



SRPC FISCAL YEAR ANNUAL REPORT '21

ACCEPTED: September 23, 2021

THE ROLE OF THE COMMISSION

Strafford Regional Planning Commission works with municipalities, statewide organizations and other partners to provide technical assistance with planning documents, outreach, projects and regulations. We create a space for our stakeholders to connect and share information, and we provide information to the public, offering opportunities for engagement with important planning initiatives.

We serve our communities in two additional designated roles, as a Metropolitan Planning Organization, and as an Economic Development District. We work closely with the NH Department of Transportation to implement data collection programs, assist and advocate for local transit agencies and municipal projects, and create long-range plans which address safety and quality of life. With guidance from our partners, we maintain a regional economic development strategy that includes economic trends and local priority projects. We also assist local communities with economic development strategies and facilitate regional discussion.

STAFF

Jen Czysz	Alaina Rogers
Kyle Pimental	Natalie Moles
Shayna Sylvia	Zuzana Duffy
Colin Lentz	Mark Davie
Rachel Dewey	Autumn Scott
James Burdin	Megan Taylor-Fetter
Nancy O'Connor	Blair Haney
Stephen Geis	Kathy Foster
Jackson Rand	

MUNICIPALITIES

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

OFFICERS

David Landry, Chair
Peter Nelson, Vice Chair
Tom Crosby, Secretary/
Treasurer

CONTACT US

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FY 2022 BUDGET 34

VOLUNTEER AND STAFF DIRECTORY

Volunteers nominated by a municipal planning board and appointed by a municipal council or selectboard represent their community on the Commission. Per RSA 36: 45-58 each member municipality may appoint between two and four representatives to the Commission dependent on population. Commissioners are considered voting members if their community is dues paying. Commissioners are appointed for four year terms and inform planning policies for the region. They are tasked with providing input to staff; adopting reports, planning documents, amended Bylaws, and the Annual Budget and Dues; and electing Officers and Executive Committee members.

FY 2021 Commissioner and Executive Committee Members

Barrington

John Huckins (7/9/23)
Steve Diamond (7/1/25)

Brookfield

Ed Comeau (3/2/24)
Vacant (3/2/22)

Dover

Lindsey Williams (11/4/21)
Stephanie Benedetti
(11/4/22)
David Landry (11/4/23)*
Vacant (11/4/24)

Durham

Wesley Merritt (4/30/22)
Wayne Burton (4/30/24)*
Leslie Schwartz (4/30/25)

Farmington

William Fisher (1/1/2023)*
Randy Orvis (3/31/2025)

Lee

Vacant (3/1/2022)
Vacant (11/21/2024)

Madbury

Thomas Crosby (9/1/2022)*
Mark Avery (3/1/2025)

Middleton

Jan Hotchkiss (5/28/2023)
Jon Hotchkiss (5/28/2025)

Milton

Vacant (12/9/2022)
Vacant (3/13/2024)

New Durham

Vacant (10/28/2021)
Vacant (6/28/2023)

Newmarket

Lisa Henderson (12/7/24)
Peter Nelson (3/1/2025)*

Northwood

Victoria Parmele (4/30/23)*
Scott Martin (4/30/25)

Nottingham

Gary Anderson (5/13/22)
Charlene Andersen (2/1/24)

Rochester

Joe Boudreau (6/30/22)
Barbara Holstein (6/6/23)*
Rick Healey (6/6/24)
Donald Hamann (6/30/25)*

Rollinsford

Herb Ueda (4/21/25)
Vacant (4/21/23)

Somersworth

Richard Michaud (5/2/22)
Michael Bobinsky (5/2/24)*
Mark Richardson (5/31/25)

Strafford

Donald Coker (8/15/21)
Vacant (8/1/23)

Wakefield

Evan McDougal (8/1/2022)
Victor Vinagro (8/1/2024)

*Denotes E.C. Member

Staff Directory



Jennifer Czysz, AICP, Executive Director

May 2018– Present Email: jczysz@strafford.org
Phone EXT: 100

Projects Areas: Organizational development and financial management; community development; land use, transportation, economic development, housing, and natural resources planning

Current Projects: Financial and administrative management of SRPC, SMPO and SEDD contracts; personnel; partnership building; represent SRPC at the Seacoast Drinking Water Commission, Commission to Study Offshore Wind and Port Development, Coastal Resilience and Cultural and Historic Reserve District Commission, and Workforce Housing Coalition of the Greater Seacoast; represent the 9 NH Regional Planning Commissions at NH Housing and Community Development Planning Council, and the NH Council on Housing Stability's Regional Leadership and Coordination workgroup.



Kyle Pimental, Principal Regional Planner

June 2008 – Present Email: kpimental@strafford.org
Phone EXT: 101

Projects Areas: Climate adaptation and resilience planning, hazard mitigation, natural resource management and protection, master planning, as well as the contract planner for the Town of Farmington

Current Projects: Contract planner for the Town of Farmington; floodplain ordinance update in Dover; climate adaptation master plan in Durham, urban street plan and stormwater outreach in Dover, groundwater modeling study in Durham, stormwater regulation update in Rollinsford, wetland ordinance update in Dover, hazard mitigation plan update in Rollinsford, development of a model statewide drinking water buffer ordinance; a watershed management plan for Sunrise Lake in Middleton, and the design and installation of two permeable reactive barrier installations in Durham, as well as participation in the New Hampshire Planners Association's Executive Committee, Northern New England Chapter of the American Planning Association, NH Flood Risk Summary Steering Committee, Coastal Adaptation Workgroup (CAW), CAW Outreach Subcommittee, CAW Talks, Seacoast Drinking Water Commission, Dover's Stormwater and Resilience Funding Advisory Team, and the NH Coastal Resilience Public Policy Steering Committee.



Shayna Sylvia, Communications and Outreach Planner

November 2012 – Present Email: ssylvia@strafford.org

Phone EXT: 104

Projects Areas: Communications, outreach, marketing, graphic design, website management, assistance with meeting planning and coordination, reporting writing and formatting

Current Projects: SRPC annual report, assistance with quarterly meetings, social media and outreach processes; redesign and maintenance of SRPC's website; branding and graphic design services, launching SRPC's bicycle and pedestrian program, maintenance and updates to the Public Participation Plan; technical assistance to Explore Moose Mountains; co-manage CommuteSMART Seacoast and its advisory committee; Communities For Healthy Aging Transitions; marketing and branding for Promoting Outdoor Play!; participation in CommuteSmart NH; and other organizational processes and communications.



Colin Lentz, Senior Transportation Planner

March 2014 – Present Email: clentz@strafford.org

Phone EXT: 102

Project Areas: Implementing transportation analysis tools for project development, assistance to public transit providers, tracking federal and state funded transportation projects in the region, local transportation technical assistance, coordination with NHDOT and New Hampshire's three other MPOs.

Current Projects: Integrating performance measures, project prioritization, and regional trends into MPO planning and operations; travel demand model implementation; regional climate resilience planning; improving the regional project development process; regional public transit benefit research; regional human services transportation coordination and development; increasing outreach and engagement of regional and statewide elected officials and decision-makers.



Rachel Dewey, Data Analyst

November 2015 – Present Email: rdewey@strafford.org
Phone EXT: 106

Project Areas: Transportation planning, data collection & analysis, GIS mapping

Current Projects: Data collection & analysis; travel demand modeling; regional public transit benefit research; website development for Mighty Small local business directory, website development for new SRPC website.



James Burdin, Senior Economic Development Planner

January 2017 – Present Email: jburdin@strafford.org
Phone EXT: 103

Project Areas:

Economic development, land use and master planning, Brownfields, hazard mitigation

Current Projects:

Seacoast Economic Development Stakeholders; Comprehensive Economic Development Strategy; SRPC Brownfields assessment program; contract planner for the Town of Northwood; planning and economic development technical assistance.



Staff News

New Staff

Natalie Moles started as the economic recovery coordinator in November 2020. Zuzana Duffy, Mark Davie and Autumn Scott started in May 2021 as the economic development intern, data intern and planning intern, respectively.

Promotions

Alaina Rogers was promoted from regional planner I to planner II in July 2021. Autumn Scott was promoted to regional planner in August 2021.

SRPC Alumni

Regional planner Stefanie Casella vacated her position in May after 4 years at SRPC.



Nancy O'Connor, Equity & Engagement Planner

February 2017 – Present Email: noconnor@strafford.org
Phone EXT: 105

Project Areas: Economic development, public health, transportation planning, public outreach and engagement

Current Projects: Promoting Outdoor Play!; Communities For Healthy Aging Transitions; MPO outreach coordination; Comprehensive Economic Development Strategy (CEDS) and related economic development outreach; creating equitable practices in SRPC operations; and other general outreach activities.



Jackson Rand, GIS Planner

September 2019 – Present Email: jrand@strafford.org
Phone EXT: 301

Project Areas: Transportation planning; data collection & analysis; GIS mapping

Current Projects: Data visualization for SRPC's transportation, land use, environmental planning, and economic development planning programs; Technical assistance to communities through GIS mapping and spatial analysis; Promoting Outdoor Play; Durham Groundwater Modeling; NH Geodata Portal; Various Annual Tax Map Updates.



Stephen Geis, Planning Technician

June 2019 – Present Email: sgeis@strafford.org
Phone EXT: 112

Project Areas: Transportation planning, data collection & analysis, GIS mapping

Current Projects: Data collection; field work; traffic counts; road surface management systems forecasting and sidewalk assessments; mapping related with integrating feedback on the Promoting Outdoor Play project; NPMDRS data analysis; Durham GIS Groundwater Mapping; Assisting with IT; Dover Street Tree Inventory; building permit reporting; Hazard Mitigation Planning; Various Annual Tax Map Updates.



Alaina Rogers, Environmental Planner

May 2020 – Present Email: arogers@strafford.org

Phone EXT: 114

Project Areas: Environmental planning, transportation planning, climate adaptation and coastal resilience planning, natural resource protection, equity policy and planning, data collection & analysis

Current Projects: Durham Climate Chapter planning, coastal resilience grant writing, NFWF Living Shorelines public outreach, Local Source Water Protection grant management, PREPA grant management, Sunrise Lake Watershed project planning, recycling/ composting collaboration facilitation, data collection including traffic counts and sidewalk assessments, and assisting staff with other environmental and land use projects, recreation planning, and the Dover Street Tree plan.



Natalie Moles, Economic Recovery Coordinator

November 2020 – Present Email: nmoles@strafford.org

Phone EXT: 113

Project Areas: Economic Development, Regional Planning

Current Projects: Strafford Economic Development District processes, CEDS planning, Mighty Small, community outreach with a focus on local businesses, provision of technical assistance to member municipalities and businesses, Consultant Technical Assistance Program, Record Digitization Project for Municipalities, Contract Planner for the Town of Strafford.



Zuzana Duffy, Economic Development Intern

May 2021 – Present Email: zduffy@strafford.org

Phone EXT:107

Project Areas: Regional and economic development planning

Current Projects: Comprehensive Economic Development Strategy (CEDS), EDA Cares planning, Seacoast Economic Development Stakeholders calls, consultant partnership project to increase business technical assistance, research and dissemination of business resources.



Mark Davie, Data Collection Intern

May 2021 – Present Email: mdavie@strafford.org
Phone EXT: 114

Project Areas: Transportation Planning

Current Projects: Data collection including traffic counts and sidewalk assessments, and assisting staff with other projects such as transportation planning documents and project



Autumn Scott, Regional Planner

May 2021 – Present Email: ascott@strafford.org
Phone EXT: 114

Project Areas: Regional planning, environmental planning, climate adaptation and resilience, public health, and economic development planning

Current Projects: Durham Groundwater Model, Durham Coastal Resilience, CARES Technical Assistance, Communities for Healthy Aging Transitions (CHAT), Coastal Innovative Land Use Guide, Local Source Water Protection Grant, Piscataqua Region Environmental Planning Assessment Grants, Sunrise Lake Watershed Plan, Dover Equity Project, NFWF Living Shorelines.



Megan Taylor-Fetter, Office Coordinator

June 2021 – Present Email: mtaylorfetter@strafford.org
Phone EXT: 115

Project Areas: Office administration

Current Projects: Payroll and HR, Executive Committee, town reports, coordination of Commission volunteers and quarterly meetings, and other organizational processes.



Blair Haney, Regional Planner

September 2021 – Present Email: bhaney@strafford.org

Project Areas: Hazard mitigation planning, circuit riding, and other land use planning activities

Current Projects: Contract planning services for Nottingham, Barrington Hazard Mitigation Plan, and Community Development Block Grant administration.



Kathy Foster, Financial Consultant

September 2013 – Present Email: kfoster@strafford.org

Phone EXT: 111

Project Areas:

Responsibilities: Full charge bookkeeping, payroll processing and reporting; human resources; budget development and analysis; grant and contract financial administration and management; financial and grant reporting; indirect cost rate calculation and recovery; assistance with financial auditing.

Staff Fun



Staff Picnic

SRPC staff hosted a picnic at Odiorne State Park in August 2021.



Halloween

SRPC staffers gathered for an outdoor, masked, pumpkin carving party in October 2020.

Weekly Zoom Team Building

During the beginning of the fiscal year, SRPC staff participated in a weekly hour of team building and camaraderie at the end of the Thursday workday. The social break helped maintain staff cohesion during the stay-at-home order. Each week a different staff would host and pick an activity for the group.

FY 2021 PROJECT HIGHLIGHTS

Project/Program Name	Type					Geography	Funder	Project Dates	Project Area			Project Staff																		
	Service	Project	Map	Plan	Collaboration				SRPC	SMPO	SEDD	Alaina R.	Autumn S.	Colin L.	Jackson R.	James B.	Jen C.	Kyle P.	Mark D.	Nancy O'C.	Natalie M.	Rachel D.	Shayna S.	Stefanie C.	Stephen G.	Zuzana D.				
Community Development Block Grant (CDBG) Administration	x					Stafford County	NHCDFA	1/1/2021-present	x						x	x		x												
Dover Resilience		x				Dover	NHDES	1/15/2021 - 2/31/2021																						
<u>Dover Stormwater Installation and Public Outreach</u>	x	x											x	x	x				x											
<u>Dover Complete Streets Policy Revisions</u>	x	x										x	x																	
<u>Dover Urban Street Tree Inventory and Plan</u>	x	x	x																											
Dover Building Coastal Resilience by Building Equity		x				Dover	NDHES	12/2/2020 - 6/30/2022	x								x		x											
Dover Wetland Ordinance Revisions	x	x				Dover	PREP	6/7/2021 - 6/1/2022	x																					
Durham Trail Mapping	x	x				Durham	Durham Conservation Commission, NHDOT	2/10/2020 - present	x	x															x					

Project/Program Name	Type					Geography	Funder	Project Dates	Project Area			Project Staff													
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<u>Durham Climate Adaptation Master Plan Chapter</u>	x	x		x		Durham	NHDES	1/15/2020 - 12/31/2021	x			x	x		x										x
<u>Durham Groundwater Modeling</u>	x	x	x			Durham	NHDES and NH Water Pollution Control Revolving Loan Fund	3/16/2020 -11/30/2021	x						x									x	
<u>Farmington Town Planner Services</u>	x					Farmington	Farmington	1/1/2021 -12/31/2021	x							x									
<u>Farmington Tax Maps CYs 2021 & 2022</u>	x		x			Farmington	Farmington	6/10/2020-12/30/2020	x					x										x	
<u>Lee Turning Movement Counts</u>	x					Lee	Lee	8/3/2020-8/30/2020		x											x	x			
<u>Sunrise Lake Watershed Management Plan</u>	x	x	x	x		Middleton	NHDES	6/24/2020-12/31/2021	x			x	x		x										
<u>New Durham Environmental Overlay District Revisions</u>	x	x				New Durham	PREP	6/7/2021-6/1/2022	x			x	x			x									
<u>New Durham Road Surface Management Systems (RSMS)</u>	x	x		x		New Durham	New Durham	8/24/2020-12/31/2020		x				x						x		x	x		
<u>Newmarket Tax Maps</u>	x		x			Newmarket	Newmarket	6/17/2021-12/31/2021	x					x										x	
<u>Northwood Town Planner Services</u>	x					Northwood	Northwood	1/1/2021-12/31/2021	x						x										
<u>Nottingham Town Planner Services</u>	x					Nottingham	Nottingham	7/1/2020-6/30/2021	x						x	x							x		

Project/Program Name	Type					Geography	Funder	Project Dates	Project Area			Project Staff														
	Service	Project	Map	Plan	Collaboration				SRPC	SMPO	SEDD	Alaina R.	Autumn S.	Colin L.	Jackson R.	James B.	Jen C.	Kyle P.	Mark D.	Nancy O'C.	Natalie M.	Rachel D.	Shayna S.	Stefanie C.	Stephen G.	Zuzana D.
Sanbornville Precinct Grant Administration	x					Wakefield	Northern Borders Regional Commission	3//2021-9/30/2023	x		x				x	x										
Strafford Town Planner Services	x					Strafford	Strafford	2/4/2021-12/31/2021	x				x			x			x							
Somersworth Tax Maps	x		x			Somersworth	Somersworth	4/10/2021-12/31/2021	x					x											x	
<u>Communities for Healthy Aging Transitions</u>		x				Regional	Tufts Health Plan Foundation	7/1/2020-6/30/2022	x				x			x				x				x		
Economic Development District Program	x					Regional	EDA	9/1/2020-8/31/2021							x	x		x	x	x	x	x				x
<u>Comprehensive Economic Development Strategy</u>				x																						
<u>Explore Moose Mountains</u>	x				x	Regional (Brookfield, Farmington, New Durham, Middleton, Milton, Wakefield, Wolfeboro)	EDA	11/1/2014-present																	x	
Wakefield Town Planner Services	x					Wakefield	Wakefield	2/4/2021-12/31/2021	x						x											
<u>Coastal Innovative Land Use Guide</u>	x	x		x		Inter-Regional	NHDES	3/1/2021-6/30/2022					x	x										x		
<u>NH Geodata Portal</u>		x	x			Statewide	NH Division of Information Technology	8/31/2020-5/31/2022	x	x	x	x													x	

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Promoting Outdoor Play!		x	x			Regional	NHCHF	7/1/2020-6/30/2022	x						x		x					x		x		
Milton Stormwater Regulation Updates	x	x				Milton	NHDES	4/1/2021-5/31/2022	x			x	x													
Rollinsford Stormwater Regulation Updates	x	x				Rollinsford	NHDES	4/1/2021-5/31/2022	x			x	x													
Targeted Block Grant 2021		x				Regional	NH OPD	7/1/2020-6/30/2021	x					x									x			
NHDES Coastal Program Technical Assistance Grant	x					Coastal	NHDES	7/1/2020-6/30/2021	x				x									x				
Dover Floodplain Ordinance Update	x	x			Dover	x																				
Coastal Adaptation Workgroup (outreach, and participation in CAW activities)	x				Regional	x																	x			
Scaling Up Living Shorelines for Great Bay		x				Coastal	NFWF	4/1/2021-5/31/2022	x			x	x												x	
Durham Permeable Reactive Barrier		x				Durham	NHDES	9/24/2018-6/30/2022																		
Model Water Quality Buffer Ordinance	x	x				Statewide	NHDES	8/6/2020-5/14/2021	x			x										x				

Project/Program Name	Type					Geography	Funder	Project Dates	Project Area			Project Staff														
	Service	Project	Map	Plan	Collaboration				SRPC	SMPO	SEDD	Alaina R.	Autumn S.	Colin L.	Jackson R.	James B.	Jen C.	Kyle P.	Mark D.	Nancy O'C.	Natalie M.	Rachel D.	Shayna S.	Stefanie C.	Stephen G.	Zuzana D.
EDA CARES	x					Regional	EDA CARES	9/23/2020-9/22/2022			x				x			x	x	x				x		
Seacoast Economy Calls	x				x				1/1/2020 - present			x				x	x		x	x						x
<u>Mighty Small Local Business Website</u>	x	x						Inter-Regional	4/1/2020 - present			x									x					
<u>EPA Brownfields 2019-2022</u>	x	x				Regional	EPA	10/1/2019-9/30/2022			x				x											
Somersworth Hazard Mitigation Plan Update	x	x		x		Somersworth	NH HSEM	2/1/2021 - present	x					x	x								x			
Rollinsford Hazard Mitigation Plan Update	x	x		x		Rollinsford	NH HSEM	3/1/2021 - present	x					x		x						x				
Barrington Hazard Mitigation Plan Update	x	x		x		Barrington	NH HSEM	6/1/2021 - present	x					x		x										
New Durham Hazard Mitigation Plan Update	x	x		x		New Durham	NH HSEM	6/1/2021 - present	x					x	x								x			
<u>Economic Benefits of Public Transit Study</u>	x	x				Regional	FTA	7/1/2019 - 6/30/2021		x			x	x	x	x		x		x						
Unified Planning Working Program 2019-2021	x					Regional	NHDOT	7/1/2019-6/30/2021																		

Project/Program Name	Type					Geography	Funder	Project Dates	Project Area			Project Staff														
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<u>2021-2045 Metropolitan Transportation Plan</u>	x	x		x		Regional	NHDOT, FHWA	05/01/2020 - 05/19/2021		x		x		x	x	x	x			x		x	x	x	x	
2021 - 2024 Transportation Improvement Program	x	x				Regional	NHDOT, FHWA	1/14/2021 - 03/19/2021		x				x	x											
<u>Regional Data Snapshot</u>	x	x	x			Regional	NHDOT, FHWA	08/01/2020 - 04/19/2021	x	x					x			x			x			x		
Ten Year Plan project prioritization and submission	x	x				Regional	NHDOT, FHWA	10/01/2020 - 03/30/2021		x				x												
<u>CommuteSMART Seacoast</u>					x	Inter-Regional	NHDOT	2013-present		x														x		
<u>CommuteSmart NH</u>					x	Statewide	NHDOT	2019-present		x														x		

Outreach, Engagement and Advocacy by the Numbers



12

grants were submitted in FY 2021; **10** of which were successful and amounted to **\$424,716** in funds for SRPC and partner organizations.



344

sites visited, assessed, and catalogued in the [Promoting Outdoor Play! Online Map Viewer](#).



5

new projects added to the statewide Ten Year Plan, totaling **\$5,247,756** in Rochester, Farmington, Barrington, and Milton.



552+

meetings attended by SRPC staff.



27.4%

participation rate in the Sunrise Lake Septic System Survey; **57 residents** responded.



6,234

contacts on [SRPC's COVID Recovery Email List](#), a resource for businesses to receive info about funding opportunities & tools to support operations & capacity building.



26

students in Professor Mary Friedman's class, who partnered with SRPC on the [CHAT project](#)



3

TAP projects scored by SRPC's TAC for submittal to the NHDOT.

Where We Went: Digital

In SRPC's FY 2020-2023 Strategic Plan, multiple strategies were laid out to achieve goals of enhancing marketing and communications, and building municipal and regional planning services to address emerging issues and needs. Some of these included:

- Expanding our planning services to diversify the tools, technology and techniques at our disposal and the types of products that we can prepare on behalf of the region and our communities, and
- Improving SRPC communication strategies by developing a new website and a strong social media presence.

SRPC was able to make significant progress towards these goals considering the amount of technology required to be successful in telecommuting and virtually engaging with others during a global pandemic.

Over the course of the year, SRPC staff provided technical assistance through presentations at trainings and workshops, integration of new technologies like Zoom and the Owl and utilizing existing platforms to increase the frequency of engagement with stakeholders.

Integrated Technology

The Owl

After much research, SRPC purchased an Owl - a video camera with integrated speakers and microphone. This purchase supported SRPC's move to hybrid meetings once the Governor's Executive order that allowed purely remote meetings expired in June. This powerful device can follow sound, focusing the camera on those speaking, while dually providing a panoramic view of all attendees at a meeting. It has been an integral tool in hosting hybrid meetings beginning in FY 22.

Survey Monkey

SRPC increased use of its survey monkey account this year, releasing more than **10 surveys** for outreach purposes. Many of these focused on businesses as SRPC built its business technical assistance programs through its EDA CARES funding. In total, there were **800 responses** to these ten surveys, providing valuable feedback for many SRPC projects and programs.

Zoom

Zoom, or similar platforms now seem to be integrated in our daily life, after having used them regularly since March 2020. SRPC staff learned the ins and outs of Zoom over the last year, finding ways to use it for meetings, outreach and engagement. Looking back at zoom data (which only goes back a year from the current date) SRPC staff spent **436 hours** on Zoom in between September 2020 and June 2021.

SRPC and partners at the Strafford County Public Health Network were challenged to change their outreach approaches for the Communities for Healthy Aging Transitions (CHAT) project with the stay-at-home order. Staff used Zoom, and specifically its breakout rooms feature, to hold community forums. Staff were able to engage with residents from different communities who were split out into smaller groups via Zoom to have meaningful discussions. Each group looked at community resources and how each regional municipality is prepared for residents looking to age in place. Over **110 people** participated including members of the public, student facilitators and SRPC staff.

SRPC also used Zoom for all regularly scheduled meetings and was encouraged to see an increase in participation when physical attendance requirements were removed.

YouTube

While SRPC's YouTube channel was launched in 2012, over the course of the past year staff made a more concerted effort to upload meeting videos for on-demand viewing. SRPC staff uploaded **9 videos** to its YouTube account this year, including project overviews, a how-to video, and recordings of presentations at SRPC meetings.

Webinars and Virtual Presentations

SRPC staff were able to provide technical assistance throughout the year at a variety of different conferences, workshops, and trainings.



NHPA Conference

The NH Planners Association held their 2021 annual conference as a series of webinars over the course of a three-week period. SRPC staff took part in two of these three sessions.

James Burdin, senior regional planner moderated a session on “Collaborative Economic Development and COVID-19” with fellow SRPC economic recovery coordinator, Natalie Moles. They were joined by business resource specialist Mark Laliberte from the NH Department of Business and Economic Affairs, and Somersworth economic development manager Robin Comstock to discuss the weekly Seacoast Economic Development Stakeholder calls and the value of peer learning and collective action.

Kyle Pimental, principal regional planner co-moderated a session on “Engagement in a Virtual World – Pros and Cons”, where executive director Jen Czysz discussed the benefits and shortfalls of in-person versus virtual planning board meetings. This presentation was held as a debate with Dover assistant city manager Chris Parker, following anecdotes of virtual public engagement from NH Seagrant/UNH Cooperative Extension engagement specialist Lisa Wise. The debate was moderated by the NH Municipal Association’s government affairs counsel Cordell Johnston.



OSI/NHMA Conference - 2020 Virtual Land Use Law Conference

The NH Office of Strategic Initiatives (now the NH Office of Planning and Development) partnered with the NH Municipal Association to hold the Land Use Law Conference as a joint, virtual event in fall 2020.

Executive Director Jen Czysz joined Freedom, NH planning board chair Anne Cunningham and the NH Office of Strategic Initiatives principal planner Michael Klass, for an “Introduction to Local Land Use Boards” Session. This presentation was geared towards new municipal planning, zoning, and other land use board members and outlined board responsibilities and duties.

Senior regional planner James Burdin also presented at the 2020 Virtual Land Use Law Conference as part of the “Ask a Planner” session. He was joined by Nashua Community Development Director Sarah Marchant to answer burning questions about planning, zoning, and meeting procedure.



NH Climate Summit

Principal regional planner Kyle Pimental presented on the “Forward-Looking Floodplain Mapping in Lee, NH” at the 2021 NH Coastal Climate Summit.

This annual event is hosted by the NH Coastal Adaptation Workgroup (CAW) and features recent research and adaptation projects of note, taking place in coastal communities.

In his presentation, Kyle used the Town of Lee as a case study to discuss the benefits and importance of floodplain modeling efforts when amending local regulations.



Model Drinking Water Quality Buffer Regulation Workshop

Strafford Regional Planning Commission, in partnership Rockingham Planning Commission, held a workshop to present the statewide Model Water Quality Buffer Regulation in May 2021. This project was funded by the NH Department of Environmental Services Local Source Water Protection program and created a model ordinance that can be adapted by all municipalities in New Hampshire.

Guest presentations during the workshop covered the need for drinking water quality buffers in NH, an overview of the Model Buffer Regulation, a case study from the Town of Bow, and an update on Dover’s Wetland Protection District Update. SRPC staff presenting at this workshop included principal planner Kyle Pimental and environmental planner Alaina Rogers.



SRPC Webinars and Presentations

ArcGIS Online Mapping Tutorials

In late 2020 GIS planner Jackson Rand hosted two webinars demonstrating SRPC’s new ArcOnline mapping tools. During the webinar Jackson reviewed SRPC’s ArcOnline homepage, explaining how to use online and interactive Standard Maps, Open Data Portal, and Tax Parcel Viewer, before leading participants on an interactive mapping exercise.

“Pipelines for Funding Local Projects” Annual Webinar

For its second virtual annual meeting, SRPC staff hosted Alan Brigham (US EDA), Chris Parker (City of Dover), and Katy Easterly Martey (Community Development Financing Authority) to discuss “Pipelines for Funding Local Projects.” They touched on how to develop community project concepts, integrate them into local CIPs, and best position yourself to take advantage of expected and unexpected funding sources.

PLANS Spotlight: CEDS, MTP & the new Data Snapshot

Beginning in Fiscal Year 2020, and carrying over into FY2021, SRPC staff began updates to two of its core plans, the Comprehensive Economic Development Strategy (CEDS) and the Metropolitan Transportation Plan (MTP). A big focus with the new iterations was to make the information and objectives clear, concise, and easily digestible.

To meet this goal, staff decided to remove the lengthy data and subsequent analyses usually included in these plans, refine the data points, and create a supplementary document. The outcome, the SRPC Data Snapshot, contains a region-wide analysis of over **58 metrics** in the categories of demographics, economic vitality, livability and quality of life, mobility and accessibility, and resiliency.

In the demographics section, data was presented for population estimates and projections, age, minority population, sex, disability, linguistically isolated households, educational attainment, and vehicle access.

In the economic vitality section, data was presented for employment and labor force, income, cost of living, and meals and room tax receipts.

In the livability and quality of life section, data was presented for the regional housing market, and traffic safety.

In the mobility and accessibility section, data was presented for road classification systems by class and tier.

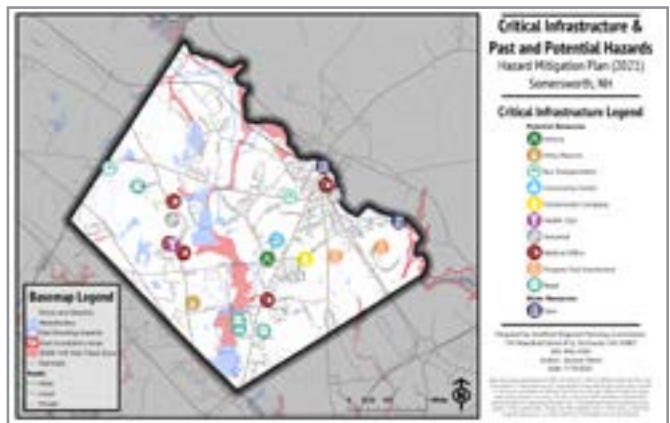
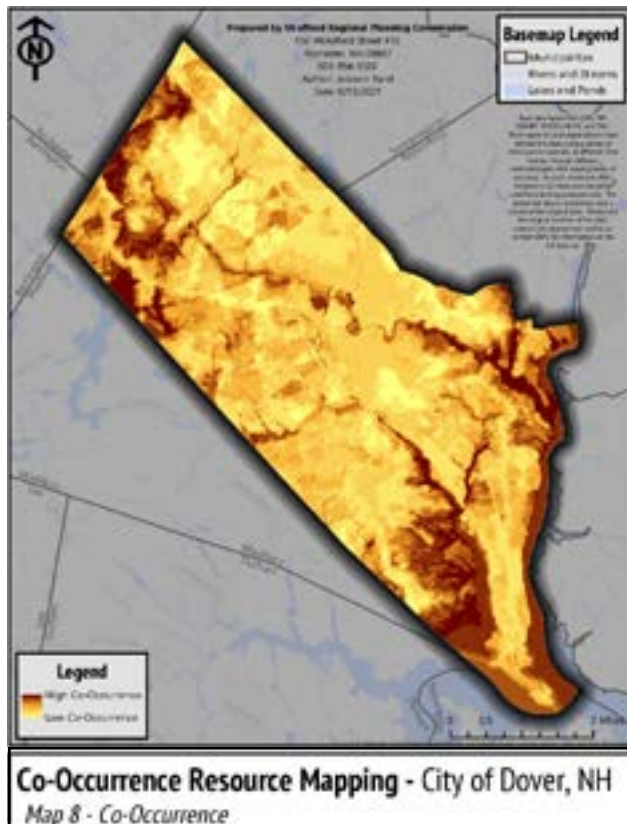
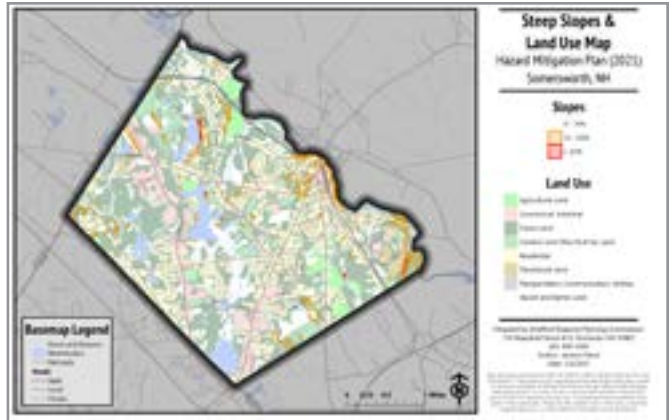
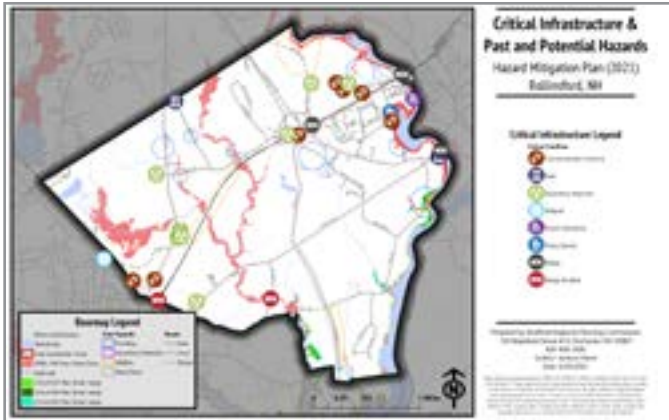
In the resiliency section data was presented for transportation related emissions and sea-level rise and flooding.

This document, while being an important stand-alone resource, was also integrated into the MTP and CEDS with an icon (pictured below) used in both reports signifying what sections of the Data Snapshot readers should refer to for more information.

The Data Snapshot will be updated annually and additional metrics will be included as they are developed. In addition to the data metrics noted above, SRPC is also tracking several COVID-19 specific metrics to track the region's recovery from the pandemic in the Regional COVID-19 Data Snapshot.



GIS Highlights



Top left: Rollinsford Critical Infrastructure & Past and Potential Hazards map
 Top right: Somersworth Steeps Slopes & Land Use Map
 Bottom left: Dover Co-occurrence Resource Mapping
 Bottom right: Somersworth Critical Infrastructure & Past and Potential Hazards map

At the close of the 2021 fiscal year, SRPC's ArcOnline site hosted:

8

interactive maps

5

web apps

3

dashboards

3

storymaps

This in addition to the [SRPC Open Data Portal](#). Staff also used the ESRI Survey123 app to create various digital surveys used for data collection purposes, all of which were mobile friendly.

Throughout fiscal year 2021, SRPC received over

8,800

views on the Tax Parcel Viewer

8,600

views on the Open Data Portal

4,900

views on the Promoting Outdoor Play! map viewer (learn more on pg. 25)

1,100

views on all seven of SRPC's standard maps combined

1,300

views on all SRPC storymaps combined

250

views combined on all SRPC dashboards combined

450

views on all other ArcOnline web apps combined

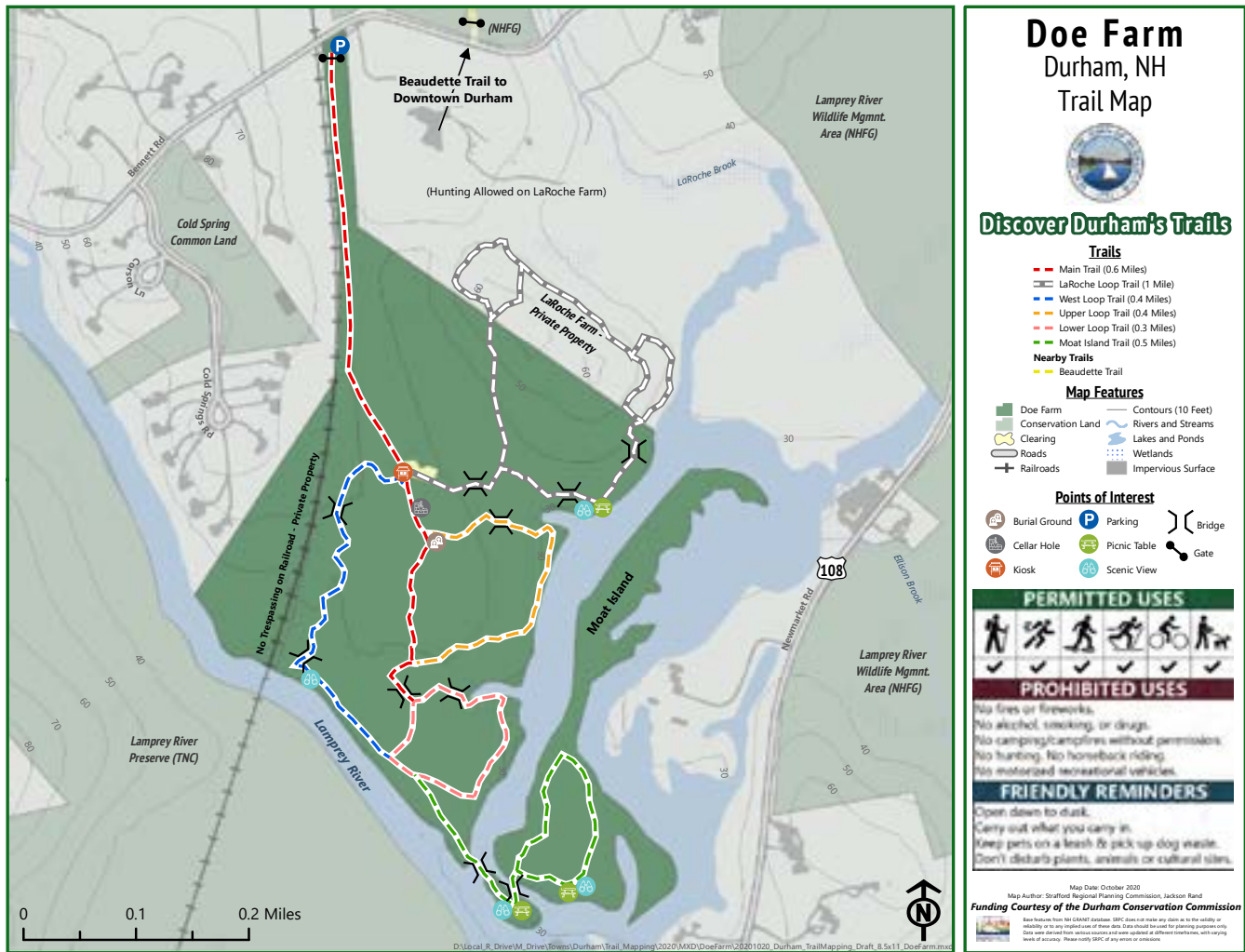
850

sites where SRPC staff and volunteers collected data using the ESRI Survey123 app

SRPC's New and Improved Online Map Platform

[SRPC's new ArcOnline mapping platform](#) was launched over a year and a half ago. This site hosts a variety of interactive maps, dashboards, web apps, and Storymaps. This site was originally launched with a small handful of regional maps, including our Tax Parcel Viewer, Open Data Portal, and standardized map sets. Over the past year we have added a significant amount of content, including project specific maps and dashboards, exciting Storymaps, data collection tools, and map viewers on a variety of topics.

MAPS Spotlight: Durham Trail Mapping



SRPC began working with the Durham Conservation Commission in February 2020 to provide a map set for eight trails in Durham. These maps detailed the trails and nature landmarks for eight town-owned recreation sites, and include:

- Doe Farm
- Jackson's Landing
- Longmarsh Preserve
- Oyster River Greenway - Milne Nature Sanctuary

- Oyster River Forest
- Stevens Woods
- Thompson Forest
- Wagon Hill Farm

The eight maps were created by GIS planner Jackson Rand with assistance from principal planner Kyle Pimental and communications and outreach planner Shayna Sylvia.

Durham's Conservation Commission also played an important role in reviewing and perfecting this map set, which is planned for printing and installation at each respective trailhead kiosk.

PROJECTS Spotlight: POP!

SRPC was awarded a second NH Children's Health Foundation (NHCHF) grant in July 2020 to implement a program complementary to its 2019 Pathways to Play (PTP) project. Promoting Outdoor Play! (POP!) enabled SRPC to expand the data layer of publicly accessible recreation sites gathered during PTP, and to present this data in a user-friendly and accessible tool.

During the summer and fall of 2020, SRPC staff and volunteers visited all publicly accessible recreation sites in the region, collecting data and photographs at each. This included information on parking, amenities like restrooms and seating, whether dogs were allowed, and many other site characteristics. In total, data was collected for over **340 sites**.

This information was then reviewed and compiled to create an interactive online map viewer, launched in April 2021, to promote the region's recreational resources.

With the launch of the online tool, SRPC staff ramped up preparations of promotional materials, social media channels and its summer recreation program. A Facebook and Instagram account were created for the POP! project, as well as postcards and table tents to spread around the region at local businesses and places of community interest (i.e. libraries). These marketed the POP! digital passport, an online way of submitting site visits, and its summer recreation paper passport. The paper passport would be marketed to families and encourage parents and children to visit eight sites where a stamp would be hidden at each one, for children to stamp their paper passports. This activity was created with help from partners at the Children's Museum of New Hampshire.

In FY 2022, SRPC staff will finish out the summer recreation paper passport activity and continue to market the online tool and subsequent digital passport.



SERVICES Spotlight: Graphic Design

Over the last few year SRPC has built its graphic design services and integrated graphic design into many of its plans, projects, programs, and outreach processes.

Communications and outreach planner Shayna Sylvia provides much of SRPC's design services and has even been contracted by other regional planning commissions over the past few years to provide graphic support.

Logos

During FY 2021, Communications and Outreach Planner Shayna Sylvia designed four new project logos.



SRPC also began the process of rebranding during FY 2021 and is launching its new logo with this report.



Branded content and marketing

To create project recognition and better engage with residents and stakeholders SRPC has been paying more close attention to branding with its marketing and outreach materials. One example of this is the materials created for the Promoting Outdoor Play! project, some of which can be seen on the next page.

Promoting Outdoor Play Marketing and Outreach Materials



POP! Summer Recreation Passport



SRPC Staff at the POP! Summer Recreation Program kick-off event



POP! table tents, stickers, postcard, and the birdhouses to house the stamps at each site in the Summer Recreation Passport



POP! Social media ad



POP! Summer Recreation Program kickoff invite



POP! logo

Formatting Reports and Flyers

SRPC staff also see value in formatting and design reports to be reader friendly and engaging. The reports below are good examples of SRPC's graphic design and formatting for reports.

Core SRPC Reports



Model Drinking Water Quality Buffer Regulation Flyer

MODEL DRINKING WATER QUALITY BUFFER REGULATION FACT SHEET

THE CHALLENGE
To strengthen and protectors for the quality and stability of New Hampshire drinking water resources based on site specific conditions, land use and management practices, and local weather events.

THE GOAL
Drinking water quality buffer standards are adopted for the purpose of protecting municipal and public drinking water sources, surface waters and providing protection of groundwater resources.

While many communities have water quality buffer delineating criteria, and requirements incorporated into their local zoning and use regulations, gaps and water quality concerns and concern significant reduction of minimum drinking water quality buffers to account for site specific conditions that contribute to water pollution and resource degradation. These buffer expansion specifications can have significant benefits to protecting the integrity of drinking water quality and other sensitive high value resources.

THE FACTS
What is a buffer?
A buffer is a naturally vegetated transitional segment of land directly adjacent to a surface water resource, such as a lake, stream, wetland, pond, reservoir, or other water of the lake. Its purpose is to provide protection for drinking water sources and their recharge and contributing wetlands, groundwater and surface waters from the impacts of human activities by reducing or eliminating or reducing land use and disturbance that is likely to affect these resources.

Why are buffers important?
1. They promote watershed water quality by reducing and removing pollutants in stormwater trapping sediment and filtering water sediments.
2. They protect riparian flooding by slowing runoff and debris surge and help in absorbing excesses.
3. They support wildlife and aquatic species by providing habitat.
4. They stabilize stream flow during times of drought.

100 Foot Minimum Buffer

THE STRATEGY

The model regulation is currently a 100-foot minimum drinking water quality buffer or 100-foot buffer or local weather events to provide quality buffers and criteria to expand the buffer beyond the minimum standards to be a development site. The minimum water quality buffer provides protection for sensitive high value resources such as groundwater and riparian resources adjacent to drinking water resources and other sensitive high value resources.

The model regulation is currently a 100-foot minimum drinking water quality buffer or 100-foot buffer or local weather events to provide quality buffers and criteria to expand the buffer beyond the minimum standards to be a development site. The minimum water quality buffer provides protection for sensitive high value resources such as groundwater and riparian resources adjacent to drinking water resources and other sensitive high value resources.

Minimum Buffer Expansion Criteria

The model regulation is currently a 100-foot minimum drinking water quality buffer or 100-foot buffer or local weather events to provide quality buffers and criteria to expand the buffer beyond the minimum standards to be a development site. The minimum water quality buffer provides protection for sensitive high value resources such as groundwater and riparian resources adjacent to drinking water resources and other sensitive high value resources.

Area of Concern	Where would the criteria be used?	How would the criteria be applied?
Highly Erodeable Soils and Areas of Active Erosion	Where highly erodeable soils or areas of active erosion are located at the rear of the minimum water quality buffer and beyond it.	Extend the minimum water quality buffer to immediately adjacent soils and areas of active erosion (e.g., an extra 20 feet setback).
Poorly and Very Poorly Drained Soils	Where poorly and very poorly drained soils are located at the rear of the minimum water quality buffer and beyond it.	Extend the minimum water quality buffer to immediately adjacent soils and areas of active erosion (e.g., an extra 20 feet setback).
Steep Slopes	Where slopes of 10% or greater are located at the rear of the minimum water quality buffer and beyond it.	Extend the minimum water quality buffer to the rear of steep slopes (e.g., an extra 20 feet setback).
Stormwater Runoff and Suspended Solids Pollution	Where areas of unmanaged stormwater runoff are located at the rear of the minimum water quality buffer and beyond it.	Extend the minimum water quality buffer to immediately adjacent areas of unmanaged stormwater runoff and suspended solids (e.g., an extra 20 feet setback).
High Value Aquatic Habitat	Where high value aquatic habitat is located at the rear of the minimum water quality buffer and beyond it.	Extend the minimum water quality buffer to immediately adjacent areas of high value aquatic habitat (e.g., an extra 20 feet setback).

27

COLLABORATIONS Spotlight: Seacoast Economy

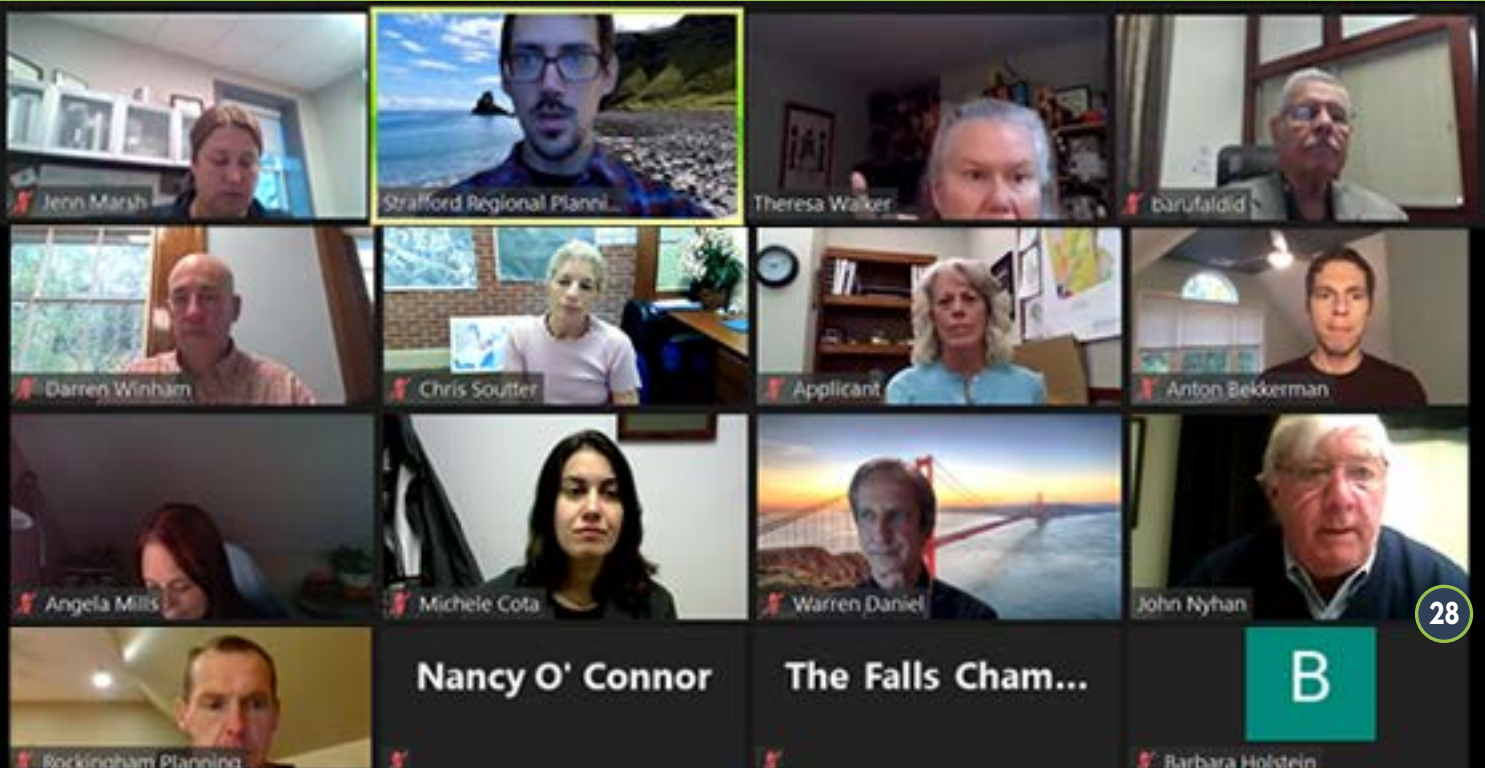
Prior to the COVID-19 pandemic, SRPC staff were running a monthly brown bag lunch program for appointed and elected officials to discuss local, regional, and statewide economic development. This program was established by the town of Durham's previous economic development director, Mary Ellen Humphrey.

With this model as a basis, and a need for stakeholders to collaborate and learn from each other during unprecedented times, SPRC transitioned into weekly Zoom calls. The frequent meetings provided a space for those working closely with businesses and partners in local municipalities to share resources, challenges, and successes. It was an early goal of the group to collaborate so efforts and resources were not duplicated.

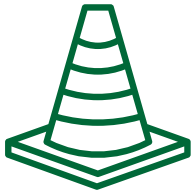
Frequently attended by economic development directors, chamber of commerce executives, and other public and private economic development stakeholders, the Seacoast Economic Development Stakeholders have held their weekly virtual meetings since March 2020 to discuss the impacts of COVID-19 on the economy and regional businesses.

In addition to these meeting being a space for collaboration, peer learning, and information sharing, they also offer an opportunity for expert speakers to present on specific issues that concern the region.

The Seacoast Economic Development Stakeholders have served as the model for Collaborative Economic Development Regions (CEDRs) in the 2021 Economic Recovery and Expansion Strategy from New Hampshire Department of Business and Economic Affairs (NH BEA). NH BEA has recognized the Seacoast Economic Development Stakeholders as the CEDR for the greater seacoast region and is seeking to replicate its success with new CEDRs throughout the state. The group also acts as SRPC's strategy committee for SRPC's responsibilities as an Economic Development District (EDD).

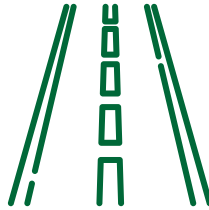


Data Collection by the Numbers



109

traffic counts were set during the 2021 data collection season; **4** were supplemental



15

of SRPC's 18 communities had traffic counts set within their boundaries in summer 2021



29

Recreation sites were inventoried as a part of the Promoting Outdoor Play Projects (POP!)



~3,975

miles were put on SRPC's new transit van during the 2021 data collection season.



3

active Road Surface Management projects. Data collection for Northwood occurred in August 2021. In FY 2021, forecasting was completed for New Durham, and Rollinsford will be assessed this fall. Forecasting will continue with New Durham and Rollinsford until completed.

Data Team Updates



Summer Intern

Mark Davie was hired as data collection intern for the 2021 field work season. He assisted planning technician Stephen Geis in setting traffic counts across the region.

New Statistical Software

Rachel Dewey spearheaded efforts to build customized scripts to automate analysis for the US Census Bureau's American Community Survey data using the programming language R. These new scripts will enable SRPC to quickly analyze the data at multiple geography levels or for multiple years in a matter of minutes.

Social Media, E-Communications and Online Presence

As SRPC’s contact list has grown over the years, staff have leveraged several communication methods, including Bits and Pieces, a weekly update, and the monthly Newsletter to disseminate information to a large audience. SRPC also sends out direct communications on specific project updates or important news on an as-needed basis.

SRPC is active on social media through Twitter, Facebook, and Instagram to ensure a broader reach. Staff have the expertise to manage ads on these platforms to generate increased interest and participation on select projects.

SRPC’s communications are designed to engage stakeholders and members of the public. In a world where people are often inundated with information, SPRC places a higher emphasis on focused content and graphic design.

Social Media By the Numbers

188

posts on Facebook, Twitter, and Instagram combined in FY 2021

26%

average open rate for SRPC’s e-news releases; SRPC sent out **86 communications** in FY 2021.

4

press releases sent out in FY 2021.

Date	Twitter			Facebook			Instagram		
	Followers	Tweets	Impressions	Followers	Posts	Engagemnet	Followers	Posts	Engagement
July '20	287	6	1,494	243	14	25	109	2	21
August '20	287	2	556	247	7	32	112	3	26
Sept '20	287	2	1,183	248	10	38	117	0	0
Oct '20	284	0	732	249	17	128	126	7	71
Nov '20	284	5	867	250	13	41	132	4	20
Dec '20	283	3	654	254	11	36	147	2	26
Jan '21	283	4	860	260	10	17	147	0	0
Feb '21	286	4	976	266	8	36	164	3	27
March '21	285	1	590	273	6	14	168	1	15

Date	Twitter			Facebook			Instagram		
	Followers	Tweets	Impressions	Followers	Posts	Engagemnet	Followers	Posts	Engagement
April '21	286	0	590	278	8	32	168	1	8
May '21	285	9	3,315	289	13	54	175	1	6
June '21	284	0	616	296	8	20	177	3	11

Social Media and Web Presence Updates

SRPC Launches First Project Social Media Channels

For the first time SRPC launched separate social media channels for one of its projects, Promoting Outdoor Play! The intention was to create more visibility for the POP! Summer Recreation Program and have a dedicated space to engage with residents for awarding raffle prizes and helping people to discover the POP! online map viewer. SRPC also used Facebook and Instagram ads via these channels to further the reach.

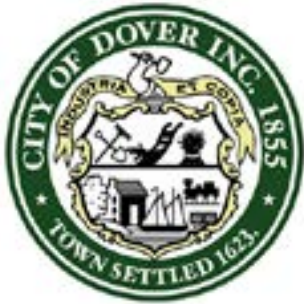
New SRPC Website

SRPC will be launching its new website. SRPC is excited to share that this new online platform was created in house by data analyst Rachel Dewey and communications and outreach planner, Shayna Sylvia. It is a huge upgrade from the prior SRPC website and information is accessible in a variety of ways. It features a project portal with projects, plans, and services, in addition to a document and map library. Staff profiles are also linked with their respective work.

Overall, it is meant to create more transparency for those interacting with SRPC and was designed with accessibility in mind. SRPC is working to ensure compliance with accessibility web guidelines through integration of a tool called Audio Eye.

SRPC was able to make significant progress towards these goals considering the amount of technology required to be successful in telecommuting and virtually engaging with others during a global pandemic.

Testimonials



“

One of the most important benefits of being a member of the Strafford Regional Planning Commission (SRPC) is access to funding sources for implementing projects that are included in long range plans. A recent example is the collaborative effort between the SRPC and the City of Dover to apply for funding through the New Hampshire Department of Environmental Services (NHDES) Coastal Program Resilience Planning Grant Program to implement

several actions identified in the City’s 2018 Climate Adaptation Master Plan. The goal of the project was to strengthen Dover’s resilience to climate change by improving the City’s urban landscape through various mechanisms and providing education on innovative approaches to stormwater design. One of the resulting products is a new Urban Street Tree Plan for the Dover Central Business District. The plan included an extensive street tree inventory and assessment of the health and condition of the existing trees and includes recommendations for the types of tree species to plant. The City is moving forward with plans to plant new trees in vacant tree boxes as the first priority.

When asked about how this plan could be used at the local level, City Planner Steve Bird said, “The downtown street plan will be a very useful tool for the City to use as it moves forward with the planting of new street trees in the downtown area. The plan contains important recommendations on the appropriate types of trees that will thrive and help to create crucial shade in an area with significant impervious pavement and sidewalks, while making the downtown more attractive and pedestrian friendly. Just last week the City consulted the street tree planting recommendations when soliciting landscape companies to bid on planting trees in the downtown.”

In addition to the Street Tree plan, the City worked with SRPC staff to review and provide suggested updates to the City’s 2014 Complete Street’s and Traffic Calming Policy. The Commission staff reviewed the documents with Planning, Police and Engineering staff, coordinated with the City’s Transportation Advisory Commission and the Planning Board. Through a hybrid virtual and in person process, the City amended the Policy with the recommendations that SRPC staff helped craft.

Assistant City Manager Christopher Parker, AICP, noted that the Commission staff was very valuable for the city. “To have the expertise available to Dover, as a resource and as guidance, was integral to getting this project completed. I appreciate the way that SRPC staff worked with Dover staff to understand the existing Policy, the basis for the policy and how we can creatively improve the policy. It was a smooth process to update the policy and I see SRPC’s role as encouraging that flow.”

-Chris Parker, AICP, Assistant Dover City Manager and
Steve Bird, Dover City Planner

”



“

We recently moved from Rhode Island and are still unfamiliar with what the Strafford region has to offer. My little ones and I are always looking for new playgrounds and parks to explore in our area. During one of our weekly visits to the Rochester library, we stumbled upon the POP project passport...I'm so glad we grabbed one of these little passports! Inside are details on 8 different parks and playgrounds in the area. We've made it a goal to explore all 8 parks and playgrounds before Halloween, and even found a new favorite playground!

-Samantha Capacillo, Rochester Resident on the Promoting Outdoor Play! project

”

“

I just wanted to let you all know how much my family enjoyed this program [Promoting Outdoor Play!] this summer. What a great idea! We made it to all of the spots and each new spot we went to my daughters would try and guess what animal the stamp was going to be there.

We hike as a family every Sunday, and many of these trails we had never been on. It was great finding new outdoor spaces!

-Email received from Lisa Hernandez-Parsell

”

FY 2022 BUDGET

Strafford Regional Planning Commission FY 2022 Budget Summary Table

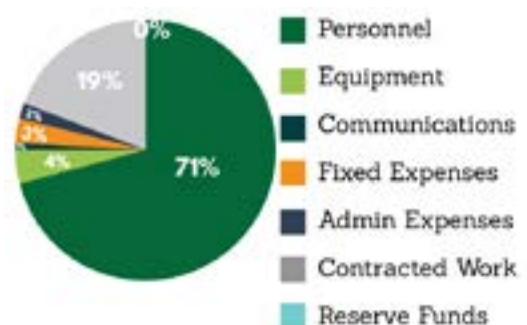
	Adopted FY21*	Adopted FY22	
	Revenue	Revenue	Net Change
Dues, Interest & Reimbursement	119,406	123,523	4,117
Metropolitan Planning Organization	585,645	494,910	(90,735)
State Agencies	228,461	257,276	28,815
Municipal & Nonprofit Agreements	171,054	194,599	23,545
Economic Development District	310,507	375,566	65,058
Total	1,415,073	1,445,873	30,800
	Expenses	Expenses	Net Change
Personnel	886,625	1,027,840	141,215
Equipment	42,904	48,991	6,087
Communications	9,186	10,300	1,114
Fixed Expenses	47,043	46,789	(254)
Administrative Expenses	42,965	34,050	(8,915)
Contracted Work	332,037	272,688	(59,350)
Reserve Funds	23,500	5,000	(18,500)
Total	1,384,260	1,445,658	61,398
Net Deficit/Surplus	30,813	215	(30,598)

*As amended December 2019

FY2022 Budget Revenue



FY2022 Budget Expenses



Strafford Regional Planning Commission

FY2022 REVENUES	Adopted FY 21 Net Outside Revenue	Funding Source Revenue	Internal Dues Match	Outside Source Soft Match	Outside Source Cash Match	Net Outside Funding	
Total	1,415,020	1,443,873	74,308	99,856	2,000	1,445,873	
Dues, Interest & Reimbursements	119,406	123,523	0	0	0	123,523	9%
2000 Municipal Dues (minus BRK, NOT, MIL, LEE)	118,806	119,402	0	0	0	119,402	
0000 Interest	100	100	0	0	0	100	
0000 Health Trust reward/ reimbursement	500	500	0	0	0	500	
0000 Misc Revenue	0	3,520				3,520	
Municipal & Nonprofit Service Agreements	171,000	194,599	0	0	0	194,599	13%
3501 Farmington Town Planner Services	50,000	50,000	0	0	0	50,000	
3504 Farmington Tax Maps CYs 2021 & 2022	1,000	1	0	0	0	1	
4102 Newmarket Tax Maps CY 2022	1,000	1	0	0	0	1	
4201 Northwood Technical Services	28,000	28,000	0	0	0	28,000	
4301 Nottingham Town Planner Services	28,000	28,000	0	0	0	28,000	
4602 Somersworth Tax Maps	0	2,720	0	0	0	2,720	
470x Strafford Tax Maps	1,000	1	0	0	0	1	
4703 Strafford Town Planner Services (through 12/31/2021)		24,000	0	0	0	24,000	
4801 Wakefield CR	0	1,500	0	0	0	1,500	
4802 Sanbornville Precinct NBRC Grant Admin	0	8,000	0	0	0	8,000	
5101 POP!/NH Children's Health Foundation	20,000	15,000	0	0	0	15,000	
5150 CHAT/Tufts Health Plan Foundation - Healthy Aging	38,000	30,000	0	0	0	30,000	
51xx AARP support of CHAT/Tufts Fdn		6,000	0	0	0	6,000	
5303 NRPC Geodata Portal		1,375	0	0	0	1,375	
5500 GIS projects (small billable projects)	3,000	1	0	0	0	1	
Economic Development District Agreements	310,507	375,566	15,000	55,000	0	375,566	26%
U.S. Dept of Economic Development Administration							
7001 EDD Planning Grant, Dues & Inkind Match (Annual Funding)	58,333	70,000	15,000	55,000	0	70,000	
7002 CARES Act Recovery and Resiliency (through 9/2022)	142,174	189,566	0	0	0	189,566	
U.S. Environmental Protection Agency							

Strafford Regional Planning Commission

FY2022 REVENUES	Adopted FY 21 Net Outside Revenue	Funding Source Revenue	Internal Dues Match	Outside Source Soft Match	Outside Source Cash Match	Net Outside Funding	
7110 Brownfields Community Assessment Grant: through 9/30/22	110,000	116,000	0	0	0	116,000	
State Agreements	228,462	255,276	5,250	43,923	2,000	257,276	18%
Office of Strategic Initiatives							
6001 Targeted Block Grant (used in part for EDD Planning match)	11,111	11,111	0	0	0	11,111	
Dept of Environmental Services							
3302 Coastal Resilience Grant - Dover	17,531	500	0	0	0	500	
3303 Coastal Resilience Grant - Dover Equity	0	31,000	750	4,357	2,000	33,000	
3403 Durham Groundwater Modeling	52,185	20,469	0	0	0	20,469	
3404 Coastal Resilience Grant - Durham	17,540	1,000	0	0	0	1,000	
5052 RPC/Source Water Protection-Coastal Innovative Land Use Guide		6,750	1,000			6,750	
6102 Coastal Grant 2022 through 6/30/22	12,500	15,000	2,500	12,500	0	15,000	
61xx Project of Special Merit	0	10,000	0	0	0	10,000	
6180 NFWF-Living Shoreline Implementation for Great Bay	1	25,000	0	0	0	25,000	
6250 Watershed Assistance (Permeable Reactive Barrier)	39,399	20,839	0	13,900	0	20,839	
6251 604(b)-Sunrise Lake Watershed Management Plan	32,000	38,174	0	0	0	38,174	
6301 Source Water Protection-Water Resource Plans (Ext. to Aug 2020)	11,334	0	0	0	0	0	
6302 Source Water Protection-Buffers (7/1/2020-5/31/2021)	9,110	0	0	0	0	0	
6303 Source Water Protection-ROL and MIL MS4 Storwater Regs	0	18,000	1,000			18,000	
University of New Hampshire							
5204 PREPA Grant-Dover buffers regulation update		3,433	0	1,500	0	3,433	
5205 PREPA Grant-New Durham shoreland regulation update		9,000	0	0	0	9,000	
NH Community Development Finance Authority							
6601 CDBG Grant Administration	1	10,000	0	0	0	10,000	
Department of Safety Homeland Security							

Strafford Regional Planning Commission

FY2022 REVENUES	Adopted FY 21 Net Outside Revenue	Funding Source Revenue	Internal Dues Match	Outside Source Soft Match	Outside Source Cash Match	Net Outside Funding	
6501 HazMit Plans PDM19- BAR,NDU,ROL,SOM (1/1/21-12/31/23)	25,750	11,000	0	3,667	0	11,000	
6502 HazMit Plans PDM-DUR, MID, MIL, NOT, STR, WAK (1/1/22- 12/31/24)		24,000	0	8,000	0	24,000	
Metropolitan Planning Organization Agreements	585,645	494,910	54,058	932	0	494,910	34%
Dept of Transportation							
UPWP FY20/21 Federal Highways & Transit: through 6/30/23	578,808	494,910	54,058	932	0	494,910	
							100%

Strafford Regional Planning Commission

FY2022 EXPENSES	Adopted FY 21 Budget Expenses		FY 22 Budget Expenses		Net Change
Total	1,384,260		1,445,658		61,398
Personnel	886,625	69%	1,027,840	71%	141,215
Salaries and Hourly Wages			783,529		89,308
Payroll Taxes			59,940		6,832
Payroll Processing - QuickBooks			2,600		0
Health Insurance			104,034		27,324
Dental Insurance			7,690		2,472
Life Insurance			1,293		55
Shortterm Disability			2,738		631
Longterm Disability			729		(23)
FSA Fees			0		(33)
Health Incentives			7,533		411
SIMPLE IRA Pension			35,986		14,950
Worker's Compensation			1,909		0
Unemployment Insurance			2,023		(645)
Staff Training & Workshops			10,000		0
Professional Dues: AMPO, NHARPC, NHPA, APA, NHMA, NEARC, NADO			7,836		(67)
Equipment	42,904	3%	48,991	3%	6,087
ARCInfo/View Software: Maintenance	6,500		6,500		0
Transpo Software Maintenance: TransCAD	1,500		1,500		0
Office Software: Maintenance, purchase	8,316		9,952		1,637
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		3,838		0
Computers and Peripherals	10,550		11,000		450
Office Furniture	500		4,500		4,000
Communications	9,186	2%	10,300	1%	1,114
Postage and Delivery	400		400		0
Office Phone System	1,440		4,300		2,860
Internet and Phone Service	3,372		3,600		228
Website Design and Maintenance	3,474		1,500		
Media Outreach Activities	500		500		0

Strafford Regional Planning Commission

FY2022 EXPENSES	Adopted FY 21 Budget Expenses		FY 22 Budget Expenses		Net Change
Fixed Expenses	47,043	5%	46,789	3%	(254)
Property & Liability	5,765		5,765		0
Office Vehicle Lease and Maintenance	11,278		11,024		(254)
Rent	30,000		30,000		0
Administrative Expenses	42,965	1%	34,050	2%	(8,915)
Printing	1,200		150		(1,050)
Audit and Accounting Services	10,665		12,000		1,335
Legal	1,000		4,000		3,000
Office and Mapping Supplies	3,600		3,000		(600)
Office Expense	11,500		6,900		(4,600)
Meeting Expenses (Meetings and Meeting Notices)	3,000		3,000		0
Travel	10,000		2,000		(8,000)
Library & Subscriptions: NH Planning Books	2,000		2,000		0
Bank Fees					
HealthTrust Employee Health Rewards	0		1,000		1,000
Outsourced Contracts	308,537	20%	272,688	19%	(35,8509)
1000 Financial Services	60,000		42,000		(18,000)
1000 IT Services	4,240		9,000		4,760
3303 Dover Equity Climate Resilience Consultants	0		10,725		10,725
3403 Durham SRF Groundwater Modeling Consultant	42,698		3,236		(39,462)
3404 Durham Coast Resilience - UNH Coop Ext & NH Sea Grant	3,540		0		(3,540)
6250 Watershed Assistance (Permeable Reactive Barrier) Consultants	34,324		15,335		(18,989)
6251 604(b) Sunrise Lake Watershed Mgt Plan Consultants	33,000		24,000		(9,000)
7002 EDA CARES Contract support	13,235		25,000		11,765
7100 EPA Brownfields - NOBIS Engineering (10/1/2019-9/30/2022)	110,000		110,000		0
8000 Contract Transportation Support (UPWP)	0		25,000		25,000
8000.602 FTA 5305e Subcontract to RPC	0		8,392		8,392
Reserve Fund Contribution	23,500	0%	5,000	0%	(18,500)
		100%		100%	