



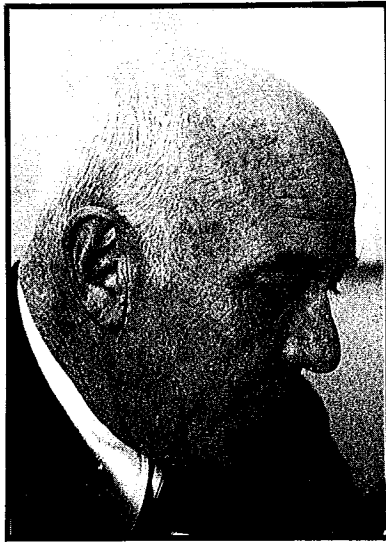
**Rockingham County
New Hampshire
Annual Report**

1987



*This 1987 Annual Report
is Dedicated to
the Memory of:*

*A Great Commissioner,
A Great Family Man,
And A Good Friend . . .*



*Thomas "Tom" Prentiss
Commissioner*



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DISTRICT 1

JOHN C. DRISCOLL, CLERK, PORTSMOUTH OFFICE

East Kingston	Greenland	Hampton	Hampton Falls
Kensington	New Castle	Newington	Newton
North Hampton	Portsmouth	Rye	Seabrook
South Hampton	Stratham		

DISTRICT 2

MAUREEN BARROWS, VICE CHAIRMAN, BRENTWOOD OFFICE

Atkinson	Auburn	Brentwood	Candia
Chester	Danville	Deerfield	Epping
Exeter	Fremont	Hampstead	Kingston
Newfields	Newmarket	Northwood	Nottingham
Plaistow	Raymond	Sandown	

DISTRICT 3

ERNEST P. BARKA, CHAIRMAN, DERRY OFFICE

Derry	Londonderry	Salem	Windham
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TREASURER

CLARKE R. CHANDLER, EXETER

COUNTY ATTORNEY

CARLETON ELDREDGE, ESQ.

CLERK OF SUPERIOR COURT

RAYMOND W. TAYLOR, HAMPTON

HIGH SHERIFF

WAYNE E. VETTER, GREENLAND

JUDGE OF PROBATE

JOHN R. MAHER, PORTSMOUTH

REGISTER OF DEEDS

ELIZABETH LUCE, EXETER

REGISTER OF PROBATE

ELIZABETH POWELL, HAMPTON

REPRESENTATIVES TO GENERAL COURT

DISTRICT 1

(Northwood)

Robert A. Johnson

DISTRICT 2
(Deerfield, Nottingham)

John L. Sherburne

DISTRICT 3
(Candia)

Russell G. Seward

DISTRICT 4
(Candia, Deerfield, Nottingham)

Roger C. King

DISTRICT 5
(Auburn, Chester, Sandown)

Richardson D. Benton

Henry E. Wells

Harry E. Flanders

DISTRICT 6
(Epping, Raymond)

John Hoar, Jr.
Susan M. Joyce

John S. Barnes
Calvin Warburton

DISTRICT 7
(Derry)

Janet M. Conroy
Benjamin C. Newell
Phyllis H. Katsakiores
Robert Fesh

George N. Katsakiores
Virginia K. Lovejoy
Eunice M. Campbell
Maurice B. MacDonald

DISTRICT 8
(Atkinson)

Natalie S. Flanagan

Raymond H. Gourdeau

DISTRICT 9
(Hampstead, Plaistow)

Alfred Ellyson
Peter M. Simon

Annie Mae Schwaner
Richard L. Haynes

DISTRICT 10
(Kingston, Newton)

Vincent J. Palumbo

John W. Flanders, Sr.

David A. Welch

DISTRICT 11
(Brentwood, Danville, Fremont)

Gertrude I. Butler

William McCain

DISTRICT 12
(Newmarket)

Patti Blanchette

Elizabeth M. Popov

DISTRICT 13

(Exeter, Newfields)

Robert R. Blaisdell - resigned
Carl F. Anderson, III

Thomas U. Gage
Harold F. Magoon

Arthur Tufts

DISTRICT 14

(Seabrook)

Charles H. Felch, Sr.

Robert R. Cushing, Jr.

DISTRICT 15

(East Kingston, Kensington, South Hampton)

James R. Rosencrantz

DISTRICT 16

(East Kingston, Kensington, Seabrook, South Hampton)

Ellen M. Cressy

DISTRICT 17

(Hampton, Hampton Falls)

Beverly A. Hollingworth
Ednapearl F. Parr

Kenneth W. Malcolm
Roberta C. Pevear

E. Jane Walker

DISTRICT 18

(New Castle, North Hampton, Rye)

Herbert R. Drake
Eugene Ritzo

Elizabeth A. Greene
Douglas R. Woodward

DISTRICT 19

(Greenland, Stratham)

Merino Romoli, Jr. - deceased

W. Douglas Scamman, Jr.

DISTRICT 20

(Salem)

Annette M. Cooke
Elmira F. Tilton
Michael H. Carpenito
Carol Nagel
Elsie Vartanian

Marilyn R. Campbell
Beverly A. Gage
Bert H. Ford
Donna P. Sytek
Stephen W. Bucu

DISTRICT 21

(Windham)

Ada L. Mace

Patricia M. Skinner

DISTRICT 22

(Salem, Windham)

Robert J. Scott, Jr.

DISTRICT 23
(Londonderry)

William P. Boucher
Rowland H. Schmidtchen
Betsy McKinney

Gordon Arnold
Matthew M. Sochalski
David B. Wright

DISTRICT 24
(Portsmouth - Wards 1 & 6)

Michael R. Weddle

Laura C. Pantelakos

DISTRICT 25
(Portsmouth - Wards 2 & 5)

Patricia Sanderson

John E. Splaine

DISTRICT 26
(Portsmouth - Wards 3 & 4 - Newington)

MaryAnn N. Blanchard

Frances M. Gosselin

DISTRICT 27
(Portsmouth - Ward 5)

Cynthia A. McGovern

Charles L. Vaughn

ROCKINGHAM COUNTY 1987 ADOPTED BUDGET

Appropriations:

Commissioners	\$ 184,097.00
General Government:	
Auditor	17,000.00
Computer Software	9,000.00
NACO Dues	9,600.00
Insurance	150,000.00
Revenue Sharing Ads	100.00
Accrued Liability	35,000.00
Interest on Temporary Loan	180,000.00
Interest on Bonds & Notes	153,000.00
Payment on Bonds & Notes	350,000.00
Legal Fees	12,000.00
Personnel	37,664.00
Maintenance	1,211,000.00
Rockingham Nursing Home	9,207,037.00
Treasurer & Deputy	27,071.00
County Attorney	448,127.00
Register of Deeds	555,552.00
Sheriff Department	1,184,974.00
Medical Examiner	44,000.00
Public Assistance:	
Grants	136,597.00
Board & Care Children	725,000.00
Old Age Assistance	3,721,314.00
County Specials:	
County Farm	13,000.00
Jail	6,800.00
Sheriff	51,600.00
Maintenance	23,500.00
Register of Deeds	98,870.00
Computer Project	69,378.00
Revenue Sharing:	
Commissioners	27,621.00
Register of Deeds	27,622.00
County Attorney	10,980.00
Non-County Specials:	
R.C. Conservation District	31,600.00
A Safe Place	23,000.00
Area Homemakers	44,000.00
Great Bay School	13,200.00
Derry V.N.A.	42,000.00
Family Planning	22,500.00
Emergency Unit Fire Training	3,000.00
Retired Senior Volunteer	14,000.00
Child Care Association	50,500.00
Child & Family Services	22,000.00

Newmarket Regional Health Center	18,174.00
Nutrition Program	29,000.00
Women's Resource Center	5,000.00
R.C. Planning Commission	25,000.00
County Jail	1,792,854.00
County Farm	165,592.00
Coop. Extension Service	248,471.00
Delegation	29,139.00
Taxes - Farm	8,402.00
Taxes - Maintenance	6,000.00
Real Estate Insurance	12,036.00
Grand Total:	\$21,332,972.00

Estimated Revenues:

Superior Court	\$ 129,000.00
Register of Deeds	1,500,000.00
Sheriff Department	350,000.00
Maintenance	648,759.00
Commissioners	2,400.00
County Home	7,239,710.00
County Jail	50,000.00
County Farm	130,000.00
Interest Earned	170,000.00
Board & Care Children	5,000.00
Unemployment Ins. Reimb.	30,000.00
Revenue Sharing Funds	66,223.00
Personnel	26,386.00
Grants	136,597.00
R.C. Conservation District	10,000.00
County Attorney	25,000.00
Net Budget Surplus	1,473,834.00
(Encumbered Funds - \$81,508.00)	

Grand Total	\$11,992,909.00
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Amount Necessary To Be Raised By County Taxes:	\$ 9,340,063.00
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1987 BUDGET OF ROCKINGHAM COUNTY
Appropriations and Estimates of Revenue
For the Calendar Year January 1, 1987 to December 31, 1987

	Appropriations Previous Fiscal Year 1987	Actual Expenditures Previous Fiscal Year 1987	Appropriations Ensuig Fiscal Year 1988
Purpose of Appropriation			
Current Maintenance:			
General Government:			
Administration Commissioners' Office	\$ 184,097.00	\$ 164,912.79	\$ 182,541.00
Administration - Treasurer	27,071.00	30,424.46	30,800.00
Administration - Auditors'	17,000.00	17,000.00	17,000.00
County Attorney	448,127.00	447,981.12	529,922.00
Register of Deeds	555,552.00	498,904.98	588,675.00
Sheriff	1,184,974.00	1,159,790.66	1,438,361.00
Medical Referee	44,000.00	46,896.83	56,900.00
Maintenance of Court House	1,211,000.00	1,223,632.70	1,417,700.00
Public Welfare - OAA - C. B. - Grants	4,582,911.00	4,660,537.08	5,161,251.00
Farm Special	13,000.00	13,000.00	-0-
County Nursing Home:			
Administration	9,207,037.00	9,387,693.56	10,862,074.00
Insurance	150,000.00	134,875.00	194,500.00
County Jail: Special	6,800.00	6,783.74	-0-
Jail Expense	1,792,854.00	1,810,870.47	2,060,817.00
Revenue Sharing Ads	100.00	-0-	-0-

County Farm:					
Farm Expense	165,592.00	141,839.14		176,831.00	
Accrued Retirement	35,000.00	32,721.00		35,000.00	
Cooperative Extension Service:					
Expense	248,471.00	214,520.75		254,093.00	
NHACO Dues - Corr. Coordinator	9,600.00	8,907.00		8,907.00	
Debt Service:					
Interest:					
On Tax Anticipation Notes	180,000.00	191,181.60		350,000.00	
On Long Term Notes	153,000.00	153,000.00		132,000.00	
On Bonded Debt	350,000.00	350,000.00		350,000.00	
Principal:					
Real Estate Insurance	12,036.00	-0-		-0-	
Taxes - Maintenance	6,000.00	6,000.00		6,000.00	
Taxes - Farm	8,402.00	6,919.00		8,402.00	
Legal Fees	12,000.00	3,000.00		12,000.00	
Appraisal Services	-0-	-0-		8,500.00	
Highway Clean-up	-0-	-0-		45,000.00	
Capital Outlay, New Construction & Equipment					
Personnel	37,664.00	35,902.82		41,790.00	
Maintenance Special	23,500.00	13,412.00		-0-	
Revenue Sharing Specials	66,223.00	63,519.66		9,532.00	
Human Services	342,974.00	296,630.50		358,619.00	
Computer Software	9,000.00	8,999.19		5,000.00	
Sheriff Special	51,600.00	51,000.00		-0-	
County Convention:					
Expense	29,139.00	15,661.97		21,363.00	
Register of Deeds Special	98,870.00	98,224.87		-0-	
Computer Project Special	69,378.00	69,378.00		-0-	
Total Appropriations	\$21,332,972.00	\$21,364,720.89		\$24,363,578.00	

	Estimated Revenue Previous Fiscal Year 1987	Actual Revenue Previous Fiscal Year 1987	Estimated Revenue Ensnuing Fiscal Year 1988
Sources of Revenue			
Current Income:			
Superior Court - Fines & Forfeited Bail	\$ 129,000.00	\$ 129,269.88	\$ 173,484.00
Register of Deeds - Fees	1,500,000.00	1,760,059.49	1,500,000.00
Sheriff's Writ Fees	350,000.00	440,942.34	519,425.00
County Attorney	25,000.00	23,382.00	25,000.00
County Nursing Home:			
Patient Income	7,239,710.00	7,089,450.79	8,275,181.00
County Jail:			
Jail	50,000.00	52,391.58	50,000.00
County Farm:			
Farm	130,000.00	148,323.62	130,000.00
Cooperative Extension Service	-0-	6.00	-0-
Income Other Than Current Revenue:			
Interest	170,000.00	149,367.10	275,000.00
Welfare:			
O.A.A.	-0-	674.98	-0-
Board & Care Children	5,000.00	2,848.70	2,500.00
Other:			
Maintenance	648,759.00	677,066.66	711,082.00
Commissioners	2,400.00	11,610.02	4,150.00
Miscellaneous & Telephone	-0-	5,618.75	5,000.00
Personnel	26,386.00	19,368.86	29,323.00
Escheat Funds	-0-	13,334.75	10,000.00

Proceeds of Bonds & Long Term Notes:

Grants	136,597.00	181,990.20	150,000.00
Highway Clean-up/Grant	-0-	-0-	78,259.00
Revenue Sharing Funds Used:	66,223.00	63,519.66	9,532.00
R.C. Conservation District	10,000.00	10,000.00	6,000.00
Surplus Used to Reduce Tax Rate	1,473,834.00	1,473,834.35	178,575.00
N.H. Unemployment Insurance Reimb.	30,000.00	16,010.00	15,000.00
Total Income From All Sources Except Taxation:	(9,340,063.00)	9,340,063.00	(12,276,067.00)
*Amount Necessary to be Raised by County Tax			
Total Revenues	\$11,992,909.00	\$21,609,132.73	\$12,147,511.00

Total estimated "Income From All Sources Except Taxation" deducted from estimated "Appropriations" should give "Amount Necessary to be Raised by County Tax."

I hereby certify that this is a true copy of the budget as voted by the County Convention.

Chairman, Rep. Patricia M. Skinner
 Clerk, Annie Mae Schwaner
 County Convention

1987 REVENUE SHARING
4th Quarter
December 31, 1987

Title	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	Balance
Commissioners:						
\$27,621.00	\$24,650.00	\$ 508.00	\$2,463.00	-0-	\$27,621.00	-0-
Register of Deeds:						
\$27,622.00	14,050.00	8,150.00	5,422.00	-0-	27,622.00	-0-
County Attorney:						
\$10,980.00	-0-	6,666.41	888.44	721.81	8,276.66	2,703.34
Grand Total:						
\$66,223.00	\$38,700.00	\$15,324.41	\$8,773.44	\$721.81	\$63,519.66	\$2,703.34
1986 Balance Forwarded:				\$66,223.73		
Federal Deposit 2/87:				5,506.00		
1987 - Interest:				71,729.73		
1987 - Service Charge:				1,326.78		
				73,056.51		
				-4.51		
Total Revenue Sharing Funds Used:				73,052.00		
Year End Balance 12/31/87:				-63,519.66		
				\$ 9,532.34		

ROCKINGHAM COUNTY COMMISSIONERS

BOX 560, EPPING, N.H. 03042

TELEPHONE:603-679-2256

APPROPRIATION

1987	\$21,332,972.00	
1988	<u>\$24,363,578.00</u>	
INCREASE	\$ 3,030,606.00	or 14% increase

REVENUES

1987	\$11,992,909.00	
1988	<u>\$12,147,511.00</u>	
INCREASE	\$ 154,602.00	or 1.3% increase

AMOUNT TO BE RAISED IN TAXES

1987	\$ 9,340,063.00	
1988	<u>\$12,216,067.00</u>	
INCREASE	\$ 2,876,004.00	or 31% increase

The figure of \$2,876,004.00 or 31% increase in the amount to be raised in taxes does not reflect the cost to increase the lagoon at the Rockingham County Complex, an estimated cost of 1.2 million dollars, as well as the cost for the expansion of the Rockingham County Jail/House of Correction.

Ernest P. Barka, Chairman
Board of Rockingham County Commissioners

EXECUTIVE COMMITTEE MEETING

Rockingham County Nursing Home
Brentwood, New Hampshire
January 30, 1987

PRESENT

HONORABLE EXECUTIVE COMMITTEE MEMBERS

Palumbo, Chase, Skinner, Walker, Greene, Cushing, Joyce, Flanagan, T. Gage, Hoar, Conroy, B. Gage, Lovejoy, Boucher.

OTHER HONORABLE REPRESENTATIVES

Benton, Wells, Rosencrantz, Butler, Malcolm, Blaisdell, Welch, McCain, H. Flanders.

OTHERS

Commissioner Ernest P. Barka, Chairman, Board of Rockingham County Commissioners; Commissioner Maureen Barrows, Vice Chairman, Board of Rockingham County Commissioners; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mr. Wayne Vetter, High Sheriff of Rockingham County; Mrs. Elizabeth Luce, Register of Deeds for Rockingham County; Mr. Carleton Eldredge, Rockingham County Attorney; Mr. John Courtney, Superintendent, Rockingham County Jail/House of Correction; Mr. Roy E. Morrisette, Personnel Officer for Rockingham County and Mrs. Gaye Bridgham, Acting Secretary to the Board of Commissioners/Delegation.

The meeting was called to order at 9:07 A.M. by Chairman Palumbo. Ch. Palumbo acknowledged the Commissioners for the good job they had done in 1986 in running the County operation and explained the operating budget format. He also indicated that if the meeting did not conclude by 12 Noon, he would break for lunch and continue in the afternoon.

Ch. Palumbo recognized Rep. Benton to give the report of the Treasurer/Auditors Sub-Committee. All county activities except the nursing home were audited by Dennett and Dennett. The Rockingham County Nursing Home was done by Touche-Ross, who are considered experts in the auditing of nursing homes by the federal government. Rep. B. Gage questioned travel reimbursement in the Treasurer's account. It was explained that this account coverage mileage for the Treasurer to Brentwood, as well as a trip to Washington, D.C. A question was raised as to the increase in legal, bond and bank charges. It was explained that the bank imposes those particular charges. Rep. T. Gage asked why the County Attorney did not do the legal work with regards to bonds, instead of paying someone else. It was explained that a special bond counsel has to be obtained, further noting that the County Attorney is not qualified as a bond counsel. After more discussion, Rep. Boucher moved the sum of \$17,000. for auditing fees. This motion was seconded by Rep. T. Gage and passed. Rep. B. Gage moved, duly seconded by Rep. T. Gage the amount of \$26,267. for the Treasurer/Deputy. Discussion ensued with regards to the breakdown of the following items, which Rep. Palumbo explained: \$10,100. - legal /bond and bank charges; \$4,800. for bank charges for investments; \$400. monthly for cash management transactions; \$1,500. for bond registration and transfer certificates; \$2,000. for expenses for the

issuance of tax notes; \$1,800. for legal costs for services rendered on the tax anticipation notes to Shawmut Bank. There being no further discussion regarding this line item, the motion passed.

Ch. Palumbo recognized Rep. Walker, Chairman of the Elected Officials Salaries Sub-Committee to report on her sub-committee recommendations. She stated that many ideas were considered, and after lengthy discussion, the following salaries were agreed upon for the year 1987: Register of Deeds salary from \$26,209. to \$27,250.; High Sheriff's salary from \$23,550. to \$28,550.; County Attorney's salary from \$37,526. to \$40,000.; Treasurer's salary from \$6,270. to \$7,000.; Commissioners salaries from Chairman - \$13,104. to \$14,500.; Vice Chairman - \$12,509. to \$14,500.; and Clerk from \$11,913. to \$13,500. Rep. Walker also noted that, after an indepth study of these salaries were done, comparing them with other counties and private industry, the Elected Official Salary Sub-Committee will give a report to the Executive Committee in January of 1988, which will list job descriptions and a proposed salary. The committee will also seek the help from each of these departments in gathering information to help them make a fair adjustment to salaries based upon the work load, responsibility and hours needed to do the job. She further commented that it was the desire of the committee to structure a salary for the job and not be judgemental about the individuals holding the position. A motion was then made by Rep. Walker, duly seconded by Rep. T. Gage to accept the report of the Elected Officials Salary Sub-Committee, with the elected officials receiving the recommended salaries for 1987. Motion adopted.

Rep. Boucher pointed out that past history had been for the elected officials not to receive a salary increase immediately after being elected and that increases usually came in the second year. The Chairman agreed that this had been past practice, however, the sub-committee felt that there were some areas that had been ignored over a number of years and this left the department head making less than most of those under him. It was also noted that this salary adjustment was an attempt to address this problem.

Rep. Walker also gave the report regarding the Classified Salary Sub-Committee, in the absence of Rep. Parr, Chairman of that sub-committee. Rep. Walker moved the increase of 4% to the wage scale merit and additional 4% for merit to be given in 1, 2, 3, 4, 5 or 6% increases depending upon evaluations. Rep. T. Gage seconded the motion. The motion was adopted.

Rep. Greene then gave the report of the Nursing Home Sub-Committee. Rep. Greene moved, seconded by Rep. Joyce, a total of \$9,207,037. for the Rockingham County Nursing Home. Rep. Palumbo pointed out that in 1986 - \$8,588,216. was appropriated and \$8,581,054. was expended. A 7.2% increase was noted in the 1987 budget over 1986 for the Home, however, 75% of the budget is salaries and payroll expenses. It was noted that since 8% had been approved for payroll and salaries, a 7.2% increase is remarkable. Rep. Greene stressed that because of the salary scale, there were constant vacancies at the Home, and they had problems keeping a full staff.

Rep. Conroy moved, duly seconded by Rep. Boucher the following: \$3,821,314. for Old Age Assistance. Motion passed. Rep. Conroy moved, seconded by Rep. Flanagan the sum of \$725,000. for Board and Care of Children. Motion adopted. Rep. Conroy moved, seconded by Rep. Lovejoy the sum of \$136,597. for Grants and Mediation. Motion adopted. It was noted by Rep. Palumbo that the Commissioners, especially Commissioner Barrows should be

complimented for their efforts in keeping the county in the black on the Board and Care of Children line item, when almost every other county is always in the red.

Rep. Butler reported on the Special Budget Request Sub-Committee. She noted the following as sub-committee recommendations: Child Care Association \$50,500.; Area Homemaker Home Health Aide - \$44,000.; Derry Visiting Nurses - \$42,000.; Rockingham County Conservation District - \$31,600.; Rockingham County Nutrition Program - \$29,000.; Rockingham County Planning Commission - \$25,000.; A Safe Place - \$23,000.; Rockingham County Family Planning - \$22,500.; Rockingham Child and Family Services - \$22,000.; Lamprey Regional Health - \$18,174.; Retired Senior Volunteer Program - \$14,000.; Great Bay School and Training Center - \$13,200.; Women's Resource Center - \$5,000.; Emergency Fire Training - \$3,000.; Discussion followed whereby Rep. Hoar moved, duly seconded by Rep. Conroy, the sum of \$342,974. for Non-County Specials, as presented by Rep. Butler. The motion was so voted in the affirmative.

Rep. Blaisdell then reported on Revenue Sharing, and his sub-committees recommendations. He stated the following had been recommended by the sub-committee: Commissioners - \$27,621.; Registry of Deeds - \$27,621.50; and County Attorney - \$10,980. which totalled \$66,223.00 Rep. T. Gage moved, seconded by Rep. Hoar to move \$66,223.; as recommended by the Revenue Sharing Sub-Committee. The motion passed.

Rep. Welch was then recognized to report on the Jail/House of Correction Sub-Committee. Discussion followed whereby Rep. Lovejoy moved, duly seconded by Rep. Chase the sum of \$978,132. for salaries at the Rockingham County Jail/House of Correction. Motion passed Rep. Lovejoy moved, duly seconded by Rep. Chase the sum \$571,178. for the total operating budget for the Rockingham County Jail/House of Correction. Motion adopted. Rep. Lovejoy moved, seconded by Rep. Chase the amount of \$1,792,854. for the Rockingham County Jail/House of Correction budget for 1987. Motion adopted.

Rep. Malcolm reported regarding the Maintenance Sub-Committee. After lengthy discussion, Rep. Joyce moved, duly seconded by Rep. Chase the following line items within the Maintenance Department budget: \$547,400. for salaries and expenses; \$6,750. for total administration expenses; \$87,600. for utilities and expenses; \$69,900. for the Brentwood Complex; \$170,000. for the Boiler Plant; \$3,200. for the Sewer Plant; \$221,300. for General Plant; \$7,700. for the Water Plant; \$402,200. for the Total Plant Operations; \$54,400. for Building and Grounds; \$42,750. for Motot Service - Maintenance of Vehicles; \$663,600. for the total operating expenses; \$1,211,000. for the Maintenance Department Operating budget. Motion adopted.

Maintenance Specials: It was noted by Rep. Malcolm that the carpet at the Courthouse needs to be taken up and replaced, as it currently could create a liability. Replacement would cost \$4,000. Rep. T. Gag moved, seconded by Rep. Boucher to delete \$3,500. from the \$27,000., noting that this action would leave \$500,00 to remove carpet and repair floor. Motion adopted. Rep. Hoar questioned the terms of the lease agreement with the Court. It was explained that the County of Rockingham maintains the building. Rep. T. Gage then moved, duly seconded by Rep. Boucher to adopt the total Maintenance Specials at a figure of \$23,500. Motion adopted.

Rep. McCain was then recognized to speak to the Sheriff's Department Sub-Committee report. Several questions were raised with regards to the radio and lab technician salaries. Concerns were expressed that many towns did not

use this service because of the distance and time loss of employees when bringing a vehicle to Brentwood. After lengthy discussion, Rep. Walker moved, duly seconded by Rep. Skinner that the High Sheriff monitor this account and keep records as to how many towns do use the service, along with the performances of the employees and keep the Executive Committee informed in a report at the end of the 3rd quarter. Motion so voted in the affirmative.

Rep. T. Gage moved, seconded by Rep. Cushing to accept the figure of \$655,906. for salaries for the Sheriff's Department. Motion adopted. Rep. T. Gage moved, seconded by Rep. B. Gage the figure of \$119,198 for Sheriff's Department total payroll. Motion passed. Rep. T. Gage moved, seconded by Rep. Chase, the figure of \$125,789. for the operating expenses for the Sheriff's Department. Motion adopted. Rep. T. Gage moved, duly seconded by Rep. Boucher the figure of \$284,081. for Dispatch. Motion adopted. Rep. T. Gage moved, duly seconded by Rep. Boucher the figure of \$284,081. for Dispatch. Motion adopted. Rep. T. Gage moved, seconded by Rep. Chase the figure of \$1,184,974. for the total of the Rockingham County Sheriff's Department. Motion adopted. Rep. B. Gage moved, seconded by Rep. Chase the sum of \$51,600. for Sheriff's Department Special - Cruisers. Motion adopted. Reps. John Hoar, Robert Cushing and T. Gage wished to be recorded as voting in the negative.

The meeting was recessed at 12:35 P.M. for lunch.

The meeting was called to order at 1:15 P.M. by Chairman Palumbo. Discussion followed with regards to the Rockingham County Cooperative Extension Service budget. Rep. Joyce spoke to her sub-committee report, reviewing line items within this budget. Rep. Boucher moved, seconded by Rep. Chase the amount of \$248,471. for the Cooperative Extension Service. Motion adopted.

The General Government portion of the budget was then discussed. Rep. T. Gage moved, duly seconded by Rep. Boucher the following items: \$350,000. for Payment of Bonds; \$18,000. for interest on Temporary Loans; \$253,000. for Interest on Bonds and Notes, \$150,000. for Insurance; \$35,000. for Accrued Liability; \$12,036. for Real Estate Insurance; \$12,000. for Legal fees; \$9,600. for NHACO Dues/Corrections; \$9,000. for Software/Dev./Maint. \$14,402. for Taxes on the Farm and Maintenance of which \$8,402. is Farm and \$6,000. is Maintenance; \$100.00 for Revenue Sharing Ads. This motion was so voted in the affirmative.

Rep. Hoar then spoke to the Commissioners budget. Rep. Hoar moved, seconded by Rep. Boucher, the total of \$184,097. for Commissioners budget. Motion adopted. It was noted that this was an adjustment of \$5,000. and 471 to their budget. Rep. Hoar moved, seconded by Rep. Boucher \$37,664. for Personnel Services. Motion passed.

Rep. T. Gage then spoke to the Registry of Deeds Sub-Committee report. Rep. T. Gage moved, seconded by Rep. \$555,552. Discussion followed by Rep. B. Gage as to what type of equipment would be purchased, and the cost of each item. Her question was answered, noting that the computer would cost \$81,100.; table top duplicator \$27,040.; copy machine \$21,050.; copier - \$21,030.; copier and reader -\$17,000.; two (2) typewriters - \$1,272.; chairs - \$1,200.; side chairs - \$900.00; at a total cost of \$108,443. less Revenue Sharing of \$27,622. Rep. T. Gage then moved, seconded by Rep. Skinner \$80,821. for the Registry of Deeds Capital budget. Motion passed. Rep. B. Gage wished to be recorded as voting in the negative.

Rep. Henry Wells then spoke to the County Attorney's Sub-Committee report. Discussion followed with Rep. Conroy moving, seconded by Rep.

Flanagan the amount of \$307,813. for the total salaries for the County Attorney's budget; and \$46,364. for payroll expenses for the County Attorney's budget. Motion adopted. Discussion followed with Rep. Hoar moving, seconded by Rep. Chase the amount of \$93,950. for operating expenses for the County Attorney's budget. Motion adopted. Rep. B. Gage wished to be recorded as voting in the negative. Rep. Hoar moved, seconded by Rep. Chase the amount of \$448,127., the total amount for the County Attorney's budget. Motion adopted. Rep. Conroy then moved, seconded by Rep. Chase the amount of \$44,000. for the Medical Examiner budget. Motion adopted.

Rep. James Rosencrantz then spoke with regards to the Farm Sub-Committee report. Much discussion followed this report. The farmer, Robert Bartlett, indicated that he did not want a salary increase. Rep. Boucher moved, seconded by Rep. Skinner that the proper documentation be presented to the farmer for his signature, stating that he did not want a salary increase, noting that such documentation would be drawn up by the Personnel Commission - that his salary would be \$26,678. Motion passed. Rep. Hoar moved, duly seconded by Rep. Flanagan the following: \$13,306. for Farm total payroll expenses and \$55,586. for Farm total payroll expenses. Motion adopted. Rep. T. Gage moved, seconded by Rep. Boucher the amount of \$23,700. for Farm total operating expenses. Motion adopted. Lengthy discussion followed with regards to the figures that the sub-committee chairman had, which were different from the figures given by Chairman Palumbo. It was felt by many that the sub-committee figures should not be changed without the consent of the sub-committee. Rep. Boucher moved, seconded by Rep. Chase the amount of \$21,500. for Beef expenses for the Farm. Motion adopted. Rep. Hoar moved, seconded by Rep. Chase the amount of \$42,500. for Piggery and \$4,000. for Slaughtering expenses for the Farm. Motion adopted. Rep. Conroy moved, seconded by Rep. Hoar the amount of \$160,592. for Total Farm expenses. Motion adopted. Rep. Boucher moved, seconded by Rep. Chase that the amount of \$7,500. be accepted for the purchase of a used truck for the Farm, to come from the County Specials portion of the budget. The motion failed. Rep. T. Gage spoke in favor of the purchase of a used truck for the Farm, to come from the County Specials portion of the budget. The motion failed. Rep. T. Gage spoke in favor of the purchase of a truck, and then later changed his mind, and spoke in opposition. After much more discussion regarding this topic, Rep. Boucher stated that the Farm Sub-Committee was looking into long range planning for the Board of Rockingham County Farm and are looking at the possibility of leasing the Farm.

Rep. Skinner then moved, duly seconded by Rep. Conroy, the amount of \$24,139. for Delegation expenses. Motion adopted. Rep. T. Gage then spoke to the need to reconsider the totals for the Registry of Deeds under specials, and put this in the form of a motion. which was seconded by Rep. Boucher. It was noted that the copier cost should reflect a price of \$20,740. not \$27,040., a difference of \$6,300. Motion adopted.

County Specials: Rep. T. Gage moved, seconded by Rep. Boucher the amount of \$98,870. for the Registry of Deeds. Motion adopted. Rep. Skinner then moved, duly seconded by Rep. Conroy the sum of \$69,378. for the Computer Project for the Rockingham County Complex. Motion adopted. Rep. Boucher then moved, seconded by Rep. Skinner the amount of \$6,800. for the Rockingham County Jail/House of Corrections. Motion passed.

Rep. Skinner, Chairman of the Rockingham County Delegation then gave a

report regarding the future of the building needs for Rockingham County. Rep. Woodward stated that it was the desire of the sub-committee to have \$5,000. for future building needs, the money to be used for expert advise. Rep. Hoar then moved, duly seconded by Rep. Flanagan that \$5,000. be added to the Rockingham County Delegation budget, bringing it from \$24,139. to \$29,139., further noting that this additional \$5,000. would be in a separate line item within the Delegation budget. The motion passed. Rep. T. Gage moved, duly seconded by Rep. Boucher that the bottom line be adopted as \$21,414,972. The motion was adopted with Rep. Cushing wishing to be recorded as voting in the negative.

Revenue: Discussion followed with regards to the Revenue portion of the budget. Rep. T. Gage then moved, duly seconded by Rep. Hoar line item 93 to \$30,000. Motion adopted. Rep. T. Gage then moved, seconded by Rep. Chase the sum of \$11,992,970. for Total Revenues. Motion adopted. Rep. T. Gage moved, seconded by Rep. Boucher the amount of \$9,422,002., the amount to be raised by taxes. Motion adopted.

Other Business: Rep. Boucher complimented Rep. Palumbo on his good job of conducting the Executive Committee Meeting. Rep. Patricia Skinner, Chairman of the Rockingham County Delegation appointed a Long Range Planning Committee comprised of the following Representatives: Palumbo, Skinner, Woodward, Vaughn and Schmidtchen. Rep. Cushing wished to be recorded as opposed to the \$10,000. budgeted for the demolition of the old Rockingham County Jail/House of Correction.

There being no further business to come before the meeting, Rep. Boucher moved, duly seconded by Rep. T. Gage to adjourn the meeting. This motion was so voted unanimously in the affirmative at 4:00 P.M.

Respectfully submitted,

Representative E. Jane Walker
Clerk Pro-Tem

EXECUTIVE COMMITTEE MEETING

Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
February 14, 1987

PRESENT

HONORABLE EXECUTIVE COMMITTEE MEMBERS

Skinner; Schmidtchen; Vaughn; Flanagan; Lovejoy; T. Gage; Boucher; Chase; B. Gage; Conroy; Walker; Palumbo; Blanchard; Cushing; Joyce; Hoar.

OTHERS PRESENT

Commissioner Ernest P. Barka, Chairman, Board of Rockingham County Commissioners; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mrs. Carrolle A. Butler-Popovich, Secretary to the Board of Rockingham County Commissioners/Rockingham County Delegation; Mrs. Irene L. Dodge, Deputy Treasurer for Rockingham County; Mr. Elwood K. Paradis, Supervisor, Rockingham County Maintenance Department; Mr. Robert Bartlett, Rockingham County Farm Manager.

The meeting commenced at 9:10 A.M. with the Chairman of the Executive Committee, Rep. Palumbo explaining that the Public Assistance Budget has been cut, due to recommendations brought forth from the Commissioners. This notation was made at the Public Hearing held on the budget. Chairman Palumbo also spoke to the possibility of taking \$5,000., earmarked for equipment repair for the Farm in the Maintenance budget, and placing it in the Farm budget, where it belongs, under a line item for equipment repairs. Discussion followed this suggestion, whereby Rep. MaryAnn Blanchard moved, duly seconded by Rep. Lawrence Chase to recommend to the full Delegation, moving \$5,000. earmarked for equipment repair for the Farm from the Maintenance budget to the Farm budget, under line item 8712-02.01 - equipment repairs, further stressing that this amount be monitored very carefully. Rep. T. Gage questioned if it was possible to have the Farm budget reflect all of its appropriate costs. Rep. Blanchard assured Rep. T. Gage that through the auditing reports done by the firm Dennett and Dennett, it clearly shows expenses expended for the Farm. There being no further discussion following the motion, a call for the vote on the motion was recorded as unanimous in the affirmative.

Discussion then ensued with regards to the need of a 4x4 vehicle for the Rockingham County Farm. Rep. James Rosencrantz, Chairman of the Farm Subcommittee, stated that he did receive some verbal quotes for such a vehicle, stating that the quotes ranged from \$12,543. to \$13,995. He stated that, if it was the recommendation of the Executive Committee, bids on the proposed 4x4 truck could be mailed out. It was the strong recommendation of Rep. Rosencrantz that the Executive Committee consider the purchase of a new 4x4 vehicle for the Farm, and further, to sell the truck now utilized by the farmer. Questions arose about the possibility of purchasing a used truck for the Farm, rather than a new one. Rep. Rosencrantz stated that a used vehicle was purchased the last time the need for a truck was discussed and voted. He emphasized that the vehicle in question just didn't work the way it should noting a lot of problems with the

vehicle. Rep. Blanchard asked Rep. Rosencrantz if the price quotes he received were for a "top of the line" vehicle or a standard "lean" item. Rep. Rosencrantz stated that the quotes received were for a "lean" vehicle, not a "top of the line" vehicle.

Rep. T. Gage questioned the type of utilization the proposed truck would be purchased for. Rep. Chase spoke to the proposed vehicle in question, stating that he reviewed the vehicle currently being used, and highly recommended a replacement vehicle, emphasizing that it should be ziebarted. Rep. B. Gage spoke to her concerns about the present truck. She stated that she researched the repair orders done to the truck in question, and learned that there were no repairs done by the Maintenance Department. She commented that either the truck did not have to be repaired, or that it wasn't taken care of. Rep. Blanchard stated that the Farm Sub-Committee listened to the request for a new vehicle, and decided that it was a legitimate request. Mr. Bartlett was asked to explain the need for the truck. Mr. Bartlett stated that the old truck has been taken apart several times, and it currently gets 7 miles to the gallon. He also emphasized that the truck has very little power to be utilized in the fashion he wishes to do with it. Mr. Bartlett also noted that the old truck was purchased with 42,000 miles on the odometer, and it now has over 70,000. He stressed that the old truck is not adequate to pull a trailer. He also added that the old truck would have had more miles on it, but that he did, over a period of time, utilize his own personal vehicle.

More discussion followed with Rep. Chase emphasizing that the topic of the County Farm, and the proposed truck has been "beaten to death." He strongly recommended the Executive Committee either appropriate the money for a new truck or a used truck. Rep. Conroy stated that it was her feeling that a new truck should be purchased. Rep. T. Gage expressed his concerns that the truck currently being utilized, has not been taken care of adequately. Rep. Flanagan stated that it was her feeling that the County would be wasting money if another used vehicle was purchased. Rep. Blanchard questioned how many vehicles the Maintenance Department currently has. It was noted that they have seven (7) vehicles. A motion was then offered by Rep. Chase duly seconded by Rep. Schmidtchen that the sum of \$13,000. be appropriated (not to exceed that amount), for the purchase of a new 4x4 truck for the Rockingham County Farm, further noting that the vehicle in question must be undercoated. More discussion followed with Rep. T. Gage moving, seconded by Rep. B. Gage to amend the figure to \$9,000. for the purchase of a new 2-wheel drive truck for the Farm, and trade in or sell outright the old truck. A call for the vote on the amended motion failed. A call for the vote on the original motion was voted in the affirmative. It was noted that the Executive Committee would recommend to the full Delegation, the sum of \$13,000. (not to exceed this amount) be appropriated for the purchase of a new 4x4 vehicle for the Farm.

Discussion followed with regards to County Specials for the Farm. A motion was then made by Rep. Walker, seconded by Rep. Schmidtchen that the old truck currently being utilized by the Farm Manager, be sold or auctioned off, so that the revenues come back to the County. This motion was so voted in the affirmative.

Rep. Skinner then spoke briefly regarding a letter she had received from the Chairman of the Board of Commissioners concerning the overcrowding situation at the Rockingham County Jail/House of Correction. She stated that the Rockingham County Delegation, at some point in time, will have to face some

alternatives regarding this situation. Rep. B. Gage asked if County Attorney Eldredge could check into appealing the ruling against double bunking inmates incarcerated within the facility.

More discussion followed, with Rep. Boucher moving, duly seconded by Rep. Chase the figure of \$13,000. be added to the bottom line of the budget for Executive Committee recommendations, for the addition of a new 4x4 vehicle for the Farm, also noting the transfer of \$5,000. from the Maintenance Department budget to the Farm budget (line item under equipment repair). This motion was so voted unanimously in the affirmative.

There being no further business to come before the meeting, Rep. B. Gage moved, duly seconded by Rep. Schmidtchen to adjourn the meeting. This motion was so voted unanimously in the affirmative at 9:50 A.M.

Respectfully submitted,

Rep. E. Jane Walker
Clerk Pro-Tem, Rockingham County
Executive Committee

ROCKINGHAM COUNTY DELEGATION MEETING

Rockingham County Nursing Home

Brentwood, New Hampshire

February 14, 1987

The Rockingham County Delegation met this date, February 14, 1987 at 10:00 A.M. in the Hilton Auditorium of the Rockingham County Nursing Home in Brentwood, New Hampshire for the purpose of receiving and voting on the 1987 budget for Rockingham County.

The meeting was called to order by Rep. Patricia M. Skinner, Chairman, Rockingham County Delegation at 10:00 A.M. She asked Rep. Warburton to lead the group in prayer, which was then followed by Rep. Benton leading in the Pledge of Allegiance to the Flag. The group paused momentarily for prayers for Rep. Hoar whose mother recently passed away, for Rep. Romoli, who recently passed away, and for a speedy recovery for Commissioner John C. Driscoll, Clerk, Rockingham County Delegation and Rep. Annie Mae Schwaner, Clerk, Rockingham County Delegation.

The Clerk Pro-Tem, Rep. E. Jane Walker, was then instructed to call the roll. The following Honorable Representatives responded to the call: Anderson, Barnes, Benton, Blaisdell, Blanchard, Blanchette, Boucher, Butler, E. Campbell, M. Campbell, Chase, Conroy, Cooke, Cressy, Cushing, Ellyson, Flanagan, H. Flanders, J. Flanders, B. Gage, T. Gage, Gosselin, Gourdeau, Hoar, Hynes, Johnson, Joyce, G. Katsakiores, P. Katsakiores, King, Lovejoy, Magoon, Malcolm, McGovern, MacDonald, Palumbo, Parr, Pevear, Popov, Read, Ritzo, Rosencrantz, Sanderson, Scamman, Schmidtchen, Seward, Sherburne, Splaine, Sytek, Tilton, Tufts, Vaughn, Walker, Warburton, Wells, Woodward, Wright.

Chairman Skinner then introduced Carrolle Butler-Popovich, Secretary to the Rockingham County Delegation/Rockingham County Commissioners, to those new members who did not know her, and welcomed her back, stating that she was out on maternity leave, having had a baby girl on November 21, 1986. A special thank you to the Acting Secretary for filling in for Carrolle was also acknowledged to Gaye Bridgham. Chairman Skinner also thanked Rep. Palumbo, Chairman of the Executive Committee, for delivering the budgets for Rockingham County Delegation members prior to the scheduled February 14, 1987 Delegation Meeting. At this time, she also thanked specifically, Mr. Morrisette and Mr. Sturtevant and all other department heads for all their hard work in putting the budget together.

Rep. Palumbo then gave an over-view of the proposed 1987 budget, making a few observations. He reviewed the fact that the Revenue portion of the budget was down, due to no Revenue Sharing funds being available for 1987 and a different money management program was implemented by the Treasurer. Rep. Palumbo further added that the Treasurer of Rockingham County has done an outstanding job in his work with regards to money management. A review of estimated Revenues and Net Budget Surplus was also done at this time. It was noted that there was an 8% increase in salaries for budget year 1987, as opposed to 1986. Rep. Palumbo stressed the fact that the budget was "lean," noting further that employees were taken care of fairly.

Rep. Palumbo complimented the fine work of the Board of Commissioners, stating that through their efforts, the budget process is much better. He also commented that Rockingham County is the only county in New Hampshire in the

black for line item Board and Care of Children. It was noted that all other counties in New Hampshire are in the red for this line item. Rep. Palumbo spoke to the Rockingham County Mediation Program, emphasizing that it is working well, and, as a result, is aiding Rockingham County in saving tax dollars. He commented that Mrs. Maureen Barrows implemented the program. He asked Commissioner Barrows to speak about the program. Commissioner Barrows explained the procedure of the Mediation Program, stating that its purpose is to prevent the delinquency of juveniles. She further noted that the program started six (6) years ago, stating that it basically is a contract between the parent(s) and child. Currently, there are eight (8) Mediation Programs within Rockingham County.

Employee Salary Sub-Committee Report - Rep. Ednapearl F. Parr, Chairman of the Employee Salary Sub-Committee reported that her committee met and recommended a 4% wage adjustment for employees. She explained that salaries are the largest portion of the Rockingham County budget.

Elected Officials Salary Sub-Committee - Rep. E. Jane Walker, Chairman of the Elected Officials Salary Sub-Committee reported that her committee met and made the following recommendations: to increase the Register of Deeds Salary from \$26,209. to \$27,250.; to increase the High Sheriff's salary from \$23,550. to \$28,550.; to increase the County Attorney's salary from \$37,526. to \$40,000.; to increase the Treasurer's salary from \$6,270. to \$7,000.; and to increase the County Commissioners' salaries from \$13,104. to \$14,500. for the Chairman; from \$11,913. to \$13,500. for the Vice Chairman and from \$12,509. to \$14,500. for the Clerk. She also stated that it was the further recommendation of the committee to do an in-depth study of these salaries, comparing them with other counties and private industry. She emphasized that the committee will give a report to the Executive Committee in January of 1988 listing job descriptions and a proposed salary. It was noted by Rep. Walker that the committee will seek the help from each of these departments in gathering information to help them make a fair and just adjustment to salaries based upon work load, responsibility, and hours needed to do the job. She further emphasized that it was the desire of the committee to structure a salary for the job and not be judgemental about the individuals holding the position.

Rockingham County Nursing Home - Rep. Pevear moved, duly seconded by Rep. Palumbo to adopt the figure of \$9,207,037. for the Rockingham County Nursing Home budget. The vote on the motion was an affirmative vote. Public Assistance - Old Age Assistance - \$3,721,314.; Board and Care of Children - \$725,000. and Grants - \$136,597. Rep. H. Flanders moved, duly seconded by Rep. Conroy the above sums for Public Assistance, as stated. The motion was voted in the affirmative. Rep. Lovejoy then moved adoption of the sum of \$1,792,854. for the Rockingham County Jail/House of Correction. This motion was seconded by Rep. Palumbo and so voted in the affirmative. Discussion followed whereby Rep. Malcolm moved, seconded by Rep. Palumbo the adoption of \$1,211,000. for the Rockingham County Maintenance Department budget. Motion adopted.

General Government - Rep. Palumbo moved, duly seconded by Rep. Barnes the following items listed under General Government: Payment on Bonds - \$350,000.; Interest on Temporary Loans - \$180,000.; Interest on Bonds and Notes - \$153,000.; Insurance - \$150,000.; Accrued Liability/Retirement - \$35,000. Audit Fees - \$17,000.; Real Estate Insurance - \$12,036.; Legal Fees - \$12,000.; NHACO Dues/Corrections - \$9,600.; Software Devel./Maint. - \$9,000.; Taxes - Farm -

\$8,402.; Taxes - Maintenance - \$6,000.; Revenue Sharing Ad - \$100.00. This motion was adopted in the affirmative.

Rep. Hoar then moved, duly seconded by Rep. Palumbo the adoption of \$184,097. for the Commissioners budget. Motion adopted. Rep. Palumbo moved, duly seconded by Rep. H. Flanders the adoption of \$37,664. for Personnel. Discussion followed regarding this motion. It was noted that 60% of this total is reimburseable. The call for the vote on the motion was recorded in the affirmative. Rep. B. Gage moved, duly seconded by Rep. Palumbo the adoption of \$900,893. for the Rockingham County Sheriff's Department budget. Discussion followed whereby it was noted that this budget was split (Sheriff's Department budget and Dispatch Center budget). It was noted that Rockingham County no longer answers private alarm systems. Rep. B. Gage spoke to the findings of the Special Committee to Study the Sheriff's Department Dispatch Center. She stated that as a result of the study, two (2) additional positions were suggested for the Dispatch Center. She commented that the increase in the 1987 budget reflects this finding. It was also noted that this Special Committee did come up with specific recommendations regarding the dispatching for fire in towns within Rockingham County. A call for the vote on the motion was so voted unanimously in the affirmative. Rep. B. Gage moved, seconded by Rep. Chase the adoption of \$284,081. for the County Dispatch budget. Motion adopted.

Rep. Sytek then moved, seconded by Rep. Palumbo the adoption of \$555,552.00 for the Rockingham County Registry of Deeds budget. Motion passed. Rep. Wells moved, seconded by Rep. Vaughn the adoption of \$448,127. for the Rockingham County Attorney budget. Motion adopted. Discussion followed with regards to the Medical Examiner's budget. Rep. Wells moved, seconded by Rep. Vaughn the adoption of \$44,000. for the Medical Examiner budget. A question was raised and answered as to the procedures of the medical examiner, and costs involved. A call for the vote on the motion was recorded in the affirmative.

Rep. Sherburne then moved the adoption of \$248,471. for the Rockingham County Cooperative Extension Service budget. This motion was seconded by Rep. Joyce. Rep. Sherburne spoke to this budget, stating that this budget reflects vacancies in three (3) agent salaries. This motion was so voted in the affirmative. Rep. Rosencrantz then moved, duly seconded by Rep. Palumbo the adoption of \$16,592. for the Rockingham County Farm. Discussion followed regarding the Executive Committee's recommendations about the transfer of \$5,000. from the Maintenance Department budget (line item for equipment repairs for the Farm) to the Farm budget (line item for equipment repairs). A call for the vote on the motion was recorded in the affirmative, with Reps. T. Gage and C. Warburton in opposition to the motion.

Rep. R. Benton then moved, duly seconded by Rep. Palumbo the adoption of \$27,071.00 for the County Treasurer/Deputy budget. Rep. Benton spoke to his sub-committee report, stating that the sub-committee was very pleased with the explanations given by the Treasurer as to the line item for travel within the budget, as well as a detailed explanation for all other items within this budget. A call for the vote on the motion was recorded in the affirmative. Rep. Palumbo then moved, duly seconded by Rep. Chase the adoption of \$29,139. for Rockingham County Delegation. A question was raised as to the increase in this budget. It was stated that this budget reflects a \$5,000. increase, as per the Executive Committee recommendations that a separate line item be established

for a Building Needs Sub-Committee, to study the needs of Rockingham County, and further, that any costs for services come from this budgeted amount, controlled by the Delegation. It was also noted that the amount of increase to this budget is very minimal. A call for a vote on the motion was recorded in the affirmative.

Rep. Palumbo then moved, duly seconded by Rep. Blanchette the following County Specials: Registry of Deeds - \$98,870.; Computer - \$69,378.; Sheriff's Department - \$51,600.; Maintenance/RCNH - \$23,500.; Truck for the Farm - \$13,000.; Department of Correction - \$6,800. Rep. Palumbo reviewed the amounts and the reasons for such items. Discussion followed with Rep. Cushing, seconded by Rep. Parr to change the line item for Maintenance/RCNH from \$23,500. to \$13,500. Rep. Cushing spoke to his motion, stating that his motion stating that his amendment would reduce the sum proposed for the demolition of the old Rockingham County Jail/House of Correction. He stated that it was his opinion that the Capital Needs Committee, established by Chairman Skinner could look into this situation further. He emphasized that, "once it's gone - it's gone forever." Rep. T. Gage spoke against the amendment, stating that the building should be demolished, as there is no real possibility for utilizing it. He also added that salvage value could be realized from the bricks. Rep. Wright questioned if there was any money in the budget to pursue looking into the costs of saving the building. Rep. Parr stated that it was her opinion that it would cost less to renovate the old building than it would to re-build. Rep. Ritzo added that the old building does not meet the latest building codes, stressing the county should be aware of the hazards within the building - i.e. lead paint and asbestos. Rep. Boucher spoke against the amendment offered by Rep. Cushing. A call for the vote on the amendment was recorded in the negative. Rep. Cushing wished to be recorded as voting in the affirmative. Discussion followed with regards to the original motion. Rep. Woodward asked if the budget format could include each individual special in the appropriate budget. A call for the vote on the original motion was recorded in the affirmative.

Rep. Butler then moved, duly seconded by Rep. Blanchette the adoption of \$342,974. (total) for Non-County Specials, noting the following: Rockingham County Child Care Association - \$50,500.; Area Homemaker Home Health Aide - \$44,000.; Derry Visiting Nurses - \$42,000.; Rockingham County Conservation District - \$31,600.; Rockingham County Nutrition Program - \$29,000.; Rockingham County Planning Commission - \$25,000.; A Safe Place/Seacoast Task Force on Family Violence - \$23,000.; Rockingham County Family Planning - \$22,000.; Lamprey Regional Health Center - \$18,174.; Retired Senior Volunteer Program - \$14,000.; Great Bay School and Training Center - \$13,200.; Women's Resource Center - \$5,000.; Emergency Fire Training - \$3,000.; Rep. Sanderson then moved, duly seconded by Rep. McGovern to amend the original motion, increasing the Child Care Association budget from the \$50,500. figure to \$55,500. Rep. Sanderson spoke to her amendment, explaining that the increase would be to help fund their "Latch Key Program." Rep. Butler, Chairman of the Special Budget Request Sub-Committee, explained the justification for the cuts to this budget. She noted that her sub-committee had met several times prior to bringing their recommendations before the Executive Committee. Rep. Schmidtchen spoke to his support of the Special Budget Request Committee, stating that this sub-committee has done a lot of work in making their presentation. Reps. Cushing, Vaughn and Ritzo spoke in favor of the amendment.

Reps. Joyce, Cressy and Commissioner Barrows also spoke in favor of the amendment, as did Rep. Marilyn Campbell. Rep. Parr questioned the concept of "Latch Key." It was noted for the record that the program entailed the care of children whose parents work, once they were dismissed from school each day. Rep. Wright explained that the reason for the cuts to this budget was because the rooms for such programs are not available, and would not be fully operational until next year. Discussion followed. It was the suggestion of Rep. Palumbo that the Child Care Association come before the Special Budget Request Sub-Committee next year for additional monies for this program, once the program is on-line and is operational. A call for the vote on the amendment offered by Rep. Sanderson was recorded in the negative. A call for a vote on the original motion offered by Rep. Butler, seconded by Blanchette was recorded in the affirmative.

Revenue Sharing - Rep. Blaisdell moved, seconded by Rep. Palumbo to adopt the following items under Revenue Sharing: Commissioners - \$27,621.; Registry of Deeds - \$27,622.; County Attorney - \$10,980.; It was noted that the Revenue Sharing money within the 1987 budget is a carry over balance from the 1986 budget. It was further noted that three (3) quarters for Revenue Sharing came in for 1986. A call for the vote on the motion was recorded in the affirmative.

Rep. Palumbo then moved, duly seconded by Rep. Chase that the sum of \$21,332,972. be appropriated for the Rockingham County budget for 1987. A call on the vote on the motion was recorded in the affirmative. Rep. Palumbo moved, duly seconded by Rep. Vaughn the sum of \$11,992,909. for the total Revenue for 1987. Motion adopted. Treasurer Chandler explained that the Net Budget Surplus figure should read - \$1,473,834. A motion was then made by Rep. Palumbo, seconded by Rep. Chase, that as per the recommendations of Treasurer Chandler, the adoption of \$1,473,834. for Net Budget Surplus. Motion passed. More discussion followed, with Rep. Palumbo moving, seconded by Rep. Chase the adoption of \$9,340,063. as the amount to be raised by taxes for 1987. This motion was so voted in the affirmative.

Prior to the adjournment of the meeting, Rep. Skinner, Chairman of the Rockingham County Delegation informed the Delegation that she has appointed two (2) additional sub-committees: Insurance Sub-Committee, with Rep. Lawrence Chase as Chairman and other committee members: Honorable Representatives: David Welch, Virginia Lovejoy, Kenneth Malcolm and Patti Blanchette. The second sub-committee was named as the Capital Needs Sub-Committee, with the Chairman of the Delegation, Patricia M. Skinner as Chairman and other committee members: Honorable Representatives: Vincent J. Palumbo, Chairman, Executive Committee; Douglas R. Woodward, Rowland H. Schmidtchen and Charles Vaughn.

There being no further business to come before the meeting, Rep. Palumbo moved, duly seconded by Rep. Chase to adjourn the meeting. This motion was so voted unanimously in the affirmative at 11:45 A.M.

Respectfully submitted,

Representative E. Jane Walker
Clerk Pro-Tem,
Rockingham County Delegation

EXECUTIVE COMMITTEE MEETING

Rockingham County Nursing Home
Brentwood, New Hampshire
May 1, 1987

PRESENT

HONORABLE EXECUTIVE COMMITTEE MEMBERS

Blanchard; Conroy; Flanagan; T. Gage; Hoar; Joyce; Lovejoy; Palumbo; Schmidtchen; Schwaner; Skinner; Vaughn; Walker.

HONORABLE REPRESENTATIVES

Benton; Malcolm; Parr; Ritzo; Rosencrantz; Welch; Wells.

OTHERS

Commissioner Ernest P. Barka, Chairman, Board of Rockingham County Commissioners; Commissioner Maureen Barrows, Vice Chairman, Board of Rockingham County Commissioners; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mr. Wayne Vetter, High Sheriff of Rockingham County; Mr. Elwood K. Paradis, Supervisor, Rockingham County Maintenance Department; Mr. John D. Courtney, Superintendent, Rockingham County Jail/House of Correction; Mrs. Patricia M. Donovan, Assistant Superintendent, Rockingham County Jail/House of Correction; Mr. Roy E. Morrisette, Personnel Officer for Rockingham County; Mrs. Joan Vincent, Administrative Assistant to the Maintenance Supervisor and Mrs. Carrolle A. Butler-Popovich, Secretary to the Board of Rockingham County Commissioners.

The meeting was called to order at 10:00 A.M. by Executive Committee Chairman Palumbo, who stated that the purpose of the meeting was to review the receipts and disbursements of the first quarter of the 1987 Rockingham County budget. He gave a general overview of the budget. He informed Executive Committee members regarding protocol for the scheduling of sub-committee meetings. He explained that sub-committee chairmen should contact their respective department head/elected official to determine the status of their budget, prior to determining the need to schedule a sub-committee meeting for budget review. He went on to state that, if all looks well within the budget, there is no need to schedule a sub-committee meeting.

Rep. Richardson D. Benton then reviewed the Treasurer and Deputy Treasurer portion of the budget. He stated that this budget is right on line with no problems to report. He spoke to his good rapport with Mr. Chandler, Treasurer and Mrs. Dodge, Deputy Treasurer, noting that he spoke with Treasurer Chandler recently with regards to the borrowing structure. He informed Executive committee members that in 1995, all long term borrowing done by the County will be paid off.

Rep. David Welch spoke to the Jail/House of Correction Sub-Committee. He stated that this budget is on line and running well. He noted that revenue is up, due to the increased number of work release inmates who pay for their room and board (on a sliding scale). Mr. Courtney was asked to speak to this and he noted that, presently, the work release center has seventeen (17) inmates, with the capacity of twenty (20).

Rep. Patricia Skinner spoke to the Commissioners budget. She stated that she had spoken in length to Rep. Mace with regards to this committee report. Rep. Skinner noted that the revenue is up in this department, due to the closing of a particular account.

Rep. Henry Wells then spoke to the fact that he experienced a difficult time trying to schedule his sub-committee. After numerous calls to the County Attorney's Office, this meeting was scheduled by the Commissioners Office. He further noted that his committee members did meet, but that Attorney Eldredge was not present at the meeting, nor was any information relative to this budget. He explained that the pertinent information was in the hands of Mr. Eldredge. Rep. Wells noted his concern regarding the medical examiners portion of the budget, stating that was the reason for him calling his sub-committee together. Discussion followed with regards to the problems that Rep. Wells encountered. Rep. Hoar then moved, duly seconded by Rep. Joyce that the Executive Committee of Rockingham County Delegation contact the Rockingham County Attorney by letter, and get information from him, with regards to his budget, and acknowledgement that he will be available at the pleasure of his sub-committee and the Executive Committee. Rep. Walker spoke to her concerns that the County Attorney is very busy, and perhaps court held him up. There being no further discussion following the motion, it was so voted unanimously in the affirmative. Rep. T. Gage commended Rep. Wells for a job well done. Rep. Skinner spoke to the need to follow up the concerns regarding the medical examiner portion of the budget, stressing that this is a major concern.

Rep. T. Gage then spoke to a memo he was in receipt of with regards to the Register of Deeds budget. He stated that the memo was from Rep. Donna Sytek, who could not be present at the meeting. The memo, he noted, stated that the first quarter expenditures for the Registry of Deeds have been thoroughly reviewed and that all lines are below the 25% level with the exception of the Eastman Kodak and planetary camera expense accounts. He noted further that these lines are at 66% and 57% respectively, and reflect one-time payment for service contracts. It was also stated that revenues are on track at \$405,000, or 27% of estimates. Rep. Gage noted that the new computer is on line and that the Register of Deeds is extremely happy with its operations. The other new equipment which was authorized, has been ordered.

The Sheriff's Department budget was reviewed. It was noted that this budget is on-line, and that everything looks well in this budget. The Dispatch portion of this budget was reviewed. This line item was noted as being on-line. At this point in the meeting, the salaries portion of the budget was reviewed. Rep. Parr reviewed salaries. Executive Committee members were given a report of wage increases for the first quarter ending March 31, 1987.

The Maintenance Department budget was then discussed by Rep. Malcolm. He noted that this budget is right on target, stating it was presently at 25%. Mr. Paradis spoke to the fact that the carpets in the Administration and Justice Building have been taken up, and that the floors will be cleaned and polished in that area. Discussion followed with regards to a letter which was received recently which was not signed. Chairman Palumbo stated that he paid no heed to this letter, since it was unsigned. He stated that the Board of Commissioners, together with the Executive Committee, are familiar with the procedure of the vehicle utilization, as mentioned in the letter.

Old Age Assistance and Board and Care of Children was then discussed. Rep.

Conroy spoke to this portion of the budget. Commissioner Barrows stated that the Division for Children and Youth Services was late in their payment, and they are currently "playing catch up." Rep. Skinner stated that she recently attended a New Hampshire Association of Counties Conference, where discussion relative to how Rockingham County is staying within their budget with regards to Board and Care of Children. Rep. Skinner stated that she was aware that Rockingham County was staying within their budget proposal due to the Rockingham County Mediation Program.

The Farm budget was then discussed. Rep. Rosencrantz noted that this budget is currently at 33%, stressing that the feed purchased for swine and beef is purchased in bulk, thus creating the need for purchase at the beginning of the budget year. He also noted that beef purchases are up, due to the purchasing of beef on the outside, to supply the Dietary Department. Rep. Rosencrantz noted that the Farm could not produce enough beef to supply the Home, whereby the Farm had to go to an outside source for beef purchasing to supply the Home. Rep. Rosencrantz also noted the need for an additional cooler for the Farm. It was stated by Rep. Rosencrantz that the butcher offered to build a smoke house on county owned property, at no cost to the county. Rep. Rosencrantz also spoke to the need for additional personnel needed to work on the Farm. Discussion followed with regards to the method of purchasing beef for the Farm. The procedure of the purchasing beef was questioned by several Executive Committee members. Rep. Blanchard stated that she invited representatives from the Cooperative Extension Service to better explain to the Executive Committee, the direction of the Rockingham County Farm currently and futuristically. She stated that it was the intent of the Farm Sub-Committee to review the method of purchasing beef, but stressed that this method should be kept the way it is, until further recommendations can be made. Rep. Rosencrantz also noted that a 1987 4x4 pick-up truck has been purchased for the Rockingham County Farm from Gladstone Ford in the amount of \$13,000. so voted by the Executive Committee. He noted that the truck in question has not been delivered yet, further noting that the old truck will be sold, as per the recommendations of the Executive Committee.

Discussion then ensued with regards to the computer project. It was noted that the new computer should be on line in July.

Rep. Flanagan spoke to the report of the Human Services Sub-Committee. She stated that special budget request agencies are on-line, further noting that it was an administrative decision to allow the Rockingham County Planning Commission to draw down their entire funding request at one time, to enable the program to do the necessary work it requested. It was noted that all other agencies draw down their funding requests on a quarterly basis. Commissioner Barrows spoke to the fact that human service agencies should serve the entire county, not just one particular area, stressing the fact that there is a lot of duplication of effort done by various agencies. She stated that it was the intent of the Board of Commissioners, to work closely with the Special Budget Request Sub-Committee, to review these agencies, to determine whether a duplication of effort is being made, and possible ways to cut down on the requests made to the County. Commissioner Barrows went on the state that it was her feeling that if an agency goes to the various towns requesting monies, they should not go to the County as well. Rep. Flanagan spoke to the necessity of agencies going to towns and to the County for funding for their agency. Chairman Palumbo spoke to the

need of looking at the entire aspect and the overall picture as well as the rate of growth of agencies, before any determination can be made. Commissioner Barrows suggested that a policy be established that would direct agencies to seek funding from either the town/city they serve or to the county, but not both. Rep. Parr spoke to a policy which was established in years past, which mandated that agencies seek funding from either the town/city or the county, but not both. Chairman Palumbo spoke to this policy, stating that it changed over the years. Rep. Hoar spoke, stating that such a policy be re-reviewed and examined by the Executive Committee, and to bring it before the Delegation for a vote. Rep. Conroy suggested that a study be done with regards to agencies, and their funding requests, further suggesting that a fair policy be established, with the possibility of utilizing matching funds from town/city and county. Rep. T. Gage spoke to the fact that if an agency doesn't serve the entire county, it shouldn't receive funding from the county. He stressed how the tax rates for the various towns in Rockingham County are effected, due to increases in funding to special budget request agencies. At this point in the meeting, Rep. Hoar moved, seconded by Rep. Joyce that the Human Services Sub-Committee, in conjunction with the Board of Rockingham County Commissioners, come up with a policy with regards to human service agencies requests for funding from town/city and Rockingham County. There being no discussion following the motion, it was recorded as unanimous in the affirmative.

The Rockingham County Nursing Home budget was then discussed. It was noted that this budget was on line, with no foreseeable problems. Rep. Walker stated that this budget is always on line. Rep. Joyce spoke to the Cooperative Extension Service budget. She noted that this budget is on line, stating that some of the positions within this budget have not been filled.

Actual Expenditures were reviewed. It was noted that everything appears to be on line in this area. Commissioner Barka spoke to the fact that although the State reimburses the county for bailiffs' salaries, they do not reimburse the county for workers' compensation, unemployment insurance and all other benefits that county employees receive. As a result, Rockingham County will begin billing the State for these extras, retroactive to January 1, 1987 to present and in the future. Discussion followed whereby Rep. Joyce moved, duly seconded by Rep. Hoar to approve the Expenditures Report, as submitted to the Executive Committee. This motion was voted unanimously in the affirmative.

Rep. Ednaparl Parr then spoke to the salaries portion of the budget. She stated that her committee has met with Mr. Morrisette, Personnel Officer for Rockingham County, as well as Mr. Sturtevant, Administrator of the Rockingham County Nursing Home. She explained further that her committee will continue to meet with the Personnel Officer and Nursing Home Administrator, in an effort to bring the salary scale up-to-date. It was Rep. Parr's strong feeling that Rockingham County employees do an excellent job, and feels that the salary system should be upgraded accordingly. Rep. Blanchard spoke to the fact that the salary scale should be constantly upgraded and studies. Rep. Parr noted that the Salary Sub-Committee will constantly monitor the expanded wage scale matrix system.

The Revenues portion of the budget (first quarter) was then discussed. Rep. Schmidtchen then moved, duly seconded by Rep. T. Gage to accept the Revenues report as presented. This motion was so voted unanimously in the affirmative.

Chairman Palumbo then spoke to a memo he received from the Treasurer of Rockingham County. He noted that the memo requested that a personal computer be purchased for the Treasurer from the remaining monies budgeted for his salary, stating that such purchase would benefit him taxwise. Discussion followed, with Rep. Schmidtchen moving, seconded by Rep. Walker that the Executive Committee review this request with the Rockingham County Attorney to discuss the legality of such a request, and to further explore other avenues. This motion was so voted unanimously in the affirmative.

There being no further business to come before the meeting, Rep. Hoar moved, seconded by Rep. Joyce to adjourn the meeting. This motion was so voted unanimously in the affirmative at 11:30 A.M.

Respectively submitted,

Honorable Annie Mae Schwaner, Clerk
Executive Committee of the
Rockingham County Delegation

EXECUTIVE COMMITTEE MEETING

Rockingham County Nursing Home
Brentwood, New Hampshire
August 7, 1987

PRESENT

HONORABLE EXECUTIVE COMMITTEE MEMBERS

Palumbo; Schmidtchen; Cushing; Flanagan; Lovejoy; Skinner; Conroy; Greene; Hoar; T. Gage; Walker; Joyce; Vaughn.

HONORABLE REPRESENTATIVES

McCain; Rosencrantz; Ritzo; Butler; Woodward; Benton; Parr; Magoon.

OTHERS

Commissioner Ernest P. Barka, Chairman, Board of Rockingham County Commissioners; Commissioner Maureen Barrows, Vice Chairman, Board of Rockingham County Commissioners; Mr. John D. Courtney, Superintendent, Rockingham County Jail/House of Correction; Mr. Elwood K. Paradis, Supervisor, Rockingham County Maintenance Department; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mrs. Louise Nash, Administrative Assistant to the Rockingham County Jail/House of Correction Superintendent; Mrs. Irene L. Dodge, Deputy Treasurer of Rockingham County; Mrs. Carrolle A. Butler-Popovich, Administrative Assistant to the Rockingham County Commissioners/Rockingham County Delegation; Mrs. Joan Vincent, Administrative Assistant to the Rockingham County Maintenance Department Supervisor; High Sheriff Wayne Vetter of the Rockingham County Sheriff's Department; Mrs. Rebecca Tarleton, Administrative Assistant to the High Sheriff of Rockingham County and Mr. Stephen McGrath of the *Exeter News-Letter*.

The meeting commenced at 10:00 A.M., with the Chairman of the Executive Committee, Representative Vincent J. Palumbo, noting that the purpose of the meeting was to review the second quarter budget of receipts and expenditures for the 1987 budget, as well as take up any other business to come before the meeting.

Commissioner Barka, Chairman of the Board of Commissioners spoke to an overall assessment of the County, to date, with regards to expenditures and receipts. He noted that everything was right on target.

Representative Ednapearl F. Parr, Chairman, Classified Salary Sub-Committee, then spoke to Executive Committee members with regards to her committee's recommendations. She explained that her sub-committee had met with Superintendent Courtney and Assistant Superintendent Donovan to discuss additional salaries needed, if the proposed old Rockingham County Jail/House of Correction facility was converted to house inmates. She noted that the proposed conversion would mean an increase of 4.7 people (5) to staff the facility. It was noted that there would have to be a guard on duty at all times, for each shift, stressing that certification is mandatory. She also noted that the proposed conversion would be a waste of space if it were to be utilized for the housing of female inmates, as there are a lot more males than females incarcerated. Representative Parr went on to state that additional staff would be hired at a Grade 6, step 1 hiring position at

\$6.80 level per hour. Second and third shifts would make an additional 30¢ more per hour, in addition to benefits which are provided each and every county employee. Rep. Parr also related the juvenile problem which was brought up at the sub-committee meeting. It was noted that there is a 24 hour/day coverage for all juveniles who are sent to the facility. It was stressed that the salary structure for guards at the Rockingham County Jail/House of Correction, is low, as compared to other counties in New Hampshire. It was stated by Superintendent Courtney and Assistant Superintendent Donovan at the sub-committee meeting that re-converting the old Jail/House of Correction facility would be far less costly than building onto the already existing facility.

Discussion ensued with regards to the \$10,000. which was put into the Rockingham County Delegation portion of the 1987 Rockingham County budget for the raising of the old Rockingham County Jail/House of Correction. It was noted that the Rockingham County Delegation voted to raise the building, and that \$10,000. be placed in the Rockingham County Delegation budget to pay for such. Mr. Courtney stressed that the facility is currently filled to capacity and that female inmates are housed in other county facilities, as there is no room for them at the Rockingham County facility.

Rep. Parr also spoke to the fact that her sub-committee met on August 5, 1987 to discuss the current evaluation and merit system utilized within the Rockingham County Sheriff's Department. She noted that committee members questioned and reviewed the evaluation process and procedures, as well as reviewing the scoring procedures that follow with the evaluation system. She noted some serious concerns of her sub-committee with regards to the evaluation procedure, as it applies to the Sheriff's Department. Rep. Parr further noted that her sub-committee will meet again with Mr. Morrisette, Personnel Manager for Rockingham County, together with Mr. William Sturtevant, Administrator of the Rockingham County Nursing Home, to discuss the present scoring system and the possible need to change it for the Sheriff's Department.

It was the feeling of the Chairman of the Executive Committee that the Classified Salary Sub-Committee should be charged to review the entire County merit system/scoring system, reflecting the entire personnel for Rockingham County. Rep. Palumbo stressed the importance of the merit system. It was further indicated that the Classified Salary Sub-Committee should also review how "across the board merit" raises would be reflected for the County. Chairman Palumbo noted that on the whole, County wide, the merit system is working well, but stressed that the other issues must be addressed.

Rep. Palumbo read the report of the Maintenance Sub-Committee, as prepared by Rep. Malcolm. The report noted that carpeting was removed in the Probate corridor at the Rockingham County Administration and Justice Building. It was noted that the sub-floor is in good condition, and that the janitorial staff cleaned and buffed the floor. It was noted that additional carpeting will be proposed in the 1988 budget for the Probate Court area. It was also noted that the aeration project was currently being reviewed, due to the fact that the affluent discharge is over the level required, thus requiring Rockingham County to build a bigger lagoon area.

The Rockingham County Nursing Home budget was then discussed. It was noted that the operating budget for the second quarter was in fine order. Mr. Sturtevant spoke to serious concerns about the staffing at the Home, stressing that the Home is currently experiencing shortages in the nursing department (3)

and (10) nurses aides, as well as (2) cooks. He spoke to the Executive Committee about the need to alleviate this problem.

Chairman Palumbo spoke to the formula which was used to cut salary costs in the Rockingham County Nursing Home budget in 1986 and 1987, stressing that, due to these cuts, as well as other problems, there is now a problem with a shortage of staffing for the facility. He stressed that, although the formula initially saved the taxpayer money, there is now a need to increase the salary structure for some positions, upgrading them to a level where people are interested in filling them. Chairman Palumbo also spoke to the employee incentive program, newly put into place by Mr. Sturtevant, as a means of hiring new people for key positions within the facility. He spoke to consideration by Executive Committee members to raise the amount of bonus money earmarked for the new hire, and the employee who found the new hire from more than \$50.00. Rep. T. Gage spoke to the national shortage of professional nurses. At this point, Rep. Palumbo charged the Classified Salary Sub-Committee to look into the re-classification of nursing salaries and nurses aides salaries, to bring them more in line. Mr. Sturtevant added that he has tried all kinds of things to try to recruit additional staffing, explaining that many incentives have been added, to no avail. He noted that he currently is using the nursing pool, which is very expensive. Mr. Sturtevant noted the critical need for additional staffing for the 3 - 11 shifts, noting that he does not want to be in the position to NOT be able to provide quality care to residents within the facility.

It was noted by Mr. Sturtevant that, as a result of a shortage in staffing, sick leave usage has increased from 1986, due to the increased hours that staffing has to work to compensate for the shortage of staffing. He added that morale is low and noted that for the first time, fifteen year olds were hired over the summer months, to feed residents and make beds, thus freeing up the nurses aides for other duties. Rep. Schmidtchen stressed that the Classified Salary Sub-Committee should be charged right away to look into this, and report to a special meeting of the Executive Committee to act on this. Mr. Sturtevant stressed that the hourly wage, in addition to the shift differential has to be re-reviewed. Rep. Schwaner noted her recent hospitalization at Brigham and Womens Hospital, and the need for education at the high school level for nursing. More discussion followed whereby Rep. Schmidtchen moved, seconded by Rep. Vaughn to allow Mr. Sturtevant to move forward with the employee incentive program; and that the Classified Salary Sub-Committee meet with Mr. Roy E. Morrisette, Personnel Manager and Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home to review classified salaries and to make the appropriate adjustment swiftly. A call for a vote on the motion was recorded as unanimous in the affirmative. Rep. Cushing spoke to the need to address the child care program for employees of Rockingham County. Rep. T. Gage spoke to the comment Rep. Schwaner had made earlier in the meeting; stressing the lack of professional nursing on the national level.

Discussion then ensued with regards to the rules on Pharmacies. Mr. Sturtevant explained that the pharmacist who had been employed at the Home terminated his employment and, as a result, \$15,000. in accrued benefits was paid to this individual. It was the suggestion of Rep. Palumbo that a cap be put on accrued benefits, so that this situation does not happen again. Mr. Sturtevant spoke to the federal regulation regarding pharmacies. He noted that phamacists are now required to keep records regarding residents' pharmaceutical needs on a

monthly basis. He noted that, as a result, this will add an additional cost to the Rockingham County Nursing Home budget. Rep. Palumbo did state that the overall Rockingham County Nursing Home budget is in very sound shape. Mr. Sturtevant explained that on the State level, the percentage of reimbursement with regards to pharmaceutical needs was passed. He informed Executive Committee members that a hearing with regards to this will be held August 11, 1987 at 1:00 P.M. in the New Hampshire Division of Human Services. It was noted that the New Hampshire Association of Counties will prepare the impact on how it will affect counties. It was the strong suggestion of Rep. Skinner, Chairman of the Rockingham County Delegation, that the Executive Committee go on record as being opposed to the proposed rule change.

Rep. Richardson Benton then reported with regards to the Treasurer and Deputy Treasurer portion of the budget. He informed Executive Committee members that Rockingham County now has a line of credit for 7 million dollars, stressing that this is a first time procedure. He commented that the Treasurer is doing a fine job, and with this extended line of credit, it will save the County money in the long run.

Rep. Vaughn then reported with regards to the Rockingham County Attorney and Medical Examiner portion of the budget. He noted that some one time expenditures for office expenses and the purchase of law books were noted in the second quarter of this budget. Rep. Palumbo questioned the expenditure of law books in the amount of \$7,000. Rep. Vaughn also spoke to the fact that the sub-committee did review the procedure of the medical examiner and the utilization of the State Medical Examiner, with regards to costs, expenditures for autopsies and other related items. Rep. Palumbo wished to thank Representative Vaughn and Wells for taking an in-depth look at this department budget.

A report with regards to the second quarterly report on the Registry of Deeds was then read. It was noted that this budget was right on target.

Rep. William McCain then spoke with regards to the Sheriff's Department budget. He noted that the Sheriff has done an excellent job on his budget. It was noted that there is an anticipated problem with regards to the line item on equipment repairs and cruiser repairs. Also discussed was the fact that a penalty clause should be considered with regards to car dealerships who are awarded the bid on cruisers for the Sheriff's Department, and are late in getting their deliveries in. Rep. Palumbo stated that he was extremely impressed with the communication between the Rockingham County Sheriff's Department and the Rockingham County Delegation, together with the Sheriff's Department Sub-Committee. He stated that the Sheriff's Department should be commended for this.

Commissioner Barrows then spoke to Grants and the Mediation Program. She noted that these budgets are on line, stressing the fact that Rockingham County will be receiving \$16,000. more in 1988 for grants/mediation, due to the wisdom of the legislation passed. The Board of Commissioners were commended for their outstanding job in this area. With regards to the line item of Board and Care of Children, Commissioner Barrows noted that the State is currently playing "catch up," further noting that short term evaluations are outrageous. She went on to state that the numbers are consistent, but the cost has increased. Rep. Palumbo noted that delivery of more services is more obvious. Commissioner Barrows noted that rate setting is critical and asked the Executive Committee to take a long look at this.

County Specials - it was noted for the record that the new computer system is coming on line, and that everyone working with the new system is very pleased with it.

Representative Gertrude Butler reported with regards to Non-County Specials. She reported that all agencies are doing well, and working within their respective budgets. She also noted that Rockingham County Child and Family Services has opened a branch office in Portsmouth. The Rockingham Planning Commission spent their allocated amount of money from Rockingham County all at once, for their scheduled household hazardous waste program. Rep. Greene spoke about this program, stating that the money allocated from Rockingham County to the Rockingham Planning Commission for their program, is no where adequate to do the job. She did commend the County for allocating money for such a worthwhile project. It was Rep. Greene's suggestion that districts should be contacted to see if they are willing to get involved, to solve this on-going problem.

Rep. Lovejoy reported with regards to the Rockingham County Jail/House of Correction budget. She stated that a thorough review was done of this budget, and it was found to be right on line.

Rep. Rosencrantz reported regarding the Farm budget, noting that revenue is at 58% presently. He further noted that the first crop of hay is in, and looks good, further noting that the corn also looks good for this time of year. Rep. Rosencrantz also noted that the price of pigs is high, but stated that was a very good year for piglets at the Rockingham County Farm. He also stated that the beef herd is in fine condition at the Farm. Rep. Rosencrantz also noted that the new 4x4 truck for the Farm is in. He spoke to his concerns about the bidding procedure, specifically for the 4x4 truck recently purchased. It was noted that the bid was awarded to a vendor in Londonderry, New Hampshire, a vendor within Rockingham County. The Farm Audit Report was discussed briefly. He noted that his sub-committee would review this report in length when they met again. He noted that the Slaughter House is still in operation, and that the problems which had recently occurred, have been resolved. Rep. Rosencrantz suggested the need for a County smoke house, which, he noted, could save the County money, rather than having to send meats out to be smoked. Rep. T. Gage questioned whether the insurance matter regarding the Slaughter House, had been resolved. Commissioner Barrows reviewed the entire situation, stating that the County has purchased temporary insurance, putting a rider on the liability coverage for the Slaughter House, to keep it operational. Rep. T. Gage noted his concerns with the liability for the Slaughter House, and felt that the person designated who does the slaughtering should be the one paying for this insurance. He stressed that this fact should be taken into account, if a smoke house were to be built. More discussion followed whereby Rep. T. Gage moved, duly seconded by Rep. Schmidtchen that the Farm Sub-Committee be charged with thoroughly looking into the Slaughter House procedures and practices, with emphasis on the liability portion for insurance purposes, and further, whether the County of Rockingham is "off the hook" with regards to the liability aspect of this procedure. The vote on the motion was so voted unanimously in the affirmative. More discussion followed, whereby the question was raised about the individual who does the slaughtering, and whether or not these services were put out to bid.

There were no questions with regards to the Cooperative Extension Service budget. It was noted that this budget was in good shape, with no concerns raised.

The Rockingham County Delegation budget was reviewed, with the notation that this budget was right on line.

Discussion followed as to the bottom line of the budget, as of the second quarter. It was noted that 49.02% had been expended as of the second quarter, with the further notation that this indicated that the budget was in pretty good shape over-all. A motion was then made by Representative Schmidtchen, seconded by Representative Walker to accept the second quarter expenditures report, as submitted. This motion was so voted unanimously in the affirmative.

Commissioner Barka then reviewed that the revenues portion of the budget was at 58%. He noted that along with this, the Commissioner would be meeting soon with Mr. Leidinger to discuss the new lease agreement between the County and State for their utilization of the space at the Courthouse. Commissioner Barrows emphasized that the County is grossly underpaid for the amount of square footage space the Superior Court utilizes. It was also the feeling of the Board that they would like to see that the State was interested in purchasing Rep. Schmidtchen inquired as to whether the State was interested in purchasing the County Building from the County. Commissioner Barrows noted that, at this time, they were not interested, although there is some speculation that the State would like to enlarge the building.

Rep. Skinner noted a class action suit brought by the New Hampshire Association of Counties, whereby additional revenue sharing monies would be returned to each county in New Hampshire. She noted that Rockingham County would be receiving \$12,359. in revenue sharing monies.

There being no further discussion regarding the revenue portion of the budget, Rep. T. Gage moved, seconded by Rep. Walker to accept the revenue portion of the second quarter of the 1987 budget as presented. This motion was so voted unanimously in the affirmative.

At this point in the meeting, Rep. Woodward reported regarding the old Rockingham County Jail/House of Correction. A thorough discussion as to the needs of Rockingham County to house inmates, was held. Construction /renovation costs were also a topic of conversation. It was noted that the Long Range Planning Committee was charged to look into this overcrowding condition, and report back to the Executive Committee with the findings. It was noted that Rep. Douglas Woodward was designated Chairman of this committee, along with committee members: Palumbo, Schmidtchen, Vaughn and Skinner. (As a matter of record, this committee was appointed by the Chairman of the Rockingham County Delegation, Representative Patricia M. Skinner). Rep. Woodward stated that he would work closely with the Board of Commissioners, as well as the Rockingham County Jail/House of Correction staff to bring some recommendations forward to present to the Executive Committee. Rep. Skinner noted that the Chairman of the Long Range Planning Committee, as well as the Chairman for the Executive Committee and herself as Chairman of the Rockingham County Delegation, would work up a plan as to how this overcrowding problem will be addressed. Rep. Palumbo spoke to whether a formal motion was in order to delay the raising of the old Jail/House of Correction. At this point, Rep. Walker moved, seconded by Rep. Hoar that the Board of Rockingham County Commissioners be instructed to put off raising the old Rockingham County Jail/House of Correction, until the recommendations for the utilization of this building can be thoroughly reviewed and discussed by the Long Range Planning Committee, and the other appropriate personnel. Discussion followed

the motion. Rep. T. Gage reminded Executive Committee members that effectively, the money was appropriated to raise the building could be encumbered at a later date. A call for the vote on the motion was recorded as unanimous in the affirmative. Rep. Cushing asked that, in addition to the review of the old Jail/House of Correction, this facility be looked at in other aspects of utilization. Rep. Palumbo noted that Rep. Cushing's recommendation would be so noted in the record. Commissioner Barrows spoke to the old Jail Re-Use Study done in 1982 by the Rockingham Planning Commission. She noted, with interest, that nowhere in the report, did it recommend raising the building. Rep. Skinner spoke to the Strafford County Jail/House of Correction renovations, stating that the firm of Bonnette, Page and Stone, who did the work, did a lovely job, though it was very expensive.

There being no further business to come before the meeting, it was adjourned at 11:53 A.M., on a motion made by Rep. Walker, seconded by Rep. Vaughn and so voted unanimously in the affirmative.

Respectfully submitted,

Representative Annie Mae Schwaner
Clerk, Rockingham County Delegation
and Executive Committee

EXECUTIVE COMMITTEE MEETING

Rockingham County Nursing Home
Brentwood, New Hampshire
September 3, 1987

PRESENT

HONORABLE EXECUTIVE COMMITTEE MEMBERS

Palumbo; Schwaner; Hoar; Walker; Greene; Skinner; Boucher; Flanagan; Cushing; Vaughn; T. Gage; Schmidtchen; Blanchard.

OTHER HONORABLE REPRESENTATIVES

Parr; Rosencrantz; Cooke.

OTHERS

Commissioner Ernest P. Barka, Chairman, Board of Rockingham County Commissioners; Commissioner Maureen Barrows, Vice Chairman, Board of Rockingham County Commissioners; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mr. Elwood K. Paradis, Supervisor, Rockingham County Maintenance Department; Mr. Roy E. Morrisette, Personnel Officer for Rockingham County and Mrs. Carrolle A. Butler-Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Rockingham County Delegation.

The meeting commenced at 9:30 A.M. with Chairman Palumbo declaring that a quorum was present. He introduced Rep. Parr to speak in behalf of her sub-committee recommendations regarding employee salaries. Rep. Parr stated that her sub-committee had met on August 26, 1987 and that two important motions were made, seconded and voted upon. She noted the following motions:

Motion #1 - that a 75¢ increase across the board for the nursing home staff of the Rockingham County Nursing Home be recommended, to bring them in line with other nurses in New Hampshire, and as an added incentive, it was also recommended to add a 50¢ per hour shift differential county wide increase to be effective immediately. (Motion as per the sub-committee, was voted unanimously in the affirmative.)

Motion #2 - that the Classified Salary Sub-Committee direct the Personnel Manager and Nursing Home Administrator to recommend to the Classified Salary Sub-Committee by December 1987, the new schedule re-classification of salaries. (Motion as per the sub-committee, was voted unanimously in the affirmative.)

It was noted that shift differential will effect the Maintenance Department, the Rockingham County Jail/House of Correction, the Rockingham County Sheriff's Department and the Rockingham County Nursing Home, specifically, the nursing department and nurses aides. Rep. Walker questioned why the Classified Salary Sub-Committee did not look at the long range aspect of the problem. Rep. Palumbo spoke to the critical need to up-date these salaries now! He was hopeful that this would keep the current employees and would attract new personnel. Mr. Sturtevant noted that, should this recommendation go into effect, it would cost the County an additional \$120,000. (gross) or \$70,000. (net).

He reminded Executive Committee members that the Rockingham County Nursing Home is currently in the black in revenues about \$80,000. Commissioner Barka noted that the county budget, as a whole, looks good, stressing there is no need to call the Rockingham County Delegation together to meet. Mr. Sturtevant also noted that there is still a shortage of staff at the Rockingham County Nursing Home (nurses aides and nurses), further noting that this problem is being addressed. Rep. Skinner noted that the Nursing Home has to maintain a high level of quality care for the residents, and felt that the Rockingham County Nursing Home should not be in the position of losing their accreditability. Rep. Palumbo noted the importance that the salary matrix of nurses and aides be relayed to other staff members. He also noted that the nursing field is not being stressed at the high school level, noting the shortage of nurses.

Mr. Morrisette spoke to the fact that the re-classification which was voted upon by the Classified Salary Sub-Committee, and brought before the Executive Committee could have been done by the Personnel Commission, but the Board of Commissioners, together with the Personnel Commission felt that the Executive Committee should have the opportunity to review and discuss the situation. He further noted that the Personnel Commission is constantly looking at the pay grades and salaries of county employees.

Commissioner Barka stressed that there is shortage in staffing at the Home. As a result, the Board of Commissioners has voted to cut the number of residents being admitted to the Home to 280, rather than 290 capacity, until more staff can be hired. Rep. Walker spoke to the Touche-Ross report which spoke to the possibility of upgrading the nursing salaries. There being no further discussion, **Rep. Vaughn moved, duly seconded by Rep. Walker that the Executive Committee adopt the report of the Classified Salary Sub-Committee and the two (2) motions as specified by that sub-committee (see above motions).** Rep. Parr expressed her feelings that her sub-committee made their recommendations, in accordance with budget constraints, with the hope that the current staffing levels will be maintained at the Home. Mr. Sturtevant noted for the record that the 3-11 shift is a critical shift, further noting that salaries have to be addressed for the 1988 budget process. Mr. Sturtevant noted as a matter of record that he commends all the staff at the Rockingham County Nursing Home for their high level of care that they provide to each and every resident within the facility. He praised the employees for their dedication.

As a result of the new incentive program, Mr. Sturtevant noted that 1 nursing supervisor, 1 RN and 2 nurses aides have been hired. As an additional benefit to county employees, Commissioner Barka noted that the Board is currently looking into a Day Care Program for employees of Rockingham County. Commissioner Barrows stressed that the Board is **actively** pursuing the feasibility of a Day Care Program for employees of Rockingham County, and have reviewed several site locations. **There being no further discussion following the motion made by Rep. Vaughn/Walker, it was recorded as unanimous in the affirmative.** Rep. Palumbo commended the Classified Salary Sub-Committee for their fine work, and in getting the committee to take such swift action to bring before the Executive Committee for a vote.

The average weekly population (chart) at the Rockingham County Jail/House of Correction was then discussed. It was noted that this chart was mailed to each member of the Executive Committee, for their review. It noted the concerns of the Commissioners and the Superintendent of the Rockingham County Jail/

House of Correction, that the facility is getting overcrowded.

Discussion then ensued with regards to the need for a backhoe for the Rockingham County Maintenance Department. Commissioner Barka noted that the County currently owns a backhoe (a 1978 model) that is in constant need of repair. The backhoe in question is categorized under the Rockingham County Farm. It was noted for the record that \$150,000. was left over from the Building Account, which could be utilized for such a purchase. Rep. Blanchard spoke to the on-going problem with the backhoe, stating that this item in question has been repaired frequently and each repair was very costly. Mr. Paradis, Supervisor of the Maintenance Department for Rockingham County, then spoke to the reasons why this department has a definite need for a backhoe during the summer and winter months. Rep. Cushing asked if a log was kept on the backhoe as the number of repairs which were done on it, and the cost of each repair. It was noted that a log was not kept, but the Maintenance Department did have a record as to how many times they did repairs to the backhoe prior to their utilization of the piece of machinery.

Rep. Blanchard asked that the Commissioners look at the comprehensive aspect of the needs of the Maintenance Department and the Farm. Commissioner Barka noted that the Maintenance Department would have designated drivers to drive and utilize a new backhoe for that department, and emphasized that inmates would not be allowed to drive it, as is currently done with the Farm backhoe. Rep. Schmidtchen questioned whether this appropriated Building Account money could be spent. Commissioner Barka noted that it could. A motion was then made by Rep. Boucher, duly seconded by Rep. Vaughn to allow the Board of Rockingham County Commissioners to pursue the purchase of the proper piece of equipment (backhoe) for the Maintenance Department, and that the current machinery be retained by the Rockingham County Farm and maintained by the Farm for farm work. Discussion followed the motion with Rep. Cushing speaking to the fact that this request should have been brought before the Maintenance Department Sub-Committee. Rep. Palumbo noted that the Board of Commissioners do have the ability of going before the Executive Committee with regards to capital expenditures, and constantly keeps the Executive Committee abreast of what is going on. Rep. Vaughn stressed the need for a log to be maintained regarding equipment utilization/repair. He also emphasized the need to inform the Maintenance Sub-Committee of any action taken by the Executive Committee. Rep. Walker suggested the Executive Committee look into how much repair is needed for the old backhoe, in an effort to keep it up to date for the Farm needs. Rep. Blanchard noted that an evaluation of all farm equipment was suggested in the report of the Cooperative Extension Service with regards to the Rockingham County Farm. Rep. Rosencrantz stated that it was his feeling that the County did not need two backhoes, and further suggested trading in the old one for a new one.

Rep. Palumbo stressed the need that the Farm Sub-Committee should evaluate the need for a backhoe for the Farm. He stressed the need for a backhoe for the Maintenance Department operations is essential. Further discussion followed with Rep. Boucher/Vaughn amending their motion, to state that a backhoe be purchased by the Commissioners for the Maintenance Department, and that an evaluation be done by the Farm Sub-Committee, on the needs of a backhoe for the Farm; that the Farm Sub-Committee discuss these needs, and if needed or not, do whatever is needed to either sell or upgrade the old backhoe

as recommended by the County Cooperative Extension Service Report. Rep. T. Gage spoke to the amended motion, noting that the farmer should purchase a bucket loader, or utilize another piece of equipment, if needed. Rep. Hoar noted that if Mr. Bartlett feels that a heavier backhoe is needed to do work on the Maintenance Department, with the stipulation that a Maintenance Department employee drive the piece of machinery in question, rather than an employee or inmate working on the Farm. A call for the vote on the amended motion was recorded in the affirmative, with Representatives Palumbo, Schwaner, Walker, Hoar, Skinner, Boucher, Flanagan, Vaughn, T. Gage and Schmidtchen voting in the affirmative and Rep. Cushing and Rep. Blanchard voting in the negative.

There being no further business to come before the meeting, Rep. Vaughn moved, duly seconded by Rep. Schmidtchen to adjourn the meeting. This motion was so voted unanimously in the affirmative at 10:40 A.M.

Respectfully submitted,

Representative Annie Mae Schwaner, Clerk
Rockingham County Executive Committee
and Rockingham County Delegation

EXECUTIVE COMMITTEE MEETING

Rockingham County Nursing Home
Brentwood, New Hampshire
November 6, 1987

PRESENT

HONORABLE EXECUTIVE COMMITTEE MEMBERS

Palumbo; Schwaner; Walker; B. Gage; Blanchard; Greene; Conroy; Skinner; Chase; Boucher; Lovejoy; Flanagan; Vaughn; Hoar; Schmidtchen; T. Gage.

OTHER HONORABLE REPRESENTATIVES

Butler; Ritzo; Sherburne; Malcolm; Benton.

OTHERS

Commissioner Ernest P. Barka, Chairman, Board of Rockingham County Commissioners; Commissioner Maureen Barrows, Vice Chairman, Board of Rockingham County Commissioners; Mr. Wayne Vetter, High Sheriff of Rockingham County; Mr. Elwood K. Paradis, Supervisor, Rockingham County Maintenance Department; Mrs. Joan Vincent, Administrative Assistant to the Maintenance Supervisor; Mr. John D. Courtney, Superintendent, Rockingham County Jail/House of Correction; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mrs. Rebecca Tarleton, Administrative Assistant to the High Sheriff of Rockingham County; Mr. Roy E. Morissette, Personnel Officer of Rockingham County and Mrs. Carrolle A. Butler-Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Delegation.

The meeting commenced at 10:00 A.M., with the Chairman of the Executive Committee stating that the purpose of the meeting was to review the 3rd quarterly 1987 budget report for Rockingham County.

Rep. Benton, Chairman of the Treasurer's Sub-Committee, spoke briefly to his committee's findings. He noted that this budget is on line, and that everything is well. The Commissioner's budget was also reviewed briefly, with no questions being raised.

The County Attorney's budget was then reviewed. It was noted that office equipment within this department's budget is over, due to the fact that a video camera system (to control the access of the Rockingham County Attorney's Office) was installed. It was also noted that each assistant county attorney has their own set of law books, rather than sharing sets, thus the expenditure in the line item - law books.

The system currently utilized for a medical examiner within Rockingham County was then discussed at length. It was noted that the system of using on-call doctors would be a better concept, and Mr. Eldredge emphasized that he is still working with this idea, and replacing the system now in place. Rep. B. Gage spoke to the fact that the State of New Hampshire charges a flat fee for the transport of bodies, and further suggested that Rockingham County should follow this lead. She suggested that the fees charged for medical examiners expenses should be standardized for all counties. Discussion followed regarding the concept of standardizing the fees established for the performance of a complete pathological autopsy. Both Rep. Walker and Schmidtchen spoke to the need of support from

the entire Rockingham County Delegation to endorse this concept, and further, bring this idea to the State level. More discussion followed regarding legislation which is being introduced with regards to a flat fee charge for the performance of a complete pathological autopsy, which other counties have budgeted. A motion was then made by Rep. Walker, seconded by Rep. Schmidtchen that the Rockingham County Executive Committee favors the passage of a bill to standardize the fee for budgetary purposes, for complete pathological autopsies. This motion was so voted unanimously in the affirmative. It was noted for the record that a copy of the Minutes of the November 6, 1987 Executive Committee, together with a letter explaining the purpose of the vote will be sent to the Speaker of the House as well as the Senate President.

Rep. T. Gage then spoke to the Registry of Deeds budget. he noted that postage will probably be over-expended. He also noted as a matter of record that the transfer tax has been reduced, and that Revenues seem to be right on target. Rep. Skinner spoke to the Town of Windham, and their dissatisfaction with copies that are sent out from the Rockingham County Registry of Deeds. Commissioner Barka explained that Mrs. Luce has sent out appropriate correspondence to all towns with regards to this matter, and has resolved the problem.

Sheriff Vetter spoke to the salary of the designated Chief Deputy, prior to him coming on board as High Sheriff. He noted that the individual holding this position retired, thereby allowing a portion of this salary to be made available and used elsewhere. He stated that he received permission from his sub-committee to utilize the remaining \$9,000. for equipment needed for his department. It was agreed by the Sheriff's Department Sub-Committee, that Sheriff Vetter be allowed to purchase snow tires and other necessary equipment for his department. Rep. Palumbo noted that this procedure is acceptable, so long as the bottom line of this budget is not expended. Rep. Palumbo applauded the High Sheriff for his fine work.

Discussion followed as to the transactions of the County, and the schedule of meetings to take place with regards to the up-coming 1988 Rockingham County budget. It was suggested as a matter of record that State Senators in districts throughout Rockingham County, be invited to attend the Public Hearings on the budget, as well as other budget meetings scheduled.

Commissioner Barrows then spoke to the fact that the Board of Commissioners are currently re-reviewing the lease agreement with the State of New Hampshire. He stated that the current lease has been given to County Attorney Eldredge, for his review, with the notation that the lease will be re-written. She noted that the Rockingham County Commissioners are agreeable to sign a one year lease. In the meantime, Commissioner Barrows noted that she and Commissioner Barka are pursuing other rental fees and utility costs, in conjunction with the lease with the Rockingham County Superior Court.

Rep. T. Gage spoke about the fact that the Appropriations Committee has met with Mr. Leidinger to discuss square footage requirements, and the cost that the courts are willing to expend per square foot. It was suggested that the County Commissioners should pursue the State purchasing the Courthouse, and look for an alternative site for a Courthouse. It was the recommendation of Rep. Palumbo that this should be a charge for the Long Range Planning Sub-Committee.

Sheriff Vetter then noted that he was approached recently by the Rockingham County Police Chiefs Association with regards to the problem of transporting prisoners to the Rockingham County Jail/House of Correction as well as other

correctional facilities. Sheriff Vetter noted that it becomes a problem when a small town's police department has to transport an individual to a correctional facility, which leaves the town virtually unmanned when this transport is being conducted. It was the suggestion of the Police Chief's Association that if the Sheriff's Department hired an additional seven (7) individuals to do these transports, the small towns would not be effected by this problem to the degree they currently have been. Rep. Palumbo reminded Executive Committee Members what the effect of these proposed seven (7) individuals salaries would do to the Sheriff's Department budget. It was the recommendation of Rep. Blanchard that the Executive Committee take a long hard look at this proposal before any action is taken. It was the recommendation of Rep. Palumbo that the Sheriff's Department Sub-Committee could pursue this further, and report their recommendations to the Executive Committee. It was suggested that Rep. McCain should look into whether other county Sheriff's Departments do transports for towns, and the cost for such services. It was also suggested that the issue of who is legally liable, should a problem occur, also be reviewed. Commissioner Barrows spoke to her feelings, stating that the County would be taking on more than could be handled, and that it is getting out of hand. She suggested that perhaps the towns who need the service should budget for additional personnel within their town police department budget.

Commissioner Barka noted that the Commissioners have been in contact with the State of New Hampshire Water Supply & Pollution Control Commission with regards to the waste water treatment facility at the Rockingham County Complex. He noted that the Commissioners will pursue this further with a representative from Anderson-Nichols, who will be coming to the Commissioners Weekly Meeting on Monday. Commissioner Barka stated that, at this Monday Meeting, the Commissioners will review the present facility, proposals for the expansion of the facility, and also noted that the firm of Anderson-Nichols will be retained for this study process. He noted that the recommendations brought forth, will be presented to the Rockingham County Delegation, for their consideration. Mr. Paradis reiterated that the present system is antiquated, further noting that the County has been meeting with State Engineers regarding the facility, to work out the short and long term solutions to the present problem.

Rep. Skinner noted for the record that Representative Douglas Woodward has resigned as a Member of the House of Representatives, due to the fact that he has moved from the town of New Castle to the town of Hampton Falls, and therefore does not represent the New Castle District any longer. She then appointed Rep. Calvin Warburton to chair the Long Range Planning Committee (newly established), as well as the Building Committee, which Rep. Woodward also chaired. It was also noted that Rep. Robert Blaisdell has resigned from the House of Representatives as well. It was stated that Mr. Blaisdell has moved to Florida.

The Executive Committee then reviewed the Old Age Assistance portion of the budget. It was noted that this line item was in fine shape. Commissioner Barrows spoke to the Board and Care of Children portion of the budget, noting that there have been a lot of placements in Rockingham County. She stated that, although there have been many placements, it is just starting to level off. She further noted that she met recently with Mr. David Bundy to address this very problem.

County Specials were then reviewed, as was Revenue Sharing Specials. Rep. Butler then spoke to the Non-County Specials portion of the budget. She noted that the special budget request agencies were on line, noting that the Rockingham County Conservation District has proposed a bill for a soils scientist. Commissioner Barrows questioned if her sub-committee has looked into services provided by these agencies, as to whether or not they duplicate their services, and whether they come to the County requesting funding, as well as individual towns with a similar request.

Rep. Elizabeth Greene then spoke to the Rockingham County Nursing Home budget. She emphasized once again that this budget will be over expended in labor costs and utility costs. Rep. Palumbo noted that the Executive Committee was aware of this fact at the 2nd quarterly budget meeting. Mr. Sturtevant spoke to his department, noting that the census within the facility has dropped back, due to the on-going staffing problem. He emphasized that the facility will eventually come back to their census of 290 residents, but, he stressed, it will be done s-l-o-w-l-y. Rep. B. Gage noted that starting salaries for nurses aides and professional nursing staff are low, and need to be addressed. It was her suggestion that the Salary Sub-Committee review this problem and address it and bring their recommendations before the Executive Committee. Rep. Palumbo explained that the Rockingham County Personnel Commission recently took action to raise the longevity bonus for county employees and elected officials.

Commissioner Barrows then spoke to the proposed Rockingham County Day Care Program. She noted that she and Commissioner Barka met recently with the Exeter/Newmarket Day Care Center personnel to discuss having a branch of their program at the Rockingham County Complex, for the utilization by county employees. Commissioner Barrows noted that the proposed building in question has to be renovated, and will cost approximately \$10,000. for renovation. It was also stated by Commissioner Barrows that monies for this project are available in the Building Account. Commissioner Barrows noted that there will be a fee schedule, which will be done a sliding scale, in accordance with wage earnings.

Commissioner Barrows also noted that the State Fire Marshall's Office was recently on-sight at the Rockingham County Complex, and reviewed a barn located across from the Commissioners Office. After a complete review, the barn was declared a fire hazzard. The Fire Marshall's Office asked that materials and items stored in the barn be removed as soon as possible, and that the barn itself be cleaned. A memo was distributed to all county employees, stating that certain times would be made available to employees, to give them the opportunity to look through the items collected in the barn. Employees were given the opportunity to take whatever they wanted, provided that they take it away soon. As a result, the barn was emptied swiftly, and was cleaned, as per the recommendations of the Fire Marshall's Office.

Rep. Lovejoy reported on the Jail/House of Correction budget. She stated the House Bill-214 recently passed the Transportation Committee with regards to motor vehicles, which, she stressed, will affect the inmate population at the county facility. Rep. Malcolm noted that there was an amendment to this Bill, which speaks to the fact that placement of juveniles charged with motor vehicle violations will be at the Youth Development Center, rather than at county jails. Rep. Malcolm urged Delegation Members to support this amended Bill.

Commissioner Barrows reported to the Executive Committee, information that the Commissioners received with regards to a storage facility, to be located at

the Rockingham County Jail/House of Correction (parking lot area in the back of this facility). She stated that presently, this area is currently used for the impoundment of motor vehicles. It was stressed that the County pays quite a bit of money for this vehicle storage, and rather than continuing this expensive process, the Commissioners felt that a storage area could be erected in this same location, with fencing around the area in question, which, in the long run, will save the county money. Commissioner Barrows further noted that a price on the fencing in question would be approximately \$3,000. She noted that this money is available in the Building Account. Discussion followed with Rep. Walker moving, seconded by Rep. Vaughn that the Executive Committee authorize the expenditure of approximately \$3,000. from the Building Account, for the purchase of fencing to be erected around a storage facility for impounded vehicles. The vote on this motion was recorded as unanimous in the affirmative.

Mr. John Courtney, Superintendent of the Rockingham County Jail/House of Correction, reported that revenues on the Jail are based on the work release program, which, he noted, is doing very well. He further noted that a consultant from the National Institute on Corrections from Colorado, will be on-sight at the Rockingham County Jail/House of Correction, to review the need for additional space for the facility due to the overcrowded conditions in the facility. He also noted that the consultant will meet with the Long Range Planning Sub-Committee, the Building Sub-Committee, as well as the Board of Rockingham County Commissioners.

Rep. MaryAnn Blanchard then spoke to the Executive Committee with regards to the Farm. She spoke at length to this department's budget, further noting that a meeting was held recently with personnel from the Rockingham County Cooperative Extension Service, the Commissioners, as well as the Personnel Officer, to discuss and review all aspects of this budget and their recommendations. Commissioner Barrows noted for the record that the Commissioners are very supportive of the recommendations of the Cooperative Extension Service, stressing that the personnel from that department have been "wonderful" to work with. She noted that the report from the Extension Service is in the hands of the Commissioners. She did state, however, that the report suggests modifications. It was noted that copies of the final report will be sent to all Executive Committee Members. Both Commissioner Barrows and Commissioner Barka thanked Rep. Blanchard for her assistance.

Rep. Sherburne then spoke to the Rockingham County Cooperative Extension Service portion of the budget. He noted that this budget is on line, with the slight possibility that they might be under budget for 1987. Rep. Sherburne stressed that all counties throughout New Hampshire are being asked to pick up increases in Extension Service budgets, due to the Graham-Rudman budget cuts. He noted that these budget cuts will reduce the number of County Cooperative Extension Agents. Commissioner Barrows spoke to a recent review of the space utilized by the Cooperative Extension Service, noting that there is a need for an elderly group care program, which could utilize the space utilized by the Extension Service. She emphasized that the Commissioners would find an alternative space for the Extension Service - to find the best space available for them. It was suggested by Rep. Palumbo that perhaps the Long Range Planning Sub-Committee should be made aware of this concept.

Delegation expenses were then discussed at length. It was noted that legislation recently passed which raises the per diem rate from \$15.00 per day to

\$25.00 per day. Discussion followed, whereby Rep. Vaughn moved, duly seconded by Rep. Schmidtchen that the Executive Committee recommend to the full Rockingham County Delegation an increase in the per diem per day from \$15.00 to \$25.00, as per the House of Representatives and Senate Legislation. It was the strong suggestion of Rep. Skinner that the full Rockingham County Delegation should vote on this, but was in agreement that the Executive Committee could make recommendations to the Delegation. Rep. T. Gage questioned if the vote of the Executive Committee would usurp the Salary Sub-Committee recommendations. It was felt that any vote of the Executive Committee, would not usurp the recommendations which will be brought forth by the Salary Sub-Committee. A call for the vote on the motion was recorded as unanimous in the affirmative.

Commissioner Barka then spoke to the fact that the Board has been looking into the feasibility of extending the dental program to Delegation members. He noted that the Commissioners have explored the dental plan, and the costs involved per person, as well as what the plan includes for the inclusion of Delegation members and their families. It was noted that the Commissioners will pursue this topic further, and would report back to the next meeting of the Executive Committee with their findings and recommendations.

After a complete review of the 3rd quarter budget report, Rep. Vaughn moved, duly seconded by Rep. Schmidtchen to accept the 3rd quarter of the 1987 budget report for expenditures, as presented. This motion was so voted unanimously in the affirmative.

Rep. Schmidtchen then moved, seconded by Rep. T. Gage to accept the 3rd quarter of the 1987 budget report - Revenues, as presented. This motion was so voted unanimously in the affirmative.

A letter was then read by Commissioner Barrows with regards to the rehabilitation of the old Rockingham County Jail/House of Correction, received from the Exeter Women's Club. The following was noted for the record:

TO THE MEMBERS OF THE ROCKINGHAM COUNTY DELEGATION:

It is the opinion of our group after an informative discussion of the 'old jail vs. new jail' to go on record in support of the rehabilitation of the 'old jail' at the Rockingham County Complex. It is our understanding this facility can be renovated at a far lesser cost than building a new structure.

It was noted for the record that this letter contained fifty-seven (57) names of women in support of the old jail rehabilitation.

It was noted that Rep. McCain was not available at the scheduled November 6th meeting of the Executive Committee, due to the death of his grandson. A card of sympathy will be sent to Representative McCain.

It was noted that the Board of Exeter Selectmen will be meeting soon to review and vote on a replacement of Rep. Robert Blaisdell, who resigned his House seat and moved to Florida.

There being no further business to come before the meeting, Rep. Vaughn moved, duly seconded by Rep. Schmidtchen to adjourn the meeting. This motion was so voted unanimously in the affirmative at 11:55 A.M.

Respectfully submitted,

Representative Annie Mae Schwaner, Clerk
Rockingham County Executive Committee
Rockingham County Delegation

EXECUTIVE COMMITTEE MEETING

Rockingham County Nursing Home
Brentwood, New Hampshire
December 11, 1987

PRESENT

HONORABLE EXECUTIVE COMMITTEE MEMBERS

Palumbo; Walker; B. Gage; Lovejoy; Greene; Skinner; Chase; Boucher; Flanagan; Hoar; Conroy; Vaughn; T. Gage; Blanchard; Schmidtchen; Cushing.

OTHER HONORABLE REPRESENTATIVES

Ritzo; Benton; Malcolm.

OTHERS PRESENT

Commissioner Ernest P. Barka, Chairman, Board of Rockingham County Commissioners; Commissioner Maureen Barrows, Vice Chairman, Board of Rockingham County Commissioners; Mr. Clarke R. Chandler, Treasurer of Rockingham County; Mr. Wayne Vetter, High Sheriff of Rockingham County; Mr. John Hardnen, Acting Maintenance Supervisor; Mrs. Joan Vincent, Administrative Assistant to the Maintenance Supervisor; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home and Mrs. Carrolle A. Butler-Popovich, Administrative Assistant to the Board of Commissioners/Delegation.

The meeting commenced at 9:30 A.M., with Chairman Palumbo noting that the purpose of the meeting was to authorize the Rockingham County Treasurer to borrow in anticipation of taxes for the upcoming 1988 budgetary year.

It was noted for the record that the Clerk of the Executive Committee/Delegation would not be present at the December 11th meeting. Chairman Palumbo appointed a Clerk Pro-Tem, Representative E. Jane Walker to take the Minutes of the December 11th meeting of the Executive Committee.

Chairman Palumbo spoke to copies of letters received from the Commissioners Office from Anderson-Nichols & Company, Inc. regarding the County's waste water treatment facility at the Rockingham County Complex. Rep. Palumbo explained that this facility is in desperate need of upgrading. He further noted that the Board of Commissioners retained the services of Anderson-Nichols to assist in evaluating alternatives for upgrading the waste water facilities at the County Complex. Commissioner Barka noted that the present sewage flow exceeds the capacity of the existing system, both qualitatively and quantitatively. He further noted that upgrading and expansion of the facilities is necessary to operate in compliance with the Discharge Permit. Commissioner Barka went on to state that additional sewage loadings will not be permitted until improvements to the facility are implemented. It was noted that Anderson-Nichols will conduct an initial study which will include: a review of existing records to accurately determine current flows; a review of water quality records to evaluate the system's ability to meet effluent discharge standards; a determination of the capacity limitations of the existing facilities; an update to project new demands based on proposed expansion or changes to the County operations; an evaluation to determine the level of treatment necessary to permit discharge at different times of the year; an evaluation regarding options available for adequately treating the sewage demands from the County Complex; a review of

the feasibility of alternative methods such as overland flow; recommendations to reduce the demands of the treatment facilities by reductions in the quantity and quality of flow; preparation of preliminary construction cost estimates to assist the County in evaluating the alternatives; coordinating the findings of the study with Water Supply and Pollution Control Division and an outline of partial funding.

Commissioner Barka noted that, in order for Anderson-Nichols to adequately address the problems and provide the most cost effective alternatives, there is a need for an allocation of \$15,000. for this study and planning. Discussion followed whereby Rep. Schmidtchen moved, duly seconded by Rep. T. Gage that the Executive Committee authorize an appropriation of \$15,000. from the Surplus Building Account for a study of the waste water treatment facilities at the Rockingham County Complex. There being no discussion following the motion, it was so voted unanimously in the affirmative.

Mr. Chandler then came before the Executive Committee and provided Executive Committee members with preliminary projections on the proposed 1988 budget for Rockingham County. Mr. Chandler noted that the net budget surplus was \$1,600,000. in 1987. He explained that Executive Committee members could expect an estimated tax increase of about 40% over last year, further noting that there is an expected approximate 20% increase in the overall budget from 1987 to 1988. Treasurer Chandler further noted that, with the possibility of expansion of the Rockingham County Jail/House of Correction, and the need for a Day Care Center, Rockingham County will probably do some bonding in 1988, noting that additional expenses will be carried. He advised Executive Committee members that they are very close to what was appropriated in 1987, stressing that there will not be any net budget surplus.

Rep. B. Gage asked Treasurer Chandler to project the financing angle as to what the proposed project(s) will cost over a five (5) and ten (10) year period. She noted that Mr. Chandler provided an analysis when the new Jail/House of Correction was being proposed, stressing that the analysis given to Executive Committee members was very useful, helpful, reasonable and logical for planning purposes.

Rep. Palumbo spoke to the fact that there will be no net budget surplus. He did stress that Rockingham County has been following sound budgetary practices, and will continue to do so. He added that things are relatively stable. Rep. Vaughn questioned how the Graham-Rudman cuts will effect the Rockingham County budget. Treasurer Chandler stressed that the Rockingham County Nursing Home will be affected the most. Rep. Palumbo spoke to an upcoming Bill which would change the ratio of State and County contributions (55% / 45%). He urged support of this Bill. It was also noted that another Bill on Real Estate Transfer Tax was upcoming.

Rep. Schmidtchen spoke to the fact that the Administrator of the Rockingham County Nursing Home brought to the attention of the Executive Committee, during the review of the second quarterly budget review, the fact that the Rockingham County Nursing Home would be over-expended in 1987. Treasurer Chandler explained that this over expenditure can be absorbed in the overall Rockingham County budget.

Commissioner Barka also noted that all county departments will be over in their fuel and electricity consumption. He noted that the Commissioners were going to bring this fact before the Executive Committee, and ask for more money,

but noted that, due to the good weather, with the possibility of saving some money in these areas, and the possibility of absorbing this over expenditure within the overall County budget, they saw no need to ask for additional monies.

Commissioner Barrows stressed the importance of "paring down" the proposed 1988 budget. She noted that for every \$100,000. saved, there is a 1.1% decrease in tax. She also spoke to the Special Budget Requests received for the 1988 budget. She stressed once again that these agencies should not go to the individual towns and to the County for funding.

Discussion ensued with regards to the lease agreement with the State of New Hampshire. She stated that the Board of Commissioners reviewed the lease, as proposed by the Administrative Office of the Courts. Commissioner Barrows explained that the Commissioners had Attorney Thomas Welch of Exeter review it completely, and make recommendations to them, prior to them signing it.

Commissioner Barrows also spoke to the number of bailiffs who work at the Rockingham County Administration and Justice Building. She noted that there are currently seven (7) bailiffs, with a proposal for 1988 to bring that number to fifteen (15). She explained that, although the State pays for the salaries of bailiffs, via reimbursement to the County, the County is responsible for the payment of benefits to the individuals in question. Rep. Blanchard questioned the duties of a bailiff. Sheriff Vetter explained that they are officers of the court. At this point in the meeting, Rep. T. Gage questioned the security system currently in place at the Courthouse. Sheriff Vetter explained that the system is vital to the secure operation of the Courthouse. He explained the need for the number of bailiffs who work at the Courthouse, stating further that Judge Dunfey has requested additional bailiffs.

Discussion followed with regard to the purpose of the December 11th meeting. Treasurer Chandler spoke to the fact that there is insufficient money in the treasury of the County to meet the demands upon it, and asked the Executive Committee for a vote. Rep. Schmidtchen then moved, duly seconded by Rep. Boucher: **That the money in the treasury of the County being insufficient to meet the demands upon it beginning January 1, 1988, approval is hereby given to the Treasurer, upon the order of the County Commissioners, to borrow up to \$15,000,000 under RSA 29:8 as amended.** Discussion followed the motion. Treasurer Chandler explained that the County will receive a better interest rate if they borrow ten million dollars or more. If the County borrowed under ten million dollars, they would be taxed. He also noted that the County currently has a "tentative" "AA" rating, which might be downgraded because of Seabrook Power Plant. Mr. Chandler spoke to the fact that he recently spoke to the Board of Commissioners regarding emergency plans, should the Town of Seabrook not elect to pay their taxes. He related that the Town did, indeed, pay their taxes for 1987. Rep. Cushing questioned Treasurer Chandler regarding the process of re-evaluations, and land assessment as it applies to Rockingham County, in conjunction with the Seabrook Power Station. Mr. Chandler explained that land assessments/determinations are done in April. **There being no further discussion following the motion, a call for a vote was recorded as unanimous in the affirmative.**

At this point in the meeting, Rep. Skinner, Chairman, Rockingham County Delegation, then noted for the record that she has appointed two (2) new Chairmen of Sub-Committees. The following was noted for the record:

Rep. Arthur Tufts was newly appointed Chairman of the County Commissioners Sub-Committee, replacing Rep. Ada L. Mace.

Rep. Eugene Ritzo was newly appointed Chairman of the County Attorney/Medical Examiner Sub-Committee, replacing Rep. Henry Wells.

There being no further business to come before the meeting, Rep. Schmidtchen moved, duly seconded by Rep. T. Gage to adjourn the meeting. This motion was so voted unánimously in the affirmative at 10:20 A.M.

Respectively submitted,
Representative E. Jane Walker
Clerk Pro-Tem

ROCKINGHAM COUNTY NURSING HOME 1987 Annual Report

TO: THE HONORABLE BOARD OF ROCKINGHAM COUNTY COMMISSIONERS

I respectfully submit the Annual Report for the Rockingham County Nursing Home. The past year has been stressful for all who are concerned with providing excellent patient care to the residents of the County Home. However, I am proud to report that as usual the residents of the Home received the quality care they deserve. The taxpayers of Rockingham County have a health care facility for which they can be proud.

Staffing continued to be the largest issue facing the facility over the past year. Throughout the summer months and into the fall we were critically short in the Nursing Department for Certified Nursing Assistants on all three shifts. Licensed personnel were also short, however the use of "Nursing Pools" helped to relieve the situation. The cost of these pools, along with the payment of overtime and bonuses to staff was extreme at times.

We attempted to meet the "fair market value" of recruitment this fall with an across the board raise for members of the nursing department and other selected areas. We were also forced to increase the hiring bonus from \$50.00 to \$300.00. The result of this forced increase was an over expenditure of the Nursing Home budget for the first time in recent history.

When staffing became critical we were forced to curtail admissions to the Home. Through attrition we reduced the census from 290 to 280, in late November we began slowly to increase the census back to 290 beds.

Without the support of the Board of County Commissioners and the Delegation we would not be improving the staffing levels. As of December 1987 we are short 20 Certified Nursing Assistants, with the majority of the shortage on the 3:00 P.M. - 11:00 P.M. shift. Licensed personnel are short 11 positions as of December 31, 1987.

The average age of residents within the facility as of December 31, 1987 was 84.89 years, with 132 residents age 85 years or older, 45.99% of the Home's population.

The Social Service Department underwent a large turnover in staff during 1987, it is hoped that when the current open position is filled the staff will be able to settle in and "catch-up" the backlog of work that has been created.

The facility has continued to receive many fine compliments from visitors and families for the fine care provided to residents of the Home. The Annual Inspection of Care completed by the Bureau of Health Facilities confirmed the comments.

The Volunteer program has continued to prosper throughout 1987, providing valuable services to residents. Thank you to all individuals and groups that volunteered time and effort throughout 1987.

The "E.F.F.O.R.T.S." committee purchased equipment for the hearing impaired. The annual Ice Cream Smorgasbord was a success larger than in past years; we are looking forward to August 1988 for all that ICE CREAM!!

A word of thanks to Mr. John Courtney, Corrections Administrator; Robert Bartlett, Farm Manager; Sheriff Wayne Vetter; and members of their respective departments for the assistance and cooperation throughout 1987. A note of

thanks to the staff of the County Commissioners Office for the support provided throughout the year.

Special note to Mr. Al Paradis, Maintenance Supervisor for his assistance and that of his staff. Thanks for all the help in digging out from snow late at night and for the clear parking lots each morning, thanks for responding to those late night calls for heat in the resident areas.

Recognition to the members of the Brentwood Fire and Police Departments and surrounding town departments for fire alarms throughout 1987. We look forward to hosting them again in October 1988, as we did for Fire Prevention Week.

Without the fine personnel of Rockingham County Nursing Home, 1987 would have been more difficult than what was experienced. As the Administrator of the Home for the past 8 years I could not ask for a more dedicated group of people than those that I work and serve. My personal thanks to each of them and with their assistance 1988 will be a productive smooth and enjoyable year.

Thank you, and an expression of gratitude to the Board of County Commissioners for their assistance and guidance throughout 1987.

Respectfully submitted,

William F. Sturtevant
Administrator

ROCKINGHAM COUNTY NURSING HOME CENSUS 1987

Total Census	January 1, 1987	288
Total Admissions		128
Total Discharges		131
Total Deaths		78
Total Census	December 31, 1987	285
Total Resident Days:		104,103
Daily Average Census:		285.21
Highest Census		290.00
Lowest Census		273.00
Daily Average:		
Mitchell Building:		39.70
Fernald Building		82.20
Underhill Building		60.40
Blaisdell Building		102.92
Average Age of Residents December 31, 1987:		84.89
Average Age of Resident Death:		82.97
Average Length of Stay	2 years - 6 months - 4 days	

MEDICAL DIRECTOR'S ANNUAL REPORT FOR 1987

The problems that we have seen this year are the continuation of those which have been developing over the last few years.

First, with the development of community resources including the daycare program, more and more sick elderly patients are being maintained at home or in the community for longer periods of time. Therefore they are arriving at the nursing home much sicker and requiring a much higher level of care. As a consequence, many patients are being admitted to the nursing home in the last weeks or months of their life and dying shortly thereafter admission. This is not a reflection of the care which they receive here which has maintained its high standards but reflects the development of the community resources.

Secondly, the greater amount of care required for the patients who are admitted here has stretched the resources of our staff particularly because of the difficulties we have had in filling all of our positions. The level of care has been maintained very high because of the dedication of the staff but increasingly we will face the problem of increasingly difficult staff recruitment and the necessity to modify our census accordingly.

Third, we have begun to review many of our medications with the new pharmacist who has joined our staff. Over the next year we should rationalize the medications which we use and hopefully simplify our formulary.

Fourth, the planning of an Alzheimer's ward has continued and although it was delayed because of staffing problems, we are looking forward to implementation of this new therapeutic modality shortly after the first of the year.

In summary, the staff has continued to provide excellent, high quality care in spite of increased demands and staffing shortages at times. We hope to continue to improve our programs over the coming year to meet the increased societal demands which have been placed upon us.

Sincerely,

Karl Singer, M.D.

1987 ANNUAL REPORT
DEPARTMENT OF PASTORAL CARE
ROCKINGHAM COUNTY NURSING HOME

“There is an appointed time for everything. And there is a time for every event under heaven.” Ecclesiastes 3:1

“And I will ask the Father, and He will give you another Helper, that He may be with you forever; that is, the Spirit of Truth...” John 14:16, 17

Our lives are filled with change and transition. We move through the bliss of childhood, the nostalgia of adolescence, the reality of adulthood and the wisdom of old age. We never seem to arrive. What we sought yesterday is found or lost today and dreamed about tomorrow.

Yet, we all live our lives, leave our marks and say goodbye. It is my somber responsibility at this time to terminate my three year stay at Rockingham County as Director of Pastoral Care as of October 31, 1987. For me, it has been a wonderful time of challenge, growth and ministry. I have enjoyed working with a fine staff of concerned fellow professionals who willingly (and at times, self-sacrificially) give their services to the residents and clients of this facility. I have never worked in such a fine, caring clean institution.

The All Faiths' Chapel continues to be used by many residents for individual quiet times (one person reads her Portugese Bible daily here), as well as providing a solemn, warm atmosphere for weekly chapel services. The Roman Catholic masses on Fridays are conducted by Monsignor Eugene A. Murphy who will continue to care for the needs of the residents as I prepare to leave. This is the second time he will bring stability as a Director of Pastoral Care leaves, and we are grateful.

The Protestant services occur on Sundays and will continue even if there is no replacement for this position prior. Area ministers are being asked to cover.

I regularly see ministers from the community visiting parishioners here which enhances the work of pastoral care. Mary Swart and Ann Marie Waechter (and her daughter, Elizabeth) have provided special music for the residents throughout the year. Also, the Reverend David Watkins and the Epping Community Church has provided a monthly hymnsing and communion service for the clients of the Adult Medical Day Care. There are numerous other area church groups who have provided special music and programs through the Activities Director in Occupational Therapy.

Recently, Ann Moschetto, Coordinator of Volunteers and I completed a check list to be mailed out soon to area churches and volunteers for their completion, so they can indicate ways in which we can expand our services through volunteer help. I have found volunteers to be a great source of care and concern to residents and clients. They also lighten the hearts of many employees by bringing in outside resources, e.g., helping to feed a resident.

At present, there is a “Piano Fund” through the Chapel to which has been contributed several hundred dollars. When enough is collected a piano will be purchased to be kept in the All Faiths' Chapel, but which can be wheeled for use in all areas of the facility. The regular Chapel Fund continues to accrue through weekly donations as well as memorial donations. This money is used to supply

and upgrade the Chapel. In fact, all the beauty of the Chapel is a reflection of donations by many different people.

I express my sincere thanks for the privilege of serving as Director of Pastoral Care in this superb facility.

Sincerely and respectfully,

E. Dennis Marasco, M.Div.
Director of Pastoral Care

ROCKINGHAM COUNTY FARM ANNUAL REPORT

The Rockingham County Farm produced twelve thousand bales of hay for farm use and for sale. It is anticipated that about half the hay crop will be sold. Approximately eighty acres of corn silage was planted for silage. The Rockingham County Farm had some good crops this year.

The Rockingham County Farm sold twenty four (24) piglets to the Cheshire Farm to re-build their swine herd. Thirty (30) piglets were sold to the Sullivan County Farm to re-build their swine herd as well.

DENNETT & DENNETT
CERTIFIED PUBLIC ACCOUNTANTS
86 HIGH STREET
PO BOX 850
HAMPTON NEW HAMPSHIRE 03842

WILSON P DENNETT CPA
ROBERT B DENNETT CPA

TELEPHONE - 926-6321
AREA CODE 603

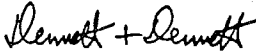
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THE NEW HAMPSHIRE SOCIETY OF
CERTIFIED PUBLIC ACCOUNTANTS

Board of County Commissioners
County of Rockingham, New Hampshire
P.O. Box 560
Epping, New Hampshire 03042

We have compiled the accompanying enterprise analysis for the Rockingham County Farm as of December 31, 1987, and the related supporting schedules for the year then ended.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. We have not audited or reviewed the accompanying presentation and, accordingly do not express an opinion or any other form of assurance on them.



DENNETT & DENNETT
Certified Public Accountants
February 23, 1988

ROCKINGHAM COUNTY FARM
Combined Enterprise Analysis
Year Ended December 31, 1987

	Enterprise				Total
	Beef Cattle	Butcher Hogs	Hay	Slaughterhouse	
Income					
Revenues	\$ 57,229	\$ 60,176	\$ 20,475	\$ 34,775	\$ 184,972
Increase (Decrease) in Inventory	<u>1,625</u>	<u>6,150</u>	<u>2,250</u>	<u>8,000</u>	<u>0</u>
Total Income	<u>58,854</u>	<u>66,326</u>	<u>22,725</u>	<u>42,775</u>	<u>202,997</u>
Expenses					
Direct Costs	68,441	31,502	1,514	6,970	109,920
Direct Maintenance Dept. Allocations	1,408	1,449	0	0	2,808
Indirect Costs					
Applied Labor	13,552	16,159	11,556	10,176	53,237
Applied General & Administrative	2,948	3,513	2,695	2,416	11,997
Applied Service	14,592	16,980	11,504	10,523	56,006
Total Expenses	<u>100,941</u>	<u>69,603</u>	<u>27,269</u>	<u>30,085</u>	<u>236,825</u>
Profit (Loss) from Operations	\$(42,087)	\$ (3,277)	\$ (4,544)	\$ 12,690	(33,828)
Miscellaneous Income: Mowing, Interest and Prepayment Credits					838
Net Profit (Loss)					<u><u>\$ (32,990)</u></u>

ROCKINGHAM COUNTY FARM
Indirect Cost Control Accounts
Year Ended December 31, 1987

LABOR COSTS

Supervision	\$21,404
Farm Hands	18,408
Social Security	3,204
Medical Insurance	1,859
Dental Insurance	318
Retirement	898
Workmen's Compensation	4,600
Unemployment	119
Employee Expense Reimbursement	0
Jail Department Allocations: Special Clothing	2,427
Total Labor Costs	\$53,237

GENERAL AND ADMINISTRATIVE COSTS

Property Taxes	\$ 8,400
Insurance & Bonding	3,008
Office	589
Total General & Administrative Costs	\$11,997

SERVICE COSTS

Supplies	\$ 588
Vehicles - Fuel & Oil	3,767
Equipment	952
Repairs	9,536
Maintenance Department Allocations:	
Work Orders (Labor, Material, Overhead)	15,263
Fuel	1,207
Electricity	8,599
Vehicles Supplies and Repairs	611
Gasoline	2,894
Water, Sewer and Generator	1,868
Bench Stock	1,004
Roads and Grounds	9,217
Pasturage Rental	500
Total Service Costs	\$56,006

See Accompanying Notes and Accountant's Compilation Report

ROCKINGHAM COUNTY FARM

Enterprise Analysis

December 31, 1987

Note B: Description of Business

The operations at the County Farm consist of the production of several different crops and kinds of livestock. These analyses compute operating profits and losses for each enterprise. The beef cattle and butchered hogs are sold almost exclusively to the Rockingham County Nursing Home. There are occasional sales of piglets and "roasting pigs" to the general public. Some hay is also sold to the general public; most of the hay and all of the corn silage is consumed on the Farm by the livestock. The cost of growing these forage crops is absorbed by the livestock enterprises, through charges to inventory, as they are consumed. The slaughterhouse, which operates for the public as well as for the County, pays the County 1/3 of the revenues that it receives from public operations. In order to measure and fully absorb all costs of the livestock and hay produced and sold, each operation is presented as a separate "profit-center."

Note C: Unusual Events and Restrictions

1. Economic Dependency

With sales of beef and most butchered hogs restricted to the Nursing Home at pre-determined prices and quantities, the Farm is limited in its ability to increase revenues by expanding market. The County is hesitant to expand market by competing in the private sector. Therefore, there are no costs connected with marketing or advertising; and revenues are restricted accordingly.

2. Labor Costs

The County is reimbursed by insurers for the costs of benefits to employer for work-related injuries. This reimbursement is a reduction to the Labor cost shown in Exhibit 7. The County was reimbursed in the amount of \$5,508 for such benefits paid to the Farm Manager during 1987.

Inmates in the County House of Correction who have been sentenced to hard labor are worked at the County Farm. While it is recognized that the use of unpaid labor should contribute to the profitability of an enterprise, whatever benefit that is derived is offset by the cost of farm hand supervision, transportation and doubtful productivity.

3. Indirect Costs

The presentation of the County Farm operation as an enterprise fund, similar to a profit making activity, requires that all costs attributable to the activity be recognized in determining the profit or loss for the period. This enterprise analysis recognizes costs incurred in other County operations, and allocates them as indirect costs to the County Farm from 1) the County Maintenance Department according to a predetermined formula in the Maintenance Department cost accounting system, and 2) from other county operations, where specifically identified. Many of these costs are

fixed costs, which would be incurred by the County whether or not the County Farm is in operation.

4. Other Uses of the Farm

The County Farm is the property of Rockingham County. Unlike a private enterprise, the Farm is available for public tours and visits. Classes from the Thompson School of the University of New Hampshire, field trips from local schools and colleges, classes of handicapped children, use by the County Extension Service, cultivation of garden plots for County residents -all are benefits to the County with inherent costs. While the costs of providing such benefits cannot be measured by the system, it should be recognized that operating deficits are attributable in part to these benefits.

Most recently, Farm property was used by classes from the NH Vocational-Technical School for raising livestock and crops. Classes from UNH and local high schools were given tours.

DEPARTMENT OF HUMAN RESOURCES ANNUAL REPORT

The Department of Human Resources continues to struggle with the implementation of Senate Bill #1 as it relates to the payment of Court ordered services for juveniles. The State recently issued policy statements regulating rates for counseling, home based services and in patient psychiatric hospital daily rates. We still await a policy manual from the State specifically defining problematic areas.

The caseload of juveniles receiving services averages 300 per month, with approximately 500 open cases.

Rockingham County implemented several programs to serve youth during 1987. The Youth Attender Program served the County with facilities in Hampton and Windham. The About Substance Abuse Prevention Program, an educational curriculum for elementary schools, is well underway. Each District Court in Rockingham County now has a Parent-Child Mediation Program available to serve it's Chins/Delinquent population.

The Department of Human Resources will focus its energies on the reimbursement process to recoup expenditures for children in placement. Through negotiations with the State-Division of Children and Youth Services we have reached an agreement to increase the percentage the Counties will be reimbursed by the State for monies collected.

The County remains a vital link between the Division of Children and Youth Services and the providers of Court-Ordered services for juveniles.

Respectfully submitted,

Diane Gill, Director
Department of Human Resources
for Rockingham County

ROCKINGHAM COUNTY MAINTENANCE DEPARTMENT

North Road - Brentwood, NH
Mailing: P.O. Box 427 - Epping, NH 03042
Telephone: 603-679-5335, Ext. 44 & 28

To the Honorable Board of County Commissioners:

The year 1987 has proven to be a very productive year for the maintenance department. Our preventive maintenance program has managed to keep most major breakdowns and repairs to a minimum which enables us to operate with total concentration on the overall budget.

The following are some of our accomplishments completed by the department during 1987.

SPECIALS

1. Lagoon airation system installed
2. Construction of a salt shed
3. New carpet installed at R.C.J.B.

R.C.N.H.

1. Renovations to new medical records room
2. Renovations to new social service office
3. Painting of the Mitchell wing
4. Painting of thrift shop
5. Painted all walls and ceiling in the laundry
6. Walkway in front of the Blaisdell building torn up, loamed, and seeded
7. Installed door guards and wall bumpers in new addition
8. Pistons repacked on Blaisdell elevator
9. All generators and diesel fire pumps serviced
10. Installed new oil tanks and cleaned up pipe shop for new back-hoe

JAIL/HOC

1. Installed wire cage unit
2. Installed new gas line and regulator
3. Installed new coil for air conditioning unit
4. Renovations to new work release area
5. Installed new washer and dryer in work release

R.C.J.B.

1. Installed new generic 217 telephone system
2. #2 fuel tank tested for leaks

At this time I would like to thank the Commissioners, as well as all department heads and their employees for their continued support throughout the year. Their help and cooperation has been greatly appreciated.

A special thank you to Mr. Elwood Paradis, although he retired as Supervisor of the maintenance department in November, his management and support through the year was greatly appreciated. Also at this time I would like to extend a very special thank you to the maintenance team for a job well done.

Respectfully submitted,

John Harnden
Acting Supervisor

ROCKINGHAM COUNTY
County Tax Apportionment
1987

	Proration Of Tax	Amount Of Tax
Atkinson	1.607	\$ 150,095
Auburn	1.032	96,389
Brentwood	.620	57,908
Candia	.877	81,912
Chester	.679	63,419
Danville	.489	45,673
Deerfield	.804	75,094
Derry	6.538	610,653
East Kingston	.355	33,157
Epping	.949	88,637
Exeter	3.551	331,666
Fremont	.492	45,953
Greenland	.975	91,065
Hampstead	1.836	171,484
Hampton	6.082	568,063
Hampton Falls	.848	79,204
Kensington	.531	49,596
Kingston	1.540	143,837
Londonderry	5.342	498,946
New Castle	.743	69,397
Newfields	.459	42,871
Newington	2.753	257,132
Newmarket	1.267	118,339
Newton	.781	72,946
North Hampton	1.801	168,214
Northwood	.824	76,962
Nottingham	.769	71,825
Plaistow	1.954	182,505
Portsmouth	8.044	751,315
Raymond	1.560	145,705
Rye	3.180	297,014
Salem	9.015	842,007
Sandown	.913	85,275
Seabrook	25.935	2,422,345
South Hampton	.281	26,246
Stratham	1.331	124,316
Windham	3.243	302,898
	<hr/> 100.000	<hr/> \$9,340,063

OFFICE OF REGISTER OF DEEDS

Rockingham County
Exeter, NH 03833

January 4, 1988

To the Honorable Board of Commissioners:

1987 was another busy year in the Registry of Deeds office. Our document count was down from 1986 but still over 25% higher than any previous year. With the changeover from our IBM System 34 computer to the newer and larger IBM System 36, we are now able to do all our own printing of indexes and daily print alphabetical listings of each days recordings. This has reduced the time that is needed for the public to do their title searches and to record documents.

During 1987 we started a project whereby we will refile all records from 1974 back to 1642. Eventually all records will be on film. This will enable us to remove all books and shelving, leaving more available floor space which is badly needed to accommodate researchers using this office.

Another 'Thank You' to both the Board of Commissioners and the County Delegation for the continuing support of this department.

Respectfully submitted,

Betty Waitt Luce,
Register of Deeds

1987 Statistics

Number of Recordings	81,602	
Number of Copies Made	315,858	
Receipts		\$1,760,059.49
Expenditures	\$498,904.98	
Specials	<u>98,224.87</u>	
		<u>597,129.85</u>
Surplus		<u>\$1,162,929.64</u>

**STATISTICS ON THE WORK OF THE PROBATE OFFICE
FOR ROCKINGHAM COUNTY
FOR THE YEAR ENDING JUNE 30, 1987**

Adoptions	170
Changes of Names	162
Conservators Appointed	15
Guardians Appointed; Incompetents; Minors & Person of Minors	124
Wills Allowed	447
Administrators Allowed	182
Voluntary Administrations	115
Marriage Waivers Granted	60
Inheritance Tax Receipt Where No Administration of Estate	5
Death Certificates Filed	133
Petitions to File & Record Authenticated Copies of Wills	30
Termination of Parental Rights	37
Relinquishment of Parental Rights	20
Wills Filed Not Probated	121
	1621
NEW FILES OPENED	1621
 Trustees Appointed	 26
 Accounts Allowed: Administrators; Trustees; Guardians and Conservators	 1205
Licenses Issued: Goods & Chattels, Real Estate and Securities	70

On June 30, 1987, Edward J. Howard retired after serving Rockingham County as Register of Probate for 18 years. On that date, Elizabeth E. Powell of Hampton was appointed as Commissioner to perform the duties of Register of Probate by the Honorable Richard Dunfey, Chief Justice of the Superior Court to fill the unexpired term. By utilizing the computer system and with the professional staff, the work continues to be processed in an orderly and timely manner. All county officers have been most cooperative and the staff looks forward to the continued success of the probate office and their association.

Elizabeth E. Powell
Commissioner

ROCKINGHAM COUNTY ATTORNEY Annual Report 1987

After an absence of two years, Carleton Eldredge returned to the office of County Attorney on January 1, 1987, to start his fifteenth year in that office.

To improve performance by relieving overcrowding, the office expanded its physical plant, taking over the lawyers' lounge off the first floor lobby of the courthouse at Exeter. In addition to housing the office receptionist and part of the clerical staff, the additional office space also houses the Victim/Witness Advocate, a new position added to the office in October of 1986. For security and traffic control the main office has been equipped with an electrically operated door lock, monitored and controlled by closed circuit television. This has solved the visitor traffic and too-easy access to the office which have been ongoing problems for several years.

The Victim/Witness Advocate position, funded one-half by a grant from the Attorney General's office and one-half by Rockingham County, with a special emphasis on victims in sexual assault cases, has developed into an important part of prosecuting. The victim/witness advocate establishes a positive relationship with victims early in the process, advises the victim what to expect, informs the victim of progress and developments in the case, and assists the prosecutor in creating and maintaining an optimum working relationship with the victim during the preparation for and trial of the case. This important function requires one-half funding from the County for 1988. The County should seriously consider continuing the victim/witness program after 1988 when, presumably, outside funding will end.

In 1987, criminal docket administrative systems, some new some old, were implemented and re-implemented in the interest of more efficient processing of criminal cases through the system. Tighter screening of felony cases prior to presentation to the grand jury and police participation in the process from beginning to end was reestablished as office policy.

A program to improve the aesthetic atmosphere of the office work place was commenced in 1987 and, although not completed, is well under way. The morale and spirit of the staff is excellent or improving. The office was responsible for planting flowers at the front door of the courthouse and decorating the front of the building with lighted Christmas trees during the year's end holiday season. These projects and improvements of the work atmosphere bear directly on the **esprit de corps** of the staff.

Carefully screened hiring of two replacement attorneys, together with establishing better working relationships with the court, the clerks of court and the law enforcement community, have done much to improve the overall performance of the prosecuting function. There is still a need for more attorneys: one position was approved by the delegation in 1986 but was not filled because of the problem of insufficient office space, now solved.

The nationwide computer service of the National Crime Information Center (NCIC) has been installed and is operational in the office, with two staff members, including the County Attorney, certified as operators in the system.

This service expedites the receipt of essential information on criminal and motor vehicle records, nationally, without delay, educing practical savings in staff time; in use of the telephone; in postal service and police personnel.

In 1987 the office entered 1859 new criminal cases, as follows:

CRIME	Totals
Arson	12
Assault/felony	62
Assault/misdemeanor	72
Burglary	125
Bad Check	78
Criminal Mischief	49
Drug/felony	298
Drug/misdemeanor	54
DWI	111
DWI/Subsequent	83
DWI/Aggravated	17
Felonious Possession or Use of a Gun	18
Forgery	164
Fugitive from Justice	4
Habitual Offender/Operating After	42
Kidnap	11
Leaving Scene of Accident	12
Manslaughter	3
Murder First Degree	6
Negligent Homicide	11
Operating After Suspension/Revocation	95
Reckless Operation	10
Robbery	32
Sexual Assault/felony	93
Sexual Assault/misdemeanor	2
Theft/felony	168
Theft/misdemeanor	54
Welfare Fraud	12
Other/felony	52
Other/misdemeanor	109
Total Criminal Cases	1859

This office also represented 212 URESA cases (Uniform Reciprocal Enforcement of Support Actions), as well as the usual district court assists.

Drug crimes and driving under the influence (DWI) are the two most prevalent categories of crime, as our society continues its love affair with mind-altering substances. These combined charges total one-third of the criminal cases entered in 1987, and too many of the remaining cases are in some way connected to use of these drugs, either as a result of their abuse or in support of a dependency. Addressing this problem in the County, the State and the nation continues to be one of the great challenges of our times. The effort against drugs and alcohol use and abuse is a discouraging one. Our society does not yet have the will to win this important battle. It should be given a high priority in law enforcement, community and school programs aimed at ferreting out and eliminating societal attitudes that foster these devastating problems. The County Attorney's Office dedicates its resources to this challenge in 1988.

Carleton Eldredge

**ANNUAL REPORT
ROCKINGHAM COUNTY ATTORNEY'S OFFICE
EXETER, NEW HAMPSHIRE**

**VICTIM/WITNESS PROGRAM
OCTOBER, 1986 - OCTOBER, 1987**

OUTLINE

- I. Introduction
- II. Case Work
 - A. Home visits prior to Grand Jury
 - B. Referral to supportive agencies
 - C. Feedback to prosecutors
 - D. Grand Jury
 - E. The victim/witness waiting room
 - F. Keeping victims informed
 - G. Preparing for trial
 - H. Sentencing
 - I. Follow-up services
- III. Other Activities
 - A. Community education
 - B. Building a team approach
 - C. Assessment of the program
- IV. Future Goals

INTRODUCTION

The Victim/Witness Program has been in effect for a full year in Rockingham County, New Hampshire commencing in October, 1986.

Since that time, a number of goals have been identified and reached. This report is intended to outline the work that has been done in the first year of the program and to list future goals.

Although it is difficult to focus on any "category" of victims, since violent crimes are devastating to them all, the office had to prioritize them in some way. Therefore, the program is geared towards:

1. Child victims of sexual assault;
2. Adult victims of sexual assault;
3. Child and adult victims of physical assault;
4. Survivors of negligent homicide;
5. Any victims designated by the police as especially needy.

This report is divided into three sections:

1. The actual casework done for each of the victims and their families;
2. Other activities of the program;
3. Future goals of the program.

CASE WORK

A. Home Visits Prior to Grand Jury

In this County, the Grand Jury convenes once a month, and it is the policy that victims appear to testify, along with other witnesses. Therefore, contact must be made with these individuals to inform them of what to expect. My experience has been that the vast majority of ordinary citizens have almost no knowledge of what a Grand Jury entails. Therefore, they are, almost without exception, nervous and confused as to the process.

Although it is time consuming, I have made it a priority to make a home visit to every "prioritized" victim who is expected to appear before the Grand Jury. Most victims, especially children, are fearful of discussing the details of the crime in front of strangers. They are at least somewhat reassured when they learn that:

1. the alleged perpetrator will not be present;
2. the evidence will not be heard in a courtroom or in front of a judge;
3. there will be no cross examination.

In the home visits involving children, a majority of the time is spent being supportive of the parents who are naturally worried about the effect on their children.

Feedback from these families has convinced me that this part of the program is invaluable in helping the victim's contact with this office run smoother throughout the criminal justice system.

B. Referral to Supportive Agencies

During this home visit, the family discusses the crime, and the way it has affected their family. I assess what supports are available to see them through the long criminal process. When a victim is not engaged in therapy, or actively using friends and family on a regular basis for emotional support, I suggest they begin to do so. At the time of writing this grant, there are two sexual assault trials ongoing. In one case, the victim has been regularly attending a group for victims of rape. Although she is nervous about the ordeal of testifying, she has worked through many of the stages of victimhood and is prepared to go forward. In the other case, the mother of the victim has not had the benefit of therapy and is not sure she can even be in the courtroom when her daughter is on the witness stand.

Therefore, at some point during the home visit, the families are given two brochures: one describes the services of the Woman's Resource Center, a local non-profit agency which provides services for adult and child victims of sexual assault; the other brochure lists therapists in this county who have an expertise in issues of sexual assaults.

C. Feedback to Prosecutors Before Grand Jury

After a home visit is completed, the prosecutors are supplied with information about the victim which might be helpful during the presentation of the case to Grand Jury. Typically, this information would include the impact of the crime on the victim, such as the physical and emotional effects from the crime. This is important because the impact of the crime is still fresh in the minds of the family members, and may be forgotten when the case actually comes to trial a year or so

later.

Other information gathered at this time might include special fears about testifying. For instance, children may have special requests about small details of the presentation which help them feel relaxed. Occasionally, a social worker, therapist or best friend might be invited to make the child feel surrounded by supportive people. Also included in the feedback are the victim's feelings towards the defendant and their opinions about the eventual sentencing, if a conviction is eventually reached.

D. Grand Jury

As the victims and their families arrive at the courthouse on the date of Grand Jury, I alert the bailiffs who run the metal detector at the front door. They usually give a special welcome to anyone, especially children, who are here to testify.

This courthouse now has a separate waiting area which is located in a somewhat secluded part of the building (see floor plan).

The prosecutors meet the families prior to Grand Jury and make them as comfortable and informed as possible.

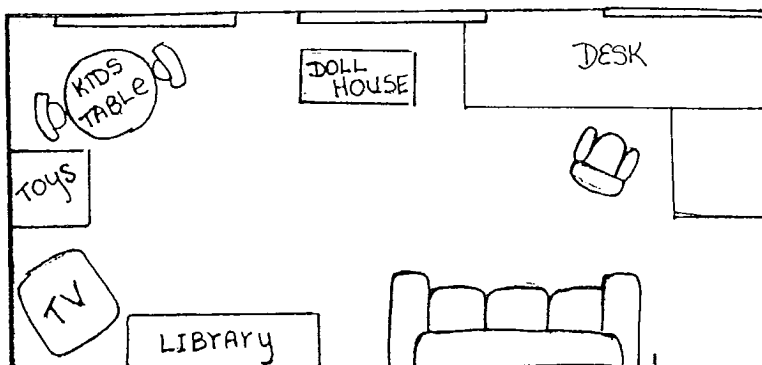
After the case has been presented to the Grand Jury, there is usually a brief meeting to explain its outcome and the next steps, i.e.: arrest, re-presentation to the Grand Jury, etc.

E. The Waiting Room

Beginning in January, 1987, the county was able to allocate space for victims and witnesses to wait for the trial, meetings with prosecutors, etc. Money from the grant was spent on furniture, toys, a doll house, soda, etc. Anatomically correct dolls were purchased which have been helpful when a younger victim has trouble detailing a sexual assault.

As of this writing, partitions have been ordered which not only double the area of the waiting room but also add to the privacy for anyone waiting to testify. The "new and expanded" room will have a separate area for children to play and color.

A library of books has been established and is available for victims, families, prosecutors, etc. The topics range from prevention of sexual abuse to victim's rights, etc.



F. Keeping Victims Informed

One of the most difficult aspects of the criminal justice system is the "long wait" between Grand Jury and the trial. Although I try to predict this for families, invariably it will be emotionally draining for them. Some victims require more support during this "wait" than others, but a lot of time is spent on the telephone reassuring them that, in fact, the case has not been "dropped" or "forgotten."

When a pre-trial hearing is scheduled, I contact the family and, if possible, schedule a meeting with all parties. This is also the time to discuss any plea negotiations being considered.

This area of victim services is one which will be the focus of the second year of this grant (see "Future Goals").

G. Preparing for Trial

As the trial date nears, the prosecutor and I begin to increase contact with the victim. We routinely bring her/him into the courtroom and spend time just getting relaxed. This can take more than one visit, and cannot be rushed. Time is spent explaining who sits where in the room, what will happen during the victim's testimony, etc.

It is also at this time that I introduce the victims to other office staff, the bailiffs, and anyone else in the building that I can think of to make the experience a little less intimidating.

During trial, I will sit in the courtroom while the victim testifies. Since a parent may also be required to be a witness, they are often sequestered, and my presence would then be even more critical for the child victim.

H. Sentencing

Most people still think that shortly after a jury returns a guilty verdict, a sentence is handed down immediately and the defendant is whisked off to jail. A lot of time must be spent educating families about the sentencing hearing, the Probation Department investigation, the victim's rights during sentencing and the options available to them, i.e.: addressing the Court.

During the actual hearing, which is a very emotional time, I will be present in the courtroom to offer support. There might also be a need for help in preparing a statement to the sentencing Judge.

I. Follow-Up Services

After a sentence has been imposed, there continues to be a need for services. This ranges from help in obtaining property held for the trial, letters to employers or schools explaining the victim's absence during the trial and notification when the defendant is allowed on a work release program.

Since becoming familiar with the experiences of victims who see a case to its completion, I have learned that even a conviction on all counts and a maximum sentence does not guarantee "happiness." Phone calls to families several months after a trial is over shows how long it takes to recover from the ordeal and usually is warmly received by the victims.

OTHER ACTIVITIES

A. Community Education

Aside from the actual case work outlined above, there are a number of other important activities that occurred in the first year of the grant.

Aside from media coverage, the grant has been explained to a number of agencies and organizations. In October of 1987, I met with the County Commissioners and explained the program. Other speaking engagements included the Strafford Guidance Center, the Portsmouth Child Abuse Assessment Team, the Police Chiefs Association, the Portsmouth Pavilion, etc.

B. Building a Team Approach

After attending a workshop on the multi-disciplinary approach to child sexual assault cases, several of the Assistant County Attorneys here are interested in using this concept to approach these cases in Rockingham County. For instance, a recent sexual assault case involved eight victims, all approximately nine (9) years old. In order to explain the criminal system to the families involved, a meeting was held at the town hall after work hours to reassure and educate the victims' parents. Present were myself and the prosecutor assigned to the case, the investigating police officer, and the supervisor for the Division of Children and Youth Services. I received feedback from the families that they were relieved and encouraged by this team approach and the subsequent Grand Jury presentation went very smoothly.

This office also has begun a working relationship with the Strafford Guidance Center Sexual Abuse Treatment Team, to coordinate the management of these cases. The process includes the use of the Center's assessments of sexual offenders and recommendations re: treatment.

A third use of the team approach is through regular meetings with the directors of the other victim/witness programs throughout New Hampshire. These monthly meetings have been helpful in keeping updated on current issues of the interest to victim's rights, such as legislation. The most recent focus has been organizing training for police on investigating sexual assault cases.

C. Assessment of the program

In August of 1987, as the conclusion of the first year of the grant was approaching, an assessment form was sent to the 66 families involved in the victim/witness program during that year. Of the 37 responses, 35 were positive. The 2 negative ones did not explain or offer any suggestions. This procedure will be repeated at the end of the second year of the grant.

FUTURE GOALS

The top priority for the second year of this program is the implementation of a written notification system to alert victims to the various court dates. This is now being done by telephone contact, which is time-consuming.

The second goal is to develop and publish a brochure to give to the families at the first contact with them. This will alleviate the repetition of explanations given to families re: definitions of legal wording, the steps in the criminal process, etc.

ROCKINGHAM COUNTY SHERIFF'S DEPARTMENT ANNUAL REPORT

The Rockingham County Sheriff's Department continues to serve the citizens of Rockingham County and maintain our earned position as being the best of its kind. Due to the rapid growth of the County the department is constantly upgrading and training our personnel to meet the ever increasing tasks.

During 1987 the Civil Division served 16,092 civil papers garnering \$328,809.34 in revenue for the County. As the New Hampshire Statutes mandate that more processes are to be served "in-hand" additional hours must be spent by the deputies to complete their civil work.

Activity in the Criminal Division increased greatly over the past year with 1,153 arrests. We hold 863 outstanding criminal warrants and receive more daily. We handled 45 child abuse cases and administered 224 polygraph tests. Our prisoner transports for in and out of state totaled 1,444.

The Communications Center added 2 full time dispatchers, logged a daily average of 800 police, fire and rescue related entries consisting of both emergency and administrative calls. The Center is also installing a new command console to handle fire, ambulance and rescue calls for the towns in Rockingham County that we now dispatch for. At the present time we dispatch for 12 fire departments with a possibility of several more being added in 1988.

The Electronic/Radio Maintenance Department has installed a new base station at our primary Dispatch Site at Channel 11 in Deerfield. This equipment greatly increased the reliability of our Police Dispatch Activities. Also a 2 frequency Fire Base transmitter/receiver was installed at the same site allowing us much improved coverage for our present Fire Dispatch activities.

A plan to add a repeater site in southern Rockingham County to enhance radio transmitting and receiving capabilities for the Police Departments in the southwestern portion of the county is progressing slowly. This repeater site will also upgrade service to these 25 Police Departments with regard to the daily dispatching routine in the Communication Center.

I would like to take this opportunity to sincerely thank my staff and all local and state law enforcement agencies for their fine cooperation and efforts to work as a team to keep crime at a minimum in Rockingham County. I would also like to thank the County Commissioners, the Sheriff's Sub-Committee members of the Executive Committee and the Rockingham County Convention Representatives for their cooperation and guidance in making 1987 a very successful year.

Wayne E. Vetter
High Sheriff

December 18, 1987

To The Honorable Board of Commissioners:

The past year was both challenging and rewarding for the Staff and Administration of the Rockingham County Jail and House of Correction.

As a result of the serious overcrowding at the facility which exceeds our daily inmate capacity by 36 percent we were fortunate to obtain the services of Anne Power, a specialist on jail overcrowding. Ms. Power, a consultant for the National Institute of Corrections made an on site evaluation of our present and future needs. Her report will focus on recommendations for practical alternative solutions that will tend to alleviate our serious overcrowding status.

Since the Jail and House of Correction plays a critical role in the Rockingham County Criminal Justice System our facility provides meaningful services for the inmates. We have a wide range of programs including education, work release, psychological and substance abuse counseling, religious services, alcoholic anonymous and various recreational activities.

We are proud to report that this facility was re-accredited by the American Health Services for another two year period.

We were very proud when our Human Services Director, Laura Nagy, was acclaimed by the New Hampshire Association of Counties as the "Employee of the Year," it was a well deserved honor.

We would like to thank the entire staff of the Rockingham County Jail and House of Correction for their continued dedication and professionalism.

Also, we would like to express our appreciation and thanks to the following people and their departments for their cooperation and assistance throughout 1987: William Sturtevant, Administrator of the Nursing Home, Sheriff Wayne Vetter, Al Paradis, Director of the Maintenance Department and the Rockingham County Attorney's Office for their valuable assistance in 1987.

Finally, we would like to express our thanks to the Rockingham County Board of Commissioners for their continued support and guidance throughout the year.

Respectfully submitted,

John D. Courtney, Jr.
Superintendent

Patricia Donovan
Assistant Superintendent

**ROCKINGHAM COUNTY
JAIL AND HOUSE OF CORRECTIONS**

P.O. Box 339
Epping, N.H. 03042
(603) 679-2244

ANNUAL COUNT
ROCKINGHAM COUNTY JAIL & HOUSE OF CORRECTION
January 1, 1987 through December 31, 1987

	Pre/Trial	Sentenced	Total
Inmate Count on 1 January 1987	40	39	79
Inmate Count on 31 December 1987	53	47	100
Committed from 1/1/87 - 12/31/87	2440	509	3028
Discharged During 1987	2427	501	2928
<hr/>			
Average Daily Count During 1986		85	
Average Daily Count During 1987		108	
First Offenders Booked in 1987		1764	60%
Repeat Offenders Booked in 1987		1185	40%
Females Booked in 1987		341	11.5%
Males Booked in 1987		2608	88.5%
Average Age of Inmates Held During 1987		27.7 Years	

ANNUAL REPORT 1987
DISTRIBUTION OF COMMITMENTS BY COMMUNITY DURING 1987

Atkinson	15	Newington	25
Auburn	27	Newmarket	186
Brentwood	29	Newton	60
Candia	19	North Hampton	32
Chester	13	Northwood	29
Danville	20	Nottingham	17
Deerfield	48	Plaistow	142
Derry	95	Portsmouth	115
East Kingston	29	Raymond	141
Epping	264	Rye	26
Exeter	82	Salem	147
Fremont	15	Sandown	66
Greenland	27	Seabrook	88
Hampstead	37	South Hampton	86
Hampton	128	Stratham	118
Hampton Falls	33	Windham	15
Kensington	23	Rockingham County	
Kingston	152	Sheriff's Dept.	356
Londonderry	24	N.H. State Police	277
New Castle	1	Hillsborough County	5
Newfields	7	Federal/Immigration	9

Total Commitments 1/1/87 - 12/31/87: 3028

**INMATES: BOTH SENTENCED AND PRE/TRIAL WERE HELD IN THE
ROCKINGHAM COUNTY JAIL AND HOUSE OF CORRECTION DURING 1987**

FOR THE FOLLOWING OFFENSES:	Number
Driving Under Influence of Drugs or Alcohol	605
Operating After Revo/Suspension	475
Motor Vehicle (Misc. Charges)	383
Conduct After an Accident	29
Habitual Offender	29
Protective Custody	256
Possession of Controlled Drugs	244
Defaults	104
Disobey a Police Officer	95
Simple Assault	103
Resist Arrest	88
Bench/Warrants	86
Disorderly Conduct	82
Criminal Mischief	56
Unlawful Possession of Alcohol	54
Fugitive from Justice	52
Burglary	73
Theft by Unauthorized Taking	51
Receiving Stolen Property	47
Shoplifting	44
Violation of Probation	41
Forgery	41
Issuing Bad Checks	34
Theft (Un-defined)	32
2nd Degree Assault	29
Felonious Sexual Assault	24
Robbery	25
Violation of Town Ordinance	21
Theft by Deception	18
False Report to Police Officer	25
Unauthorized Use of a Motor Vehicle	16
Agg. Felonious Sexual Assault	16
Capias	16
Contempt of Court	16
Sexual Assault	10
Escape from Custody	10
Indecent Exposure	9
1st Degree Assault	9
Criminal Liability	9
Theft of Services	8
Littering	8
Possession of Hypodermic Needle	8
Negligent Homicide	7
Bail Jumping	7
Violation of Parole	7
Felonious Use of a Firearm	7

Unauthorized use of Propelled Vehicle	7
Arson	6
Reckless Conduct	6
Hindering Apprehension	6
False Scripts	6
Conspiracy	5
Fraudulent use of Credit Card	5
Manslaughter	4
Theft of Motor Vehicle	4
Endanger Welfare of Child	3
Murder 1st Degree	2
Murder 2nd Degree	2
False Imprisonment	2
Non/Support	2
Safe Keeping Overnight	2
Theft Lost or Mislaid Property	2
False Fire Alarms	2
Kidnapping	1
Criminal Restraint	1
Bigamy	1
Attempt to Commit Crime	1
Deceptive Practice	1
Harassment (Telephone)	1
Interfere with Person in Custody	1

2949 Individual subjects were booked on more than 70 separate offenses during 1987 committing 3423 crimes.

1987 ANNUAL REPORT
DEPARTMENT OF PASTORAL CARE
ROCKINGHAM COUNTY JAIL & HOUSE OF CORRECTION

"There is an appointed time for everything. And there is a time for every event under heaven."
Ecclesiastes 3:1

"If you have faith as a mustard seed, . . . nothing shall be impossible to you."
Matthew 17:20

When I came to this facility August 27, 1984, I entered the silence and sadness within these walls with hesitation. Day after day of ministering to the men, I have learned an important lesson . . . to have faith. They have regularly shown me that life is worth living, that we can find hope through the pain and anguish of a situation.

I remember asking the guards, "Is there hope here? Is the hope I spread false?" Let me emphatically say, "there is hope!", and the incarcerated men of Rockingham County have shown me. I have seen them, as an act of their wills, choose to look at their current circumstances as an opportunity and not simply as a setback. When they do, they plant their faith in the fertile, moist soil of hope.

As a child, I received a small gift from the Sunday School. It was a mustard seed designed to exemplify how little faith is necessary to create a strong plant. The mustard seed came nicely packaged in clear plastic the size and shape of a small marble, complete with a chain to wear as a pendant. There are two problems of this alleged faith-exemplifying gift. It cannot be planted, and therefore can never grow. So it will never be actualized faith. Also, the plastic case magnified the size of the seed, I'd say, ten times. It looked like you needed faith ten times the size of a mustard seed.

At the jail, where there is quite limited access to the outside, a few men have cracked open the protective cases and taken their faith, however tiny, and planted it. They have used their many hours to read, study, talk with volunteers, go to AA and group counseling, attend chapel and plan how they can stabilize their lives on the outside. One has gone on for a specialized treatment program; a number have gotten drug and alcohol treatment. One has become an apprentice in a trade through Freedom Industries, Inc. which employs ex-offenders; many others have been and are successfully involved in a work release program. This is the evidence of faith actualized!

This year there have been weekly Sunday chapel services open to all inmates and on the first Monday of each month, Father Ron Corriveau has conducted a Roman Catholic mass. Each Monday night, several volunteers from Prison Fellowship come to visit inmates and to conduct a Bible study. Also, on Wednesday evening, some volunteers visit in the blocks with the men. During this past year, inmates were provided with food for parties as well as visits as requested at the holidays. Prison Fellowship has been active, meeting monthly for organizational meetings and providing two all day seminars, one in June and the second in October. Also, clergypersons of various faiths were contacted for inmates at their request.

It has been my privilege to have served here at the Jail/House of Correction for the past three years. As of October 31, 1987, I will leave this position as Director of

Pastoral Care (see Nursing Home Pastoral Care Report). It is with great regret that I do so. I have learned much from my work, and I appreciate the privilege to have served in this capacity. I, in fact, will never forget the spark I sometimes saw in the eyes of the men in chapel as they prepared to plant their faith.

Gratefully and respectfully,

E. Dennis Marasco, M. Div.
Director of Pastoral Care

ROCKINGHAM COUNTY COOPERATIVE EXTENSION SERVICE ANNUAL REPORT 1987

"Helping people help themselves" by utilizing practical information is the mission of the Cooperative Extension Service. Extension focuses on the positive development of people and communities so that they may effectively identify and solve the various problems directly affecting them. The people of the county are served by Extension through meetings, training workshops, demonstrations, individual consultation, tours, subject matter, newsletters, bulletins, telephone, correspondence, office visits and newspaper releases. The Extension Service is a source of reliable up-to-date information adjusted to the needs of the people of the county. Extension specialists at UNH provide additional technical support. Programs are available to all and most are free of charge.

The Cooperative Extension Service is a unique partnership between the US Department of Agriculture, the State Land Grant College (University of New Hampshire) and County government. Extension currently includes the following departments - Agriculture, Home Economics, EFNEP, Forestry, Sea Grant and 4-H Youth Development. The Rockingham County Cooperative Extension Service Council made up of thirteen local citizens, meets monthly and has responsibilities for program and personnel guidance, budget preparation and accountability.

This year we offer Rockingham County residents a toll-free number (1-800-248-6672) in addition to our current exchange of 679-5616. Both numbers will connect you with our Cooperative Extension Service office.

Rockingham County Extension Service
Nancy Adams Shelly Kapitan
Extension Agents, Agriculture

Lynn Garland Robyn Wojtusik
Extension Agents, 4-H

Claudia Boozer Heather Mates
Extension Agents, Home Economics

Carla Billingham Geraldine Riecks
Program Assistants, EFNEP

Phil Auger
Extension Agent, Forestry

Stan Knowles
Extension Specialist, Sea Grant

Home Economics Annual Report 1987

The Home Economics program provides opportunities for individuals to gain information in the areas of foods and nutrition, money management, human development, clothing construction, and home improvement. Many programs are held in cooperation with volunteer Extension Groups and other community organizations.

Specifically, a "Stress Management" program reached 25 individuals, a "Managing Conflict" program was attended by 33 individuals, and 112 people participated in "Building Family Strengths through Family Folklore." A volunteer Stepfamily Support group met 10 times with from 4 to 15 people present to hear speakers and discuss topics important to stepfamily adjustment. 35 individuals took part in Money Management and Consumer Fraud programs.

Nutrition oriented programs included "Calcium and Osteoporosis" attended by 101 men and women, a Nutrition Correspondence Course completed by 13 individuals, and a Weight Control 10-part series attended by 102 people. Of the 37 follow-up evaluations completed, 36 reported continual practice of dietary changes and an average weight loss of 11 pounds.

Certified Instructors conducted the following four workshops to 26 people: Slipcovering, Pattern Alteration, Draperies, Reseating Furniture.

Ms. Heather Mates, M.A. has joined the staff as Home Economics Extension Agent. Her program emphasis will be in the areas of Housing, Family Resource Management, and Clothing and Textiles.

Sea Grant Extension Annual Report 1987

The Sea Grant Extension Specialist position is established to provide assistance to the commercial users of our marine resources in both Rockingham and Strafford Counties. The position is filled on a one half time basis because of limited funding. One objective is to assist commercial fishermen with financial planning. Tax workshops are being offered to assist the industry with the recently changed federal tax laws. Other initiatives will emphasize computer use in marine business management and the use of home computers for record keeping among fishermen.

New Hampshire's 18 miles of seacoast supports a multimillion dollar commercial fishing industry in addition to the well known coastal recreation industry. The economic importance of these two industries can not be overemphasized. These coastal natural resources must be carefully managed if we are to protect them for future generations.

Expanded Food and Nutrition Education Program (EFNEP) Annual Report 1987

The Expanded Food and Nutrition Education Program (EFNEP) is a federally funded program that teaches families, pregnant women and youth with limited incomes, basic nutrition and food skills. The goal of EFNEP is to improve the health and nutritional status of the homemaker, her children and future family members.

Homemakers are taught in their homes or in small groups by trained EFNEP Program Assistants. Lessons are tailored to the personal needs of the program participants and may include topics such as: essentials of good nutrition; planning and preparing low cost meals; proper food storage; safety and preparation skills; economical food buying and budgeting; growing and preserving foods at home. There is no cost to participate in EFNEP and many participants gain improved self esteem.

Rockingham County has two targeted areas in which EFNEP is offered Portsmouth and Derry/Salem. Six families have been enrolled in EFNEP in the Derry/Salem area since July 1987. Full enrollment (20-25 families) for Derry/Salem area is projected for June 1988. Applicant screening for the Program Assistant position in Portsmouth has just been concluded.

Agricultural Annual Report 1987

The County Agricultural Agents work closely with both commercial and home audiences to produce crops, preserve natural resources and improve business management skills and profitability. Working with local school and recreation departments such as Chester, Candia, Kensington. Salem and Londonderry to improve ball field conditions and reduce injuries is also an important component of the agricultural program.

Agriculture continues to play an important role in the economic and social well-being of Rockingham County. While the numbers of large, wholesale vegetable and fruit operations remain stable, the smaller retail operations based on direct marketing, roadside stands and "pick-your-own" are on the increase. Horticulture businesses such as landscaping, nursery and greenhouse production continue to expand and prosper as increased county growth demands these services.

The agricultural department has directly assisted 130 farm, greenhouse and garden center businesses during 1987. In addition, over 300 soil samples were analyzed. Information and assistance was also provided through twilight farm tours, newsletters, group meetings and educational programs.

4-H Annual Report 1987

Learn by doing and having fun while doing it describes 4-H, an out of school program that emphasizes project and life skill development. In Rockingham County, over 300 people serve on the 4-H volunteer staff. In 1987 over 900 4-H members completed 4-H projects and were active in 70 local/county-wide 4-H clubs. Additionally, 183 youth were reached through 4-H short courses in Childcare/Babysitting, Let's Go Fishing, Marine Science and Forestry. Approximately 6,825 youth benefitted from 4-H "Kids on the Block" handicapped awareness program, Embryology, Career Education, Bicycle Safety and International 4-H Youth Exchange school enrichment programs.

4-H offers fifty different project categories that emphasize growth from beginner to advanced levels in skills and knowledge. Major project groupings are: Plant Science, Home Economics, Agriculture Science, Natural Science, Mechanical Science, Citizenship, Leadership, Health and Safety, Communications, Leisure and Cultural Education, Energy, Jobs and Careers. In addition to project areas, 4-H members (ages 8-19), learn basic life skills - developing positive self concepts, relating to others, building group skills, practicing leadership skills, participating in community service and improving communication skills. Youth can participate in 4-H as a club member, an independent member, a special interest group and as a 4-H camper. Entire families can also get involved as a 4-H family unit.

Members and volunteer leaders of 4-H continue to excell on a local, county, regional, state, New England and national levels. This year one teen was a delegate to National 4-H Congress, four to a National Citizenship Conference and five to Regional and National Judging Competitions.

Harry Knox, County Extension Agent, 4-H for 34 years in Rockingham County, retired on December 31, 1986. Robyn Wojtusik started her employment as a County Extension Agent, 4-H on September 15, 1987. Lynn Garland, County Extension Agent, 4-H was selected as one of 50 extension professionals nationwide to attend a two and one-half year National 4-H Executive Development Institute.

Forestry Annual Report 1987

The Extension Forestry program in Rockingham County services a very diverse and active forest industry. The industry is composed of sawmilling facilities, fuelwood producers, logging contractors, Christmas tree growers, forest landowners and maple syrup producers. The county extension forester monitors the Tree Farm program. This voluntary recognition program for woodland owners practicing sound forest management now has 147 members who own approximately 15,000 acres in Rockingham County.

Aside from emphasizing traditional programs, the Rockingham County Extension Forestry program is focusing on open space protection. This has involved community planning, project work with developers and educating landowners on land protection techniques.

ROCKINGHAM COUNTY TREASURER REPORT OF CONDITION

1987 represented a year of major change in the way we finance government operations in Rockingham County. We had Revenue Anticipation Note ("RAN") sales in January, June, and August of 1987. The latter represented our first line of credit for the purpose of financing general government operations.

As reported to you in the 1986 annual report, the implementation of the 1986 Tax Reform Act had a significant effect on our borrowings. Rockingham County previously sold notes once each year for investment purposes and the nine year track record for this administration has averaged a positive return over and above the interest costs.

Interest rate volatility continues to be of concern, and Rockingham County did not meet its goal of investment earnings exceeding interest costs for the year. Earnings for the year totalled \$153,387, and interest expense for the same period was \$191,181. Although the interest expense was substantially reduced from last year, the loss widened against interest costs to \$37,794, largely from the changes in financing methods mandated by tax reform. These figures compare with the 1986 investment earnings of \$517,664, versus interest costs of \$536,437 for the same period.

Prospects for 1988 include a projected flat rate scenario and with minor modifications to our borrowing structure, there should be an improvement in the interest revenues/interest costs ratio. This will not result in a return to a positive ratio analysis unless there is a major upward swing in rates in excess of the borrowing rate which would allow a maximization of interest earnings.

Future financing methods do not appear to be as favorable for Rockingham County's investment results, but we continue to examine all reasonable possibilities for debt and investment instruments.

In 1988, we will participate in the assessment of financing alternatives to the present problems concerning the jail and water treatment facilities. This will likely result in another bond issue. As such, interest costs for 1988 will increase above normal as we will exceed the existing government cap of \$10 million dollars for financial institution deductibility of tax-exempt interest.

Although my personal commitment remains having interest costs absorbed by investment earnings, it is unlikely that this goal will be possible under present federal regulations.

There continues to be an increase in the administrative burdens associated with compliance with various regulations and procedures. The Treasurer's position is part time, and we could not maintain a consistent level of service without the dedication and commitment of the various County departments who support our administrative efforts. We would be remiss if we did not acknowledge their assistance and the efforts of the administrative staff for the past year.

Respectfully submitted,

Clarke R. Chandler, Treasurer
Rockingham County

Irene Dodge, Deputy Treasurer
Rockingham County

ROCKINGHAM COUNTY NUTRITION PROGRAM ANNUAL REPORT 1986-1987

In the fiscal year 1986-1987, Rockingham County Nutrition Program served 194,580 meals to 2,391 clients in Rockingham County. This breaks down to 83,924 congregate meals, and 110,656 home-delivered meals. RCNP is dedicated to serving hot nutritious meals to the elderly of Rockingham County, in both home-delivered and group settings. Each meal consists of the following:

- 3 ounces of cooked portion of meat or protein alternate
- 2 ½ cup servings of fruit, vegetables or juices
- 1 slice of enriched or whole grain bread or alternate
- 1 teaspoon of fortified butter or margarine
- 1 ½ cup serving of dessert
- 1 ½ pint of milk, whole or skim
- optional beverages - coffee or tea

Plus:

Diabetic or salt restricted substitutions

Specials: soup bars, salad bars, dessert bars

canned meals for blizzard days, for some homebound certified in need,
frozen meals for weekends, for some homebound certified in need,
light meals for dinner, for some homebound certified in need.

All meals are catered by Marriott Food Corporation, in Sanford, Maine. The menus are a joint effort between RCNP and the caterer. Nutritional standards are set by the nutritionist on staff at Marriott.

RCNP serves every town within the county. We have thirteen sites. The site locations are: Candia, Derry, Epping, Exeter, Londonderry, Newmarket, Portsmouth, Margeson Apartments, Portsmouth Senior Center (group meals only are served at Portsmouth Senior Center, while both group and home-delivered meals are served at Portsmouth Margeson), Plaistow, Raymond, Salem, Seabrook, and Windham.

Our services go beyond the group and home-delivered meals as our site managers often do social services, such as referrals, support counseling, and home tasks in order to help the older person stay in his/her home. Our staff includes forty staff, three full-time, and forty part-time. We use many older volunteers to help us keep the costs of the program to a minimum as well as enabling the older person to keep busy.

RCNP does provide transportation to and from the mealsite to clients in certain localities throughout the county. In Derry the van is used to deliver meals, take elderly to and from the meal site, to doctors' appointments, and on shopping trips. In Salem, RCNP has a cooperative agreement with the town of Salem. The town van is driven by an RCNP employee, to take meals and participants to and from the site. In Exeter, RCNP owns a van which takes the elderly to and from the Exeter meal site, three days a week. In towns where van service is not provided by RCNP, the site manager tries to coordinate with other agencies to transport clients either to or from the meal site and other places they need to go. For the year RCNP provided 18,212 units of transportation.

RCNP is located at the county complex in Brentwood, in the administration building. This locality serves RCNP well, as we are in the middle of the county and this allows us to be in close proximity to all of the sites. Also, being in the same building as the county commissioners allows us to keep abreast of information affecting the county and thus affecting our clients. The Rockingham County Nursing Home has also proven to be an invaluable resource.

Respectfully submitted,

Debra Peru-Hermans

COMMISSIONERS REPORT

The County of Rockingham continues to provide quality services to the citizens of New Hampshire at the lowest possible cost.

We have been faced with conditions which are beyond our control: jail overcrowding; increased salary requirements which has enabled us to remain competitive with the private sector as well as mandated increases in nursing home care. These increases have caused our costs to increase dramatically.

We are working closely with Department Heads and the County Delegation to maintain tight control of the budget.

The Board of Commissioners would like to take this opportunity to extend their thanks for the support and cooperation, which has been evident, that we received from the residents of Rockingham County, our fellow elected officials, the County Delegation Executive Board, the entire Delegation and especially the county employees whose dedication makes it all work and worthwhile for those whom we serve.

Collectively, it is our wish that our endeavors will be the best, and lead the rest, in all that we do to be of service to those whose care is entrusted to us in county government.

BOARD OF ROCKINGHAM COUNTY COMMISSIONERS

Ernest P. Barka, Chairman
Maureen Barrows, Vice Chairman
John C. Driscoll, Clerk

PUBLIC HEARING ON THE PROPOSED 1987 ROCKINGHAM COUNTY BUDGET

A Public Hearing on the proposed 1987 Rockingham County budget was held on Saturday, February 7, 1987 at 10:00 A.M. in the Hilton Auditorium of the Rockingham County Nursing Home in Brentwood, New Hampshire.

PRESENT

EXECUTIVE COMMITTEE MEMBERS HONORABLE REPRESENTATIVES

Blanchard; Cushing; Greene; Vaughn; Walker; Flanagan; T. Gage; Hoar; Joyce; Palumbo; Conroy; B. Gage; Lovejoy; Schmidtchen; Chase; Skinner.

OTHER HONORABLE REPRESENTATIVES

Anderson; Blaisdell; Blanchette; Butler; Magoon; Malcolm; McCain; Newell; Parr; Popov; Ritzo; Sanderson; Sherburne; Tilton; Warburton.

OTHERS

Commissioner Ernest P. Barka, Chairman, Board of Rockingham County Commissioners; Commissioner Maureen Barrows, Vice Chairman, Board of Rockingham County Commissioners; Roy E. Morrisette, Personnel Officer for Rockingham County; Carrolle A. Butler-Popovich, Secretary to the Board of Rockingham County Commissioners/Rockingham County Delegation; Irene L. Dodge, Deputy Treasurer for Rockingham County; William F. Sturtevant, Administrator, Rockingham County Nursing Home; Nancy Lang, Administrative Assistant to the Administrator; Elwood K. Paradis, Supervisor Rockingham County Maintenance Department; Juanita Elliott, Administrative Assistant to the Maintenance Supervisor; Elizabeth Luce, Register of Deeds for Rockingham County; Robert Bartlett, Rockingham County Farm Manager; Nancy Adams, Rockingham County Cooperative Extension Service; Wayne Vetter, High Sheriff of Rockingham County; John Courtney, Superintendent, Rockingham County Jail/House of Correction; Patricia M. Donovan, Assistant Superintendent, Rockingham County Jail/House of Correction; Rebecca Tarleton, Administrative Assistant to the High Sheriff of Rockingham County; Raymond Pearo of Epping, NH; Marlene Record of Nottingham, NH; Milton Grant, Retired Senior Volunteer Program; Elizabeth Ballard, Area Homemaker Home Health Program; Priscilla Shaw, Lamprey Health Care; Keith Clark, Chief Radio Technician for Rockingham County Sheriff's Department; Sarah Campbell, Rockingham County Planning Commission; Debra Peru-Hermans, Rockingham County Nutrition Program; Chrisinda Lynch, Newmarket/Exeter Child Care Centers; June Butka, Rockingham Child Care Association; Angela Prete, Rockingham Child Care Association; Cynthia Smith, Rockingham Child Care Association; John Connor, Rockingham County Conservation District; Mary Currier, Rockingham County Conservation District and Larry Smith, Rockingham County Conservation District.

Representative Patricia M. Skinner, Chairman, Rockingham County Delegation, opened the meeting at 10:05 A.M., stating that the purpose of the Public Hearing was to receive input from the public relative to the proposed 1987 budget for Rockingham County. She detailed the budget, and reviewed the

format changes. She also stated that the full Rockingham County Delegation would meet next Saturday, February 14, 1987 at 10:00 A.M. to act upon the 1987 Rockingham County budget. She reminded Executive Committee members that a 9:00 A.M. meeting would be held on Saturday, February 14, 1987 to finalize any unfinished business prior to the 10:00 A.M. full Delegation meeting.

Chairman Skinner stated that a roll call would be done for the purpose of mileage. She informed those present that Commissioner Driscoll was in the hospital, as was Helen Wilson.

Commissioner Ernest P. Barka, Chairman, Board of Rockingham County Commissioners was introduced, and spoke to House Bill 217, which, he noted, was heard last week. He stated that the New Hampshire Association of Counties was in favor of this bill, and stressed that, if it passed, it would mean a sizeable amount of monies which would come to the Counties in New Hampshire. He stated that the rent currently paid by the State of New Hampshire for the lease of space for the Superior Court in Rockingham County would increase from \$129,000. yearly to \$173,000. yearly.

Commissioner Barka also noted that, after speaking with Commissioner Barrows, it was the feeling of the Board of Commissioners that the sum proposed for Old Age Assistance could be cut from \$3,821,314.00 to \$3,721,314.00.

Chairman Skinner then turned the meeting over to Representative Vincent J. Palumbo, Chairman, Rockingham County Executive Committee. Rep. Palumbo spoke to the fact that the Rockingham County Commissioners have done an outstanding job in 1986. He also emphasized that the Rockingham County Registry of Deeds brought in over \$800,000. more in Revenues than was estimated. He also commented that the Rockingham County Maintenance Department saved a substantial amount of money throughout the year because of money saving programs which were implemented. Rep. Palumbo commented that the Rockingham County should be proud of the fact that they were the only County in New Hampshire that was in the "black" in the area of Board and Care of Children. He emphasized that all other counties were in the "red" in this area. Rep. Palumbo commented that this was due to the Rockingham County Mediation Program. He explained that the program is an outstanding one, one that has saved Rockingham County a substantial amount of money.

Rep. Palumbo also explained that Rockingham County will not be able to benefit from the money making programs that Treasurer Chandler participated in, as he had done in the past, due to the changes in the tax laws. As a result, he commented that Rockingham County will see a Revenue shortfall. Rep. Palumbo also commented that Rockingham County is now able to see dividends which are paying off in the Maintenance Department, and congratulated Mr. Paradis for his fine work throughout 1986.

Rep. Palumbo gave an overview of the proposed 1987 budget, noting that the Rockingham County Nursing Home budget went up 7.2% over 1986. He also noted that a 3.5% increase in Rockingham County Nursing Home Revenues are projected for 1987. He emphasized that the sub-committees of the Rockingham County Delegation and the Executive Committee worked very hard on the 1987 proposed budget, stressing that the budget appropriation was up 5.12% over the 1986 appropriation. Rep. Palumbo stated that, when Rockingham County is compared to other counties in New Hampshire, they are doing a fine job, with fine elected officials and department heads.

Rep. Ednapearl F. Parr, Chairman of the Classified Salary Sub-Committee then reported on her sub-committee recommendations. She explained that her committee met with Mr. Morrisette, Rockingham County Personnel Officer and Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home and, as a result, recommended that employees of Rockingham County receive a 4% cost of living adjustment across the board. She thanked Mr. Morrisette and Mr. Sturtevant for all their work and cooperation.

Rep. E. Jane Walker, Chairman of the Elected Officials Salary Sub-Committee then reviewed her sub-committee recommendations. She stated that it was the recommendation of her sub-committee that the Register of Deeds salary be increased to \$27,250.; the Sheriff's salary be increased to \$28,550.; the County Attorney's salary be increased to \$40,000.; the Treasurer's salary be increased to \$7,000.; the Commissioners salary be increased as follows: \$14,500. for the Chairman, \$14,500. for the Clerk and \$13,500 for the Vice Chairman. It was also noted that an in-depth study would be conducted of all elected official salaries within the next 12 months, with a report due in 1988.

Rep. Elizabeth Greene then reported regarding the Rockingham County Nursing Home Sub-Committee, stressing that her sub-committee did a very praise-worthy job. Rep. Janet Conroy reported regarding the Public Assistance Sub-Committee. She stated that the committee met, found the budget was reasonable and well defined and passed it as such.

Rep. Virginia Lovejoy reported regarding the Rockingham County Jail/House of Correction Sub-Committee. She explained that her committee very carefully reviewed each and every line item, specifically the telephone budget and cut the line item for tobacco, which, she noted, was cut \$1,000. Rep. Lovejoy commented that one of the largest line items was the transfer of females to other facilities in New Hampshire. Rep. Lovejoy emphasized that on February 5, 1987, the Rockingham County Jail/House of Correction was filled to capacity. With the help of the Rockingham County Attorney and after reviewing some of the cases, some of those who were to be incarcerated were released on personal recognizance. It was noted that the Board of Rockingham County Work Release Program currently has twelve (12) people in the program. Rep. Blanchette spoke to the need to provide space and the incarceration of women from Rockingham County. Rep. Palumbo reminded Rep. Blanchette that a Long Range Capital Review Committee will be established, as well as the on-going Building Sub-Committee, to review this topic as well as other needs of the county.

Rep. Kenneth Malcolm reviewed the Maintenance Department Sub-Committee findings, stressing that the entire Maintenance Department budget was reviewed. It was stressed that routine maintenance will continue to be done at the Rockingham County Complex. It was also stated that one part-time person will be shifted to a full-time person, in an effort to cut down on overtime.

Commissioner Barka spoke to the general government portion of the budget. It was noted by the Chairman of the Delegation that a special Insurance Sub-Committee will be established to look into the skyrocketing expenses of insurance for the County.

Rep. John Hoar spoke to the Commissioners budget, noting that this budget was reviewed in detail. It was a suggestion of the sub-committee that inmate labor be utilized for maintenance and housekeeping, to cut down on expenses. He noted that the committee felt that the budget presented was a realistic one. He also commented that the proposed purchase of a new computer for the

Commissioners Office, will be shared by the Rockingham County Nursing Home as well.

Discussion ensued with regards to the line item Personnel. It was noted that this budget reflects the services of the Personnel Officer, Roy Morrisette. It was noted for the record that 60% of the salary of the Personnel Officer is reimburseable.

Rep. William McCain stated that the Sheriff's Department budget reflects normal increases. He stated that since the Dispatch Center is now a separate item from the Sheriff's Department line item, this line item reflects two (2) more additional people.

Rep. Thomas Gage spoke about the Registry of Deeds. He stated that his sub-committee met, and approved the budget as presented. He noted that the only change to this budget would be that of the recommendations for the salary for the Register of Deeds, noting that, overall, this budget reflects a 25% increase over 1986.

Rep. Vaughn stated that the County Attorney/Medical Referee budget was on-line, stating that the County Attorney has now implemented a Victim Advocate Program in Rockingham County. He also noted that the work load within the County Attorney's Office has increased.

Rep. John Sherburne spoke to the Rockingham County Cooperative Extension Service budget, noting that the sub-committee met and cut \$10,000. from the salaries account, due to the fact that three (3) agent positions are currently vacant. He also noted that this budget is up 3% over 1986, further stressing that this budget will reflect filling two (2) of the three (3) agent positions. Rep. Sherburne also noted for the record that a specific grant, currently funded by the University of New Hampshire and with federal funding is currently in trouble, and a portion of this program will have to be picked up by Rockingham County to continue.

Rep. Blanchard spoke to the Farm budget. She noted that the Farm Sub-Committee met twice with Mr. Bartlett to discuss his proposed 1987 budget. She stated that the Farm budget was in good shape. It was also the committee's recommendations that the taxes for the Farm be taken out of this budget, and reflected in a separate line item within the County budget. Rep. Blanchard noted that, as a result of the Farm Sub-Committee's recommendation, it was determined that a study be conducted with the assistance of the Rockingham County Cooperative Extension Service regarding livestock and forage production; the exploration of market outlets and alternative farming enterprises.

Rep. Schmidtchen reported briefly with regards to the Treasurer and Deputy Treasurer budget. He noted that all looks fine, and this budget is in line. Rep. Patricia Skinner reported regarding the proposed expenses for Delegation for 1987. She noted that the \$5,000. increase in this budget was due to the fact that the Building Assessment and Capital Needs Sub-Committee requested that this sum be placed in the Delegation portion of the budget, for better control, should it have to be used to assess the building needs for Rockingham County.

Rep. Robert Blaisdell reported with regards to the recommendations of the Revenue Sharing Sub-Committee. He noted that Rockingham County had a surplus of Revenue Sharing from 1986, and after careful examination of the needs and requests received, it was determined that the Rockingham County Attorney's Office utilize \$10,980. for computers for this office, and the remaining portion be divided between the Rockingham County Commissioners Office and the

Registry of Deeds Office for their computer needs. He explained further that the Registry of Deeds needs to upgrade their computer that they currently operate. Rep. Hoar added that new vehicles for the Rockingham County Sheriff's Department will not come from Revenue Sharing monies in 1987, as no additional Revenue Sharing money is available. He added that the vehicles to be purchased by the Sheriff's Department should not be "super-duper" big vehicles. It was noted that the Rockingham County Commissioners Office will upgrade and intergrade their computer system with the Rockingham County Nursing Home.

County Specials were reviewed, with the notation that four (4) new vehicles are proposed for the Sheriff's Department. Under the Maintenance Department, new carpeting is planned for installation in the Rockingham County Administration and Justice Building; aeration at the Sewer Plant Lagoon (the DOB levels have to be kept down); a ground storage shed for the storage of equipment, salt and sand; and the demolition of the old Rockingham County Jail/House of Correction, upgrading the end of the tunnel, masonry and carpentry work. Under Farm specials - a new 4x4 pick-up truck. It was noted that the Executive Committee reviewed this recommendation and after discussing it thoroughly, reduced the line item to -0-. Rep. Blanchard spoke to the need of replacing the Farm pick-up, stating that the Farm Manager does not have a 4-wheel drive vehicle, and is in need of one. She further explained that the current vehicle was purchased used, and that it was the recommendation of the sub-committee that a 4-wheel drive new vehicle be purchased. Under Jail/House of Correction specials - \$6,800.

Rep. Butler spoke to the Special Budget Request portion of the budget for 1987. She noted that this area is up \$30,000. from last year. She explained that although the sub-committee was very supportive to all the agencies requesting funding from Rockingham County, they were especially supportive of the Rockingham County Child Care Association. She did note, however, that since the program would not be in the Newmarket School, as proposed further on in the 1987 budgetary year, a portion of the request was cut, due to the fact that funding would not be necessary for rent for this particular area. Angela Prety of the Rockingham County Child Care Association spoke to the need of the money cut by the Special Budget Request Committee. She stated that the \$5,000. which was cut, could still be utilized, stressing the fact that there is an increase in two (2) parents working in the family, which creates a need for additional services. She stressed the fact that Rockingham County is growing, noting an increase in industry, which creates more work for people. She further noted that the agency currently serves 1,000 children in Rockingham County each year. It was noted that the Executive Committee was aware of the impact of federal cuts made, which would affect most human service agencies.

The bottom line was noted as \$21,314,972., a 4.54% increase over last year's appropriation. It was noted that the budgetary format has been changed, noting that it is very appealing, with all the pertinent data needed.

Revenues were then reviewed. Rep. Palumbo reviewed the estimated Revenues for 1987, stating that the Mediation Program had a significant impact on the 1986 budget, also noting the impact on the 1987 budget, due to the loss of Revenue Sharing. The bottom line with regards to Revenues was noted as \$9,322,002., a 8.3% increase over last year.

There being no further business to come before the Public Hearing, Chairman Patricia Skinner declared the meeting adjourned at 11:18 A.M.

Respectfully submitted,

Representative E. Jane Walker
Clerk Pro-Tem, Rockingham County Delegation

