STRAFFORD
Regional Planning Commission

SRPC EXECUTIVE COMMITTEE MEETING

November 20, 2026, 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 an in-person quorum. So long as an in-person quorum, Commissioners may participate virtually. Guests may attend the meeting virtually or at the SRPC Office. All participants, both in-person and virtual, can communicate contemporaneously.

Microsoft Teams Meeting
Join: https://teams.microsoft.com/meet/21331976123125?p=Yvgh2IbjfcGczubL0F
Meeting ID: 213 319 761 231 25
Passcode: n2mP2zT2

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

Agenda Item	Time	Notes
1) Welcome and Introductions	8:00-8:05	N/A
2) Action Items a) Approval of October 16, 2026 Minutes b) Acceptance of the Draft September Financials c) Adoption of the Draft Investment Policy	8:05-8:40	Refer to the enclosed memo and attachments.
3) Updates and Discussion Items a) Alternative Revenue Sources and 501(c)(3) b) Awards, Contracts, and General Business c) November Monthly Minors	8:40-8:50	Refer to the enclosed memo and attachments.
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@straffordrpcnh.gov.

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

DATE: November 13, 2026

TO: Executive Committee Members

FROM: Jen Czysz, Executive Director

RE: Director's Report for the November 20, 2026 Meeting

2a. October 16, 2026 Minutes
Refer to enclosure.

2b. Accept the Draft September Financials
Balance Sheet: Bank balances remain bolstered by the advanced grant payments received in March, additionally, all municipal dues payments have been received. Within the checking account, actual balances were higher given the timing of transactions and through strategically holding contractor checks pending reimbursements. The actual checking balance was $239,310.29 on September 30.

Accounts Receivable: Of the $264,277.56 due at the end of September, $156,186.54 was the current month's billing. $103,332.94 was received in October. Excluding current items paid in October, there is a past due balance of $22,790.02, predominantly a mix of smaller items from NHDES.

Profit and Loss and Income by Customer: September saw another small profit of $5,988.81, bringing our year to date to $11,076.59. The financial reports include detailed notes for individual contracts that are either lagging or over budget. Revenue budget deviations are primarily driving by the timing of projects. This month Vickie has manually inserted the totals from the prior year reports into the final report in the packet, Profit and Loss Budget vs. Actual. She is working on finding a cleaner way to present this information.

Preliminary September Financials: Draft October financials are not quite ready as invoicing is still ongoing. It currently looks like the month will have a loss of approximately $10,000.

2c. Adopt the Draft Investment Policy
Vickie has made light updates to the draft investment policy that include correcting the statutory reference to the Public Deposit Investment Pool (PDIP) and delegating the financial manager and executive director as the two persons authorized to initiate transfers between SRPC's operating checking and savings accounts and PDIP. This authorization needs to be made before we can open the account.

Per the Executive Committees direction, Vickie has completed her research and is prepared to open an account on the Monday immediately following the Executive Committee meeting and initiate a first transfer. PDIP will allow us to create "buckets" of funds. The proposal is to include one for dues funds, another for contract revenue payments received in advance, and a third for reserve funds. She proposes to transfer interest payments and any annual profits into this reserve fund bucket.

Additional advantages to investment in PDIP as noted by Vickie includes that dividends accrue daily, there is a 4 PM cutoff for next day ACH transfers (helpful if needed for cash flow purposes), no fees, unlimited subaccounts (the "buckets"), future dated transactions and online access. The current 30-day average daily interest rate is 3.9%.

The main concerns are that the fund is a professionally managed investment program that is not FDIC insured. Additionally, transfers are required to be by ACH, so while a "pro" in terms of the speed of fund transfers, ACH payments have less direct oversight (and why we need to have a dual authorization system).

The dual authorization system would have Vickie as the financial manager initiate transfers and then Jen as executive director would log in to authorize the release of funds. Printouts of transfers would be retained and provided to the treasurer for review and approval as we currently do for transfers between the savings and checking account.

The motion to adopt the investment policy should also include the following provisions:

- Authorize the executive director and financial manager to open an account with PDIP with three subaccounts – dues, revenues in advance, and reserves.
- Delegate the authority to transfer funds into and out of the PDIP account to the executive director and financial manager, recognizing that once deposited, funds will be periodically withdrawn when expended for contractual work and dues funded expenses.
- The first deposit into the PDIP will transfer the maximum amount of dues and revenue in advance being held in the SRPC savings account as possible without adversely impacting cash flows.

3a. Alternative Revenue Sources and 501(c)(3)
Time permitting, let's start the conversation on alternative forms of revenue generation and whether pursuing a 501(c)(3) may be of benefit to the commission.

3b. Awards, Contracts and General Business Update
Refer to enclosures.

3c. November Minors
Minors will be distributed separately in advance of the meeting.

NEXT MEETING: December 18, 2026 8 AM. – 9:00 A.M.

STRAFFORD
Regional Planning Commission

EXECUTIVE COMMITTEE MEETING
October 16, 2026
8:00 a.m. to 9:00 a.m.

1) Welcome and Introductions:
Chair Paul Rasmussen called the meeting to order at 8:01 A.M. and asked for introductions.

Committee members attending: Paul Rasmussen, Durham; Michael Lehrman, Durham; Mark Richardson, Somersworth; Katrin Kasper, Lee; Matt Towne, Barrington; Steve Stancel, Wakefield; Krista Gingue; and Michael Bobinsky, Somersworth.

Staff in attendance: Jennifer Czysz, Kyle Pimental, Megan Taylor-Fetter

2) Action Items

a. Approval of the September 18, 2026 Minutes

P. Rasmussen moved to approve the September 18, 2026 minutes as written. M. Towne seconded the motion. With a unanimous vote in favor, the motion passed. S. Stancel and K. Gingue abstained.

b. Acceptance of the Draft August Financials

J. Czysz reviewed the Draft August financials:
Balance Sheet: Bank balances remain bolstered by the advanced grant payments received in March, additionally, all municipal dues payments have been received. Within the checking account, actual balances were higher given the timing of transactions and through strategically holding contractor checks pending reimbursements. The actual checking balance was $111,537.71 on August 31.

Accounts Receivable: Of the $369,312.55 due at the end of August, $272,485.83 was the current month's billing. $40,763.88 was received in September. Excluding current items, this leaves a past due balance of $56,062.83, predominantly the July DOT payment that was delayed at DOT.

Profit and Loss and Income by Customer: August saw a small profit of $5,252.71, bringing our year to date to $5,087.78. The financial reports include detailed notes for individual contracts that are either lagging or over budget. Revenue budget deviations are primarily driving by the timing of projects. Similarly, the Income by Customer for August is higher than normal, driven by pass through expenses to our brownfields environmental engineering firm.

Commissioners discussed SRPC's grant funding process and the importance of tracking recurring funding opportunities. Members asked whether application deadlines and funding cycles are documented, noting concerns about relying on institutional knowledge. Jen explained that many funding programs, such as transportation, source water, brownfields, and technical assistance grants, follow predictable annual or multi-year

cycles, while others are more competitive and variable. Commissioners suggested developing a simple calendar or summary of recurring funding sources, application timelines, and approximate funding amounts to support organizational continuity and assist with future commissioner orientations. Staff agreed that such a resource would be useful and feasible to develop. In addition, the finance manager keeps a calendar from the management side.

Micheal Bobinsky motioned to approve the August financial report. M. Lehrman seconded the motion. All members voted unanimously in favor. The motion passed.

c. Recommend Approval of the Fiscal Year 2028 Municipal Dues

J. Czysz presented a draft of the Fiscal year 2028 dues for consideration and if amenable, recommendation that the Commission adopt the draft. The proposed dues for 2028 are updated following SRPC's customary process of adjusting for the current population estimates as prepared by the NH Office of Planning and Development and increasing the per capita rates by CPI. The last few years we looked at several alternatives. With CPI at 3.4% and all communities contributing it does not seem to be necessary to adjust rates further. The proposal represents an increase of $6,898.82 over FY2027 adopted dues.

M. Lerhman motioned to recommend to the Commission adoption of the Fiscal Year 2028 Municipal Dues. M. Towne seconded the motion. All members voted unanimously in favor. The motion passed.

d. Approval of the SIMPLE IRA Employer Contribution for CY2027

J. Czysz stated that Strafford RPC has offered a Simple IRA retirement plan option since 2000. The plan has been unchanged since it was amended and restated in 2004. Retirement benefits are available to SRPC employees who earn at least $5,000 a year. SPRC offers a matching contribution equal to each employee's contribution up to a limit of 3% of their annual compensation. Each year the executive committee is asked to approve the contribution limit, before completion of the annual Participant Notice (enclosed) that must be distributed to all eligible employees.

P. Rasmussen motioned to approve the SIMPLE IRA Employer Contribution for CY2027. K. Gingue seconded the motion. All members voted unanimously in favor. The motion passed.

3) Updates and Discussion Items

a. Draft Investment Policy

Vickie Blackden, SRPC financial manager, has drafted an investment policy for SRPC. Our Operating Policies are currently silent on the ability to invest funds in any account beyond our traditional checking and savings account. The policy would enable the deposit of a portion of the savings account into a different, and high yield, savings account, certificates of deposit, the NH Public Deposit Investment Pool, or U.S. Treasury funds. If there are no objections to the draft, adopting the policy would allow Vickie to start the process of moving funds to a better account where they can earn interest.

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Discussion of the draft investment policy focused on balancing improved returns on SRPC reserve funds with maintaining liquidity and financial flexibility. Members generally supported allowing investments beyond traditional savings accounts and expressed a preference for the New Hampshire Public Deposit Investment Pool (PDIP), noting its competitive interest rates, strong security, and ability to access funds without the restrictions associated with longer-term certificates of deposit. Discussion also addressed cash flow considerations, investment oversight, and the importance of ensuring funds remain available for operating needs and grant obligations. Members agreed that the policy should provide flexibility while maintaining transparency through Executive Committee review and regular reporting. The Committee supported moving forward with the policy, while requesting correction of a statutory reference and directing staff to begin preparing the necessary paperwork for participation in the PDIP, subject to final policy approval at a future meeting.

b. Alternative Revenue Sources and 501(c)(3)

This discussion item was tabled to the November meeting.

c. Awards, Contracts, and General Business

J. Czysz provided a very brief review of the contracts stating that things are moving along. Our indirect rate is trending in the right direction.

4) October Minors

C. Lentz highlighted the minors stating there are two local projects and several statewide programmatic projects. The project at the U.S. Route 4 and Madbury Road intersection shifts construction funding from 2027 to 2028 as planning for the roundabout project advances. A statewide Tier 2 highway resurfacing program and an environmental post-construction program were also included but do not affect any projects within the region. The only other local change involves the Rochester Turnpike Capacity Project north of Exit 15, which received an inflation-related funding adjustment resulting in a reduction in project funds.

5) Other Business

There was no other business.

6) Adjourn

M. Bobinsky motioned to adjourn seconded by J. Boudreau. All members voted unanimously in favor. The meeting adjourned at 9:00AM.

Respectfully submitted,

Megan Taylor-Fetter

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Strafford Regional Planning Commission
Balance Sheet
As of September 30, 2026

	Sep 30, 26	Sep 30, 25	$ Change	% Change	
ASSETS					
Current Assets					
Checking/Savings					
FSB Checking	-51,033.53	-97,460.53	46,427.00	47.6%	
FSB Savings	311,643.35	57,971.41	253,671.94	437.6%	
Total Checking/Savings	260,609.82	-39,489.12	300,098.94	760.0%	1
Accounts Receivable					
Accounts Receivable	264,277.56	338,879.73	-74,602.17	-22.0%	
Total Accounts Receivable	264,277.56	338,879.73	-74,602.17	-22.0%	2
Other Current Assets					
Prepaid Expenses					
Prepaid Dues and Subscriptions	952.26	2,147.73	-1,195.47	-55.7%	
Prepaid Insurance (P & L)	12,184.39	8,127.72	4,056.67	49.9%	
Prepaid training	600.00	600.00	0.00	0.0%	
Prepaid Unemployment Comp	757.50	800.76	-43.26	-5.4%	
Prepaid Workers Compensation	614.76	524.01	90.75	17.3%	
Total Prepaid Expenses	15,108.91	12,200.22	2,908.69	23.8%	3
Prepaid software support	3,447.45	4,398.62	-951.17	-21.6%	
Undeposited Funds	2,810.44	5,012.57	-2,202.13	-43.9%	
Total Other Current Assets	21,366.80	21,611.41	-244.61	-1.1%	
Total Current Assets	546,254.18	321,002.02	225,252.16	70.2%	
Fixed Assets					
Property and Equipment					
Accumulated Depreciation	-30,788.51	-25,659.80	-5,128.71	-20.0%	4
Equipment Purchase					
PicoCount 2500	10,208.00	0.00	10,208.00	100.0%	5
AI Traffic Counter	9,830.00	9,830.00	0.00	0.0%	
Lenova Think Server	3,983.04	3,983.04	0.00	0.0%	
Pyro Traffic Count System	7,540.00	7,540.00	0.00	0.0%	
ThinkSystem ST520 FY24 Server	5,721.45	5,721.45	0.00	0.0%	
Equipment Purchase - Other	11,762.40	11,762.40	0.00	0.0%	
Total Equipment Purchase	49,044.89	38,836.89	10,208.00	26.3%	
Total Property and Equipment	18,256.38	13,177.09	5,079.29	38.6%	
Right of Use Asset - Building					
Accumulated Amortization - Buil	-144,330.70	-116,970.10	-27,360.60	-23.4%	6
Right of Use Asset - Building - Other	221,852.22	221,852.22	0.00	0.0%	
Total Right of Use Asset - Building	77,521.52	104,882.12	-27,360.60	-26.1%	

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Strafford Regional Planning Commission
Balance Sheet
As of September 30, 2026

	Sep 30, 26	Sep 30, 25	$ Change	% Change	
Vehicles					
Ford Transit	22,943.35	22,943.35	0.00	0.0%	
Vehicle Accumulated Depreciatio	-22,943.35	-22,943.35	0.00	0.0%	
Total Vehicles	0.00	0.00	0.00	0.0%	
Total Fixed Assets	95,777.90	118,059.21	-22,281.31	-18.9%	
TOTAL ASSETS	**642,032.08**	**439,061.23**	**202,970.85**	**46.2%**	
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Credit Cards					
FSB Credit Card	2,676.15	2,275.22	400.93	17.6%	7
Total Credit Cards	2,676.15	2,275.22	400.93	17.6%	
Other Current Liabilities					
Agency - Healthtrust	645.56	0.00	645.56	100.0%	8
Benefits payable					
Simple IRA payable	48.00	48.00	0.00	0.0%	
Total Benefits payable	48.00	48.00	0.00	0.0%	
Building Lease Liab Current	20,046.35	19,110.61	935.74	4.9%	
Contract Revenue In Advance	201,541.28	14,266.51	187,274.77	1,312.7%	9
FY24 Dues in Advance	0.00	-0.02	0.02	100.0%	
FY26 Dues in Advance	0.00	108,221.67	-108,221.67	-100.0%	
FY27 Dues in Advance	118,512.41	0.00	118,512.41	100.0%	
Payroll Liabilities					
FSA Payable	5,254.89	3,023.73	2,231.16	73.8%	10
FUTA	30.41	30.41	0.00	0.0%	
Social Security Payable	-0.02	-0.02	0.00	0.0%	
Payroll Liabilities - Other	1,547.67	1,153.74	393.93	34.1%	
Total Payroll Liabilities	6,832.95	4,207.86	2,625.09	62.4%	
Total Other Current Liabilities	347,626.55	145,854.63	201,771.92	138.3%	
Total Current Liabilities	350,302.70	148,129.85	202,172.85	136.5%	
Long Term Liabilities					
Building Lease Liab Non Current	59,607.10	86,177.24	-26,570.14	-30.8%	11
Accrued expenses					
Accrued Payroll	29,629.53	27,196.48	2,433.05	9.0%	
Accrued Vacation	57,116.42	61,211.09	-4,094.67	-6.7%	
Annual Audit Accrual	-1,699.97	25,000.03	-26,700.00	-106.8%	
Miscellaneous Income	17,080.65	0.00	17,080.65	100.0%	

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Strafford Regional Planning Commission
Balance Sheet
As of September 30, 2026

	Sep 30, 26	Sep 30, 25	$ Change	% Change	
Total Accrued expenses	102,126.63	113,407.60	-11,280.97	-10.0%	12
Total Long Term Liabilities	161,733.73	199,584.84	-37,851.11	-19.0%	
Total Liabilities	512,036.43	347,714.69	164,321.74	47.3%	
Equity					
Retained Earnings	118,919.06	145,954.04	-27,034.98	-18.5%	13
Net Income	11,076.59	-54,607.50	65,684.09	120.3%	14
Total Equity	129,995.65	91,346.54	38,649.11	42.3%	
TOTAL LIABILITIES & EQUITY	**642,032.08**	**439,061.23**	**202,970.85**	**46.2%**	

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Strafford Regional Planning Commission
Balance Sheet
As of September 30, 2026

1. Checking/Savings: Contractor checks are being held until reimbursement is received.

2. Accounts Receivable: See the Accounts Receivable Aging Summary Comments for details.

3. Prepaid Insurance: Primex Increase.

4. Accumulated Depreciation: The balances for this account are cumulative. The difference from prior year reflects the additional depreciation taken at approximately $555 per month for the Pyro Traffic Count System, the AI Traffic Counter, PicoCount 2500 and the Lenovo server.

5. Equipment Purchase: New Asset late 2026.

6. Right of Use Asset: Effective for fiscal year 2022, a new Government Accounting method was introduced, called GASB 87. It requires total lease payments (our office space) to be recorded as a liability, and a monthly expense is recorded as Amortization.

7. FSB Credit Card: Credit Card purchases for September Include APA Subscription - Timing.

8. Agency – HealthTrust: New account 7/1/26 Balance of HealthTrust Agency Deposits.

9. Contract Revenue in Advance: Current year balance: MID Zoning $3,835, ROC RFP $3,923, NHCF projects $199,950.25 Sunrise Lake $557 and EDA ($6,728). Advances are generally deposited to savings. Invoices are billed monthly to income on the profit and loss, offset to the Contract Revenue in Advance balance, and those amounts earned/invoiced are then transferred to the checking account, as funds allow.

10. FSA Payable: This balance is the difference between payroll deductions collected and invoices received from HealthTrust for FSA eligible expense claims.

11. Building Lease Liab Non Current: This reflects the amount of lease payments in future fiscal years. The lease liability for fiscal year 2027 is reflected in the current liability account. (See discussions Building Lease Liab Current).

12. Accrued Expenses: Accrued Payroll and Accrued Vacation balances have been adjusted for FY26 and reflect wages paid in FY27, but worked in FY26, and half of the Paid Time Off (PTO) hours accrued by staff at 6/30/26. These amounts are adjusted at year-end as part of the fiscal year close-out. Audit accrual will adjust over the course of the year for a zero balance 6/30/27.

13. Retained Earnings: Cumulative posting of net income from all prior years.

14. Net Income: Reflects Net Income for the entire fiscal year through the report date.

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Strafford Regional Planning Commission
A/R Aging Summary
As of September 30, 2026

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
2000 LTA (Local Technical Assistance)						
Annual Dinner Attendance	0.00	0.00	0.00	0.00	80.00	80.00
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	80.00	80.00
3300 City of Dover						
3305 Dover TMP	2,270.80	4,434.40	0.00	624.50	0.00	7,329.70
Total 3300 City of Dover	2,270.80	4,434.40	0.00	624.50	0.00	7,329.70
3400 Town of Durham						
3407 Wagon Hill II	460.40	0.00	0.00	605.73	502.75	1,568.88
Total 3400 Town of Durham	460.40	0.00	0.00	605.73	502.75	1,568.88 1
3500 Town of Farmington						
3501 FAR Circuit Rider	6,529.26	0.00	0.00	0.00	0.00	6,529.26
Total 3500 Town of Farmington	6,529.26	0.00	0.00	0.00	0.00	6,529.26
4100 Town of Newmarket						
4108 NKT HOP2	1,839.90	0.00	0.00	0.00	0.00	1,839.90
4106 NKT MP Other	267.12	453.15	0.00	2,015.19	0.00	2,735.46
Total 4100 Town of Newmarket	2,107.02	453.15	0.00	2,015.19	0.00	4,575.36 2
4200 Town of Northwood						
4201 NOR Circuit Rider	0.00	2,115.00	0.00	0.00	0.00	2,115.00
4200 Town of Northwood - Other	3,712.50	0.00	0.00	0.00	0.00	3,712.50
Total 4200 Town of Northwood	3,712.50	2,115.00	0.00	0.00	0.00	5,827.50 3
4300 Town of Nottingham						
4304 NOT Housing MP HOP2	2,080.61	0.00	0.00	0.00	0.00	2,080.61
4301 NOT Circuit Rider	2,931.75	0.00	0.00	0.02	0.00	2,931.77
Total 4300 Town of Nottingham	5,012.36	0.00	0.00	0.02	0.00	5,012.38
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						

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Strafford Regional Planning Commission
A/R Aging Summary
As of September 30, 2026

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL	
4607 SOM HOP2 Zoning Reform	12,689.50	7,823.93	0.00	0.00	0.00	20,513.43	
Total 4600 City of Somersworth	12,689.50	7,823.93	0.00	0.00	0.00	20,513.43	4
4700 Town of Strafford							
4705 STR Bow Lake Watershed	3,647.70	8,055.00	0.00	0.00	0.00	11,702.70	
4701 Strafford Circuit Rider	4,878.40	5,147.00	0.00	0.00	0.00	10,025.40	
Total 4700 Town of Strafford	8,526.10	13,202.00	0.00	0.00	0.00	21,728.10	5
4800 Town of Wakefield							
4801 Wakefield Circuit Rider	855.00	0.00	0.00	0.00	0.00	855.00	
Total 4800 Town of Wakefield	855.00	0.00	0.00	0.00	0.00	855.00	
5201 UNH							
5212 NOT PREPA	1,634.62	0.00	0.00	0.00	0.00	1,634.62	
5211 BAR PREPA	1,800.93	0.00	0.00	0.00	0.00	1,800.93	
5213 STR PREPA	1,906.89	0.00	0.00	0.00	0.00	1,906.89	
Total 5201 UNH	5,342.44	0.00	0.00	0.00	0.00	5,342.44	6
5310 Lamprey River LAC	0.00	0.00	0.00	0.00	0.00	0.00	
6100 NH DES							
6307 Coastal NH Drinking Water Flood Risk	2,033.63	4,295.79	0.00	5,365.02	335.98	12,030.42	
6182 Crossing Navigator	827.05	1,817.07	0.00	0.00	0.00	2,644.12	
6252 Cocheco River Plan	4,990.00	725.00	0.00	0.00	0.00	5,715.00	
6253 Sunrise Lake	0.00	1,290.47	0.00	0.00	0.00	1,290.47	
Total 6100 NH DES	7,850.68	8,128.33	0.00	5,365.02	335.98	21,680.01	7
6500 DEPT OF SAFETY (OEM)							
6508 ROL HMGP 4761	337.50	2,362.50	0.00	0.00	0.00	2,700.00	
6509 NDU HMGP	689.06	1,378.13	0.00	0.00	0.00	2,067.19	
6507 SOM HPMG 4761	674.98	1,687.46	0.00	0.00	0.00	2,362.44	
Total 6500 DEPT OF SAFETY (OEM)	1,701.54	5,428.09	0.00	0.00	0.00	7,129.63	8
6600 CDFA-CDBG Grant Administration							
6606 CDFA-Childcare	4,663.93	0.00	0.00	0.00	0.00	4,663.93	
6604 CDBG County StAs Admin	539.82	427.23	0.00	0.00	380.77	1,347.82	
6603 CDBG Somersworth YMCA	0.00	1,846.32	0.00	0.00	0.00	1,846.32	9

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Strafford Regional Planning Commission
A/R Aging Summary
As of September 30, 2026

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Total 6600 CDFA-CDBG Grant Administration	5,203.75	2,273.55	0.00	0.00	380.77	7,858.07
7100 EPA						
7111 Brownfields 24-28	335.98	0.00	0.00	0.00	0.00	335.98
Total 7100 EPA	335.98	0.00	0.00	0.00	0.00	335.98
7200 HUD						
7201 HUD EDI Regional Plan	24,975.01	0.00	0.00	0.00	0.00	24,975.01
Total 7200 HUD	24,975.01	0.00	0.00	0.00	0.00	24,975.01
8000 DOT UPWP						
8003 UPWP 26-27	68,614.20	54,322.61	0.00	0.00	0.00	122,936.81
Total 8000 DOT UPWP	68,614.20	54,322.61	0.00	0.00	0.00	122,936.81
DOT_UPWP 2010-2011	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	**156,186.54**	**98,181.06**	**0.00**	**8,610.46**	**1,299.50**	**264,277.56**

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Strafford Regional Planning Commission
A/R Aging Summary
As of September 30, 2026

1. DUR: $1,108.48 received in October.
2. NKT: Contacted.
3. NOR: $2,115.00 received in October.
4. SOM: $20,513.43 received in October.
5. STR $13,202.00 received in October.
6. UNH: $5,342.44 received in October.
7. NH DES: $1,817.07 received in October.
8. DOS: $3,065.59 received in October.
9. CDFA: $1,846.32 received in October.
10. DOT: $54,322.61 received in October.

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Strafford Regional Planning Commission
Profit & Loss
September 2026

	Sep 26	Sep 25	$ Change	% Change
Ordinary Income/Expense				
Income				
SRPC Membership Dues	13,168.09	12,024.63	1,143.46	9.5%
SRPC Revenue				
Municipal and NonProfit Revenue				
3305 Dover TMP	2,270.80	0.00	2,270.80	100.0%
3403 DUR Wagon Hill Phase II	460.40	0.00	460.40	100.0%
3501 FAR Circuit Rider	6,529.26	8,231.50	-1,702.24	-20.7%
3506 FAR Tax Maps	0.00	582.08	-582.08	-100.0%
3802 MID Zoning Ord Updates	661.99	0.00	661.99	100.0%
3903 MIL CWSRF	0.00	17,303.21	-17,303.21	-100.0%
3904 Milton AARP Walk Audit	0.00	2,099.27	-2,099.27	-100.0%
4005 NDU RSMS	0.00	2,133.60	-2,133.60	-100.0%
4106 NKT MP Other	267.12	2,373.24	-2,106.12	-88.7%
4108 NKT HOP2	1,839.90	0.00	1,839.90	100.0%
4201 NOR Planning Services	3,712.50	1,960.00	1,752.50	89.4%
4301 NOT Circuit Rider	2,931.75	1,196.75	1,735.00	145.0%
4304 NOT HOP2	2,080.61	0.00	2,080.61	100.0%
4607 SOM HOP2	13,091.00	2,332.74	10,758.26	461.2%
4608 SOM Vision/Trans MP	0.00	850.29	-850.29	-100.0%
4610 SOM HistCultRes	0.00	1,049.40	-1,049.40	-100.0%
4701 Strafford Circuit Rider	4,878.40	1,000.00	3,878.40	387.8%
4705 STR Bow Lake Watershed Mgm	3,647.70	0.00	3,647.70	100.0%
4801 WAK Circuit Rider	855.00	1,580.00	-725.00	-45.9%
5091 SMPDC InterReg Housing	0.00	12,456.37	-12,456.37	-100.0%
5121 NHCF GB2030 Milton Watersh	0.00	16,729.26	-16,729.26	-100.0%
5122 GB Signage	453.67	1,518.66	-1,064.99	-70.1%
5123 Reg Plan Climate Action	848.28	0.00	848.28	100.0%
5124 GB Signage II	1,194.47	0.00	1,194.47	100.0%
5125 GB2030 Upper Watershed Wat	2,600.89	0.00	2,600.89	100.0%
5126 GB2030 Investing Across Mu	2,268.80	0.00	2,268.80	100.0%
Total Municipal and NonProfit Revenue	50,592.54	73,396.37	-22,803.83	-31.1%
Total SRPC Revenue	50,592.54	73,396.37	-22,803.83	-31.1% 1
State Award Revenue				
UNH				
5211 PREPA Grant-Barrington Str	1,800.93	720.48	1,080.45	150.0%
5212 NOT PREPA	1,825.91	2,331.43	-505.52	-21.7%
5213 PREPA Grant-Strafford Bow	2,200.13	617.34	1,582.79	256.4%
5214 PREP Environmental Protect	0.00	754.59	-754.59	-100.0%
Total UNH	5,826.97	4,423.84	1,403.13	31.7%
NHDES				
6307 Coastal Watershed Dr & Fld	2,033.63	0.00	2,033.63	100.0%
6154 5YR CFRS Update	0.00	1,109.65	-1,109.65	-100.0%

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Strafford Regional Planning Commission
Profit & Loss
September 2026

	Sep 26	Sep 25	$ Change	% Change	
6181 Phase II CFRM	0.00	836.27	-836.27	-100.0%	
6182 Coastal Watershed Stream C	827.05	0.00	827.05	100.0%	
6252 Cocheco River Mgmt Plan	4,990.00	1,900.00	3,090.00	162.6%	
6253 Sunrise Lake	0.00	4,862.77	-4,862.77	-100.0%	
Total NHDES	7,850.68	8,708.69	-858.01	-9.9%	
Pre-Disaster Mitigation					
6509 NDU HPMG 4761	918.75	0.00	918.75	100.0%	
6508 ROL HPMP 4761	450.00	0.00	450.00	100.0%	
6507 SOM HPMG 4761	899.97	0.00	899.97	100.0%	
Total Pre-Disaster Mitigation	2,268.72	0.00	2,268.72	100.0%	
CDFA					
6606 CDBG County Childcare	4,663.93	0.00	4,663.93	100.0%	
6603 CDBG SOM YMCA	167.46	0.00	167.46	100.0%	
6604 CDBG Admin-Zoning Atlas	539.82	0.00	539.82	100.0%	
Total CDFA	5,371.21	0.00	5,371.21	100.0%	
Total State Award Revenue	21,317.58	13,132.53	8,185.05	62.3%	2
Federal Agencies Incl EDD					
7004 EDD Partnership	6,571.24	11,742.17	-5,170.93	-44.0%	
7111 EPA Brownfields FY24-28	335.98	8,752.17	-8,416.19	-96.2%	
7201 HUD EDI CDS	24,975.01	34,813.43	-9,838.42	-28.3%	
7301 USDA RD-FAR MIL	0.00	12,109.01	-12,109.01	-100.0%	
Total Federal Agencies Incl EDD	31,882.23	67,416.78	-35,534.55	-52.7%	3
MPO Revenue					
NH DOT					
8003 UPWP 26-27	76,238.00	62,617.82	13,620.18	21.8%	
Total NH DOT	76,238.00	62,617.82	13,620.18	21.8%	
Total MPO Revenue	76,238.00	62,617.82	13,620.18	21.8%	4
Contra Income Cash Match					
JLUS Cash Match	0.00	-1,357.44	1,357.44	100.0%	
EDD Cash Match	-1,970.10	-2,758.88	788.78	28.6%	
USDA Cash Match	0.00	-341.63	341.63	100.0%	
DOT Cash Match	-7,623.80	-6,261.78	-1,362.02	-21.8%	
Total Contra Income Cash Match	-9,593.90	-10,719.73	1,125.83	10.5%	
Contra Income InKind/Soft Match					
NDU 4761 HazMit	-342.19	0.00	-342.19	-100.0%	
SOM 4761 HazMit	-224.99	0.00	-224.99	-100.0%	
5091 SMPDC Hsg IK Match	0.00	-2,401.28	2,401.28	100.0%	

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Strafford Regional Planning Commission
Profit & Loss
September 2026

	Sep 26	Sep 25	$ Change	% Change
IK 6253 Sunrise Lake	0.00	-1,037.14	1,037.14	100.0%
In-Kind EDD Match	-1,519.71	-4,668.08	3,148.37	67.4%
Total Contra Income InKind/Soft Match	-2,086.89	-8,106.50	6,019.61	74.3%
Contract Overage	-928.98	0.00	-928.98	-100.0%
Total Income	180,588.67	209,761.90	-29,173.23	-13.9%
Gross Profit	180,588.67	209,761.90	-29,173.23	-13.9%
Expense				
Personnel Expenses				
Salary and Wages	84,190.08	84,811.28	-621.20	-0.7%
Payroll Expenses				
FSA Fees	0.00	5.50	-5.50	-100.0%
Dental insurance expense	806.62	802.94	3.68	0.5%
Health Insurance expense	13,565.96	10,940.48	2,625.48	24.0%
Life Insurance expense	116.40	104.85	11.55	11.0%
LTD Insurance expense	178.86	166.73	12.13	7.3%
STD insurance expense	380.24	342.28	37.96	11.1%
Payroll Processing Fees	253.25	266.00	-12.75	-4.8%
Pension expense	2,525.66	2,298.60	227.06	9.9%
Unemployment expense	252.50	266.92	-14.42	-5.4%
Workers Compensation	204.92	174.67	30.25	17.3%
Payroll Taxes				
Medicare Expense	1,188.83	1,202.13	-13.30	-1.1%
Social Security expense	5,083.27	5,140.16	-56.89	-1.1%
Payroll Taxes - Other	0.04	0.03	0.01	33.3%
Total Payroll Taxes	6,272.14	6,342.32	-70.18	-1.1%
Total Payroll Expenses	24,556.55	21,711.29	2,845.26	13.1%
Dues and Subscriptions	1,827.77	495.16	1,332.61	269.1%
Staff Training and Seminars	75.00	1,060.00	-985.00	-92.9%
Total Personnel Expenses	110,649.40	108,077.73	2,571.67	2.4%
Equipment expense				
Copier Maintenance Contract	325.00	325.00	0.00	0.0%
Software expense				
ArcInfo/View software				
Community Viz	0.00	56.25	-56.25	-100.0%
ArcInfo/View software - Other	445.00	570.42	-125.42	-22.0%
Total ArcInfo/View software	445.00	626.67	-181.67	-29.0%
Office Software				

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Strafford Regional Planning Commission
Profit & Loss
September 2026

	Sep 26	Sep 25	$ Change	% Change	
Buffer	30.00	30.00	0.00	0.0%	
QuickBooks	27.00	0.00	27.00	100.0%	
Timesheet Software	170.00	140.00	30.00	21.4%	
Survey Monkey	90.00	90.00	0.00	0.0%	
Zoom	0.00	46.66	-46.66	-100.0%	
Adobe In Design	24.17	22.99	1.18	5.1%	
Constant Contact	206.00	175.00	31.00	17.7%	
Microsoft Office 365	326.76	212.50	114.26	53.8%	
Total Office Software	873.93	717.15	156.78	21.9%	
Total Software expense	1,318.93	1,343.82	-24.89	-1.9%	
Transportation Databases					
Ecolneractive MTP TIP Database	15,913.00	15,450.00	463.00	3.0%	
NPMRDS INRIX Database	0.00	6,336.00	-6,336.00	-100.0%	6
Total Transportation Databases	15,913.00	21,786.00	-5,873.00	-27.0%	
Total Equipment expense	17,556.93	23,454.82	-5,897.89	-25.2%	
Fixed Expenses					
Equipment Depreciation	554.99	384.86	170.13	44.2%	7
Amortization-Building	2,280.05	2,280.05	0.00	0.0%	
Insurance					
Liability Insurance	1,353.87	903.08	450.79	49.9%	8
Total Insurance	1,353.87	903.08	450.79	49.9%	
Rent	316.69	418.60	-101.91	-24.4%	
Vehicle Expenses					
Vehicle Gas & Repairs	112.52	76.19	36.33	47.7%	
Total Vehicle Expenses	112.52	76.19	36.33	47.7%	
Total Fixed Expenses	4,618.12	4,062.78	555.34	13.7%	
Communications					
Postage and Delivery	2.85	0.00	2.85	100.0%	
Telephone and Internet	518.33	530.81	-12.48	-2.4%	
Website maintenance and updates					
AudioEye	57.50	49.17	8.33	16.9%	
Website and logo design	165.32	17.98	147.34	819.5%	
Website maintenance and updates - Other	0.00	134.10	-134.10	-100.0%	
Total Website maintenance and updates	222.82	201.25	21.57	10.7%	
Total Communications	744.00	732.06	11.94	1.6%	
Administrative					
Meetings Expense					

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Strafford Regional Planning Commission
Profit & Loss
September 2026

	Sep 26	Sep 25	$ Change	% Change
Meetings Advertising Expense	266.62	262.92	3.70	1.4%
Total Meetings Expense	266.62	262.92	3.70	1.4%
Office Expense	141.98	195.30	-53.32	-27.3%
Office Supplies				
Plotter Ink and Supplies	0.00	212.00	-212.00	-100.0%
Office Supplies - Other	167.89	106.34	61.55	57.9%
Total Office Supplies	167.89	318.34	-150.45	-47.3%
Professional Fees				
Accounting, Audit	2,408.33	2,333.33	75.00	3.2%
Total Professional Fees	2,408.33	2,333.33	75.00	3.2%
Travel & Ent				
Travel	340.47	326.97	13.50	4.1%
Total Travel & Ent	340.47	326.97	13.50	4.1%
Total Administrative	3,325.29	3,436.86	-111.57	-3.3%
Contract Labor				
Financial Services	0.00	0.00	0.00	0.0%
IT and Network support	1,539.00	1,719.00	-180.00	-10.5%
Pass Through Expense				
3903 MIL CWSRF Consultant	0.00	10,734.64	-10,734.64	-100.0%
4108 NKT HOP2 Consultant	1,500.00	0.00	1,500.00	100.0%
4607 Somersworth Zoning Reform	8,228.05	0.00	8,228.05	100.0%
4705 Strafford Bow Lake Consult	3,458.70	0.00	3,458.70	100.0%
5121 GB2030 MIL Water Engineer	0.00	16,667.50	-16,667.50	-100.0%
5122 GB2030 Sign Contract Plan	0.00	585.00	-585.00	-100.0%
6252 Cocheco River Indigenous	2,000.00	0.00	2,000.00	100.0%
6253 Sunrise Lake Engineer	0.00	2,338.03	-2,338.03	-100.0%
7111 EPA Brownfields Consultant	0.00	7,496.50	-7,496.50	-100.0%
7201 HUD EDI CDS RPC Exp	19,791.61	27,786.32	-7,994.71	-28.8%
7301 USDA RD FAR MIL Consultant	0.00	10,346.80	-10,346.80	-100.0%
NHDOT Consultant	1,228.43	0.00	1,228.43	100.0%
Project Supplies	0.00	400.00	-400.00	-100.0%
Total Pass Through Expense	36,206.79	76,354.79	-40,148.00	-52.6%
Total Contract Labor	37,745.79	78,073.79	-40,328.00	-51.7%
Total Expense	174,639.53	217,838.04	-43,198.51	-19.8%
Net Ordinary Income	5,949.14	-8,076.14	14,025.28	173.7%
Other Income/Expense				
Other Income				

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Strafford Regional Planning Commission
Profit & Loss
September 2026

	Sep 26	Sep 25	$ Change	% Change
Interest Income	39.67	21.40	18.27	85.4%
Total Other Income	39.67	21.40	18.27	85.4%
Net Other Income	39.67	21.40	18.27	85.4%
Net Income	**5,988.81**	**-8,054.74**	**14,043.55**	**174.4%**

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Strafford Regional Planning Commission
Profit & Loss
September 2026

1. Municipal and Non-Profit Revenue: Closed out FY26 projects include MIL CWSRF, NDU RSMS, NOR HOP, SOM Vision/Trans MP, SMPDC InterReg Housing, NHCF Milton Watershed. New contracts: Dover TMP start 06/01/26, MID Zoning 12/29/25, NHCF 5123 11/13/25, NHCF 5124-5126 03/03/26, and Zoning Atlas 02/16/26. Circuit Riders, Farmington, Northwood, Nottingham, Strafford & Wakefield are based on Town needs which vary over the course of the year.

2. State Awards Revenue: Given the changing nature of the state contract "portfolio", it is hard to compare each contract from one fiscal year to another. Coastal Drinking Water contract was started in June of 2026. Cocheco Riverfront is billed based on a percentage of tasks completed with an end date of 09/30/26. The majority of the work has been billed to the Sunrise Lake contract. The Pre-Disaster Mitigation contracts for this fiscal year are now being issued to the individual towns/cities, and SRPC was hired as the subcontractor. CDFA projects were started in the fourth quarter of 2026; County Homeless Shelter had the final billing in July 2026.

3. Federal Agencies: The Federal contracts are primarily contingent on the receipt of contractor invoices except EDA which is paid in quarterly advances.

4. MPO Revenue: The new UPWP contract started 7/1/25 for another two-year cycle and is expected to be fully expended by the fiscal year-end.

5. Personnel Expenses: Salary increases were effective as of 7/6/26. Current Insurance policy waives FSA fees. Health Insurance rate increase and enrollment changes.

6. Transportation Database: NPMRDS 3 Year Subscription.

7. Equipment Depreciation: New PicoCount 2500 $170.13 depreciation expense
Traffic Counting Equipment: new equipment purchased.

8. Primex P&L Insurance Increase.

9. Pass Through Expenses: These costs are contingent on contracts in effect, and the timing of contractor invoices for each month.

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Strafford Regional Planning Commission
Income by Customer
September 2026

Date	Name	Memo	Amount
2000 LTA (Local Technical Assistance)			
09/01/2026	2000 LTA (Local Technical Assistance)	Dues 158016.64=13168.05 AUG-JUN, JUL 13168.09	13,168.09
Total 2000 LTA (Local Technical Assistance)			13,168.09
3300 City of Dover			
3305 Dover TMP			
09/30/2026	3300 City of Dover:3305 Dover TMP	Progress Billing - Dover TMP - September 2026	2,270.80
Total 3305 Dover TMP			2,270.80
Total 3300 City of Dover			2,270.80
3400 Town of Durham			
3407 Wagon Hill II			
09/30/2026	3400 Town of Durham:3407 Wagon Hill II	Durham Wagon Hill II - Progress Billing - August & September 2026 - Pimental	440.13
09/30/2026	3400 Town of Durham:3407 Wagon Hill II	Durham Wagon Hill II - Progress Billing - August 2026 - Dewey	20.27
Total 3407 Wagon Hill II			460.40
Total 3400 Town of Durham			460.40
3500 Town of Farmington			
3501 FAR Circuit Rider			
09/30/2026	3500 Town of Farmington:3501 FAR Circuit Rider	Progress Billing - Farmington Circuit Rider - September 2026	6,529.26
Total 3501 FAR Circuit Rider			6,529.26
Total 3500 Town of Farmington			6,529.26
3800 Town of Middleton			
3802 MID 2025 Zoning Updates			
09/30/2026	3800 Town of Middleton:3802 MID 2025 Zoning Updates	Progress Billing - Middleton Zoning Updates - August 2026 Haney	661.99
Total 3802 MID 2025 Zoning Updates			661.99
Total 3800 Town of Middleton			661.99
4100 Town of Newmarket			
4108 NKT HOP2			
09/30/2026	4100 Town of Newmarket:4108 NKT HOP2	Newmarket HOP2 Progress Billing - September 2026	1,839.90
Total 4108 NKT HOP2			1,839.90
4106 NKT MP Other			
09/30/2026	4100 Town of Newmarket:4106 NKT MP Other	Progress Billing - Newmarket Master Plan Other Updates- September 2026	267.12
Total 4106 NKT MP Other			267.12
Total 4100 Town of Newmarket			2,107.02
4200 Town of Northwood			

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Strafford Regional Planning Commission
Income by Customer
September 2026

Date	Name	Memo	Amount
09/30/2026	4200 Town of Northwood	Progress Billing - Northwood Circuit Rider - September 2026	3,712.50
Total 4200 Town of Northwood			3,712.50
4300 Town of Nottingham			
4304 NOT Housing MP HOP2			
09/30/2026	4300 Town of Nottingham:4304 NOT Housing MP HOP2	Progress Billing - Nottingham HOP2 - September 2026	2,080.61
Total 4304 NOT Housing MP HOP2			2,080.61
4301 NOT Circuit Rider			
09/30/2026	4300 Town of Nottingham:4301 NOT Circuit Rider	Progress Billing - Nottingham Circuit Rider - September 2026	2,931.75
Total 4301 NOT Circuit Rider			2,931.75
Total 4300 Town of Nottingham			5,012.36
4600 City of Somersworth			
4607 SOM HOP2 Zoning Reform			
09/30/2026	4600 City of Somersworth:4607 SOM HOP2 Zoning Reform	Somersworth HOP2 Progress Billing - September 2026	13,091.00
09/30/2026	4600 City of Somersworth:4607 SOM HOP2 Zoning Reform	To record when contracts go over budget in QuickBooks	-401.50
Total 4607 SOM HOP2 Zoning Reform			12,689.50
Total 4600 City of Somersworth			12,689.50
4700 Town of Strafford			
4705 STR Bow Lake Watershed			
09/30/2026	4700 Town of Strafford:4705 STR Bow Lake Watershed	Progress Billing - Strafford Bow Lake Watershed - September 2026	3,647.70
Total 4705 STR Bow Lake Watershed			3,647.70
4701 Strafford Circuit Rider			
09/30/2026	4700 Town of Strafford:4701 Strafford Circuit Rider	Progress Billing - Strafford Circuit Rider - September 2026	4,878.40
Total 4701 Strafford Circuit Rider			4,878.40
Total 4700 Town of Strafford			8,526.10
4800 Town of Wakefield			
4801 Wakefield Circuit Rider			
09/30/2026	4800 Town of Wakefield:4801 Wakefield Circuit Rider	Progress Billing - Wakefield Circuit Rider - September 2026	855.00
Total 4801 Wakefield Circuit Rider			855.00
Total 4800 Town of Wakefield			855.00
5120 NHCF			
5126 GB2030 Intermuni Ptnr (201626)			
09/30/2026	5120 NHCF:5126 GB2030 Intermuni Ptnr (201626)	Progress Billing - NHCF Intermunicipal Partnership - September 2026	2,268.80

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Strafford Regional Planning Commission
Income by Customer
September 2026

Date	Name	Memo	Amount
Total 5126 GB2030 Intermuni Ptnr (201626)			2,268.80
5125 GB2030 Nutrient Red (201622)			
09/30/2026	5120 NHCF:5125 GB2030 Nutrient Red (201622)	Progress Billing - NHCF 5125 Nutrient Reduction - September 2026	2,600.89
Total 5125 GB2030 Nutrient Red (201622)			2,600.89
5124 GB2030 Signage II (201624)			
09/30/2026	5120 NHCF:5124 GB2030 Signage II (201624)	Progress Billing - NHCF Great Bay Signage II - September 2026	1,194.47
Total 5124 GB2030 Signage II (201624)			1,194.47
5123 Reg Plan Climate Chapter			
09/30/2026	5120 NHCF:5123 Reg Plan Climate Chapter	Progress Billing - NHCF Climate Action Plan - September	848.28
Total 5123 Reg Plan Climate Chapter			848.28
5122 NHCF GB Signage			
09/30/2026	5120 NHCF:5122 NHCF GB Signage	Progress Billing, GB2030 Signage-PR24-157235 - September 2026	440.25
09/30/2026	5120 NHCF:5122 NHCF GB Signage	Progress Billing, GB2030 Signage-PR24-157235 - FINAL RETAINED AWARD BALANCE (...	13.42
Total 5122 NHCF GB Signage			453.67
Total 5120 NHCF			7,366.11
5201 UNH			
5212 NOT PREPA			
09/30/2026	5201 UNH:5212 NOT PREPA	Progress Billing Nottingham PREPA P0375116 -August & September 2026	1,825.91
09/30/2026	5201 UNH:5212 NOT PREPA	To record when contracts go over budget in QuickBooks	-191.29
Total 5212 NOT PREPA			1,634.62
5211 BAR PREPA			
09/30/2026	5201 UNH:5211 BAR PREPA	Progress Billing- BAR PREPA P0375287 - September 2026	1,800.93
Total 5211 BAR PREPA			1,800.93
5213 STR PREPA			
09/30/2026	5201 UNH:5213 STR PREPA	Progress Billing-STR PREPA P0375214 - August & September 2026	2,200.13
09/30/2026	5201 UNH:5213 STR PREPA	To record when contracts go over budget in QuickBooks	-293.24
Total 5213 STR PREPA			1,906.89
Total 5201 UNH			5,342.44
6100 NH DES			
6307 Coastal NH Drinking Water Flood Risk			
09/30/2026	6100 NH DES:6307 Coastal NH Drinking Water Flood Risk	Progress Billing - Coastal NH Drinking Water - September 2026	2,033.63
Total 6307 Coastal NH Drinking Water Flood Risk			2,033.63
6182 Crossing Navigator			

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Strafford Regional Planning Commission
Income by Customer
September 2026

Date	Name	Memo	Amount
09/30/2026	6100 NH DES:6182 Crossing Navigator	Progress Billing - 24-CAPXPILOT-03 - September 2026	827.05
Total 6182 Crossing Navigator			827.05
6252 Cocheco River Plan			
09/30/2026	6100 NH DES:6252 Cocheco River Plan	Progress Billing - Cocheco River Mgmt Plan - September 2026	4,990.00
Total 6252 Cocheco River Plan			4,990.00
Total 6100 NH DES			7,850.68
6500 DEPT OF SAFETY (OEM)			
6508 ROL HMGP 4761			
09/30/2026	6500 DEPT OF SAFETY (OEM):6508 ROL HMGP 4761	Progress Billing - Rollinsford Hazard Mitigation Plan - September 2026	450.00
09/30/2026	6500 DEPT OF SAFETY (OEM):6508 ROL HMGP 4761	ROL HMGP InKind Match	-112.50
Total 6508 ROL HMGP 4761			337.50
6509 NDU HMGP			
09/30/2026	6500 DEPT OF SAFETY (OEM):6509 NDU HMGP	Progress Billing - New Durham Hazard Mitigation Plan - September 2026	918.75
09/30/2026	6500 DEPT OF SAFETY (OEM):6509 NDU HMGP	NDU HMGP InKind Match	-229.69
Total 6509 NDU HMGP			689.06
6507 SOM HPMG 4761			
09/30/2026	6500 DEPT OF SAFETY (OEM):6507 SOM HPMG 4761	Progress Billing - Somersworth 4761 HMGP - September 2026	899.97
09/30/2026	6500 DEPT OF SAFETY (OEM):6507 SOM HPMG 4761	SOM HMGP InKind Match	-224.99
Total 6507 SOM HPMG 4761			674.98
Total 6500 DEPT OF SAFETY (OEM)			1,701.54
6600 CDFA-CDBG Grant Administration			
6606 CDFA-Childcare			
09/30/2026	6600 CDFA-CDBG Grant Administration:6606 CDFA-Child...	Progress Billing - CDBG County Childcare - September 2026	4,663.93
Total 6606 CDFA-Childcare			4,663.93
6604 CDBG County StAs Admin			
09/30/2026	6600 CDFA-CDBG Grant Administration:6604 CDBG Coun...	Progress Billing - 6604 County St As Admin - September 2026	539.82
Total 6604 CDBG County StAs Admin			539.82
6603 CDBG Somersworth YMCA			
09/28/2026	6600 CDFA-CDBG Grant Administration:6603 CDBG Som...	Progress Billing - SOM YMCA - September 2026	378.28
09/28/2026	6600 CDFA-CDBG Grant Administration:6603 CDBG Som...	To record when contracts go over budget in QuickBooks	-42.95
09/28/2026	6600 CDFA-CDBG Grant Administration:6603 CDBG Som...	Progress Billing - SOM YMCA - Overbilled Invoice 8264 original amount $335.33	-210.82
Total 6603 CDBG Somersworth YMCA			124.51
Total 6600 CDFA-CDBG Grant Administration			5,328.26

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Strafford Regional Planning Commission
Income by Customer
September 2026

Date	Name	Memo	Amount
7000 ECONOMIC DEVELOPMENT ADMINISTRATION			
7004 EDA FY 25-27			
09/30/2026	7000 ECONOMIC DEVELOPMENT ADMINISTRATION:70...	Progress Billing EDD Planning Partnership ED24PHI0G0490 FY25-27 - September 2026	6,571.24
09/30/2026	7000 ECONOMIC DEVELOPMENT ADMINISTRATION:70...	Cash Match	-1,970.10
09/30/2026	7000 ECONOMIC DEVELOPMENT ADMINISTRATION:70...	EDA InKind Match	-1,519.71
Total 7004 EDA FY 25-27			3,081.43
Total 7000 ECONOMIC DEVELOPMENT ADMINISTRATION			3,081.43
7100 EPA			
7111 Brownfields 24-28			
09/30/2026	7100 EPA:7111 Brownfields 24-28	Brownfields 24-28 Progress Billing - September 2026	335.98
Total 7111 Brownfields 24-28			335.98
Total 7100 EPA			335.98
7200 HUD			
7201 HUD EDI Regional Plan			
09/30/2026	7200 HUD:7201 HUD EDI Regional Plan	Progress Billing - HUD B-22-CP-NH-0567 - September 2026	24,975.01
Total 7201 HUD EDI Regional Plan			24,975.01
Total 7200 HUD			24,975.01
8000 DOT UPWP			
8003 UPWP 26-27			
09/30/2026	8000 DOT UPWP:8003 UPWP 26-27	Progress Billing - FY 2026-2027 UPWP, #5052, WCC: 112D, Org Code 2944 - September ...	76,238.00
09/30/2026	8000 DOT UPWP:8003 UPWP 26-27	10% Matching Funds	-7,623.80
Total 8003 UPWP 26-27			68,614.20
Total 8000 DOT UPWP			68,614.20
TOTAL			**180,588.67**

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PY = Prior YTD

1:31 PM
10/29/26
Accrual Basis

Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through September 2026

	Jul - Sep 26	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
SRPC Membership Dues	39,504.23	39,504.19	0.04	100.0%
SRPC Revenue				
Municipal and NonProfit Revenue				
3305 Dover TMP	7,329.70	5,750.06	1,579.64	127.5%
3403 DUR Wagon Hill Phase II	1,066.13	7,500.00	-6,433.87	14.2%
3501 FAR Circuit Rider	22,602.01	19,999.97	2,602.04	113.0%
3802 MID Zoning Ord Updates	4,394.71	2,833.36	1,561.35	155.1%
380x Middleton Asset Management	0.00	3,000.00	-3,000.00	0.0%
4106 NKT MP Other	6,255.19	500.00	5,755.19	1,251.0%
4108 NKT HOP2	18,857.92	36,000.00	-17,142.08	52.4%
410x NKT Tax Maps	0.00	1.00	-1.00	0.0%
4201 NOR Planning Services	8,865.00	8,650.03	214.97	102.5%
4301 NOT Circuit Rider	8,296.50	7,500.00	796.50	110.6%
4304 NOT HOP2	3,920.60	5,000.00	-1,079.40	78.4%
4607 SOM HOP2	27,645.62	24,000.00	3,645.62	115.2%
4609 SOM Econ Dev Chapter	0.00	500.00	-500.00	0.0%
4610 SOM HistCultRes	74.41	250.00	-175.59	29.8%
4701 Strafford Circuit Rider	14,384.90	9,499.97	4,884.93	151.4%
4705 STR Bow Lake Watershed Mgm	16,824.57	3,874.97	12,949.60	434.2%
4801 WAK Circuit Rider	2,921.25	1,875.00	1,046.25	155.8%
5122 GB Signage	3,856.75	0.00	3,856.75	100.0%
5123 Reg Plan Climate Action	2,980.64	4,249.97	-1,269.33	70.1%
5124 GB Signage II	1,194.47	9,625.03	-8,430.56	12.4%
5125 GB2030 Upper Watershed Wat	22,285.21	21,000.00	1,285.21	106.1%
5126 GB2030 Investing Across Mu	4,518.77	22,249.97	-17,731.20	20.3%
5332 Zoning Atlas Pilot CDBG	2,133.87	428.56	1,705.31	497.9%
Total Municipal and NonProfit Revenue	180,408.22	194,287.89	-13,879.67	92.9%
Total SRPC Revenue	180,408.22	194,287.89	-13,879.67	92.9% 1
PY	175,815.28	177,370.51	-1,555	-.88%
State Award Revenue				
UNH				
5211 PREPA Grant-Barrington Str	3,101.29	1,000.00	2,101.29	310.1%
5212 NOT PREPA	2,355.51	1,200.00	1,155.51	196.3%
5213 PREPA Grant-Strafford Bow	3,344.97	2,500.00	844.97	133.8%
Total UNH	8,801.77	4,700.00	4,101.77	187.3%
NHDES				
615x Coastal Resilience Grant	0.00	1,500.00	-1,500.00	0.0%
6307 Coastal Watershed Dr & Fld	11,694.44	14,000.06	-2,305.62	83.5%
6254 604B Bow Lake Watershed	0.00	3,250.00	-3,250.00	0.0%
6181 Phase II CFRM	0.00	2,062.50	-2,062.50	0.0%
6182 Coastal Watershed Stream C	3,131.15	7,500.00	-4,368.85	41.7%
6155 Coastal Watershed Flood Ha	0.00	3,000.00	-3,000.00	0.0%

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Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through September 2026

	Jul - Sep 26	Budget	$ Over Budget	% of Budget
6252 Cocheco River Mgmt Plan	5,715.00	10,000.00	-4,285.00	57.2%
6253 Sunrise Lake	2,138.47	1,000.03	1,138.44	213.8%
Total NHDES	22,679.06	42,312.59	-19,633.53	53.6%
Pre-Disaster Mitigation				
6509 NDU HPMG 4761	2,756.26	1,454.57	1,301.69	189.5%
6508 ROL HPMP 4761	3,600.00	1,454.57	2,145.43	247.5%
6507 SOM HPMG 4761	3,749.89	2,650.03	1,099.86	141.5%
Total Pre-Disaster Mitigation	10,106.15	5,559.17	4,546.98	181.8%
CDFA				
6606 CDBG County Childcare	7,529.17	10,200.00	-2,670.83	73.8%
6603 CDBG SOM YMCA	1,889.27	0.00	1,889.27	100.0%
6604 CDBG Admin-Zoning Atlas	967.05	1,000.01	-32.96	96.7%
6605 CDBG Homeless Shelter Admi	6,020.06	7,500.00	-1,479.94	80.3%
Total CDFA	16,405.55	18,700.01	-2,294.46	87.7%
Total State Award Revenue	57,992.53	71,271.77	-13,279.24	81.4% [2]
PY	54,034.26	99,040.96	-45,006.70	-45.44%
Federal Agencies Incl EDD				
7004 EDD Partnership	18,603.97	17,500.03	1,103.94	106.3%
7111 EPA Brownfields FY24-28	127,352.08	38,272.76	89,079.32	332.7%
7201 HUD EDI CDS	90,030.79	73,500.00	16,530.79	122.5%
Total Federal Agencies Incl EDD	235,986.84	129,272.79	106,714.05	182.5% [3]
PY	154,704.01	91,967.64	62,736.37	68.22%
MPO Revenue				
NH DOT				
8003 UPWP 26-27	185,227.52	177,499.97	7,727.55	104.4%
Total NH DOT	185,227.52	177,499.97	7,727.55	104.4%
Total MPO Revenue	185,227.52	177,499.97	7,727.55	104.4% [4]
PY	134,233	171,141	-42,913	-24.23%
Contra Income Cash Match				
Coastal Cash Match	0.00	-500.00	500.00	0.0%
4705 STR Bow Lake Cash Match	0.00	-400.00	400.00	0.0%
EDD Cash Match	-5,417.05	-8,749.97	3,332.92	61.9%
DOT Cash Match	-18,522.76	-19,722.28	1,199.52	93.9%
Total Contra Income Cash Match	-23,939.81	-29,372.25	5,432.44	81.5%
PY	-22,403.98	-29,197.13	6,793.15	23.27%
Contra Income InKind/Soft Match				
In-Kind Coastal Match	0.00	-500.00	500.00	0.0%
IK Cocheco River Mgmt	0.00	-2,500.00	2,500.00	0.0%
In-Kind EDD Match	-4,714.12	-8,749.97	4,035.85	53.9%

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Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through September 2026

	Jul - Sep 26	Budget	$ Over Budget	% of Budget
Total Contra Income InKind/Soft Match	-7,240.66	-11,749.97	4,509.31	61.6%
PY	-16,756.65	-19,159.21	2,402.56	12.54%
Contract Overage	-928.98	0.00	-928.98	100.0%
PY	-880.03	-567.89	-312.14	-54.97%
Total Income	667,009.89	570,714.39	96,295.50	116.9%
Gross Profit	667,009.89	570,714.39	96,295.50	116.9%
PY	514,810.12	531,262.69	-16,452.57	-3.1%
Expense				
Personnel Expenses				
Salary and Wages	254,478.85	275,939.15	-21,460.30	92.2%
Payroll Expenses				
FSA Fees	0.00	418.03	-418.03	0.0%
PFML	1,996.20	1,842.42	153.78	108.3%
Dental insurance expense	2,256.82	2,387.26	-130.44	94.5%
Health Insurance expense	36,255.79	40,411.51	-4,155.72	89.7%
Life Insurance expense	336.30	306.39	29.91	109.8%
LTD Insurance expense	507.90	438.65	69.25	115.8%
STD insurance expense	1,079.15	894.67	184.48	120.6%
Payroll Processing Fees	796.75	1,000.03	-203.28	79.7%
Pension expense	7,511.29	8,236.89	-725.60	91.2%
Unemployment expense	757.50	757.50	0.00	100.0%
Workers Compensation	614.76	614.76	0.00	100.0%
Payroll Taxes				
Medicare Expense	3,604.78	4,032.00	-427.22	89.4%
Social Security expense	15,413.53	17,240.25	-1,826.72	89.4%
Payroll Taxes - Other	0.04	0.00	0.04	100.0%
Total Payroll Taxes	19,018.35	21,272.25	-2,253.90	89.4%
Total Payroll Expenses	71,130.81	78,580.36	-7,449.55	90.5%
Dues and Subscriptions	3,808.61	1,261.78	2,546.83	301.8%
Staff Training and Seminars	75.00	4,000.03	-3,925.03	1.9%
Total Personnel Expenses	329,493.27	359,781.32	-30,288.05	91.6%
PY	324,598.09	334,513.85	-9,915.76	-2.96%
Equipment expense				
Copier Maintenance Contract	975.00	975.00	0.00	100.0%
Software expense				
ArcInfo/View software				
Community Viz	290.00	290.00	0.00	100.0%
ArcInfo/View software - Other	1,335.00	1,335.00	0.00	100.0%
Total ArcInfo/View software	1,625.00	1,625.00	0.00	100.0%
Office Software				
Buffer	90.00	90.00	0.00	100.0%
Canva	149.90	150.00	-0.10	99.9%

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Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through September 2026

	Jul - Sep 26	Budget	$ Over Budget	% of Budget
QuickBooks	74.00	81.00	-7.00	91.4%
Timesheet Software	530.00	444.00	86.00	119.4%
Survey Monkey	270.00	270.00	0.00	100.0%
Adobe In Design	70.15	69.09	1.06	101.5%
Constant Contact	618.00	525.00	93.00	117.7%
Microsoft Office 365	978.48	750.00	228.48	130.5%
Total Office Software	2,780.53	2,379.09	401.44	116.9%
Total Software expense	4,405.53	4,004.09	401.44	110.0%
Traffic Count Expenses				
Traffic counting supplies	152.88	282.48	-129.60	54.1%
Total Traffic Count Expenses	152.88	282.48	-129.60	54.1%
Transportation Databases				
ShinyApps	550.00	588.00	-38.00	93.5%
EcoInteractive MTP TIP Database	15,913.00	15,500.00	413.00	102.7%
NPMRDS INRIX Database	0.00	6,460.00	-6,460.00	0.0%
Leetron Annual AI Licenses	0.00	1,600.00	-1,600.00	0.0%
Total Transportation Databases	16,463.00	24,148.00	-7,685.00	68.2% 6
Total Equipment expense	21,996.41	29,409.57	-7,413.16	74.8%
PY	32,014.88	32,556.57	-541.69	-1.66%
Fixed Expenses				
Equipment Depreciation	1,664.97	0.00	1,664.97	100.0% 7
Amortization-Building	6,840.15	6,642.61	197.54	103.0%
Insurance				
Liability Insurance	4,061.61	4,061.53	0.08	100.0%
Total Insurance	4,061.61	4,061.53	0.08	100.0%
Rent	976.07	976.07	0.00	100.0%
Vehicle Expenses				
Vehicle Gas & Repairs	464.70	250.03	214.67	185.9%
Total Vehicle Expenses	464.70	250.03	214.67	185.9%
Total Fixed Expenses	14,007.50	11,930.24	2,077.26	117.4%
PY	11,808.96	11,071.47	737.49	6.66%
Communications				
Media Outreach Expense	0.00	250.03	-250.03	0.0%
Postage and Delivery	95.62	325.03	-229.41	29.4%
Telephone and Internet	1,389.73	1,414.97	-25.24	98.2%
Website maintenance and updates				
AudioEye	172.50	166.22	6.28	103.8%
Website and logo design	403.16	439.00	-35.84	91.8%
Website maintenance and updates - Other	149.00	0.00	149.00	100.0%

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Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through September 2026

	Jul - Sep 26	Budget	$ Over Budget	% of Budget
Total Website maintenance and updates	724.66	605.22	119.44	119.7%
Total Communications	2,210.01	2,595.25	-385.24	85.2%
PY	2,245.86	2,006.45	239.41	11.93%
Administrative				
Meetings Expense				
Meetings Advertising Expense	266.62	325.03	-58.41	82.0%
Meetings Expense - Other	-56.05	550.03	-606.08	-10.2%
Total Meetings Expense	210.57	875.06	-664.49	24.1%
Office Expense	463.83	750.00	-286.17	61.8%
Office Supplies				
Plotter Ink and Supplies	90.00	250.03	-160.03	36.0%
Office Supplies - Other	339.09	499.97	-160.88	67.8%
Total Office Supplies	429.09	750.00	-320.91	57.2%
Printing and Reproduction	0.00	375.00	-375.00	0.0%
Professional Fees				
Accounting, Audit	7,225.03	7,000.03	225.00	103.2%
Legal Fees	0.00	1,000.03	-1,000.03	0.0%
Total Professional Fees	7,225.03	8,000.06	-775.03	90.3%
Travel & Ent				
Travel	869.79	1,125.00	-255.21	77.3%
Total Travel & Ent	878.72	1,125.00	-246.28	78.1%
Total Administrative	9,207.24	11,875.12	-2,667.88	77.5%
PY	9,740.75	13,295.28	-3,554.53	-26.74%
Contract Labor				
IT and Network support	4,617.00	4,500.00	117.00	102.6%
Pass Through Expense				
5124 GB2030 Signage RPC	0.00	1,520.00	-1,520.00	0.0%
3503 Durham WHF Signs Fabr	0.00	2,858.00	-2,858.00	0.0%
4108 NKT HOP2 Consultant	18,500.00	20,500.00	-2,000.00	90.2%
4607 Somersworth Zoning Reform	11,990.77	12,000.00	-9.23	99.9%
4705 Strafford Bow Lake Consult	16,598.45	15,000.00	1,598.45	110.7%
5122 GB Sign Manufacturer	204.51	7,250.00	-7,045.49	2.8%
5122 GB2030 Sign Graphic Design	0.00	1,000.00	-1,000.00	0.0%
5125 GB Upper Watershed Consult	16,833.98	1,700.00	15,133.98	990.2%
5126 GB Invest Across Consult	0.00	7,846.38	-7,846.38	0.0%
6252 Cocheco River Indigenous	2,000.00	2,000.00	0.00	100.0%
6253 Sunrise Lake Engineer	1,242.77	0.00	1,242.77	100.0%
6253 Sunrise Constr Materials	200.00	0.00	200.00	100.0%
7111 EPA Brownfields Consultant	123,202.17	48,750.00	74,452.17	252.7%
7201 HUD EDI CDS RPC Exp	75,527.19	63,100.03	12,427.16	119.7%
NHDOT Consultant	7,568.71	18,181.81	-10,613.10	41.6%

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Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through September 2026

	Jul - Sep 26	Budget	$ Over Budget	% of Budget
Project Supplies	648.00	0.00	648.00	100.0%
Total Pass Through Expense	274,516.55	201,706.22	72,810.33	136.1%
Total Contract Labor	279,133.55	206,206.22	72,927.33	135.4%
PY	~~189,067.87~~	~~162,622.08~~	~~26,445.79~~	~~16.26%~~
Total Expense	656,047.98	621,797.72	34,250.26	105.5%
PY	~~569,476.41~~	~~556,065.70~~	~~13,410.71~~	~~2.41%~~
Net Ordinary Income	10,961.91	-51,083.33	62,045.24	-21.5%
Other Income/Expense				
Other Income				
Interest Income	114.68	25.03	89.65	458.2%
Total Other Income	114.68	25.03	89.65	458.2%
Net Other Income	114.68	25.03	89.65	458.2%
Net Income	**11,076.59**	**-51,058.30**	**62,134.89**	**-21.7%**
PY	-54,607.50	-24,731.48	-29,876.02	-120.8%

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Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through September 2026

1.
- 3403 DUR Wagon Hill – behind due to timing of work with the town
- 3802 MID Zoning Ordinance - project will not be equally 1/12th each month, larger push now to develop draft ordinance amendments, then fewer hours balance of year
- 380x MID ASSET MGMT: Contract delayed; DES is still waiting on the Town to submit items before processing through G&C
- 4106 NKT MP Other - carried forward more funding for project wrapup in Jul-Aug than anticipated
- 4108 NKT HOP2 – project extended to 6/30/2027
- 4304 NOT HOP2 - timing of project wrap-up, small numbers
- 4701 Strafford Circuit Rider - Over budget due to increased demand for services, will need to evaluate and discuss with town at end of September
- 4801 Wakefield Circuit Rider - running over, August had the same # of applications as Jan-Jul combined
- 5123 Reg Plan Climate Action: Catching up – behind schedule progress to be seen in Oct & Nov
- 5124 GB Signage II - delayed start
- 5125 GB2030 Upper Watershed – running ahead due to large one time summer season construction costs associated with one of the project tasks, will balance out over winter months
- 5126 Investing Across Municipalities - delayed start to allow completion of the Coastal Flood Risk Guidance by project partners
- 5332 Zoning Atlas Pilot CBDG – carried forward more funding than anticipated

2. Status of State Award Revenue:
- 5211 PREPA Barrington - carried forward more funding than anticipated
- 615x Coastal Resilience Grant: Budget placeholder for 2 grants submitted, both have been awarded & contracts are slowly moving forward
- 6155 Coastal Watershed Flood Hazard: see above
- 6181 Phase II CFRM - running behind due to delays on the part of NHDES' contractor
- 6182 Coastal Watershed - running behind due to delays on the part of NHDES' contractor
- 6252 Cocheco River Mgmt - task based contract results in uneven timing, project is closing in Sept 2026 and will fully draw down remaining funds
- 6253 Sunrise Lake: carried forward more funding than anticipated
- 6254 Bow Lake Watershed: Contract was just approved at G&C on 10/21 work will be commencing soon
- 6307 Coastal Watershed: Project has a slow start but is now moving forward
- 6507, 6508, 6509 HMPG Grants - advancing at an accelerated pace
- 6605 Homeless Shelter - closed out underbudget
- 6606 County Childcare - project was slow to start (staff vacation), will be catching up

3.
- 7111 EPA Brownfields – timing of contractor invoices, will now slow and catch up over the course of the year
- 7201 HUD – timing of pass through

EDA is paid in advance, and currently costs have exceeded the advanced reimbursement. The EPA Brownfields and HUD grants are mainly contingent on the receipt of contractor invoices.

4. Status of MPO Revenue: All pass through/engineering pushed to FY27. All funds will be expended as of 06/30/27

DRAFT

Strafford Regional Planning Commission
Profit & Loss Budget vs. Actual
July through September 2026

5. Personnel: Salaries and Wages were spread evenly over the 12-month period equals 2.16 payrolls per month. Actual utilization of interns may not coincide with the monthly budgeting of these salaries. Health benefits and Pension expense were estimated and may not reflect actual staff utilization.

6. Timing

7. Fixed Expense: See Balance Sheet note, Right of Use Asset to explain Amortization and Rent variances to budget. All lease payments were budgeted as Rent, rather than being split out.

8. Pass Through Expenses: These expenses are contingent upon receipt of contractor invoices. Costs are distributed evenly over the course of the estimated contract dates and may not agree with the timing of actual costs, invoices received, or actual contract start dates.

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STRAFFORD
Regional Planning Commission

DRAFT

SRPC INVESTMENT POLICY

PURPOSE

The investment policy establishes a framework for the safe and prudent investment of public funds.

It also provides guidance and direction for Strafford Regional Planning Commission Planning Commission (Commission) and staff in the daily conduct of investing activity in addition to improving consistency, creating and defining accountability, and ensuring that laws are followed.

SCOPE

The investment policy applies to all financial assets in the custody of the Commission. These funds are accounted for in the Commission's annual audited financial reports and include the following:

- General Fund
- Any new funds created by the Commission, unless specifically exempted by the governing body, in accordance with law, or by-law.

Furthermore, the investment policy applies to all transactions involving the financial assets and related activity of all the foregoing funds.

OBJECTIVES

The investment policy objectives are stated below:

1. To ensure the preservation of capital and the protection of investment principal.
2. To maintain sufficient liquidity to meet operating requirements.
3. To satisfy all legal requirements.
4. To attain market-average rate of return on investments, taking into account risk and legal constraints and cash flow considerations.
5. Assets will only be invested in obligations of the United States Government, public deposit investment pool established pursuant to RSA 383:22, deposits in solvent banks incorporated under the laws of the State of New Hampshire

or in certificates of deposits in banks incorporated under the laws of the State of New Hampshire or in banks recognized by the State Treasurer.

DELEGATION OF AUTHORITY

The investment policy delegation of authority is stated below:

1. The responsibility for conducting investment transactions resides with the Secretary/Treasurer, Financial Manager, and Executive Director, with the approval of the Executive Committee.
2. Regarding NHPDIP Funds, the Executive Committee hereby delegates the authority for initiating ACH transactions between NHPDIP Account and Strafford Regional Planning Operating Checking and Savings Account to the Financial Manager and Executive Director.
3. No person may engage in an investment transaction except as provided under the terms of this policy and the internal procedures and controls hereby established.

PRUDENCE

The investment policy will be conducted in accordance with the "prudent person" standard which requires that:

> *Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.*

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict (or appear to conflict) with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Employees and investment officials shall disclose to the Commission any material financial interest in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of this jurisdiction's portfolio.

Employees and officers shall subordinate their personal investment transactions to those of this jurisdiction, particularly regarding the timing of purchases and sales.

INTERNAL CONTROLS

The internal controls for the Commission shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, imprudent actions by employees and officers of the Commission.

A system of written internal controls regarding investments shall be established and maintained by the Commission, or its designee, and shall be reviewed annually by Commission's independent auditors. Further this Investment Policy is hereby adopted as an addendum to the Commission's Operating Policies, the same document wherein internal controls shall be incorporated.

INVESTMENT INSTRUMENTS

Funds of the Commission may be invested in:

1. United States Treasury securities maturing in less than one year; or
2. Savings bank deposits of banks incorporated under the laws of the State of New Hampshire; or
3. Fully insured or collateralized certificates of deposits of banks incorporated under the laws of the State of New Hampshire; or
4. New Hampshire Public Deposit Investment Pool established pursuant to RSA 6:45.

Investment maturities for operating funds shall be scheduled to coincide with projected cash flow needs, taking into account large routine expenditures (payroll and accounts payable) as well as anticipated revenue inflows.

COMPETITIVE SELECTION

Before the Commission invests any excess funds in investment instruments, with the exception of (1) and (4) stated above, a competitive selection process shall be conducted by the Executive Committee or their designee (the Executive Director, with support from the Financial Manager).

Quotes shall be obtained from qualified financial institutions for various options regarding terms and instrument. The Commission will accept the option(s) which provide(s) the highest rate of return, within the maturity required, and within the parameters of this policy, taking into consideration all associated costs, requirements and capabilities.

QUALIFIED INSTITUTIONS

The Commission will abide by RSA 383-B:3-303 as the source and foundation of its qualified institution criteria.

SAFEKEEPING AND COLLATERALIZATION

In accordance with the Government Finance Officers Association (GFOA) recommended practices on the collateralization of public deposits, full collateralization will be required on all demand deposit accounts, including checking accounts and non-negotiable certificates of deposit.

Safekeeping procedures shall be reviewed annually by the Commission’s independent auditors.

ACCOUNTING

All cash bank balances will be reconciled monthly by the Executive Director and Financial Manager and reported to the Executive Committee on a monthly basis. General ledger entries will be posted to the general ledger system at said time in order to accurately reflect the Commission’s cash position.

REPORTING

The Executive Director and Financial Manager shall submit quarterly to the Executive Committee an investment report that summarizes recent market conditions, economic development and anticipated investment conditions. The report shall summarize the investment strategies employed in the most recent quarter, and describe the portfolio in terms of investment securities, maturities, risk characteristics and other features. The report shall explain the quarter's total investment return and compare the return with budgetary expectations. The report shall include an appendix that discloses all transactions during the past quarter.

The annual report shall include 12 months of cash and investment activities and shall suggest policies and improvements that might be made in the investment program.

PERFORMANCE EVALUATION

The Commission shall require, from any institution in which investing activity is conducted, sufficient routine reports/documentation to enable an accurate evaluation to be made as to the results of the Commission’s investment program as it relates to the Commission’s stated objectives, guidelines and policies, and to assist in revealing areas for potential improvement.

ANNUAL REVIEW AND ADOPTION

This policy shall be reviewed at least annually by the Executive Committee, or by the Commission’s independent auditors, with changes made as warranted, followed by re-adoption by the Executive Committee.

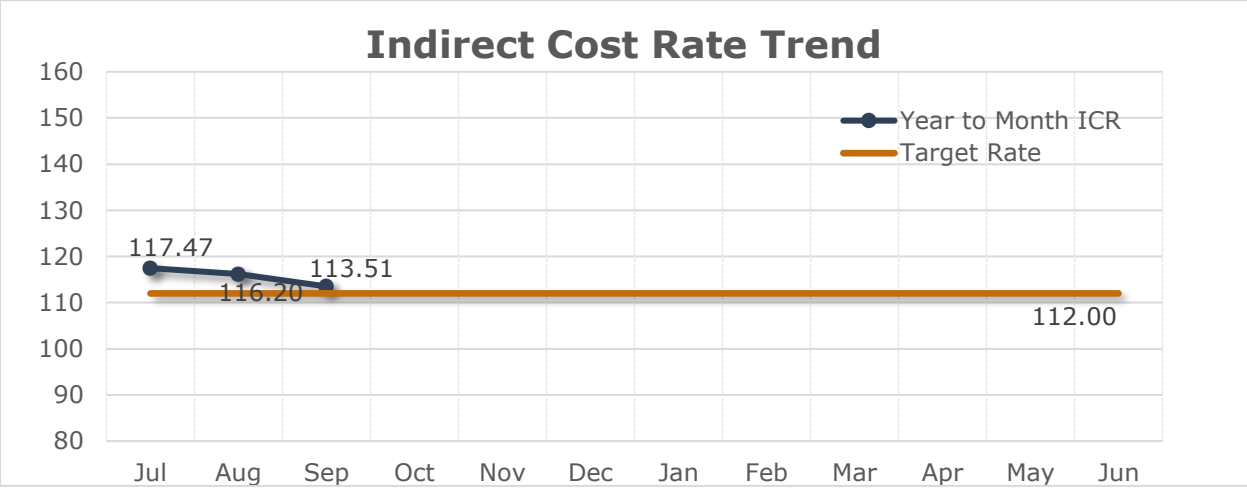
The Commission reserves the right to implement changes to this policy without prior notice if it is deemed in the Commission's best interest.

This policy is available for public review and inspection. A copy may be obtained by contacting the Executive Director or Financial Manager.

Awards, Contracts, and General Business Updates

Indirect Cost Rate

SRPC's approved indirect cost rate is 112% and in effect for FY2026-2027. As of September 30, 2026, we at 113.5%, very close to the approved rate.



FY2027 Dues Utilization Trough July 2027

Income:	
Total FY27 Dues Paid	**$39,504.23**

Expenses:	
Planning Salaries	$4,593.16
Dues and Subscriptions	$32.94
Staff Training	$0.00
Equipment Depreciation	$1,378.89
Vehicle Interest	$0.00
Media Outreach	$0.00
Bank Fees	$0.00
Finance Charge	$0.00
Interest Expense	$0.00
Meeting Expense	-$56.05
Office Expense	$68.57
Travel	$0.00
Indirect (112%)	$5,144.34
Total SRPC Expenses	**$11,161.85**

Cash Match:	
UPWP	$18,522.76
EDA	$5,417.05
Coastal	
Total Cash Match	**$23,939.81**

Contract Overages:	
Small Overages (<$100)	$42.95
SOM HOP2	$401.50
UNH NOT PREPA	$191.29
UNH STR PREPA	$293.24
Total Contract Overages	**$928.98**

Total Expenses	**$36,030.64**
Dues Remaining	**$3,473.59**

Awards and Contracts

Refer to the table on the following pages.

Proposals and Grant Applications Tracking

Title	Funder	Funding Year(s)	Award $	Net Funding	Application Status	Contract Status	Description
Nottingham - Stormwater and Impervious Coverage	PREPA	FY2027-2028	$14,000	$14,000	Awarded	Complete	Advance the implementation of key recommendations emerging from the updated Natural Resources Master Plan Chapter
Bow Lake Watershed Management Plan - Part 2 (**Strafford)**	NHDES 604(b)	FY2026-2027	$56,500	$11,000	Awarded	Complete	SRPC is currently working with the Town of Strafford on the data collection and development components that will serve as inputs to the preparation of a full Watershed Management Plan. This application will enable the plan development and lake loading response modelling.
Somersworth - Climate Vulnerability Assessment	PREP Climate Impact Grant	FY2027-2028	$20,000	$20,000	Awarded	In Process	Create a Climate Vulnerability Assessment (CVA) for the City of Somersworth
Middleton Asset Management Plan	CWSRF	FY2026-2027	$30,000	$30,000	Awarded	Pending G&C	Project would support implementation of the Sunrise Lake Watershed Management Plan. SRPC can be completed in house. Will require 2 interns for the summer.
Newmarket Schanda Park Implementation	NHDES CRG	FY2027-2028	$45,000	$14,200	Awarded	Pending G&C	Redevelopment strategy for Schanda Park and adjacent Town-owned waterfront properties along the Lamprey River and Moonlight Brook, as well as integration of coastal flood resilience considerations into the Town's Capital Improvements Program
Durham - Incorporating Resilience in Capital Improvement Plan	NHDES CRG	FY2027-2028	$15,000	$15,000	Awarded	Pending G&C	Working with the Town of Durham to incorporate hazard exposure and resilience into the capital improvement planning process
Strafford County Nursing Home Improvements	CDFA / GO-NORTH / RCHIP	FY2027-2028	$50,000	$50,000	Submitted	NA- App Pending	SRPC will serve as the grant writer and administrator for the county. The project will fund building improvements including a new roof, window replacements, and HVAC.
Addressing Runoff, Flooding, and Rising Temperatures in an Impacted Lake Watershed **(Strafford)**	PREP Climate Impact Grant	FY2027-2028	$25,000	$7,000	Submitted	NA- App Pending	This proposed project seeks to advance recommendations for stormwater control measures to mitigate the impacts of nonpoint source pollution on Bow Lake and protect water quality, particularly in the face of more intense rain events, that increase the severity of sediment and nutrient loading to the lake, and warmer temperatures which further stimulate cyanobacteria blooms.
CDBG Grant Writer and Administrator **(Newmarket)**	Newmarket	FY2027-2028	$35,000	$35,000	Submitted	NA- App Pending	Solicitation was for a grant writer, SRPC has requested that if selected we be hired as the grant administrator. Funds would support planned improvements at the Newmarket Housing Authority's Ernest A. Clark Terrace public housing development including sanitary sewer pipes, roof replacement, and sidewalk and road repaving.

Title	Funder	Funding Year(s)	Award $	Net Funding	Application Status	Contract Status	Description
Sunrise Lake Design **(Middleton)**	NHCF GB2030	FY2027-2028	$67,000	$15,000	Invited to Submit Full App	NA- App Pending	Implementation of the Sunrise Lake Watershed Management Plan through engineering design and permitting for three priority stormwater control measures.
NH Coastal Adaptation Workgroup (CAW) Capacity **(Region Wide)**	NHCF GB2030	FY2027-2028	$88,280	$39,280	Invited to Submit Full App	NA- App Pending	Capacity to provide leadership to the NH Coastal Adaptation workgroup (CAW), including updating CAW's Five-Year Intentions and hosting a second round of the Evolve Our Practice cohort to grow CAW members' skills related to equitable climate adaptation
Advancing Action in the Oyster River Watershed **(Region Wide)**	NHCF GB2030	FY2027-2028	$150,000	$50,000	Invited to Submit Full App	NA- App Pending	Working alongside NH Fish and Game, the project lead, SRPC will serve as the fiscal agent and assist in the planning efforts. Oyster River Local Advisory Committee (ORLAC), state and nonprofit partners, and community leaders will be engaged in updating and reprioritizing the action plan from the 2014 Oyster River Management Plan. The action plan will incorporate updated information and identify actions that intersect with other planning resources, such as the recently updated NH Wildlife Action Plan. Multiple priority actions will be advanced toward implementation. ($ amounts are placeholders)
Milton 3 Ponds Stormwater Implementation Projects	NHDES 319	FY2028-2029	$100,000	$20,000	LOI Submitted	NA- App Pending	Design, permitting, and construction of three stormwater control measures (SCMs): two at the Canoe Launch (infiltration swale and boat launch stabilization) and one at Jones Beach (rain garden).
Swains Lake Watershed Management Plan (**Barrington**)	NHDES 604(b)	FY2028-2029	$80,000	$15,000	LOI Submitted	NA- App Pending	Prepare a new Watershed Management Plan for the Lake in coordination with the Town and Lake Association.
Surise Lake Phase II Implementation Projects **(Middleton)**	NHDES 319	FY2028-2029	$100,000	$20,000	LOI Submitted	NA- App Pending	Design, permitting, and construction of Route 125/Bolan Road stormwater systems stabilization and reshaping and Fernald Shore stabilization.
Brownfields Assessments **(Region Wide)**	Regional	FY2028-2031	$500,000	$500,000	In Development	-	Renewal of SRPCs ongoing Brownfields Program, providing Phase I and II environmental assessments and redevelopment planning. (applications due 1/21/2027)
Rollinsford Circuit Rider	Rollinsford	FY2027	$10,000	$10,000	In Development	-	Rollinsford is in need of temporary support day to day planning and zoning board functions as the town negotiates a staffing transition.

Title	Funder	Funding Year(s)	Award $	Net Funding	Application Status	Contract Status	Description
Municipal Planning and Climate Action Inventory Initiative **(Region Wide)**	NH Listens (UNH)	FY2027	$6,000	$6,000	In Development		Assist NHDES and NH Listens in their efforts to prepare an updated state Climate Change Action Plan (CCAP). SRPC, and the other RPCs will work together to create a centralized repository of municipal plans and begin a preliminary cross-section analysis of municipal planning efforts and CCAP implementation strategies.
Interactive Web Map for Water Bodies **(Region Wide)**	NHCF GB2030	FY2027-2028	$51,000	$51,000	Not Funded	-	Develop a comprehensive water quality mapping tool to support all of the Great Bay watershed's tributary rivers and their Local Advisory Committees.

Note: Funding Amounts for Projects in Development are ballpark amounts and will change

Title	Funder	Funding Year(s)	Award $	Net Funding	Application Status	Contract Status	Description
Submission FY	(All)						
EC Pkt	yes						

Application/Proposal Status	Total Award $	Pass Through	Net SRPC Funding
Awarded	$180,500	$76,300	$104,200
Submitted	$85,000		$85,000
Invited to Submit Full App	$155,280	$101,000	$54,280
In Development	$510,000		$510,000
Not Funded	$51,000		$51,000
Grand Total	**$981,780**	**######**	**######**