0	<i>\$12,000,000</i>
CON	2026	\$12,000,000		\$0	\$0	<i>\$12,000,000</i>

Change Notes

NHDOT Description of Changes
 No changes to child projects in the region.
 SRPC Notes

Funding Sources

FHWA
 STBG-State Flexible
 Redistribution
 National Highway Performance
NHDOT
 Toll Credit

PROGRAM MOBRR

Towns: Statewide

Road: Various

Scope: MUNICIPAL OWNED BRIDGE REHABILITATION & REPLACEMENT PROJECTS (MOBRR PROGRAM)

Acronyms:

Approved Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2023	\$400,000		\$0	\$100,000	\$500,000
PE	2024	\$400,000		\$0	\$100,000	\$500,000
PE	2025	\$400,000		\$0	\$100,000	\$500,000
PE	2026	\$80,000		\$0	\$20,000	\$100,000
ROW	2023	\$80,000		\$0	\$20,000	\$100,000
ROW	2024	\$80,000		\$0	\$20,000	\$100,000
ROW	2025	\$80,000		\$0	\$20,000	\$100,000
ROW	2026	\$20,000		\$0	\$5,000	\$25,000
CON	2023	\$1,600,000		\$0	\$400,000	\$2,000,000
CON	2024	\$1,600,000		\$0	\$400,000	\$2,000,000
CON	2025	\$4,800,000		\$0	\$1,200,000	\$6,000,000
CON	2026	\$5,600,000		\$0	\$1,400,000	\$7,000,000

Proposed Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2023	\$480,000		\$0	\$120,000	\$600,000
PE	2024	\$240,000		\$0	\$60,000	\$300,000
PE	2025	\$80,000		\$0	\$20,000	\$100,000
PE	2026	\$8,000		\$0	\$2,000	\$10,000
ROW	2023	\$40,000		\$0	\$10,000	\$50,000
ROW	2024	\$800		\$0	\$200	\$1,000
ROW	2025	\$800		\$0	\$200	\$1,000
ROW	2026	\$800		\$0	\$200	\$1,000
CON	2023	\$2,400,000		\$0	\$600,000	\$3,000,000
CON	2024	\$1,600,000		\$0	\$400,000	\$2,000,000
CON	2025	\$7,000,000		\$0	\$1,750,000	\$8,750,000
CON	2026	\$7,000,000		\$0	\$1,750,000	\$8,750,000

Change Notes

NHDOT Description of Changes

Small increase to construction funds on Milton-Lebanon Bridge project.

SRPC Notes

Funding Sources

FHWA

STBG-State Flexible

OTHER

Other

Non Par Other

LEE 42876

Towns: Lee
Road: NH125
Scope: Construct up to an 80 space Park and Ride Lot near the junction of US4 and NH125.
Acronyms: CMAQ: Congestion Mitigation Air Quality Improvement Program

Approved Funding

Phase	Fiscal Year	Federal	State	Other	Total
PE	2023	\$27,500		\$0	\$27,500
ROW	2023	\$82,500		\$0	\$82,500
CON	2025	\$926,134		\$0	\$926,134

Proposed Funding

Phase	Fiscal Year	Federal	State	Other	Total
PE	2023	\$27,500		\$0	\$27,500
ROW	2024	\$82,500		\$0	\$82,500
CON	2025	\$926,134		\$0	\$926,134

Change Notes

NHDOT Description of Changes
ROW funds shifted from 2023 to 2024 to align with project schedule.
SRPC Notes

Funding Sources

FHWA
Congestion Mitigation and Air Quality Program
NHDOT
Toll Credit

FARMINGTON 43550

Towns: FARMINGTON

Road: Main St and Elm St

Scope: Con sdwalks ~1500' on Elm St btw Mn St & Lone Star Av. & ~910' on Main St btw Lincln & Wbster St.

Acronyms:

Approved Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2026	\$124,722		\$0	\$31,181	\$155,903

Proposed Funding

Phase	Fiscal Year	Federal	State	Other	Total	
PE	2026	\$124,722		\$0	\$31,181	\$155,903

Change Notes

NHDOT Description of Changes

Funding type changed to better align with constraint.

No funding changes.

SRPC Notes

Funding Sources

FHWA

STBG-Non Urban Areas Under 5K

OTHER

Towns

NEWINGTON - DOVER 11238S

Towns: DOVER, NEWINGTON

Road: SPAULDING TURNPIKE / LITTLE BAY BRIDGES

Scope: Remove the superstructure General Sullivan Br & provide the most cost effective bike/ped connection

Acronyms:

Approved Funding

Phase	Fiscal Year	Federal	State	Other	Total
CON	2023	\$0	\$15,000,000	\$0	\$15,000,000
CON	2024	\$0	\$18,504,000	\$0	\$18,504,000

Proposed Funding

Phase	Fiscal Year	Federal	State	Other	Total
CON	2023	\$0	\$18,242,500	\$0	\$18,242,500
CON	2024	\$0	\$18,000,000	\$0	\$18,000,000
CON	2025	\$0	\$5,633,440	\$0	\$5,633,440

Change Notes

NHDOT Description of Changes

Construction funds increased based on recent estimates. CON funds added in 2025.

SRPC Notes

Funding Sources

NHDOT

Turnpike Capital