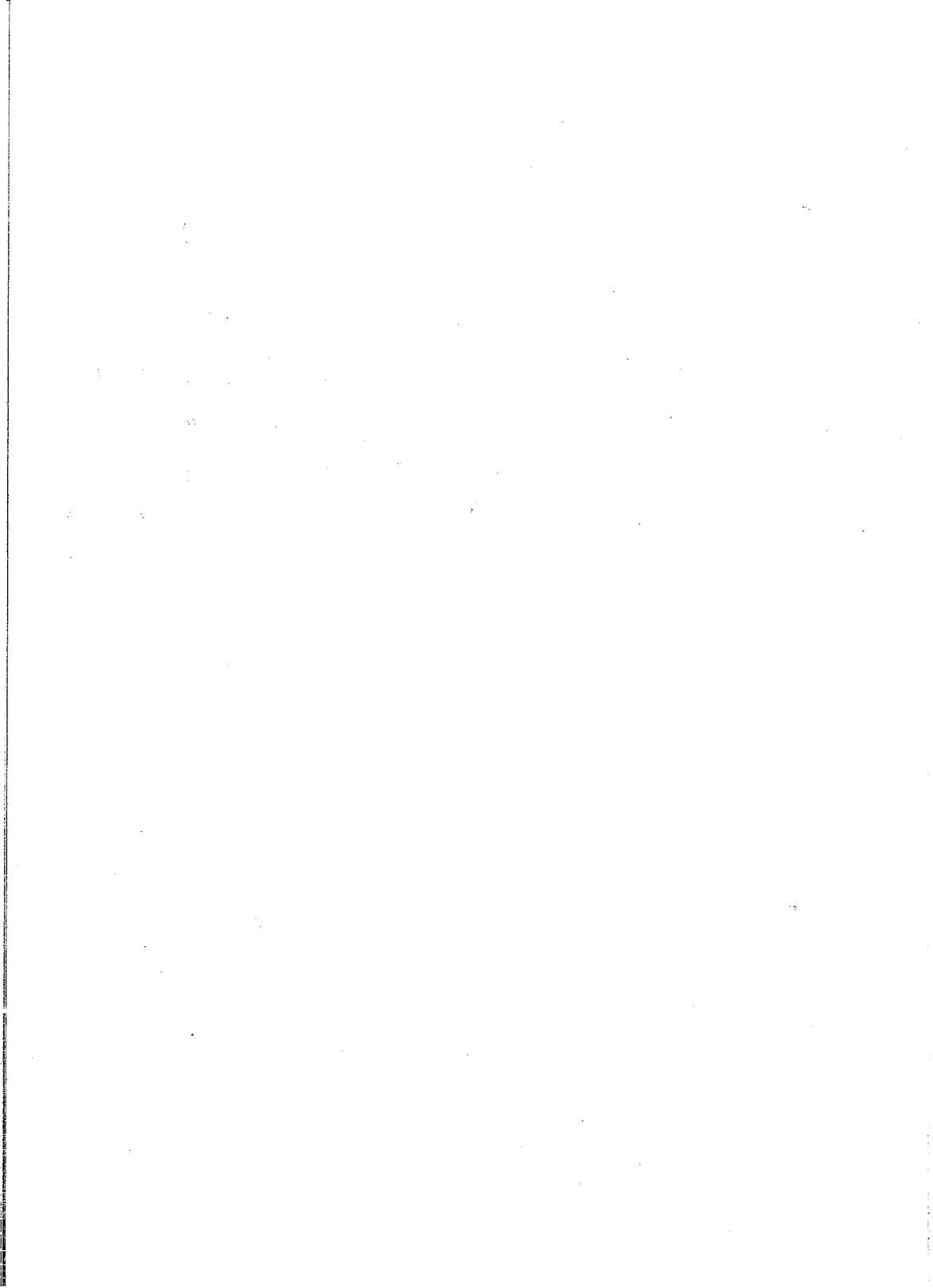


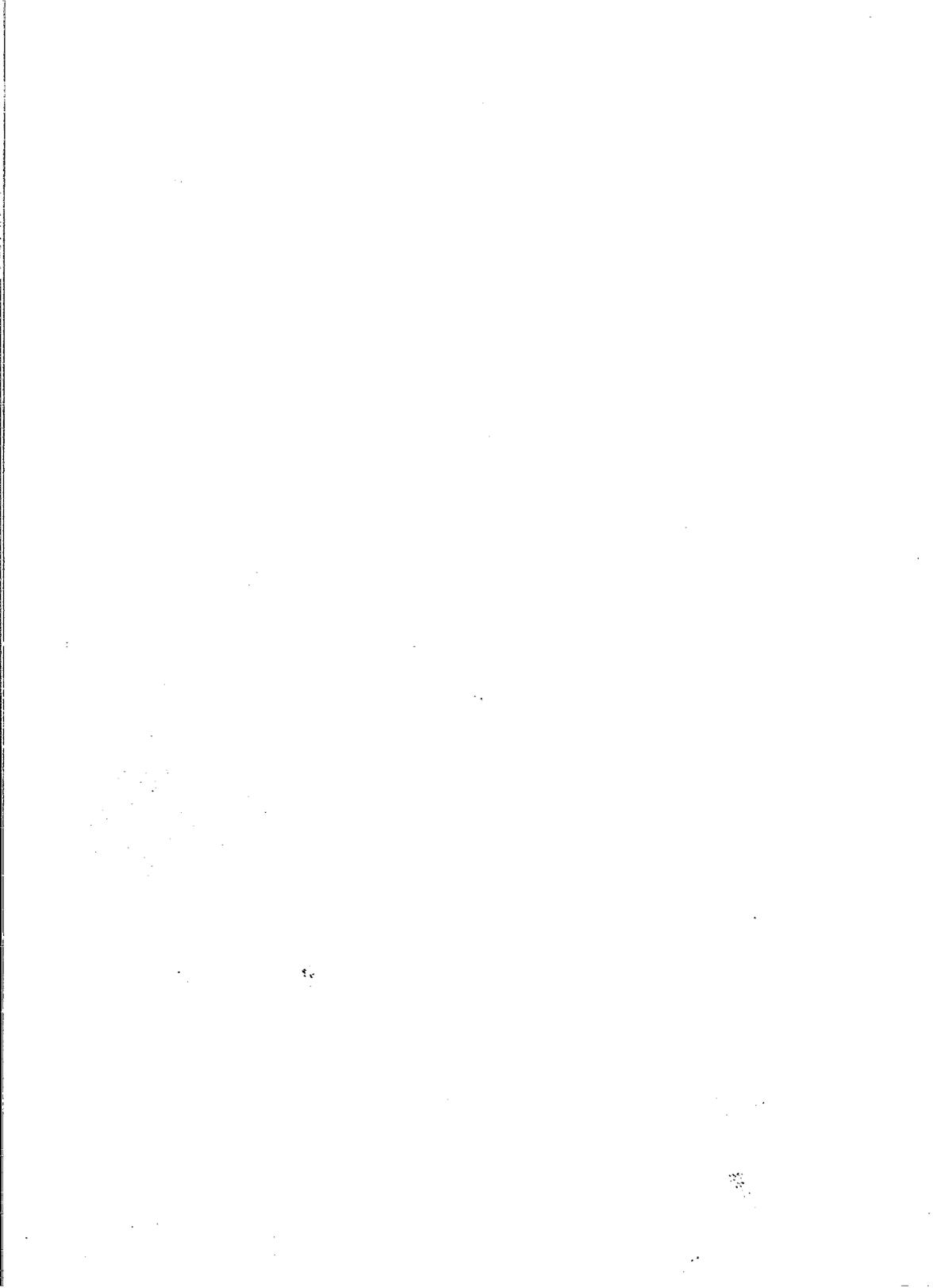
NORTH ATRIUM ELEVATION

**Rockingham County  
New Hampshire  
Annual Report 1991**



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**DISTRICT 1**

**E. JANE WALKER, VICE CHAIRMAN**

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

**DISTRICT 2**

**MAUREEN BARROWS, 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, CLERK, DERRY OFFICE**

Derry	Londonderry	Salem
Windham		

**TREASURER**

**CLARKE R. CHANDLER**

**COUNTY ATTORNEY**

**CARLETON ELDREDGE, ESQ.**

**CLERK OF SUPERIOR COURT**

**RAYMOND W. TAYLOR, HAMPTON**

**HIGH SHERIFF**

**WAYNE E. VETTER, NEWMARKET**

**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)

Margaret Boyle Terninko

**DISTRICT 3**

(Candia)

Russell G. Seward

**DISTRICT 4**

(Candia, Deerfield, Nottingham)

David R. Connell

**DISTRICT 5**

(Auburn, Chester, Sandown)

Richardson D. Benton

Harry E. Flanders

Henry E. Wells

**DISTRICT 6**

(Epping, Raymond)

John S. Barnes, Jr.

John Hoar, Jr.

Kathleen Hoelzel

Calvin Warburton

**DISTRICT 7**

(Derry)

Phyllis Katsakiores

Janet M. Conroy

Sandra K. Dowd

Patricia A. Dowling

George N. Katsakiores

Brenda E. Keith

Virginia K. Lovejoy

Nancy W. MacKinnon

**DISTRICT 8**

(Atkinson)

Robert Falwell

Natalie S. Flanagan

**DISTRICT 9**

(Hampstead, Plaistow)

LeRoy S. Dube

Richard L. Haynes

Merilyn P. Senter

Peter M. Simon

**DISTRICT 10**

(Kingston, Newton)

John W. Flanders, Sr.

David A. Welch

Kenneth L. Weyler

**DISTRICT 11**

(Brentwood, Danville, Fremont)

Patricia L. Cote'                      William F. McCain

**DISTRICT 12**

(Newmarket)

Albert Caswell                      Joseph Schanda

**DISTRICT 13**

(Exeter, Newfields)

Carmela DiPietro                      David A. Flanders

Harold F. Magoon                      Arthur Tufts

Thaddeus E. Klemarczyk

**DISTRICT 14**

(Seabrook)

Jeffrey M. Brown                      Charles H. Felch

**DISTRICT 15**

(East Kingston, Kensington, South Hampton)

James R. Rosencrantz

**DISTRICT 16**

(East Kingston, Kensington, Seabrook  
South Hampton)

Frank J. Palazzo, Sr.

**DISTRICT 17**

(Hampton, Hampton Falls)

Andrew Christie, Jr.                      Sharleene P. Hurst

Kenneth W. Malcolm                      Ednapearl F. Parr

Leroy Charles Thayer

**DISTRICT 18**

(New Castle, North Hampton, Rye)

John J. Coffey                      Herbert R. Drake

Elizabeth A. Greene                      John J. McCarthy

**DISTRICT 19**

(Greenland, Stratham)

George R. Rubin                      Deborah L. Woods

**DISTRICT 20**

(Salem)

Marilyn R. Campbell                      Annette M. Cooke

Bert H. Ford                      Beverly A. Gage

Bernard Raynowska                      Donald L. Roulston

Arthur W. Smith                      Donna P. Sytek

Stephen Bucu                      John Sytek

**DISTRICT 21**

(Windham)

Peter G. Chulack, Sr. Patricia M. Skinner

**DISTRICT 22**

Arthur P. Klemm

**DISTRICT 23**

(Londonderry)

William P. Boucher Karen K. Hutchinson  
Betsy McKinney Roy E. Melnick  
Sherman A. Packard Rowland Schmidtchen

**DISTRICT 24**

(Portsmouth - Ward 1)

Linda Griebisch Laura C. Pantelakos

**DISTRICT 25**

(Portsmouth - Ward 2)

Martha F. Clark John E. Splaine

**DISTRICT 26**

(Portsmouth - Ward 4)

Juanita L. Bell Anthony Syracuse

**DISTRICT 27**

(Portsmouth - Ward 5)

Cynthia A. McGovern Charles L. Vaughn

**DISTRICT 28**

(Newington, Portsmouth - Ward 3)

Carolyn E. Hynes Cecelia D. Kane  
Joseph A. MacDonald

**ROCKINGHAM COUNTY  
1991 ADOPTED BUDGET**

<b>APPROPRIATIONS:</b>	
Rockingham County Nursing Home	\$13,459,483.00
<b>Public Assistance:</b>	
Old Age Assistance	\$ 6,413,800.00
Board & Care Children	\$ 1,282,345.00
Grants Programs	\$ 327,674.00
Department of Corrections	\$ 3,933,907.00
Maintenance Department	\$ 1,796,762.00
<b>General Government:</b>	
Payment on Bonds	\$ 300,000.00
Interest on Jail/Lagoon	\$ 527,381.00
Interest on Temporary Loan	\$ 650,000.00
Interest Bonds/Notes	\$ 72,000.00
Insurance	\$ 151,000.00
Accrued Retirement	\$ 18,000.00
Audit Fees	\$ 14,520.00
Legal Fees	\$ 7,500.00
NH Association Counties/Dues	\$ 8,924.00
Software Dev./Maintenance	\$ 3,500.00
Property Taxes	\$ 23,000.00
Highway Clean-Up Project	\$ 44,649.00
Commissioners	\$ 208,199.00
Personnel	\$ 49,247.00
<b>Sheriff Department:</b>	
Law Enforcement	\$ 1,199,366.00
County Dispatch Center	\$ 451,957.00
Radio Shop	\$ 61,006.00
Register of Deeds	\$ 623,280.00
County Attorney	\$ 818,737.00
Medical Examiner	\$ 58,700.00
Cooperative Extension	\$ 287,310.00
County Farm	\$ 209,806.00
Treasurer & Deputy	\$ 48,968.00
Delegation Expenses	\$ 22,081.00
<b>Non-County Specials:</b>	
Child Care Association	\$ 25,000.00
Area Homemakers	\$ 44,000.00
Rockingham VNA	\$ 21,500.00
Conservation District	\$ 30,000.00
Nutrition Program	\$ 34,000.00

A Safe Place	\$	15,000.00
Retired Senior Volunteers	\$	14,000.0
Women's Resource Center	\$	5,000.00
Capital Improvements:		
Architectural Fee - RCNH	\$	205,000.00
Engineering Fees - RCNH	\$	84,000.00
Encumbered Funds	\$	<u>472,042.00</u>
TOTAL EXPENDITURES:	\$	<u>34,022,644.00</u>

ESTIMATED REVENUES:

Nursing Home	\$	11,407,256.00
Register of Deeds	\$	1,260,000.00
Maintenance Department	\$	533,250.00
Sheriff Department	\$	692,000.00
Interest Earned	\$	325,000.00
County Farm	\$	107,900.00
Grants/Mediations	\$	327,675.00
Superior Court	\$	238,264.00
Department of Corrections	\$	39,000.00
Personnel	\$	37,446.00
Unempl. Ins. Reimb.	\$	10,000.00
Board & Care Children	\$	1,500.00
Commissioners	\$	2,500.00
Miscellaneous & Telephone	\$	1,500.00
Highway Clean-Up Project	\$	45,000.00
NET BUDGET SURPLUS	\$	<u>1,898,757.00</u>
TOTAL REVENUES:	\$	<u>16,917,048.00</u>

TOTAL APPROPRIATION:	\$	34,022,644.00
TOTAL REVENUES:	\$	<u>16,917,048.00</u>
AMOUNT TO BE RAISED IN TAXES FOR 1991:	\$	17,105,596.00

**PUBLIC HEARING  
ON PROPOSED  
1991 ROCKINGHAM COUNTY BUDGET  
January 24, 1991**

**Present:** Honorable Representatives: Barnes, Bell, Brown, Caswell, Chase, Christie, Clark, Conroy, Flanagan, D. Flanders, Gage, Griebisch, Hoar, Hoelzel, Hurst, Hynes, Kane, Katsakiores, Klemarczyk, Lovejoy, MacDonald, McCain, McCarthy, McGovern, McKinney, Magoon, Malcolm, Pantelakos, Rosencrantz, Rubin, Schanda, Skinner, Smith, Splaine, Syracuse, Sytek, Terninko, Vaughn, Welch, Weyler.

**Others:** Commissioner Maureen Barrows, Chairman, Board of Rockingham County Commissioners; Commissioner Jane Walker, Vice Chairman, Board of Rockingham County Commissioners; Commissioner Ernest P. Barka, Clerk, Board of Rockingham County Commissioners; Mr. Roy E. Morrisette, Personnel Manager for Rockingham County; Mrs. Irene L. Dodge, Deputy Treasurer of Rockingham County; Mrs. Carrolle A. Popovich, Administrative Assistant to the Board of Commissioners/Delegation; Mr. Carleton Eldredge, Esq., Rockingham County Attorney; Mr. Robert J. Kidder, Rockingham County Farm Manager; Mrs. Elizabeth Luce, Register of Deeds for Rockingham County; Mr. Ernest G. Woodside, Director, Rockingham County Maintenance Department; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Mrs. Patricia M. Donovan, Superintendent, Rockingham County Department of Corrections; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Ms. Claudia Boozer, Coordinator, Rockingham County Cooperative Extension Service; Mrs. Wendy Lombardo, Director, Occupational Therapy Department - RCNH; Ms. Marlene Skorupski, Director, Physical Therapy Department - RCNH; Mrs. Cindy Lewandowski of the Occupational Therapy Department - RCNH; Mrs. Beverly Wright of the Occupational Therapy Department; Mr. Mark Ford of the Rockingham County Maintenance Department; Mrs. Cathleen Champion of the Rockingham County Sheriff's Department Dispatch Center; Mr. Christopher Stone, Correctional Officer for the Rockingham County Department of Corrections; Mr. Robert Gilbert of the Rockingham County Maintenance Department;

Mr. Scott Mann of the Rockingham County Maintenance Department; Mrs. Margaret Colcord of the Rockingham County Department of Corrections; Mrs. Marsha Dupuis of the Rockingham County Attorney's Office; Mrs. Shirley DeSalvo of the Rockingham County Attorney's Office; Mrs. Rebecca Tarleton of the Rockingham County Sheriff's Department; Mrs. Louise Nash of the Rockingham County Department of Corrections; Mrs. Judith Gates of the Rockingham County Maintenance Department; Mr. Edward Castle of the Rockingham County Maintenance Department; Mr. Keith Clark of the Rockingham County Sheriff's Department Radio Maintenance; Mr. James Ryan of the Rockingham County Dietary Department; Mr. Thomas Hermans of the Rockingham County Sheriff's Department Radio Maintenance; Mr. David Lincoln of the Rockingham County Sheriff's Department; Mr. Brian Kenyon, Esq., of the Rockingham County Attorney's Office; Mrs. Maureen Kenyon of the Rockingham County Department of Corrections; Mr. James Nye, Deputy Sheriff for Rockingham County; Mr. Robert Donovan, Jr. of the Rockingham County Department of Corrections; Mrs. Jeannette Hauschel of the Rockingham County Commissioners Office; Mrs. Nancy Lang, Admin. Asst., Rockingham County Nursing Home; Mrs. Diane Bitomski of the Rockingham County Maintenance Department; Mrs. Natalie Keeley-Davis of Plaistow, NH; Mr. William Vahey, Chief, Brentwood Police Department; Mrs. Ann Peters of Lamprey Regional Health Care Center; Mr. George St. Amour of Exeter, NH; Mrs. Debra Peru-Hermans, Director, Rockingham County Nutrition Program; Mr. Milton Grant, Director, Rockingham County Retired Senior Volunteer Program; Ms. Karen Sayewich; Ms. Catherine Johnson; Ms. Gladys Frost; Mr. Robert Batchelder of Hampton Falls, NH; Ms. Tammy Annis of Foster's Daily Democrat; Mr. William D. Nickles of Hampton Falls, NH; Mr. Richard Park of Area Homemaker Home Health Aide Service; Ms. Carol L. Hanscom of Area Homemaker Home Health Aide Service; Mr. John Connor of Londonderry, NH; Ms. Dalia Fogarty of Epping, NH; Ms. Marjorie Boardman of Area Homemaker Home Health Aide Service; Ms. Patricia Farley of Exeter, NH; Ms. Peggy Kieschnick; Ms. Pamela Alberts of Plaistow, NH; Ms. Linda Durgin of Portsmouth, NH; Ms. Barbara A. Dennett of Newfields, NH; Ms. Joanne Lyshires of Portsmouth, NH; Ms. Mercedes Voonees of Exeter, NH; Ms. Mary Copithorne of Exeter, NH; Mr.

Stephen Geller, Director, Rockingham County Community Action Program; Mr. Michael F. DiCrou of Sandown, NH; Mr. Steven Keable of the Rockingham County Attorney's Office; Ms. Lisa M. Correia; Mr. David P. Mooney of Portsmouth, NH; Mr. Robert Ducharme of Portsmouth, NH; Ms. Marsha Dupuis of the Rockingham County Attorney's Office; Ms. Katherine Nikitas of Hampton, NH; Mr. Churchill Stafford of Danville, NH; Ms. Pamela Wat of Exeter, NH; Mr. Lee Quandt of Exeter, NH; Master Matthew Quandt of Exeter, NH; Mrs. Carrie Rosencrantz of Kensington, NH; Mr. James Kinsey of Salem, NH; Ms. Diane M. Henry of Exeter, NH; Ms. Cynthia Smith of Newmarket, NH; Mrs. Denise LaRoche, Director, Rockingham County Child Day Care Program; Mr. Michael LaRoche of Kensington, NH; Ms. Joyce Tucker of Newmarket, NH; Ms. Virginia McCaddin of Hampton, NH; Ms. Nancy Taylor of Newfields, NH; Ms. Bernadette Pelczar, Director, Rockingham Counseling Center; Mrs. Janis Reams of Hampton, NH; Mrs. Ann Peters, Director, Lamprey Regional Health Center-Info Center; Mr. James Ryan of the Rockingham County Nursing Home; Ms. Patti Blanchette, Esq. of Portsmouth, NH; Mr. Philip J. English, Chief, Nottingham Police Department; Ms. Lee Sullivan; Ms. Priscilla Shaw of Newmarket, NH; Ms. Jennie Griswold of Newmarket, NH; Ms. Ellen Gagnon of Hampton, NH; Ms. Nancy Burnell of Portsmouth, NH; Mr. Kevin Pratt, Chief, Raymond Fire Department; Mr. Wayne C. Raymond of Exeter, NH; Mr. Philip V. Consentino, Chief, Atkinson Police Department; Mr. Neal R. Janvrin, Chief, Fremont Police Department and Deputy Sheriff for Rockingham County Sheriff's Department; Mr. Joseph Pantelakos of Portsmouth, NH; Ms. Maxine Stein of Portsmouth, NH; Mr. Ronald R. Thibeault of Raymond, NH; Mr. Ronald Elerly of Brentwood, NH; Ms. Francine Walker of Deerfield, NH; Mr. John Blomeke of Exeter, NH; Mr. Steven Warnick of Fremont, NH; Mr. Jay McKinley of Epping, NH; Mrs. Patricia McKinley of Epping, NH; Mr. Brian C. Thorsell of Raymond, NH; Mr. Lee Hurst of Hampton, NH; Mrs. Evelyn Marconi, Portsmouth City Council Member; Ms. Patricia Jenssen; Ms. Karen P. McManus of Exeter, NH; Ms. Susan Fortier of Windham, NH; Ms. Cathy Barrett of Derry, NH; Ms. Marjorie Doardina of Greenland, NH; Mr. Jack Sherburne of Deerfield, NH.

The Public Hearing began at 7:00 P.M., with Chairman

McCain opening the meeting, and asked Rep. Richardson D. Benton to lead the group in the Pledge of Allegiance to the Flag and Rep. David Welch to lead the group in prayer. Chairman McCain then specifically outlined the guidelines for the Public Hearing. A copy of these guidelines were distributed to everyone attending the hearing. A further review of county spending was then done by Chairman McCain.

Copies of the proposed 1991 Rockingham County budget were made available, with Chairman McCain asking those in attendance if they had any questions and/or concerns with regards to the proposed Rockingham County Nursing Home budget. There were no questions and/or concerns with regards to this budget or the following budgets: proposed: Public Assistance budget inclusive of Old Age Assistance and Board and Care of Children; Grant Programs; Rockingham County Maintenance Department; General Government inclusive of Payment on Bonds, Principal Payment - Jail/Lagoon, Interest on Jail/Lagoon, Interest on Temporary Loan, Interest on Bonds/Notes; Insurance, Accrued Liability Retirement, Audit Fees, Legal Fees, New Hampshire Association of Counties/Dues, Software Development/Maintenance, Property Taxes, Seabrook Non-Payment Taxes; Highway Clean-Up Project; Commissioners; Personnel Services.

A question was raised with regards to what the Rockingham County Department of Corrections budget included. A brief explanation as to the contents of the proposed Rockingham County Jail/House of Correction was given. There were no other questions and/or concerns with regards to this proposed budget.

A further question was raised by Mr. William Vahey about proposed cuts in the Sheriff's Department which would affect juvenile services provided by that department. Sheriff Vetter spoke to this proposed cut, noting that if the appropriate number of people remain within his department, as well as the appropriate amount of money needed, and can continue providing these juvenile services. There were no further questions with regards to the Law Enforcement portion nor the Dispatch portion of the Rockingham County Sheriff's Department budget.

Chairman McCain then asked if there were any questions, concerns or comments with regards to the Radio Shop portion of the Rockingham County Sheriff's Department. Chief Philip Consentino of the Atkinson Police Department, spoke to his concerns about the possibility of doing away with the radio repairs portion of this department, especially for small towns, who utilize the service. He emphasized his hope that this service continues. Chief Philip English of the Nottingham Police Department also spoke to his concerns about costs which may incurred from those towns who might be charged for these services. Commissioner Walker explained that the Board of Commissioners have thoroughly reviewed the possibility of a contract price for radio maintenance for Rockingham County, stressing further that the price for this service would depend on the bid specifications. She stressed that, should this work be contracted out, it would be put out to bid. Chief English queried if there were any way possible that municipalities could be included if a contract were done for radio repairs. Chief English noted that if towns were able to be involved in the contract pricing, there may be a possibility that towns could save on costs. He stressed that he has no money available for these repairs within his police department budget. Chairman McCain pointed out that the Rockingham County Delegation in getting involved and will determine what is the best and most economical way to serve the county.

Mr. Robert Batchelder of Hampton Falls, New Hampshire, read a statement from the Board of Hampton Falls Selectmen in favor of keeping the radio shop. Deputy Chief Nichols of the Hampton Falls Police Department stressed that the Town of Hampton Falls does not, nor do other small towns, have any money available within their budget for radio repairs. He spoke about the fine job done by personnel within that department, stressing that these individuals know what towns need, stressing that they personalize the service provided. Mr. Herbert Moyer of the Exeter Board of Selectmen, read a statement from the Board of Selectmen. He noted that the Exeter Board of Selectmen objects to the inclusion of the radio department in the Rockingham County budget, stressing that some towns do not use this service and should not be

charged. The statement went on to note that towns who do utilize this service should be charged accordingly. Commissioner Walker noted that the Rockingham County Maintenance Department and Jail/House of Correction contract their radio services/repairs out to an outside source, because the radio shop does not do the repairs for these two departments. Mr. Clark, an employee of the Radio Shop, and resident of Sandown, NH, spoke to the fact that his department has done radio repairs for these departments, with delivery done through the Civil Office. He added that his department has, in the past, repairs every piece of equipment for the Maintenance Department. He added that the Jail/House of Correction contracts their work out, adding that he did not feel it was worth it to stock the necessary parts for these radios.

Mr. Marshall Quandt of Exeter, NH, spoke to the cost savings incurred by personnel within the radio shop, who buy parts inexpensively to build equipment, in an effort to save money. He asked what the impact would be if this shop were closed. Chairman McCain pointed out that this would have to be determined. Mr. Thomas Hermans, an employee of the Radio Shop and resident of Exeter, NH, explained that his department does do work on Jail/House of Correction cruiser radios.

Mr. John Sherburne of Deerfield, NH spoke to his feelings that the small towns who utilize radio repairs from this department should pay for it. A question was raised by Mr. Sherburne with regards to the fact that there was a 12% increase in the Sheriff's Department budget, and why was this so. It was noted that this budget reflected a request for the purchase of one new cruiser at a cost of \$16,000, noted under cruiser replacement within the Sheriff's Department budget. He stressed that, during these hard economic times, the purchase of this cruiser should be put off.

Chairman McCain asked if there were any questions with regards to the Registry of Deeds budget. There were no questions raised.

Mr. Robert Dushame, an assistant county attorney in the Rockingham County Attorneys Office rose and spoke to the

fact that the county needed to address the recommendations of the subcommittee for the elimination of merit within the 1991 budget. Chairman McCain pointed out that this topic of conversation could be taken up during the discussion involving salaries.

Chairman McCain asked if there were any questions, concerns or comments with regards to the Medical Examiner portion of the proposed 1991 budget. There were no questions or comments raised.

Discussion then ensued with regards to the Cooperative Extension Service proposed budget for 1991. Ms. Nancy Taylor, Volunteer and member of the Advisory Council spoke in support of this budget.

Chairman McCain queried those present if there were any questions, comments or concerns with regards to the Rockingham County Farm budget. There were no comments regarding this budget, nor the Rockingham County Treasurer/Deputy Treasurer's budget. An inquiry was made as to the Rockingham County Delegation proposed 1991 budget. Chairman McCain noted that this proposed budget reflected the fact that there has been an increase in the number of meetings held, thus the need to increase the mileage/per diem account.

At this point in the meeting, Chairman McCain stated that anyone who wished to speak for or against the non-county specials portion of the budget should do so at this time. He asked those in attendance if they had any questions, comments and/or concerns with regards to the proposed non-county specials portion of the budget. Ms. Patti Blanchette, Esq., rose and spoke in favor of restoring funding for all county specials within the Rockingham County 1991 budget. She stressed that all of the agencies considered provide essential care for the residents of Rockingham County. She went on to stressed that, in times like these, people really do need these services - they are under stress. Ms. Blanchette went on to stress that she understands the economic times, but commented further that approximately thirty-five (35) million dollars was just briefly reviewed - with no questions and comments. She asked the Sub-Committee's

and the full Delegation's consideration to reconsider their vote with regards to non-county specials. She stated that, if the Delegation voted to restore funding to these agencies, the poorest can get the services they need. A big round of applause was heard after the statements made by Attorney Blanchette.

Mr. John Sherburne rose in support of the comments made by Attorney Blanchette. He urged the Executive Committee to at least consider the subcommittee's proposal. Ms. Louise Bella of Stratham rose and spoke to the need of considering all the non-county specials requests for funding within the 1991 budget, especially now, in these hard economic times. She urged Delegation members to care for the people who have less and are having hard times.

Mr. Edward Castle of Exeter questioned why some of the agencies requesting funding were not cut by the subcommittee's recommendations. Chairman McCain noted that these agencies provide a direct service to Rockingham County, and help to contribute to the effectiveness of county government. He stressed that the subcommittee on non-county specials took this into consideration when hearing each request for funding. Mrs. Ann Peters spoke regarding the need of agencies to get the funding they need to operate. She stressed that she was not in favor of cutting agencies, because, she noted, this would be balancing the budget on the poor. Mrs. Margaret Wenzel spoke to her opposition for any cuts in the non-county specials portion of the budget. She urged Delegation members to maintain the funding for these agencies, stressing that there is a moral obligation to help those most in need.

Mr. Steve Geller of the Rockingham County Community Action Program, spoke to seeing allot of families suffering and needing assistance. He explained that in this year alone, his agency has seen a 20% increase in fuel assistance, as opposed to a 16% increase last year. He asked that the Delegation reconsider funding for all non-county agencies. Mr. Richard Garrish pointed out his feeling, noting that the proposed budgets for non-county specials, border "immortality", stressing that it is

another attempt to drive people apart. He challenged the press to check the increases in applications made for assistance. Ms. Carol Jacques of Exeter stressed that the churches can no longer help those people who "fall through the cracks", stressing that it is the responsibility of the State and the County.

Ms. Natalie Davis of Plaistow spoke about her concerns from the perspective of the local welfare administrator. She noted that, in her position, she has seen a lot of increase in assistance, noting that her department relies heavily on outside human service agencies. She urged the Delegation to please reconsider their position on -0-funding. Ms. Shirley Tezza spoke to her private testimony of getting the assistance she needed for herself as well as her family. Mr. Roy Turner noted that he will be deeply ashamed to live in Rockingham County, should the present recommendation for non-county funding pass.

Ms. Katherine Johnson spoke personally to her financial standings and the need to have child care. She added, "right now, I'm working and I like to work." She added, "Guaranteed - I'll cost you more if I can't work." Ms. Gladys Frost spoke to her personal testimony and the need to have day care provided for her children. Ms. Pamela Albrets spoke to the need to continue child care services - stressing that this care is really needed. Ms. Lydia Smith of the Rockingham County Child Care Association spoke about the need to have child care. She urged the Delegation to reconsider their vote for her agency as well as all the other non-county special agencies requesting funding in 1991.

Mr. Richard Park, a taxpaying resident of Exeter, rose and spoke with regards to the Area Homemaker Home Health Aide Service noting that should the recommendations pass, twenty-six (26) low income people will be cut off from services. Mrs. Hanscom, President of the Area Homemakers Home Health Aide Service shared some letters from those receiving services from her agency. Rep. Jack Barnes of Raymond, spoke to the services provided by the Area Homemaker Home Health Aide Services and the need for this continued service.

Ms. Sue Fortier of the Rockingham Visiting Nurses Association appealed to the Commissioners to restore funding for her agency. She noted that her agency provides "no frill services". Ms. Karen McManus of the Rockingham County Visiting Nurses Association stressed that if funding drops for her agency, it will be devastating. Ms. Cathy Garrett reiterated the sentiments expressed by Ms. McManus and Ms. Fortier.

Mr. John Connor spoke with regards to the Rockingham County Conservation District. He noted that the conservation district has been in Rockingham County for forty (40) years. He explained the services provided by his agency. Ms. Nancy Brinnell, a Portsmouth resident spoke about the need for continued funding for A Safe Place. She added that there is no other organization that provides this service in Rockingham County, stressing further that this agency provided assistance for 562 individuals in Rockingham County from 28 different towns in Rockingham County. She added that some of these individuals are low income families, adding that most are taxpayers. Ms. Brinnell went on to note that the Delegation needs to take into account the ramifications if this agency were cut. She noted that the loss of funding will escalate the numbers, adding further that this agency will be forced to reduce staff and services to battered women.

Ms. Elsie Turner, a Newmarket resident and volunteer for A Safe Place, spoke about the agency and the importance of having all of the human services in Rockingham County. Ms. Ellen Gagnon read a letter from a client who was served by A Safe Place, urging the Delegation to restore funding for this agency. Chief Philip English of Nottingham, spoke to the need of keeping A Safe Place, from the perspective of a law enforcement officer. Chief Neil Janvrin of Fremont, also spoke to the need to keep A Safe Place open and available. Ms. Pat Farley, a volunteer for A Safe Place, stressed that it was critical to keep this agency open. She strongly urged the Delegation not to cut the funding for this agency. Chief William Vahey of Brentwood related his feelings about the need to keep A Safe Place open and available for battered women.

Ms. Cathy Hodsen, a resident of Portsmouth and CPA, spoke about the significant amount of services provided with level funding. She added that, if these services are cut, it will be devastating. She stressed that she, as a taxpayer, would like the Delegation to spend her tax dollars in this direction. Ms. Joannie Lipshire of Portsmouth, urged the Delegation to support A Safe Place.

Ms. Linda Durgin of Portsmouth and a volunteer at A Safe Place, spoke to the need to keep A Safe Place open and available.

Mr. William Sowers of Hampton, spoke to the need of maintaining and keeping family planning services. He added, "I hope we're not discriminating against women to save 1% of a budget." Ms. Ann Peters rose again, and spoke to the Rockingham County Health Care. She noted that referrals are done by family planning services. Commissioner Barrows spoke in her capacity as a taxpayer of Exeter, speaking to the number of juveniles served and the need to continue preventative work. She added that Rockingham County Family Planning is one agency that does preventative work with juveniles. Ms. Janet Reams of the Rockingham Counseling Center, spoke to the need to continue this service. She added that services are provided by her agency, regardless of the ability to pay.

Ms. Bernadette Pelzar of the Rockingham Counseling Center spoke regarding the need for funding for her agency, as well as all other non-county special agencies. Ms. Priscilla Shaw of the Lamprey Health Center reiterated the sentiments expressed by Ms. Pelzar. Mr. James Nye, resident of Raymond and Rockingham County Deputy Sheriff, spoke to the need for continued service from the Lamprey Regional Health Center as well as A Safe Place.

Mr. Milton "Red" Grant, Executive Director of the Retired Senior Volunteer Program, spoke about what his agency provides to Rockingham County. He explained that his agency has approximately 1,000 volunteers from 35 towns within Rockingham County. He noted that in 1990, volunteers donated approximately 206,474 hours of their time. He added further that his agency is the largest in New Hampshire as well as in New England. He noted

further that thirteen (13) volunteers provide programs and services to residents at the Rockingham County Nursing Home.

Rep. Linda Griebisch spoke in favor of the Women's Resource Center. Ms. Dallas Fogerty of Epping, spoke to her outrage with the budget, as proposed. She added that the budget reflects \$90,000 worth of overtime in the Sheriff's Department budget, noting further that the human services portion of the budget only reflects a total of 1%. She asked what was more cost effective. Ms. Maxine Stein, Director of the Women's Resource Center spoke to her program, and the need to continue this program. She added that the Women's Resource Center now brings their services to the schools in Rockingham County, and urged the Delegation to reconsider their vote.

Chief Kevin Pratt of the Raymond Fire Department and President of the Interstate Emergency Fire Training Program, spoke to the need for continued funding for the IEU. He explained that the IEU's request for 1991 was for training and supplies, as well as an air truck, which supplies air to fire fighters for their Scott air packs. He added further that training is provided to all towns in Rockingham County. Rep. David Flanders urged the sub-committee on non-county specials to restore funding to all of the non-county special agencies.

There being no further discussion or statements with regards to the non-county specials portion of the budget, Chairman McCain then asked if there were any questions with regards to the capital improvements portion of the budget. There being none, discussion then ensued with regards to the salary proposal and the suspension of the merit system, as proposed by the Classified Salary Sub-Committee.

Mr. Robert Ducharme rose and spoke to the salary issue. He noted his opposition to the recommendations of the Classified Salary Sub-Committee. Mr. Edward Castle of Exeter, rose and spoke to the fact that the recommendations made by the Classified Salary Sub-Committee take away from employees of Rockingham County.

Mr. Steven Warnock of Fremont stated that he felt the cost of living raise was an insult, and asked the Delegation to reconsider their vote. Mr. William Sturtevant, a resident of Exeter, and Administrator of the Rockingham County Nursing Home, spoke to the fact that the employees of Rockingham County are an asset. He went to explain that he understood the hard economic times currently being experienced, but noted that if monies are found to restore funding for human service agencies, the county employees of Rockingham County should also receive something.

Ms. Marsha Dupuis, a resident of Newmarket and employee of Rockingham County, spoke in opposition to the proposal of the Classified Salary Sub-Committee. Mr. Roy Crossland, a resident of Seabrook and Deputy Sheriff for the Rockingham County Sheriff's Department, spoke about the proposed .10¢ per hour increase as an insult to county employees.

Mr. Herb Moyer of Exeter, rose and spoke about the fact that human resources - our county employees and the values that employees represent are being ignored with what is being proposed. He stated that we live in a capitalist system - and people should be paid for services they provide.

Mr. Robert Gilbert, an employee of Rockingham County, and taxpayer, spoke to the loyalty that county employees provide to Rockingham County. He stressed that it appears that it doesn't matter how we as county employees do our job - but that the bottom line is MONEY. Mrs. Patricia Donovan, taxpayer from the Town of Newton and Superintendent of the Rockingham County Department of Correction, spoke to the need to invest in the employees of Rockingham County. She stressed that county employees are loyal and deserve reconsideration of what is being proposed for them.

Mr. Brian Kenyon, resident of Brentwood and employee of Rockingham County spoke to the fact that the message was clear - you, the Delegation, are not taking care of the employees of Rockingham County. He went on to stress that the proposal from the Classified Salary Sub-

Committee was an insult. It was pointed out by Mr. Kenyon that it appeared that by taking up the issue of salaries at the latter part of this meeting, those individuals who wished to speak would get mad and leave.

Mrs. Elizabeth Luce, resident of Exeter and Register of Deeds for Rockingham County, echoed the sentiments of Mr. Sturtevant. She stressed that the employees of Rockingham County are an asset. Mr. Philip Fraser spoke to the problems he has been experiencing with the health insurance benefits offered by Rockingham County. He went on to state that he felt the proposed .10¢ per hour was a slap in the face to county employees, adding further that he was opposed to the high cost of insurance payments.

Mr. Ernest G. Woodside, resident of Derry and Director of the Rockingham County Maintenance Department, spoke to the giving of employees of Rockingham County. He added that county employees give a great service, noting for an example that the services provided by his department have lessened the financial burden and saves tax dollars. Mr. John Blomeke of Exeter spoke about the proposed .10¢ per hour proposal from the Classified Salary Sub-Committee, and the articles he's read recently about health insurance benefits.

Mr. Gene Charron, selectman for the Town of Chester and Captain of the Rockingham County Department of Corrections, spoke about the ups and downs regarding the issue of salaries over the past fifteen (15) years that he has been employed with Rockingham County. He pointed out that Rockingham County has succeeded because of the people, adding that the employees present at this meeting are here to be honest and straight forward.

Mr. Edward Castle asked how the Commissioners feel about the proposed .10¢ per hour proposal for classified employees. Commissioner Walker pointed out that the Commissioners had recommended .50¢ per hour for classified employees. Rep. Hoelzel, Chairman of the Classified Salary Sub-Committee, spoke about the recommendations of her subcommittee. He explained that her subcommittee was recommending .10¢ per hour for all classified employees with the suspension of the merit

increase for a one year period. She added that the subcommittee values the services of county employees, but are trying to keep taxes down. Rep. Hoelzel went on to note that there has been an increase in health insurance costs, noting that the subcommittee has made an attempt to address this. She asked county employees to please bear with them, stressing that the proposal to suspend the merit system was for a one year period only.

Ms. Marsha Dupuis rose again, and spoke to her feeling that the Delegation, and the subcommittee for classified salaries, was addressing the wrong issue. She stressed that the people of Rockingham County should know how very little they pay for their county tax. Rep. Hoelzel noted that she did realize that the county portion of taxes is a small price to pay - noting that the school portion of tax is the highest.

Mrs. Shirley DeSalvo spoke about being a county employee since 1973, noting that she was against the proposed .10¢ per hour increase for county employees. Rep. Kenneth Weyler questioned the health insurance increase. He queried how does this increase effect and impact wages for county employees. Mr. Herb Stevens, a Rockingham County employee, stated that two (2) other counties pay family plans for their county employees. Mr. Robert Donovan, Jr. also rose and spoke in opposition to the proposed .10¢ increase for classified employees.

Mr. Joseph Pantelakos questioned where does the funding go for those employees who do not take the insurance offered to county employees. He noted that in Strafford County, they make payments to their employees if they do not chose to take it. Rep. McCain spoke about the proceedings followed by the Delegation and how this is handled. Commissioner Barrows pointed out that the Commissioners are looking at the aspect of a "cafeteria" style plan.

Mr. Brian Kenyon spoke about the legislature and the way they vote in Concord. He pointed out that it appeared to him that Delegation members vote one way in Concord for State employees and another way at the county level for county employees. Ms. Dupuis stressed that she thought

that the purpose of a public hearing was to listen to those making and giving comments.

There being no further business to come before the meeting, it was adjourned at 11:07 P.M.

Respectfully submitted,

Honorable Patricia M. Skinner, Clerk  
Rockingham County Delegation/Executive Committee

**EXECUTIVE COMMITTEE MEETING**  
**Commissioners Conference Room**  
**Rockingham County Nursing Home**  
**Brentwood, New Hampshire**  
**February 1, 1991**

A scheduled meeting of the Executive Committee of the Rockingham County Delegation was held this date, Friday, February 1, 1991 at 10:00 A.M. in the Commissioners Conference Room of the Rockingham County Nursing Home in Brentwood, New Hampshire. In attendance were the following: Honorable Executive Committee Members: Representatives: Betsy McKinney, Chairman, Executive Committee; David A. Welch, Vice Chairman, Executive Committee; Patricia M. Skinner, Clerk, Executive Committee; Donna P. Sytek; Anthony Syracuse; James R. Rosencrantz; Frank Palazzo; Natalie S. Flanagan; William F. McCain, Chairman, Rockingham County Delegation; Janet M. Conroy, Vice Chairman, Rockingham County Delegation; Lawrence A. Chase, Jr.; George N. Katsakiores; Kenneth W. Malcolm; Laura C. Pantelakos; David R. Connell; Virginia K. Lovejoy; Sherman Packard.

Others: Honorable Representatives: William P. Boucher; Jeffrey Brown; Marilyn Senter; Arthur Smith; Bert Ford; Beverly A. Gage; Bernard Raynowska; Robert Johnson; Thaddeus Klemarczyk; John McCarthy; Ednapearl F. Parr.

Others: Commissioner Maureen Barrows, Chairman, Rockingham County Commissioners; Commissioner Jane Walker, Vice Chairman, Rockingham County Commissioners; Commissioner Ernest P. Barka, Clerk, Rockingham County Commissioners; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mr. Ernest G. Woodside, Director, Rockingham County Maintenance Department; Mrs. Judith Gates, Administrative Assistant to the Maintenance Director; Mrs. Elizabeth Luce, Register of Deeds for Rockingham County; Mr. Carleton Eldredge, Esq., Rockingham County Attorney; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Mrs. Rebecca Tarleton, Administrative Assistant to the Rockingham County High Sheriff; Ms. Claudia Boozer, Coordinator, Rockingham County Cooperative Extension Service; Mr. David Lincoln of the Rockingham County Sheriff's Department; Mr. Robert J. Kidder, Rockingham County Farm Manager; Mr. Roy E. Morrisette, Personnel Manager for Rockingham County; Mrs. Irene L. Dodge, Deputy Treasurer for Rockingham County; Mrs. Carrolle A. Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Rockingham County Delegation; Ms. Tammy Annis of Foster's Daily Democrat; Mr. Steven Haberman of The Portsmouth Herald; Mr. John Hart of The Manchester Union Leader and Mr. Patrik Johnson of The Exeter News-Letter.

The meeting began at 10:00 A.M., with Rep. Betsy McKinney, Chairman of the Executive Committee noting the procedure to be followed for the meeting. She noted that the purpose of the meeting was to hear and review the subcommittee recommendations with regards to the 1991 proposed budget, and to make Executive Committee recommendations, based upon the testimony presented. She informed Executive Committee members that they would be breaking for lunch at quarter to twelve.

Commissioners: Rep. Klemarczyk, Chairman of the Commissioners Sub-Committee, presented his subcommittee recommendations. He noted that the subcommittee recommended the sum of \$210,591. He further noted that the subcommittee reviewed the proposed .10¢ across the board for salaries of classified employees as part of their deliberations within this department's budget. Mr. Morrisette pointed out that the budget reflected the .10¢

across the board figures. Rep. McCain noted that the Elected Officials Salary Sub-Committee had met in 1990 and made their recommendations which would affect the 1991 Rockingham County budget for elected officials. He noted the state statutes which specifically speak to the time frame for elected officials salaries. Rep. McCain/Conroy moved that with the provision that any motion made is subject to change, due to House Bill 51 and it's impact, the Executive Committee recommend to the full Delegation, the Commissioners Sub-Committee recommendations of \$210,591. for the Commissioners budget for 1991. Discussion followed with Rep. Sytek questioning the motions made by the Elected Officials Salary Sub-Committee with regards to salary increases for elected officials for 1991, and how it will affect the 1991 Rockingham County budget. Rep. McCain pointed out the recommendations which were made by the Elected Officials Salary Sub-Committee. Rep. Sytek then moved to amend the original motion, duly seconded by Rep. McCain that the Executive Committee recommend to the full Delegation, the Commissioners Sub-Committee recommendations of \$210,591 and further, that Executive Committee recommendations regarding salaries be amended so that adjustments for retirement and salary adjustments can done as they are voted upon. A call for a vote on the amendment was recorded in the affirmative.

**Highway Clean-Up:** A review of the Highway Clean-Up program was done. It was noted that the Commissioners Sub-Committee recommendations for this line item was \$44,649. A motion was made by Rep. Chase, seconded by Rep. Skinner that the Executive Committee accept the subcommittee recommendations of \$44,649. The motion was voted in the affirmative.

**General Government:** Rep. Klemarczyk noted that the subcommittee recommended the total sum of \$1,775,825. for General Government (listed as follows on the budget): (Payment on Bonds - \$300,000.; Principal Payment - Jail/Lagoon - \$-0-; Interest on Jail/Lagoon - \$527,381.; Interest on Temporary Loan - \$650,000.; Interest Bonds/Notes - \$72,000.; Insurance - \$151,000.; Accrued Liability Retirement - \$18,000.; Audit Fees - \$14,520.; Legal Fees - \$7,500.; NH Association Counties/Dues -

\$8,924.; Software Development/Maintenance - \$3,500.; Property Taxes - \$23,000.; Seabrook Non-Payment Taxes - \$-0-. Rep. McCain/Sytek moved that the Executive Committee recommend the subcommittee recommendations for General Government for a total amount of \$1,775,825, for the thirteen (13) items listed under General Government in the budget package. The motion was so voted unanimously in the affirmative.

Rep. George Katsakiores called the Executive Committee's attention to the line item of Interest on Temporary Loans. He related the process by which the Treasurer comes before the Executive Committee, to borrow in anticipation of taxes. He further noted that, according to the Treasurer, when he went to market to borrow fifteen million dollars, it cost approximately \$700,000. in interest. He added that when the money is reinvested, the return will be approximately \$400,000, adding that, essentially, it will cost the county approximately \$300,000, which the county will not benefit by. Rep. Katsakiores stressed his feeling that the Executive Committee should look into this situation, whereby a study committee could be appointed in an effort to work towards the cash flow problem. He added that, because of the new tax laws of 1986, communities and county government all began to find that it costs money to do business with temporary loans. It was the strong suggestion of Rep. Katsakiores that the Executive Committee look very closely at this problem for future years. Rep. McCain noted that he heard the comments of Rep. Katsakiores, and as Chairman of the Delegation, will appoint this suggested study committee, with Rep. George Katsakiores as Chairman of it.

**Personnel:** This budget was discussed, with Rep. McCain moving, seconded by Rep. Skinner that the Executive Committee recommend to the Delegation, the Commissioners Sub-Committee recommendations of \$49,808. for Personnel. This motion was so voted unanimously in the affirmative.

At this point in the meeting, Rep. William Boucher, Acting Chairman of the Building Sub-Committee reported with regards to the recommendations of the Building Sub-Committee. He reviewed the recommendations of the sub-

committee, noting that the committees recommendations were: to recommend to the Executive Committee a new stand alone building at a cost of \$289,000, as submitted by the proposal of Aring Schroeder for the design/construction of the facility; for the need of a five (5) million dollar bond issue which will include the above, as well as the reconstruction of the tunnel between the Carlisle and Mitchell Buildings at the Rockingham County Complex. Rep. Boucher went on to explain the subcommittees recommendations with regards to the design/construction aspect of this facility, which would mean the need to ultimately vote for a five million dollar bond issue. Rep. Boucher noted further that a presentation from the firm of Aring Schroeder will go before the Executive Committee, and then onto the entire Rockingham County Delegation when they meet on the 9th of February for the final budgetary process. Rep. Boucher urged the Executive Committee to consider the recommendations of the Building Sub-Committee for the design/construction for a stand alone building, as designed and prepared by Aring Schroeder; and further, that they ultimately approve a bond issue in the amount of five million dollars which will include the reconstruction of the tunnel between the Carlisle and Mitchell Building. When questioned about the subcommittee's recommendations, Rep. Boucher explained in detail that the proposal of Aring Schroeder will include an additional ten (10) beds, making the Mitchell wing a fifty (50) bed capacity area, the redoing of the current Mitchell Building and tunnel area. Rep. McCain/Skinner moved the question. A call to limit debate was recorded in the affirmative. A call for the vote on the motion that the Executive Committee accept the Building Sub-Committees recommendations was voted unanimously in the affirmative.

**Sheriff's Department:** Rep. Beverly A. Gage spoke with regards to her subcommittee recommendations with regards to salaries. It was her subcommittee recommendations that two (2) additional part-time deputies be considered for inclusion within this budget. She noted that the total salaries line item was recommended at \$928,503. She also reviewed in detail, items listed on the budget for this department (page 10A). She indicated that the subcommittee recommendation for line item designated

uniform allowances should read -0-, rather than \$1,100. as listed. She also indicated that it was the subcommittee's recommendations that the line item for office supplies/expenses should be \$9,000. and office equipment should be \$6,000., as per the recommendations of the subcommittee. She further noted that the subcommittee recommended the purchase of a new cruiser, listed under cruiser replacement on Page 10A, in the amount of \$16,000. Rep. Gage went on to explain that her subcommittee recommended \$31,625. for gasoline and \$500.00 for training/education for a total operating expense of \$153,046., as per the subcommittee recommendations. She added that the subcommittees recommendations for the total sheriff's department budget was \$1,250,702. Rep. Chase questioned the postage account for this department, asking whether they considered using bulk mail rather than first class mail. Sheriff Vetter commented that his department generates quite a bit of mail that needs to go out on a timely basis, thus the need for first class mail. Rep. Packard questioned the subcommittee recommendations for the purchase of a new cruiser. Sheriff Vetter advised that this cruiser would be for the two (2) new additional deputies requested and recommended by the subcommittee. Questions were raised as to the amount of gasoline utilized by the Sheriff's Department, and how the rate for gasoline is determined within this budget. It was explained that the budgeted amount was determined by taking the amount of gasoline utilized, together with the current price per gallon. Rep. Malcolm spoke to how gasoline consumption is done in the Town of Hampton, through the Department of Transportation.

Rep. McCain spoke to his concerns about the civil overtime within the Sheriff's Department budget, and the need for a new cruiser. He stressed that in these economic times, the Executive Committee needs to cut back somewhere. Sheriff Vetter noted that should the Executive Committee vote to recommend cuts within his budget, he will get by. Rep. McCain/Packard then moved that the Executive Committee recommend the removal of \$10,000 from the civil overtime budget, as well as the elimination of a cruiser, as proposed by the subcommittee (\$16,000.). Discussion ensued with Rep. Rosencrantz questioning the fuel line item as reflected

in the Sheriff's Department budget. Mr. Woodside, Director of Maintenance, explained the bidding process, whereby the County puts the gasoline out to bid. He further noted that a gas slip is issued to each user, and these payments for gasoline are then charged to the appropriate department. He indicated that the 1991 budget was figured at \$1.15 per gallon of gasoline. Rep. Palazzo questioned the civil overtime and deputy overtime, asking what the difference was. Rep. B. Gage explained the differences with respect to these two separate line items within the Sheriff's Department budget. Sheriff Vetter indicated that should the Executive Committee, in their deliberations, vote to recommend the two part-time individuals within his budget, he could eliminate the need for civil overtime within his budget.

Rep. Sytek spoke to concerns she had with regards to the recommendations from the subcommittee to hire two additional part time deputies for the Rockingham County Sheriff's Department for 1991, when the State is doing furloughs and layoffs. Sheriff Vetter commented that, during these hard economic times, his office is very busy serving papers. Rep. Sytek commented that it appears that the recommendations of the subcommittee indicate that to save \$10,000. we have to expend \$36,000. After more discussion, Rep. Chase moved, seconded by Rep. Sytek to amend the motion, to delete the two (2) part-time deputies from this proposed budget in the amount of \$36,720.; as well as the deletion of a cruiser in the amount of \$16,000.; as well as the deletion of civil overtime in the amount of \$10,000., making a total budget figure of \$1,187,982. as the recommended figure of the Executive Committee. Discussion followed the amendment. Rep. Welch asked for an explanation of IEA's (involuntary emergency admissions). Sheriff Vetter noted that his department does these IEA's, in accordance with state statutes, stressing that the majority of them are done in the evening hours. Rep. Welch spoke to a new House Bill which would affect this item. Rep. Malcolm queried the functions of deputy sheriffs. Sheriff Vetter related what the primary assignments were for deputy sheriff's within his department, pointing out that all of them can do IEA's. Rep. Katsakiores questioned how the amendment

made by Rep. Chase/Sytek would affect the revenues of the Sheriff's Department. Sheriff Vetter added that, with the influx of the civil process, more people could get more work done, to generate more revenues. Rep. McCain reminded the Executive Committee that the Sheriff came to the Executive Committee to additional overtime monies, and was granted this request. He added that the same process could be followed this year, should the need arise. Finally, a call for the vote on the amendment was recorded in the affirmative.

**Dispatch:** Rep. B. Gage spoke to this portion of the Sheriff's Department budget, noting that the budgeted amount of \$22,000 for grants should remain in this budget for such. Rep. B. Gage reviewed this portion of the budget, line item by line item. It was the recommendation of Rep. Gage, and that of the subcommittee that they proposed a grant equipment account line item, to replace very costly equipment. She indicated further that the majority of this grant money is from Seabrook Yankee. Rep. McCain queried this particular line item (grant equipment) within the Dispatch portion of the Sheriff's Department budget. Rep. Chase questioned the dispatch salaries line item, and how many positions this line item covered. It was explained that the seven (7) part-time positions within this budget equal four (4) full time positions, which have been hired over the last five (5) years. A motion was then made by Rep. Palazzo, seconded by Rep. Rosencrantz that the Executive Committee accept the subcommittee recommendations of \$451,142. for the Dispatch. This motion was voted in the affirmative.

Discussion ensued with regard to the Radio portion of the Rockingham County Sheriff's Department. Rep. Gage noted that subcommittee members have been overwhelmed with calls, newspaper articles and rumors with regards to this portion of the budget. She reviewed the subcommittee recommendations with regards to the salaries portion of this budget. She indicated that the salaries portion of the budget, as per the recommendations of her subcommittee, takes into account one full time position and other obligational payroll expenses (vacation time, sick time) for the second position to the middle of the month.

Rep. Gage further noted that the subcommittee recommended eliminating the equipment repair portion of this budget, due to the fact that they were recommending that no repairs be done for towns or cities in Rockingham County. Because of these recommendations, she noted that the subcommittee did not feel that this line item was necessary. She added that it was the recommendation of the subcommittee, to leave the equipment replacement line item in, in the amount of \$20,000. She added that the Service/Maintenance/Contract line item, in the amount of \$6,000. was recommended by the subcommittee. Rep. Gage noted that the subcommittee recommendations for the total for the radio portion was \$82,586.00.

Rep. Gage went on to state that she has been urged to keep the radio shop. She noted that, if towns and cities were charged \$30.00 per hour for labor (which did not include the cost of parts) for radio repairs, this fee could possibly fund the second position within this area of the budget. Rep. McCain spoke about the recommendations put forth from the Sheriff's Department Sub-Committee. He stressed that he did not want to see someone out of a job, but stressed that it was important to him to do a good job in keeping the costs of county government down. He added that the Executive Committee has been asking for records of radio maintenance for the past three years, stressing further that records are now finally being made available. He questioned why the line item Equipment and Repeater was still in this budget. Rep. McCain went on to explain that, after doing a most thorough examination of the information presented to him, he himself obtained prices for service costs. He urged the Executive Committee to look at the economical aspect of the complete situation, adding that the county has all kinds of problems that need to be reduced. He added that he would not vote to support a budget that is at least \$20,000 over. He added that he was not convinced that the radio maintenance portion of the budget is agreeable with him adding that he felt it could be done at a lesser cost. Rep. Gage spoke briefly, noting that it was her feeling that the radio maintenance portion of the Sheriff's Department budget was a "political football with just about everyone in this room." Rep. Chase spoke to the fact that he was not impressed with the

information produced as a result of the audit report recently done on the Sheriff's Department Radio Maintenance. He noted that as a result of this negative information received, he would not vote to support the radio maintenance. He added that he would support of the Commissioners recommendations, stressing that either the radio maintenance portion of this budget should be done away with, or the whole thing should be put out to contract services.

Rep. Welch spoke to the fact that pertinent information with regards to the radio maintenance was asked for years ago, and has not been provided as of this date. He added that the audit report done on this portion of the budget clearly shows discrepancies in blocks of time. He added that the Executive Committee should be concerned with whether the county needs to provide these services, and secondly, whether the county should be providing these services. He added that he has had occasion to frequent the radio maintenance shop, and has spoken to both individuals who currently work there. He added that he recently learned that a computer system has now been made available to them, with the appropriate software and he was informed that the information which has been requested, will now be able to be made available. Rep. Welch noted his feelings that the servicing of towns and or cities could be done, if time allows. It was the suggestion of Rep. Welch that the radio maintenance portion of this budget be removed from the Sheriff's Department portion of the budget, to make it more accountable. He stressed that he would vote to remove it from the Sheriff's Department portion of the budget. Rep. Malcolm asked why police departments didn't anticipate putting monies within their respective budgets for the repairs of radios, as a result of the Delegation vote last year, and the resolution passed. He added that there may be a need for smaller towns to utilize this service. Rep. Palazzo noted that he felt uncomfortable with the fact that it appears that some towns are monopolizing the services of the radio maintenance, stressing that it was an abuse of services. Rep. Chase added that the radio maintenance shop has had ample time to put the figures together that have been requested over the years. A roll call on this vote was requested by

Rep. Pantelakos, duly seconded and so voted in the affirmative. A motion was then made by Rep. Chase, seconded by Rep. Packard that the Executive Committee recommend to the full Delegation, the sum of \$54,484., the Commissioners recommendations, for the radio maintenance portion of the Sheriff's Department budget. Rep. McCain then moved to amend the motion, to the sum of \$60,984. This amendment was seconded by Rep. Chase. Rep. McCain spoke to his amendment, noting that the figure of \$60,984. reflected the fact that he personally ascertained that the figure as stated would be the minimum figure necessary to accomplish the work. He added that the Service/Maintenance/Contract line item would read \$36,500., making the bottom line of this budget \$60,984. Rep. Syracuse questioned if the price obtained by Rep. McCain included a provision that towns/cities would be able to have work done at a contract rate. Rep. McCain replied that it did. Rep. Syracuse further questioned who would be responsible for putting out the specifications. Rep. McCain pointed out that the Delegation votes the appropriations of monies, and it is the responsibility of the Commissioners to put out the specifications. A call for the vote on the amendment made by Rep. McCain/Chase was voted in the affirmative, with the following recorded roll call vote: 14 yeas and 3 nays - YEAS: Chase, Connell, Conroy, Lovejoy, Malcolm, McCain, McKinney, Packard, Palazzo, Rosencrantz, Skinner, Syracuse, Sytek, Welch. NAYS: Flanagan, Katsakiores, Pantelakos. It was noted that the total amount for the Sheriff's/Dispatch and Radio was \$1,696,599.

**Registry of Deeds:** This budget was reviewed in length by Mrs. Luce, Register of Deeds. She indicated that she has not hired any new help in four (4) years. She noted that the increase in this budget reflected the fact that there are 27 payroll periods in 1991. Rep. McCain queried Mrs. Luce with regards to the revenue estimate for her departments budget. She noted that she felt comfortable with the estimated revenue figure, stating that, unfortunately, most of the documents being processed through her office at this time are foreclosure documents, which are multi-page documents as opposed to one page documents which are usually done. A question was

raised as to the office supplies line item within this budget. Mrs. Luce reported that this line item reflected the fact that some projects, which should have been done, will now be done this year, noting specifically, that her department will be re-filming documents of the Rockingham County Nursing Home. Discussion ensued with regards to the need to have these documents redone at this time. Rep. Chase then moved, duly seconded by Rep. McCain that the Executive Committee recommend that the office supplies line item within the Registry of Deeds budget be reduced from \$33,805.00 to \$30,000. Discussion followed the motion, with Rep. Malcolm questioning if the Rockingham County Nursing Home will be paying for this re-filming. It was noted that the Home would be paying for this service, noting the need to have these old documents redone, to be a matter of record. Rep. Sytek asked if these old documents were required to be kept by law. Mr. Sturtevant explained that records of every admission have been kept since 1860, stressing that allot of historical records and cemetery records are also kept. Mr. Sturtevant added that records are required to be kept for the first seven (7) years, after that, a face sheet is kept. Rep. Welch noted that Rockingham County has kept the most extensive set of records, pointing out that Rockingham County does do a good job. A call for the vote on the motion was recorded in the affirmative. It was noted that, as a result of the motion made by Rep. Chase/McCain to reduce the office supplies line item, the total budget figure, as recommended by the Executive Committee for the Registry of Deeds was \$627,850.

**Cooperative Extension Service:** Rep. McKinney reported regarding this departments budget. She indicated that the extension agent expenses has increased as a result of picking up the Sea Grant. It was also noted that due to the increase in postage, this line item has been increased. Rep. McKinney added that the primary function of the Cooperative Extension Service is the dispensing of information, done through the mail. Rep. McKinney went on to explain the process whereby the Sea Grant was started, noting that it began in 1984, and that allot of good has come out of this service. A motion was then made by Rep. McCain/Sytek that the Executive Committee accept the recommendations of the subcommittee, and

recommend the amount of \$289,124. for the Rockingham County Cooperative Extension Service. This motion was voted in the affirmative, with Rep. Chase voting in the negative.

Classified Salaries: Rep. McCain reported that the subcommittee on Classified Salaries met and discussed thoroughly, increases for classified employees for budget year 1991. He noted that it was the feeling of the subcommittee that, due to the economy, a raise at this time for county employees was not in order. After more deliberation, and after meeting with management, it was recommended that the Classified Salary Sub-Committee include 10¢ per hour as a stipend, as well as the suspension of the merit system for a one year period. Discussion followed this recommendation, with Rep. Pantelakos moving that the Executive Committee consider recommending 50¢ per hour for classified employees, as per the recommendations of the Commissioners. She specifically spoke to positions at the Rockingham County Nursing Home and Jail/House of Correction that are very difficult and tedious. She stressed that anyone who has worked for the county is a very unique person, stressing further that she felt that a 10¢ per hour raise was a "slap in the face." It was noted that there was no second to the motion made by Rep. Pantelakos. More discussion followed with Rep. Welch commenting that the classified salary subcommittee was very sensitive to those individuals on the bottom of the scale. Rep. Chase pointed out that those individuals who are working should be lucky they have a job during these hard economic times. Rep. McCain noted that the subcommittee took into consideration that it was time to "tighten the belt", noting that 10¢ per hour isn't great, but it's something. Rep. McCain went on to explain that, during subcommittee deliberations, there was no mention that county employees are lucky to have a job. He stressed that the county is lucky to have dedicated employees. He did note that the subcommittee took into consideration the benefits provided to employees of Rockingham County. Rep. Palazzo asked if a compromise could be considered by the Executive Committee, noting that the Commissioners recommended 50¢ per hour increase, and the Classified Salary Sub-Committee recommended 10¢ per hour. Rep.

Palazzo then moved, duly seconded by Rep. Pantelakos that the Executive Committee recommended to the full Delegation 25¢ per hour for classified employees for 1991. On a roll call vote, the vote was recorded in the affirmative with the following vote recorded: YEAS: Conroy, Flanagan, Katsakiores, Lovejoy, Malcolm, Palazzo, Pantelakos, Skinner, Syracuse. NAYS: Chase, Connell, McCain, McKinney, Packard, Rosencrantz, Sytek, Welch.

A motion was then offered by Rep. McCain, duly seconded by Rep. Sytek that 25¢ per hour be recommended by the Executive Committee and further, that the pay raise be done on merit, to be proportionally allocated, contingent upon the department head recommendations/allocations. Rep. McCain spoke to his motion, noting that his motion would enable merit to be recognized. Rep. Welch moved the question. This motion was seconded by Rep. Syracuse. A call to limit debate was voted in the affirmative. A roll call vote on the McCain/Sytek motion was voted in the negative, with the following vote recorded: YEAS: McCain, Sytek. NAYS: Chase, Connell, Conroy, Flanagan, Katsakiores, Lovejoy, Malcolm, McKinney, Packard, Palazzo, Pantelakos, Rosencrantz, Skinner, Syracuse, Welch.

At this point in the meeting, there was a recess for lunch at 11:54 A.M. The Chairman indicated that the meeting would reconvene at 12:45 P.M. - SHARP.

At 12:45 P.M., the Executive Committee reconvened, with the review of non-county specials. It was noted for the record that a resolution was sent out two years ago, informing all non-county special agencies that they may be phased out of funding. It was stressed that the Special Budget Request Sub-Committee made their recommendations based on need and service to the county. A review of the subcommittee recommendations was done, with the notation that the subcommittee recommended funding: Area Homemaker Home Health Aide Service - \$44,000; Derry Visiting Nurses Association - \$43,000.; Retired Senior Volunteer Program - \$10,000.; Rockingham County Nutrition Program - \$34,000.; Rockingham County Child Care Association - \$25,000. Discussion followed, whereby it was noted that it was the sense of the

Executive Committee that they wished to take each line item of the non-county specials separately for voting purposes. Rockingham County Conservation District: It was noted that they had requested \$43,625., and that the subcommittee recommended not funding this agency. Rep. Sytek explained that this is a grant agency, further noting that it was the policy of the subcommittee to fund those agencies who represent a direct savings to the county. She further explained that if the Executive Committee votes to cut this budget, 1 1/4 persons will have to be cut. She added that conservation districts receive federal, state and county funding. Rep. McCain noted that he was in receipt of a letter from the Commissioner of Agriculture, urging him to support this agency, and the need for such. A motion was then made by Rep. Connell/Lovejoy that the Executive Committee recommend -\$0- funding for the Rockingham County Conservation District. Discussion followed with Rep. Malcolm/Katsakiores amending the motion to recommend \$25,000. for the Rockingham County Conservation District. Rep. Katsakiores urged the Executive Committee to consider funding for these agencies until such time as a "vehicle" can be found to move non-county specials to another area. On a hand vote, the amendment made by Reps. Malcolm/Katsakiores was defeated. A call for a vote on the motion not to fund was passed on a hand vote. A Safe Place: It was noted that the subcommittee recommended \$-0- funding. Rep. McCain/Skinner moved that the Executive Committee recommend \$15,000. for A Safe Place. Rep. McCain spoke to his motion, noting that this agency provides services to individuals, noting further that doctors can provide services on a pro-bona basis for other agencies, but not this one. Discussion followed with Rep. Chase moving to amend the motion, to recommend the sum of \$15,000, but that after the end of this year, there will be no more funds available to this agency. This amended motion was seconded by Rep. Sytek. A call for the vote on the amendment was recorded in the negative. A call for the vote on the original motion to fund \$15,000. was voted in the affirmative. Area Homemaker Home Health Aide Service: Rep. Chase/McCain moved to recommend the sum of \$44,000. Discussion followed with Rep. Sytek moving to amend the figure to \$33,000. This amendment was seconded by Rep.

Katsakiores. Rep. Sytek spoke to her amendment, noting that by voting \$33,000., this agency will be on the same calendar year as the county, rather than encumbering monies for them at the end of the year. A call on the vote on the amendment was voted in the affirmative. Derry Visiting Nurses Association: Rep. Chase/Sytek moved to recommend the sum of \$21,500. for Derry Visiting Nurses Association, newly named Rockingham Counseling Center, to enable this agency to be on the same calendar year at the county. This motion was voted in the affirmative. Rockingham County Family Planning: Rep. Welch/Palazzo moved to recommend \$-0- funding. A call for a vote on this motion was recorded in the affirmative. Interstate Fire Emergency Unit: Rep. Chase/Palazzo moved to recommend \$-0- funding. This motion was voted in the affirmative. Great Bay School and Training Center: Rep. McCain/Sytek moved to recommend \$-0- funding. A call for the vote on the motion was recorded as an affirmative vote. Retired Senior Volunteer Program: Rep. Chase/Skinner moved to recommend \$10,000. Rep. McCain/Chase moved to amend this figure to \$14,000. A call for a vote on the amendment was recorded in the affirmative. Rockingham County Child Care Association: It was noted that the subcommittee recommendation was \$25,000. Rep. Chase/Syracusa moved amend the subcommittee recommendations to \$35,000 for the Rockingham County Child Care Association. Rep. Chase spoke to his amended motion, noting that the majority of individuals who utilize this agency are single parents - people who are really in need of these services. Rep. Sytek spoke against the amended motion.

Rep. Welch spoke in favor of the amended motion. A call for a vote on the amended motion was recorded in the negative. A call for a vote on the original motion of \$25,000., as recommended by the subcommittee, was voted in the affirmative. Rockingham County Counseling Center: Rep. Sytek/Welch moved that the Executive Committee recommend \$-0- funding. A call for the vote on the motion was voted in the affirmative, with Rep. Chase voting in the negative. Lamprey Health Care Center: Rep. Welch/Chase moved to recommend the sum of \$9,000. Rep. Chase noted that he seconded the motion, for purposes of discussion, noting that this agency provides

a very valuable resource booklet. Rep. Welch noted his agreement. Reps. McCain and Malcolm spoke against the motion. A call for a vote on the motion to recommend \$9,000. failed. Rep. McCain/Chase then moved to recommend \$-0- funding for Lamprey Health Care Center. This motion was voted in the affirmative. Rockingham County Nutrition Program: Rep. Chase/McCain moved to recommend the sum of \$34,000. This motion was so voted in the affirmative. Women's Resource Center: Rep. Chase/Welch moved to recommend \$-0- funding for this agency. Rep. Syracuse spoke against the motion, pointing out the testimony received at the Public Hearing regarding this agency, and the services that it provides. Rep. Katsakiores again urged the Executive Committee to look at providing a "fundamental vehicle" for agencies requesting funding from Rockingham County for non-county specials. It was pointed out that this agencies request equals 4.4% of their total budget. Rep. Sytek pointed out that the Women's Resource Center is a rape crisis center. A call for a vote on \$-0- funding was recorded in the affirmative. It was noted that as per the vote of the Executive Committee, the total for non-county specials was \$142,500. Rep. Chase/McCain moved that the Executive Committee recommend a total of \$142,500. for the total of non-county specials. This motion was voted in the affirmative.

**Department of Corrections:** Rep. Jeffrey Brown, Chairman of the Rockingham County Department of Corrections Subcommittee reported regarding his subcommittee recommendations. Several questions were raised with regards to increases within certain line items of this departments budget. Rep. McCain questioned the increase in the dental line item. Mrs. Donovan explained that this is due to the increase in the number of inmates seen by the dentist and a hygienist, who see inmates one day per week. Mrs. Donovan noted that the line item for counseling fees has increased, due to the fact that counselors cannot do certain aspects of mandated court orders, which have to be done by a medical doctor. Discussion followed with regards to the cost of inmates at other facilities. Mrs. Donovan pointed out that the new work release center will be open soon, further noting that the space they currently occupy will be freed up.

Mrs. Donovan explained that the cost of inmates in other facilities is for females housed in other correctional facilities. She stressed that when the new construction is completed in 1991, the 1992 budget will reflect substantial savings. Rep. Welch pointed out the chart of inmate population and the reason for moving inmates around. He stressed that this system gives the Department of Corrections some extra flexibility. He also pointed out that the security at the work release center has been increased, which will continue to be able to be used in this fashion. Rep. Malcolm questioned travel expenses within this department. He then moved that the travel line item within this budget be eliminated. There was no second to his motion, therefore it died due to the lack of a second. Rep. McCain, for the record, complemented the Superintendent of Corrections for doing a fine job. Rep. Brown explained that the travel line item and conference attendance is required by correctional officers. Rep. Chase/Welch moved to recommend \$3,984,080. for the Department of Corrections. This motion was voted unanimously in the affirmative.

**County Attorney/Medical Examiner:** This budget was reviewed in great detail, specifically the salaries line item in the amount of \$553,789. A question was raised regarding the increase in personnel within this department. Mr. Carleton Eldredge, Rockingham County Attorney, explained that this increase was due to an increase in clerical personnel within his office. Discussion then ensued with regards to the motion made at a previous Executive Committee meeting regarding viewings. A motion was then made by Rep. Chase/Lovejoy that the Executive Committee move to recommend cutting \$10,000. from the Medical Examiner portion of this budget, bringing the total to \$58,700. Discussion ensued with Mr. Eldredge reviewing the process of viewing and the screening of bills submitted for such. A call for a vote on the motion made by Chase/Lovejoy was recorded in the affirmative. More discussion followed regarding the County Attorney's budget. A question was raised regarding the checking account policies and procedures used by the County Attorneys Office. A motion was then made by Rep. Syracuse/McCain that the Executive Committee

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moved to recommend the sum of \$1,284,384 for Board and Care of Children. This motion was voted in the affirmative. Rep. Chase/McCain then moved to recommend the sum of \$6,413,800. for Old Age Assistance. This motion was voted in the affirmative. Rep. Skinner/Welch then moved to recommend the sum of \$147,675. for Grant Programs. Discussion followed the motion with Commissioner Barrows noting that she has been working closely with the grant programs, stressing that it enables Rockingham County to have control over the programs. She added that Rockingham County has the lowest number of juveniles in the court system. A call for a vote on the motion was recorded as unanimous in the affirmative.

**Rockingham County Maintenance Department:** Rep. Malcolm moved the subcommittee recommendation of \$1,900,472. for the Rockingham County Maintenance Department budget. Rep. McCain questioned the change in personnel from the Maintenance Department to the Rockingham County Nursing Home. Mr. Woodside explained in detail, the number of staffing within his department, and the job functions they perform. He added that two new positions were required by state law for the expansion of the waste water treatment facility and jail expansion. He noted that, as a result of personnel transfers from his department to the Home, vacant positions within his department were filled. He stressed the need to have the appropriate personnel to do the necessary work required. Rep. Chase questioned this departments budget, and then moved to amend, to cut \$100,000 from this budget from \$1,900,472 to \$1,800,472. This motion was seconded by Rep. Palazzo. Discussion ensued. A call for a vote on the amendment was recorded in the affirmative.

**Rockingham County Farm:** Rep. Rosencrantz spoke to this budget, noting the amount of progress that the Rockingham County Farm has seen, since its new Farm Manager came on board. He added that the Farm has been growing vegetables for the utilization of the Dietary Department of the Rockingham County Nursing Home. Rep. Rosencrantz went on to explain the increase in the pig production on the Farm. Rep. Rosencrantz/Conroy then moved to recommend the sum of \$210,531. for the Rockingham County

Farm. Discussion followed with Rep. Katsakiores questioning why the revenues were down. Rep. Rosencrantz deferred to Mr. Kidder who explained that when he came on board, there were only 28 sows in the pig herd, noting that he has been working hard to build up the pig herd. A call for a vote on the motion was recorded in the affirmative.

**Treasurer and Deputy:** Rep. McCain/Chase moved to recommend the sum of \$49,198. for the Treasurer and Deputy. This motion was so voted in the affirmative.

**Delegation Expenses:** Rep. McCain spoke to this budget, noting that mileage has increased 3¢ per mile, but noted that any increase had to be done by the vote of the Executive Committee. He noted that the currently mileage payment is 22.5¢ per mile. He then moved, duly seconded by Rep. Chase to recommend cutting this line item (travel reimbursement) from \$5,355.00 to \$4,725.00 for mileage for the Delegation budget for 1991. This motion was so voted in the affirmative. Rep. McCain/Chase then moved to recommend the sum of \$22,074. for the total of the Delegation budget. This motion was so voted in the affirmative. A motion was then made by Rep. McCain/Malcolm that the Executive Committee recommend to the full Delegation, NOT raising the per diem payment. This motion was so voted unanimously in the affirmative.

**Revenues:** Rep. McCain/Chase then moved to recommend the sum of \$14,846,666.00 for the estimated revenue figure. This motion was so voted unanimously in the affirmative. Rep. McCain/Chase then moved to recommend \$1,811,269. to be applied to the budget surplus to reduce taxes. This motion was so voted unanimously in the affirmative. Rep. McCain/Chase moved to recommend that the recommendation of the Executive Committee and the approval of the amount to be raised by taxes for 1991 be acted upon one hour before the full Delegation meeting on February 9, 1991. This motion was so voted in the affirmative.

Discussion ensued with regards to the bond issue done for the construction in the Dietary Department of the Rockingham County Nursing Home. Rep. McKinney spoke to the process which was involved. A question was raised as

to how much money was left over in this bond issue. It was noted that approximately \$30,000. remained. Mr. Sturtevant noted that there are specific notations as to how left over monies from bond issues are to be used. It was noted that next Friday at 10:00 A.M., there will be a tour of the Jail/House of Correction. Rep. Welch noted that "F" block is nearing completion. He reminded anyone who will be attending the tour to wear the appropriate shoes.

Discussion followed with regards to suggestions of subcommittees being appointed to review the internal cash flow within the county. It was noted that Rep. George Katsakiores will be appointed Chairman of this subcommittee, with membership to be named at a later date. It was also noted that a subcommittee to study the feasibility of a county manager, will also be appointed by the Chairman of the Delegation soon.

It was noted for the record that the total appropriation, as per the recommendations and votes of the Executive Committee this date was \$33,895,945. It was noted that the amount to be raised by taxes will be finalized at a later date. Rep. Chase/McCain moved to recommend the amount of \$33,895,945. for the total Rockingham County appropriation. This motion was so voted in the affirmative.

There being no further business to come before the Executive Committee meeting, Rep. Chase/McCain moved to adjourn the meeting. This motion was so voted in the affirmative at 2:50 P.M.

Respectfully submitted,

Rep. Patricia M. Skinner, Clerk  
Rockingham County Executive Committee

**EXECUTIVE COMMITTEE MEETING**  
**Commissioners Conference Room**  
**Rockingham County Nursing Home**  
**Brentwood, New Hampshire**  
**February 9, 1991**

**PRESENT: Honorable Executive Committee Members:** Chase, Connell, Conroy, Flanagan, Katsakiores, Lovejoy, McCain, McKinney, Malcolm, Packard, Pantelakos, Palazzo, Rosencrantz, Skinner, Syracuse, Sytek, Welch.

**OTHERS: Honorable Representatives:** Boucher, Brown, B. Gage, Hoelzel, Parr, Rubin, Senter.

**OTHERS:** Commissioner Maureen Barrows, Chairman, Board of Rockingham County Commissioners; Commissioner Jane Walker, Vice Chairman, Board of Rockingham County Commissioners; Commissioner Ernest P. Barka, Clerk, Board of Rockingham County Commissioners; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mr. Ernest G. Woodside, Director, Rockingham County Maintenance Department; Mr. Robert J. Kidder, Rockingham County Farm Manager; Mrs. Judith Gates, Administrative Assistant to the Maintenance Director; Ms. Claudia Boozer, Coordinator, Rockingham County Cooperative Extension Service; Mrs. Elizabeth Luce, Register of Deeds; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Mrs. Rebecca Tarleton, Administrative Assistant to the High Sheriff; Mrs. Irene L. Dodge, Deputy Treasurer; Mr. Roy E. Morrisette, Personnel Officer for Rockingham County; Mrs. Patricia M. Donovan, Superintendent, Rockingham County Department of Corrections; Mr. Carleton Eldredge, Esq., Rockingham County Attorney; Mrs. Carrolle A. Popovich, Administrative Assistant to the Board of Rockingham County Commissioners; Ms. Tammy Annis of Foster's Daily Democrat; a reporter from The Portsmouth Herald; Mr. Patrik Johnson of The Exeter News-Letter.

The meeting began at 9:00 A.M. with Chairman McKinney noting that the purpose of the meeting was to finalize any unfinished business of the Executive Committee, prior to the full Delegation meeting scheduled for 10:00 A.M.

in the Hilton Auditorium.

The first order of business was the re-review of the Area Homemaker Home Health Aide agency. Chairman McKinney explained that the Executive Committee did make their recommendations regarding this agency. On February 1, 1991, they voted to recommend \$33,000 for this agency. She explained further that the Executive Committee needed to re-review their vote, due to the fact that, after a most thorough review of this agencies budget, it was learned that because they bill in the rears, the motion in the last Executive Committee meeting did not cover their arrearage. Rep. Malcolm moved, seconded by Rep. McCain that as per the discussion, the Executive Committee recommend an additional \$11,000. to their recommendation of February 1, 1991 (\$33,000), making a total recommended figure of \$44,000. for this agency. This motion was so voted unanimously in the affirmative.

Derry Visiting Nurses Association (Rockingham Visiting Nurses Association): Discussion ensued with regards to this agencies budget. An explanation of the breakdown of their appropriation was done. It was noted that the Executive Committee voted on February 1, 1991 to recommend \$21,500. for this agency.

Rep. McCain/Chase then moved that the Executive Committee vote to recommend the total sum of \$327,674. for the Grant Programs. This motion was voted unanimously in the affirmative.

At this point in the meeting, a complete review of the proposed cuts to the Maintenance Department was done. Each Executive Committee member was distributed a list of areas that would be cut, as per the vote of the Executive Committee on February 1, 1991. It was noted that this listing was being distributed to each Executive Committee member to make them aware of where the cuts will come from.

Discussion ensued with regards to the non-county special agencies requesting monies from Rockingham County in budget year 1991. A motion was then made by Rep. Pantelakos, seconded by Rep. Flanagan that the Executive

Committee recommend to the full Delegation that all human service agencies be put back into the 1991 Rockingham County budget. Discussion followed this motion. It was the suggestion of Rep. McCain that the Executive Committee consider each agency on an individual basis, and that a vote for each agency be done by line item. Rep. Flanagan spoke to the resolution which was done last year with regards to phasing out non-county specials from the budget. She felt that the resolution proposed in 1990, should not affect the 1991 budget process. Rep. Sytek reminded Executive Committee members that non-county special agencies have had plenty of warning about their possible phase out from county funding.

Interstate Fire Emergency Unit - Rep. McCain and Rep. Sytek explained that this agency does not cover any of Commissioner District #3 towns. Rep. Welch reminded everyone of the volunteer effort for forward from those people involved in the Interstate Fire Emergency Unit. Rep. Sytek noted that this agency was requesting hydrants and the reshaping of pits, and did not feel that this request was a priority. Rep. Pantelakos moved, duly seconded by Rep. Flanagan that the Executive Committee vote to recommend \$4,500. for the Interstate Fire Emergency. On a voice vote, the motion was defeated and recorded as such.

Rep. McCain noted that he would not vote for or against non-county specials at this meeting, stressing that the votes may be close in the Delegation Meeting, whereby he would vote at that time.

Rockingham County Conservation District - Rep. Katsakiores asked for a clarification of what this agency does. Rep. Sytek explained the services provided by this agency. A motion was then made by Rep. Katsakiores, duly seconded by Rep. Conroy that the Executive Committee vote to recommend the sum of \$30,000. for the Rockingham County Conservation District. A call for a vote on this motion was recorded by a hand vote in the affirmative, with 9 yeas and 7 nays. The motion carried.

Rockingham Family Planning - Rep. Flanagan moved, duly seconded by Rep. Conroy that the Executive Committee

recommend to the full Delegation, the sum of \$15,000. for the Rockingham Family Planning agency. Rep. Welch spoke against the motion. A call for the vote on the motion was recorded in the negative. The motion was defeated.

Rockingham Counseling Center - Rep. Pantelakos moved, duly seconded by Rep. Flanagan that the Executive Committee recommend the sum of \$15,000. for this agency. A call for the vote on the motion was recorded in the negative. The motion was defeated.

Lamprey Health Care - Rep. Flanagan moved, duly seconded by Rep. Pantelakos that the Executive Committee recommend the sum of \$9,906. for the Lamprey Health Care Center. It was noted that this agency provides a booklet service. A call for the vote on the motion was recorded in the negative. The motion was defeated.

Women's Resource Center - Rep. Chase moved, seconded by Rep. Conroy that the Executive Committee recommend to the full Delegation, the sum of \$7,000. for the Women's Resource Center. Reps. Flanagan, Syracuse and Malcolm spoke to the motion. Rep. Sytek noted that she would not support the sum of \$7,000., but would support the sum of \$5,000. for this agency. Rep. Sytek then moved to amend the motion, from \$7,000. to \$5,000. This amendment was seconded by Rep. Malcolm. A call for the vote on the amendment was recorded in the affirmative. The amendment passed.

Rockingham County Child Care Association - Discussion ensued with regards to this agency. Rep. Chase spoke favorably about this agency, and the need for this agency to provide services. Rep. Welch spoke to the fact that he fully agreed with the services this agency provides, but reminded the Executive Committee that a vote in 1990 suggested phasing out funding for non-county special agencies. A motion was then made by Rep. Flanagan, seconded by Rep. Pantelakos that the Executive Committee recommend the amount of \$50,000. for the Rockingham County Child Care Association. Rep. Sytek spoke against the motion. A call for the vote on the motion was recorded in the negative. The motion was defeated. Rep. Chase then moved, seconded by Rep. Welch that the

Executive Committee recommend the sum of \$35,000. for the Rockingham County Child Care Association. Rep. Chase spoke to his motion, noting that it appeared to him that the Executive Committee seemed to be "split" as to who they want to fund, and who they do not want to fund. It was stated by Rep. Malcolm that churches, of all denominations, should assist in doing what the Child Care Association provides. Rep. Syracuse spoke in support of the \$35,000. A call for a vote on the motion, (per a hand vote), was recorded in the negative. The motion failed with 7 yeas and 11 nays.

Rep. Conroy then moved, duly seconded by Rep. Chase that the Executive Committee recommend to the full Delegation, the total sum of \$188,500. for non-county specials. This motion was voted in the affirmative.

Discussion then ensued with regards to the Rockingham County Sheriff's Department portion of the budget, specifically, the Radio portion of the budget. Rep. Chase pointed out that he recently had a lengthy meeting with the Sheriff with regards to this budget. He noted that the Sheriff has agreed, per the request of the Executive Committee, that thorough record keeping will be done at the radio maintenance (parts and inventory) and asked the Executive Committee for consideration regarding keeping the radio maintenance budget in tact. He added that the Sheriff did state to him that if they do not produce the requested inventory or parts as well as keep track of record keeping, he agreed that this budget could be zero funded in 1992. Rep. McCain pointed out that the Delegation votes an amount of money for departments, but they cannot tell the department head/elected official how to run his operation. Rep. McKinney queried Rep. Chase as to what made him think that after four (4) years of asking for records inventory in the radio maintenance, the Sheriff will now comply and produce the requested records. Rep. Chase spoke to the motion made in 1987, stating that the motion did not specifically speak to specifics, such as keeping track of parts, etc. Rep. McCain strongly voiced a statement, noting that everyone was well aware of the intent of the motion as stated in 1987, stressing that representatives are well aware the intent of motions made at the county level as well as

House Bills made in Concord. He went on to state that he, as Chairman of the Sheriff's Department Sub-Committee for several years, made specific verbal requests about the need for record keeping and what was required and needed from the radio maintenance. Rep. Welch stressed that it was his feeling that either the Executive Committee should vote to get rid of the radio maintenance, or should vote to separate it, and make it accountable, as it should have always been. Rep. Chase stated that, based on the information provided to him with his meeting with the High Sheriff, he moved that the Executive Committee recommend an additional \$25,000. to be added to the Radio Maintenance budget, making the total budget for this portion of the budget \$86,006. This motion was seconded by Rep. Conroy. Rep. McCain stated that the amount voted at the Executive Committee on the 1st of February for this departments budget was sufficient, stressing further that he did not feel that an additional amount of money was needed. A call for a vote on the motion to increase the radio maintenance was recorded in the negative. The motion was defeated. Discussion then ensued with regards to the overtime portion in the Sheriff's Department budget. Rep. Pantelakos/Sytek moved that the deputy sheriff overtime be recommended at \$20,000. Discussion followed the motion with Sheriff Vetter speaking to the need of having overtime within his budget. A call for a vote on the motion was recorded in the affirmative with Reps. McCain, Welch and Malcolm being recorded as voting in the negative.

There being no further business to come before the Executive Committee Meeting, Rep. Chase moved, duly seconded by Rep. McCain to adjourn the meeting. This motion was so voted unanimously in the affirmative at 9:55 A.M.

Respectfully submitted,

Representative Patricia M. Skinner  
Clerk, Rockingham County Executive Committee

**ROCKINGHAM COUNTY DELEGATION**  
**Hilton Auditorium**  
**Rockingham County Nursing Home**  
**Brentwood, New Hampshire**  
**February 9, 1991**

**PRESENT:** Honorable Delegation Members: Barnes, Bell, Benton, Boucher, J. Brown, Bucu, E. Campbell, M. Campbell, Caswell, Chase, Christie, Chulack, Clark, Coffey, Connell, Conroy, Cooke, Cote', DiPietro, Dowd, Dowling, Drake, Dube, Falwell, Felch, Flanagan, D. Flanders, J. Flanders, Ford, B. Gage, Greene, Griebisch, Haynes, Hoar, Hoelzel, Hurst, Hutchinson, Hynes, Johnson, Kane, Katsakiores, Keith, Klemarczyk, Klemm, Lovejoy, MacDonald, MacKinnon, McCain, McCarthy, McGovern, McKinney, Magoon, Malcolm, Melnick, Packard, Palazzo, Pantelakos, Parr, Raynowska, Rosencrantz, Roulston, Rubin, Schanda, Schmidtchen, Senter, Seward, Skinner, Smith, Splaine, Syracuse, Sytek, Terninko, Thayer, Tufts, Vaughn, Welch, Weyler, Woods.

**OTHERS:** Commissioner Maureen Barrows, Chairman, Board of Rockingham County Commissioners; Commissioner Jane Walker, Vice Chairman, Board of Rockingham County Commissioners; Commissioner Ernest P. Barka, Clerk, Board of Rockingham County Commissioners; Mr. Clarke R. Chandler, Treasurer of Rockingham County; Mr. Roy E. Morrisette, Personnel Manager for Rockingham County; Mrs. Irene L. Dodge, Deputy Treasurer for Rockingham County; Mrs. Carrolle A. Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Delegation; Mr. Ernest G. Woodside, Director, Rockingham County Maintenance Department; Mr. Robert J. Kidder, Rockingham County Farm Manager; Ms. Claudia Boozer, Coordinator, Rockingham County Cooperative Extension Service; Mr. Carleton Eldredge, Esq., Rockingham County Attorney; Mrs. Elizabeth Luce, Register of Deeds for Rockingham County; Mr. Robert Farrar, Deputy Sheriff for Rockingham County; Mr. Milton Grant, Executive Director, Retired Senior Volunteer Program; Mrs. Deborah Peru-Hermans, Executive Director, Rockingham County Nutrition Program; Mr. Thomas Hermans of the Rockingham County Radio Shop; Mr. James Nye, Deputy Sheriff for Rockingham County; Mr. Philip

English, Chief, Nottingham Police Department; Mr. David Lincoln of the Rockingham County Sheriff's Department; Mr. Robert Hersey, Deputy Sheriff for Rockingham County; Mrs. Judith Gates, Administrative Assistant to the Maintenance Director; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mrs. Nancy Lang, Assistant Administrator, Rockingham County Nursing Home; Mrs. Patricia M. Donovan, Superintendent, Rockingham County Department of Corrections; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Mrs. Rebecca Tarleton, Administrative Assistant to the High Sheriff; Mr. Bruce Montville of Kingston, New Hampshire; Mr. Patrik Johnson of The Exeter News-Letter; Ms. Tammy Annis of Foster's Daily Democrat; Mr. John Hart of The Manchester Union Leader; a reporter from The Portsmouth Herald and a reporter from Radio Station WERZ/WMYF.

The meeting began at 10:00 A.M., with the roll call being conducted by the Clerk of the Delegation, Rep. Patricia M. Skinner. The above representatives answered the call of the roll. The Chairman, Rep. William F. McCain, declared that there was a quorum present. He then asked Rep. Benton to lead the group in the Pledge of Allegiance to the Flag. Rep. Welch was then called upon to lead the group in prayer, prior to the beginning of the meeting.

Chairman McCain noted that the purpose of the meeting was to vote on the 1991 Rockingham County budget, and take up any other business to come before the meeting.

The first topic of discussion taken up was classified salaries. Rep. McKinney spoke to the Classified Salary Sub-Committee recommendation of .10¢ per hour for classified employees and the disbandment of the merit system for a one year period. She noted that in the Executive Committee deliberations, a vote to recommend .25¢ per hour for classified employees with the disbandment of the merit system was voted. She noted that this vote was close, with nine (9) voting for the .25¢ raise and eight (8) voting against it. After more discussion, Rep. McKinney moved, duly seconded by Rep. Conroy that the Rockingham County Delegation vote .25¢ per hour increase for classified employees of Rockingham County, effective the first payroll in March, and as per

the recommendations of the Classified Salary Sub-Committee, the merit system be disbanded for a one year period. Rep. Hoelzel, Chairman of the Classified Salary Sub-Committee spoke to the value of what was recommended for classified employees. She stressed that the Delegation does appreciate the employee services, and asked that the negative comments being made with regard to what was recommended by her subcommittee, stop. Rep. Weyler questioned the most recent House Bill (51) and the affects this Bill will have. Chairman McCain reminded Rep. Weyler that those adjustments have been included in the budget. Rep. Benton queried if a compromise was considered from the .10¢ per hour as recommended by the Classified Salary Sub-Committee, and the .25¢ per hour which was voted by the Executive Committee. Chairman McCain pointed out that the .25¢ per hour, which was voted by the Executive Committee, was a compromise from the Commissioners recommendation of .50¢ per hour.

More discussion followed with Rep. DiPietro questioning the services provided to county employees. She questioned if a child day care center facility was provided to county employees. Mr. Sturtevant explained that Rockingham County does have a child day care facility that is utilized by county employees. He explained that there is a fee for this facility, which is based on a sliding scale of income. Finally, a call for the vote on the motion to give classified employees a .25¢ per hour increase, with the disbandment of the merit system for a one year period, as per the recommendations of the Classified Salary Sub-Committee was voted in the affirmative with 40 YEAS and 23 NAYS being recorded. The motion passed.

**Rockingham County Nursing Home** - Rep. McKinney moved, seconded by Rep. Chase to appropriate \$13,459,483.00 for the Rockingham County Nursing Home budget for 1991. There were no questions or comments from the floor. A call for the vote on the motion was voted unanimously in the affirmative.

**Public Assistance** - Rep. McKinney moved, seconded by Rep. Senter to appropriate \$7,696,145 for the total budget of public assistance, which included Old Age Assistance and

Board and Care of Children. This motion was voted unanimously in the affirmative.

Grant Programs - Rep. McKinney moved, seconded by Rep. Chase to appropriate \$327,674.00 for Grant Programs. A call for the vote on the motion was recorded as unanimous in the affirmative.

General Government - Rep. Conroy moved, duly seconded by Rep. Klemarczyk to appropriate a total amount of \$1,775,825.00 for General Government: Payment on Bonds - \$300,000.; Principal Payment-Jail/Lagoon - \$-0-; Interest on Jail/Lagoon - \$527,381.; Interest on Temporary Loan - \$650,000.; Interest Bonds/Notes - \$72,000.; Insurance - \$151,000.; Accrued Liability Retirement - \$18,000.; Audit Fees - \$14,520.; Legal Fees - \$7,500.; New Hampshire Association of Counties/Dues - \$8,924.; Software Development/Maintenance - \$3,500.; Property Taxes - \$23,000.; Seabrook Non-Payment Taxes - \$-0-. A call for the vote on the motion was recorded as unanimous in the affirmative.

Sheriff's Department - Law Enforcement - Rep. McKinney moved, seconded by Rep. Chase to appropriate \$1,199,366. for the Law Enforcement portion of the Sheriff's Department budget. A question was raised with regards to the overtime portion within this budget. Rep. B. Gage, Chairman of the Sheriff's Department Sub-Committee responded to this question, and the actions taken at the Executive Committee Meeting concerning this issue. A call for the vote on the motion was recorded as an affirmative vote. County Dispatch Center - Rep. McKinney moved, seconded by Rep. Chase to appropriate \$451,957. for the County Dispatch Center portion of the Rockingham County Sheriff's Department budget. A question was raised regarding this portion of the budget. Since an answer was needed before a vote could be taken, Rep. Vaughn moved, seconded by Rep. Hoelzel that the Delegation table this vote, to allow time for an answer to the question. The motion to table was voted unanimously in the affirmative. Radio Shop - Rep. McKinney moved, seconded by Rep. Skinner to appropriate the sum of \$61,006. for the Radio Shop portion of the Sheriff's Department budget. Discussion followed this

motion with Rep. Chase speaking about the previous discussion that ensued at the Executive Committee meeting regarding the radio shop. Rep. Chase indicated that he had a lengthy meeting with the High Sheriff where discussion ensued regarding the Sheriff's need to have one part time person in the radio shop to take care of county cruisers and town needs. Rep. Chase indicated that the City of Portsmouth will have to pay \$7,000 for these services if they are not provided by the county. Rep. Chase went on to explain that the Sheriff promised that if complete record keeping is not done in this department, he will agree that this department should be zero funded next year. Rep. Chase then moved to amend the original motion to increase this budget \$20,000 to \$81,006. for 1991. This amendment was seconded by Rep. Conroy. Rep. B. Gage spoke to the deliberations of her subcommittee, stressing that they did not want the radio shop closed. She noted that it was the feeling of her subcommittee that their recommendations would make full time repairs to county cruisers and limited repairs to towns/cities available. She stressed that it was the opinion of the subcommittee that it was not cost effective to go to a private contract over a three year period for repairs. She added that it was her understanding that the price quoted did not include several items. Rep. Raynowska stressed that the towns that want to utilize this service should be able to, adding that if towns do not choose to utilize this service, that it their decision. He stressed that this is county government.

More discussion followed with Rep. Vaughn pointing out that the Delegation should give the Sheriff one more year to provide records and be accountable for this department, and if it isn't, the Delegation could then vote to do away with this service. Rep. Welch noted that he has reviewed the radio shop, noting the discrepancies in figures that were given out by this department. He stressed that he felt that the issue at hand was a "political football", stressing that this shop should stand alone to provide the services to the county and towns. He added that the Sheriff should run his own department. Commissioner Walker noted that the quote which was received, does include everything except

service to the towns. She added that when this price quote was received, both she and Rep. William McCain, Chairman of the Rockingham County Delegation, were on the telephone, and received this quote from the vendor who verified the price given. Rep. Roulston reminded everyone that they were here today for the common good, stressing that good communication was important. He pointed out that there appeared to be a communication breakdown. He added that the radio shop also maintains old radios and places them in deputy sheriff private vehicles to give the communities more "eyes and ears." Rep. David Flanders spoke to his support of the amendment, stressing the importance of radio emergency management. He stressed that the county needs to provide repairs efficiently and on a timely basis. Rep. Barnes also spoke to his support of the amendment. Rep. Welch spoke to the fact that he felt that the radio shop is a maintenance item, and that it should not be under the jurisdiction of the Sheriff, who is responsible for law enforcement. He stressed that this department should be under maintenance. Rep. Barnes spoke to his opposition to this suggestion, stressing that he felt the Sheriff should be in charge of this department, because he will be accountable. Rep. Welch reminded everyone that accountability for this department has not been done for many years, although it has been requested, stressing further that the county needs to have someone who will be accountable for this department.

Rep. Rubin stressed that the county needed to get the best for their money invested. He added that he was unsure of what was being spent because of poor accounting. He added that after asking for record keeping over the last four years, the county, at this time, is not satisfied with what has been provided. Rep. Rubin noted that funds should be appropriated so that someone else can handle it. Rep. Syracuse reminded all Delegation members that they have the authority to appropriate funds, noting further that they cannot tell the Sheriff what he can do. Rep. Hoelzel spoke to her concerns about holding the line on the budget. She urged the Delegation to stay with the recommendations of the Executive Committee, stressing that they needed to keep the taxpayer in mind. Rep. Coffey rose in support of the

amendment made by Rep. Chase. A question was raised as to whether there is any reimbursements made by towns/city for repairs done by personnel in the radio shop. It was noted for the record that the answer to this question was no. Rep. Cooke spoke to her agreement with Rep. Hoelzel, stressing that the county should hold the line on the budget. She added that if the county can save money, they should put it somewhere else in the budget suggesting the non-county specials portion of the budget. Rep. Gage noted that in 1990, the Rockingham County Delegation voted to appropriate the sum of \$117,000 for the Radio Shop, adding that the suggested amendment of \$81,006. was less than what was requested last year.

Rep. Klemarczyk stressed one word "accountability", and asked to move the question. The Chairman exercised his right to speak before debate was limited. He noted that he had been the Chairman of the Sheriff's Department for several years who "bought the promise" of the Sheriff regarding the workings and operations of this department. He explained that, after speaking with the High Sheriff, the Sheriff indicated that the line item for grant equipment, in the amount of \$20,000. could be used for parts. He added that because of an inventory of parts already available in the radio shop, there was no need to purchase additional parts. Chairman McCain stressed that the problem is management and accountability. He added that the recommendations as brought forth by the Executive Committee were reasonable. He went on to state that the issue is whether this service can be provided on a contract basis, adding that quotes to do this service range in price from \$25.00 per hour to \$35.00 per hour, not \$70.00 as was stated. He urged the Delegation to vote with him, as per the recommendations of the Executive Committee. A call for the vote on the amendment made by Rep. Chase, as per a roll call vote was recorded in the negative, with the following vote being recorded: YEAS: Barnes, J. Brown, Chase, Christie, Dube, Flanagan, D. Flanders, J. Flanders, B. Gage, Hynes, Johnson, Pantelakos, Raynowska, Roulston, Terninko, Vaughn, Weyler, Woods. NAYS: Bell, Benton, E. Campbell, M. Campbell, Caswell, Clark, Coffey, Connell, Conroy, Cooke, Cote', DiPietro, Dowd, Dowling, Drake, H. Flanders, Griebisch, Haynes, Hoar, Hoelzel, Hurst,

Hutchinson, Kane, Katsakiores, Keith, Klemarczyk, Klemm, Lovejoy, MacDonald, MacKinnon, McCain, McCarthy, McGovern, McKinney, Magoon, Malcolm, Packard, Palazzo, Parr, Rosencrantz, Rubin, Schanda, Schmidtchen, Senter, Seward, Skinner, Smith, Splaine, Syracuse, Sytek, Thayer, Tufts, Welch. The amendment failed. A call for the vote on the original motion, to appropriate \$61,006. for the radio shop was recorded in the affirmative by a voice vote.

Rep. Hoar asked if the Chair would recognize him so that he could move that the radio shop be put under the Maintenance Department. The Chair ruled that it was not appropriate at this time. Discussion followed whereby Rep. Conroy moved, seconded by Rep. Flanagan to take the Dispatch portion of the budget off the table for discussion and voting purposes. This motion was so voted in the affirmative. Rep. B. Gage noted that there were discrepancies within line items of this particular budget because the Commissioners recommendations did not include part time dispatchers. Rep. McKinney then moved, duly seconded by Rep. Chase that, based upon this information, the Delegation vote to appropriate \$451,957. for the Dispatch portion of the Sheriff's Department budget. A call for the vote on the motion was recorded in the affirmative. Rep. McKinney then moved, duly seconded by Rep. Welch that the Delegation appropriate the total sum of \$1,712,329. for the Sheriff's Department budget which includes the Law Enforcement, County Dispatch Center and Radio Shop. This motion was so voted in the affirmative. Rep. Rubin then moved, seconded by Rep. Dowling that the Executive Committee study and make recommendation(s) to the Delegation to de-politicize and provide the county with good solid communication. Chairman McCain asked Rep. Rubin if he objected if he reworded the motion. Rep. Rubin voiced no objections. Rep. McCain then reworded the motion offered by Rep. Rubin, and seconded by Rep. Dowling that the Chairman of the Rockingham County Delegation appoint a special committee to study the needs and operations of county wide radio communications and services provided by the current Rockingham County Sheriff's Department. Discussion followed the motion. Rep. Hoar spoke in support of the motion, and asked the Chairman that he consider other representatives than

Sheriff's Department Sub-Committee members to serve on this special committee. Rep. Benton asked if the Chairman would consider one of the tasks of this special committee to include the feasibility of transferring this from its current jurisdiction of the Sheriff's Department to the Maintenance Department. Commissioner Walker asked if the motion would include "county-wide radio service". Chairman McCain noted that the motion, did, indeed, include this. Chairman McCain noted that this subcommittee will be appointed very soon and will be asked to report back on a timely basis. A call for a vote on the motion was recorded in the affirmative.

At this point in the meeting, a recess was done at 11:40 A.M., noting that the meeting would reconvene at 1:00 P.M. sharp.

The meeting reconvened at 1:00 P.M. with discussion relative to the Non-County Specials. Chairman McCain pointed out that the numbers given would be those of the Executive Committee recommendations. Rockingham County Conservation District - Rep. Sytek/Weyler moved to appropriate the sum of \$30,000. as per the recommendations of the Executive Committee. Motion voted in the affirmative. A Safe Place - Rep. McKinney/Skinner moved to appropriate the sum of \$15,000. Rep. M. Campbell spoke to the number of letters she received as a Delegation member, noting that she was horrified as to the contents of some of the letters. A call for a vote on the motion was recorded in the affirmative. Area Homemaker Home Health Aide - Rep. McKinney moved, duly seconded by Rep. Conroy that the Delegation appropriate \$44,000. Rep. McCain related the theory of changing the accounting process, which was found to be inaccurate and therefore was changed at the recent Executive Committee from \$33,000. to \$44,000. Rep. Welch spoke to his resentment with regards to the number of letters he received regarding non-county specials. He added that the agencies, not 80 to 90 year old people, should have been writing these letters - not the elderly. Rep. Benton spoke to the Area Homemaker Home Health Aide agency. A call for a vote on the motion was recorded as unanimous in the affirmative. Rockingham County Visiting Nurses Association (Derry Visiting Nurses) - Rep.

Lovejoy/Conroy moved to appropriate the sum of \$21,500. Rep. Hoelzel questioned what this agency does. Rep. Sytek detailed exactly what this agency does, noting that they provide these services to those individuals on the western part of Rockingham County. A call for a vote on the motion was recorded in the affirmative.

Rockingham County Family Planning - Rep. McKinney moved, duly seconded by Rep. McCain that the Delegation appropriate \$-0- funding for this agency. Discussion ensued with regards to this agency and what it provides. Rep. Terninko spoke in support of this agency. Rep. Terninko then moved to amend the motion, to restore funding for the Rockingham County Family Planning agency in the amount of \$20,000. This amendment was seconded by Rep. Hoar. Discussion followed the amendment. Rep. Sytek pointed out that all of the non-county special agencies do provide valuable services, pointing out that the Rockingham County Family Planning agencies request equates to 2% of their entire budget. She stressed that it was the opinion of the Executive Committee that this was one agency who could withstand being phased out of county funding. Rep. Joseph MacDonald questioned if the Rockingham County Family Planning agency handled prenatal services. Rep. Sytek spoke to what this agency provides and their functions. Rep. Klemarczyk spoke in support of this agency. Rep. Klemarczyk then moved to amend the amendment to appropriate \$8,500. for this agency. Rep. Hutchinson spoke in favor of the amended amendment. Rep. Welch spoke against this agencies request, noting that it was his feeling that parents should have consent over programs provided by this agency. Rep. Sytek urged Delegation members to vote no on the amended amendment. Chairman McCain noted that he would vote yes on the amended amendment. A call for the vote on the amended amendment on a roll call vote was recorded in the negative with the following vote being recorded: YEAS: Chase, Christie, Clerk, DiPietro, Dowling, Flanagan, D. Flanders, B. Gage, Griebisch, Hoar, Hutchinson, Kane, Katsakiores, Klemarczyk, MacDonald, McGovern, Magoon, Pantelakos, Raynowska, Roulston, Splaine, Syracuse, Terninko, Thayer, Vaughn, Weyler. NAYS: Barnes, Benton, Brown, E. Campbell, M. Campbell, Caswell, Coffey, Connell, Conroy, Dowd, Drake, Dube, H. Flanders, J. Flanders, Hoelzel, Hynes, Johnson, Keith, Klemm, Lovejoy,

MacKinnon, McCain, McCarthy, McGovern, McKinney, Malcolm, Melnick, Packard, Palazzo, Parr, Rosencrantz, Rubin, Schanda, Senter, Skinner, Smith, Sytek, Tufts, Welch, Woods. A call for the vote on the amendment was recorded in the negative. A call for the vote on the original vote to appropriate \$-0- funding for Rockingham County Family Planning was recorded in the affirmative on a voice vote. Emergency Fire Training - Rep. Chase moved duly seconded by Rep. McKinney to appropriate \$-0- funding for this. Discussion followed with Rep. Raynowska moving, seconded by Rep. Barnes to amend this motion, to appropriate \$4,500. for this agency. Rep. Hoar spoke about the work done by the Interstate Fire Emergency unit. Rep. D. Flanders noted that this agency trains volunteer fire fighters and is available to 52 towns. He added that it is money well spent to have professional fire fighters. Rep. McKinney pointed out that this agency services 33 towns in Rockingham County, further noting that the money would be for the replacement of pits and hydrants. Rep. J. Brown reminded everyone that volunteer fire fighters cannot go to Concord for training. The towns that have the money in their budgets to send their fire fighters send them to Concord for training. They do not pay for volunteers. Rep. Rosencrantz spoke to the need of this agency, and the need for the \$4,500 appropriation. He stressed that these people give of their life to fight fires. Rep. Barnes echoed the sentiments of Rep. Rosencrantz, stressing that volunteer fire fighters are super important to everyone. Rep. J. Brown noted that the fuel pit has to be cleaned up, or it could get worse. Rep. Hoelzel reminded the Delegation of the need to hold the line on the budget. She stressed that if the Delegation continues to appropriate more money, they are throwing it back to the taxpayers. Rep. Welch spoke to the fact that more fire departments have volunteers, noting that they ask very little. A call for the vote on the amendment was recorded as 26 YEAS and 37 NAYS on a roll call vote. The roll call vote was recorded for the record as such: YEAS: Barnes, Brown, Caswell, Christie, Clark, Connell, Flanagan, D. Flanders, H. Flanders, J. Flanders, Hoar, Hutchinson, Klemarczyk, MacDonald, McGovern, Magoon, Palazzo, Pantelakos, Raynowska, Rosencrantz, Rubin, Schanda, Thayer, Welch, Weyler, Woods. NAYS: Benton, M.

Campbell, Chase, Coffey, Conroy, Cooke, DiPietro, Dowd, Dowling, Drake, Dube, B. Gage, Griebusch, Hoelzel, Hynes, Johnson, Kane, Katsakiores, Keith, Klemm, Lovejoy, MacKinnon, McCarthy, McKinney, Malcolm, Melnick, Packard, Parr, Senter, Skinner, Smith, Splaine, Syracuse, Sytek, Terninko, Tufts, Vaughn. The motion to amend failed. Rep. Hoar then moved, duly seconded by Rep. D. Flanders to amend the motion on the floor to \$2,500 for the Interstate Emergency Unit. On a standing division vote, the vote was recorded in the negative. A call for the vote on the original motion to fund \$-0- for Interstate Emergency Fire Training on a voice vote was recorded in the affirmative. Great Bay School and Training Center - Rep. McKinney moved, duly seconded by Rep. Skinner to appropriate \$-0- funding for this agency. Motion voted in the affirmative. Retired Senior Volunteer Program - Rep. McKinney moved, duly seconded by Rep. Chase to appropriate \$14,000. for this agency. Motion voted unanimously in the affirmative. Rockingham County Community Day Care - Rep. McKinney moved, duly seconded by Rep. McCain to appropriate \$25,000. for this agency. Rep. Chase spoke to the need of providing these services, especially in these hard economic times. Rep. Chase then moved, seconded by Rep. Cooke to amend the motion, to increase the appropriation to \$35,000. Discussion followed the amendment. Rep. Sytek spoke to what this agency provides, noting that they have allot of other sources of revenue. Rep. McCain spoke about the fact that the number of clients has been reduced, further noting that the monies requested were for renovations, that he felt could wait. A call for the vote on the amendment was recorded in the negative. The amendment failed. A call for the vote on the original motion was voted in the affirmative. Rockingham Counseling Center - Rep. McKinney moved seconded by Rep. Conroy to appropriate \$-0- funding for this agency. Rep. Magoon spoke against the motion, stressing that the Delegation has a morale obligation. Rep. DiPietro then moved to amend the motion, to appropriate \$15,000. for the Rockingham Counseling Center. This amendment was seconded by Rep. D. Flanders. Rep. DiPietro spoke to her amendment. Rep. Sytek spoke against the amendment, and urged the Delegation to support the recommendations of the Executive Committee. Rep. Pantelakos queried if one

Delegation can bind another. Chairman McCain stated that this could not be done. Rep. Welch noted that an assessment as to who utilizes these services needed to be done, stressing that agencies should be warned that they may be phased out. Rep. McKinney spoke against the amendment, stressing that she was not impressed with their cash flow and what they were using it for. Rep. Klemarczyk asked if he could amend the amendment at this time. Chairman McCain stated that he would not accept an amendment to the amendment at this time. A call for the vote on the amendment was recorded in the negative. The motion was defeated. Rep. Klemarczyk then moved, seconded by Rep. D. Flanders to amend the original motion for the Rockingham Counseling Center to \$10,000. Rep. Klemarczyk spoke to his amendment, stressing that he felt the entire Rockingham County Delegation should have access to all the information provided by the non-county special agencies. It was the suggestion of Rep. Sytek that the towns who benefit from this service should put it in their warrant articles and urged the Delegation to vote the amendment down. Rep. DiPietro questioned what made this agency a "double dipper", and none of the other agencies requesting county funding. Rep. Benton asked what the public outcry was at the Public Hearing regarding this agency. Chairman McCain pointed out that allot of people spoke in favor of this agency, further noting that many people spoke in favor of all of the non-county special agencies. Rep. Vaughn spoke to his feeling that the logic of "double dipping" doesn't follow, and urged the support for the amendment. Chairman McCain noted that he understood the needs of a support group, but didn't feel the need to expand at this time. Rep. Rubin read a letter from a constituent in his district, urging him to vote for this agency. He stressed that it was up to the Delegation to help those who are least able to help themselves. On a standing vote, the amendment to appropriate \$10,000. for the Rockingham Counseling Center failed. A call for the vote on the original motion to fund \$-0- for this agency was recorded in the affirmative. Lamprey Info-Center- Rep. McKinney moved, duly seconded by Rep. Conroy to appropriate \$-0- funding for this agency. Rep. Sytek urged the Delegation to vote for the motion. Rep. Hoar noted that this agency's request was for a 24 hour help

line. Rep. Hoar then moved to amend, to appropriate \$9,000. for the Lamprey Info-Center. This amendment was seconded by Rep. McGovern. Discussion followed the amendment. Rep. Sytek spoke against the amendment, and urged the Delegation to vote against it. Rep. Caswell explained that this agency cut back, in an effort to try to meet their goals. A call for the vote on the amendment was recorded in the negative. The amendment lost. A call for the vote on the original motion was recorded in the affirmative. Rockingham County Nutrition Program - Rep. McKinney moved, duly seconded by Rep. Skinner to appropriate \$34,000. for this program. The call for the vote on the motion was recorded as unanimous in the affirmative. Women's Resource Center - Rep. McKinney moved, seconded by Rep. Conroy to appropriate \$5,000. for this agency. A call for the vote on the motion was recorded in the affirmative. It was noted that the total appropriates as just voted by the Delegation for non-county specials was \$188,500. Rep. McKinney then moved, seconded by Rep. Chase that the Delegation appropriate a total of \$188,500. for non-county special agencies. This motion was so voted in the affirmative.

Rockingham County Cooperative Extension Service - Rep. McKinney moved, duly seconded by Rep. Skinner to appropriate \$288,810. for the Rockingham County Cooperative Extension Service. Rep. M. Campbell moved, duly seconded by Rep. Skinner to amend the motion, to reduce this budget by \$1,500. for a total budget figure of \$287,310. Rep. M. Campbell spoke to her amendment, noting that the elimination of \$1,500. was for the funding of the Sea Grant. She stressed that when the subcommittee met, they were assured that this program, which was federally funded, would end this year. She added that this is not true, stressing that, eventually, if the Delegation votes this, 30% of this funding will be picked up by the County. Rep. McKinney explained that the Sea Grant has been with Rockingham County since 1984, noting that Rockingham County has been paying for travel and expenses incurred as a result of this program. She added that the Sea Grant helps commercial fishermen on the seacoast area and helps tourism. She urged the Delegation to defeat Rep. Campbell's amendment and

support the recommendations from the Executive Committee. Rep. Malcolm urged the Delegation to support the recommendations of the Executive Committee. Rep. Drake spoke to the fact that the Sea Grant does nothing to help commercial fishermen, and urged the Delegation to support the amendment of Rep. M. Campbell. A call for the vote on the amendment was recorded in the affirmative.

Discussion ensued whereby Rep. Clark moved that a study committee for evaluating a different method and a different mechanism for the consideration of county grants be established. This motion was seconded by Rep. Smith. She spoke to her motion noting that it appeared to her that the present method was demoralizing, and wanted to see a more productive mechanism by which to evaluate non-county special requests. The Chairman of the Delegation helped Rep. Clark reword her motion, noting the following: the Chairman of the Delegation establish a special committee to review the mechanism by which we currently evaluate non-county specials. Rep. Clark was agreeable to the rewording. Rep. Clark went on to explain her motion, stating that it was her feeling that this special committee would decide what percentage of funding would be distributed to each non-county special agency. Rep. Welch spoke to the current process followed by the Non-County Special Sub-Committee. Rep. Chase reiterated the process and procedure currently followed by the Special Budget Request Sub-Committee. Rep. Gage echoed the sentiments of Rep. Welch and Chase, stressing that the Special Budget Request Sub-Committee does a good job at what they do. Rep. Klemarczyk stressed the need to have information provided from the non-county special agencies to be made available to all delegation members, not just the Special Budget Request Sub-Committee. Rep. D. Flanders spoke to an alternative funding method. He suggested if the existing subcommittee could be given an additional charge for alternative funding (formulas by which these programs may be funded. Rep. Flanagan spoke to the lengthy process by which the Special Budget Request Sub-Committee follows. Chairman McCain noted the recommendations of previous subcommittees to phase out funding, further noting that additional changes could be done. After more discussion, Reps. Clark/Smith withdrew their motion/second.

**Department of Corrections** - Rep. Conroy/Skinner moved to appropriate \$3,933,907. for this department. It was noted for the record that Superintendent Donovan was commended for her great cooperation and assistance during the budgetary process, and helping to reduce her budget appropriation. A call for the vote on the motion was recorded as unanimous in the affirmative.

**Maintenance Department** - Rep. McKinney moved, duly seconded by Rep. Chase to appropriate \$1,796,762. for the Rockingham County Maintenance Department. Discussion followed regarding the motion. It was noted that the Executive Committee, during their deliberations, voted to cut \$100,000. from this departments budget. A call for the vote on the motion was recorded in the affirmative.

**Highway Clean-Up Project** - Rep. Skinner moved, seconded by Rep. McKinney to appropriate the sum of \$44,649. for the Highway Clean-Up Program. This motion was recorded in the affirmative.

**Commissioners** - Rep. McKinney moved, duly seconded by Rep. Chase to appropriate \$208,199. for the Commissioners budget. This motion was so voted unanimously in the affirmative.

**Personnel** - Rep. Chase moved seconded by Rep. McKinney to appropriate \$49,247. for Personnel. Motion adopted.

**Registry of Deeds** - Rep. Conroy moved, duly seconded by Rep. McKinney to appropriate the sum of \$623,280. for the Registry of Deeds. Motion adopted.

**County Attorney** - Rep. Skinner moved, duly seconded by Rep. McCarthy to appropriate the sum of \$818,737. for the County Attorney budget. Rep. McCarthy spoke about the increases within this budget. A call for the vote on the motion was recorded in the affirmative.

**Medical Examiner** - Rep. McCarthy moved, duly seconded by Rep. Chase that as per RSA 611:27, the Rockingham County Delegation move adoption of a flat fee of \$100.00 per viewing for autopsies. This motion was so voted in the

affirmative. Rep. Chase then moved seconded by Rep. Skinner that the Delegation appropriate the sum of \$58,700. for the Medical Examiner portion of the budget. Motion adopted.

Rockingham County Farm - Rep. Rosencrantz moved, duly seconded by Rep. McKinney to appropriate \$209,806. for the Rockingham County Farm. A call for the vote on the motion was recorded as unanimous in the affirmative.

Treasurer and Deputy - Rep. Benton then moved, duly seconded by Rep. Skinner to appropriate the sum of \$48,968. for the Treasurer and Deputy. Motion adopted.

Delegation Expenses - Chairman McCain pointed out that the Delegation needed to take three (3) separate votes for travel, per diem as well as the Delegation budget. He noted that currently, the travel reimbursement for Delegation members is being paid at 22.5¢ per mile, although this rate has been increased from the federal government. He asked what the desire was of the Delegation for mileage payments. He added that the Executive Committee recommended that this fee remain the same for 1991. A motion was then made by Rep. McKinney, duly seconded by Rep. Malcolm that 22.5¢ per mile be paid to Delegation members for mileage reimbursement. This motion was so voted in the affirmative. Discussion then ensued with regards to per diem payments. Chairman McCain noted that the current rate of pay per delegation member was \$15.00 per day, noting that this fee could be raised to \$25.00, if voted by the Delegation. A motion was then made by Rep. McKinney, seconded by Rep. Skinner that the Delegation maintain the figure of \$15.00 per day for per diem payments to Rockingham County Delegation members. This motion was so voted in the affirmative. Rep. McCain then moved, seconded by Rep. Conroy that the Delegation expenses for 1991 be appropriated at \$22,081. A call for the vote on the motion was adopted unanimously in the affirmative.

Capital Improvements - Rep. McCain/Skinner moved that \$289,000. be appropriated for the total for capital

improvement items within the 1991 budget. Motion adopted.

Encumbered Funds - Rep. McKinney moved, seconded by Rep. Chase that a total of \$472,042.00 be voted for approval for encumbered funds. Motion adopted.

Rep. McKinney then moved, duly seconded by Rep. Vaughn that \$34,022,644.00 be appropriated for the Rockingham County budget for 1991. Discussion followed this motion. It was pointed out by Treasurer Chandler that this figure reflected a 2.7803 percentage in the increase in county taxes over 1990. A call for the vote on the motion was voted in the affirmative.

Revenues - Rep. McKinney moved, seconded by Rep. Chase that the revenues for 1991, as recommended by the Executive Committee, be \$15,018,291. This motion was voted in the affirmative.

Rep. McKinney then moved, duly seconded by Rep. Skinner that the budget surplus of \$1,898,757.00 be applied for the purposes of reducing taxes. This motion was voted unanimously in the affirmative.

Rep. Chase then moved, duly seconded by Rep. McKinney that \$17,105,596. be approved as the amount to be raised by taxes for 1991. This motion was so voted in the affirmative.

Rep. McKinney then moved, seconded by Rep. Skinner that the Delegation approve the figure of \$34,022,644.00 as the bottom line of the Rockingham County 1991 budget. This motion was so voted unanimously in the affirmative.

Rep. Malcolm then moved, duly seconded by Rep. Chase that no new programs be started by the County unless it is approved by the Executive Committee and/or Rockingham County Delegation. A call for the vote on this motion was recorded in the affirmative.

There being no further business to come before the meeting, Rep. Chase moved, duly seconded by Rep. McKinney

to adjourn the meeting. This motion was so voted unanimously in the affirmative at 3:15 P.M.

Respectfully submitted,

Representative Patricia M. Skinner  
Clerk, Rockingham County Delegation

**EXECUTIVE COMMITTEE MEETING**  
**Commissioners Conference Room**  
**Rockingham County Nursing Home**  
**Brentwood, New Hampshire**  
**April 26, 1991**

A scheduled meeting of the Executive Committee of the Rockingham County Delegation met this date, Friday, April 26, 1991 at 10:00 A.M. in the Commissioners Conference Room of the Rockingham County Nursing Home in Brentwood, New Hampshire. The purpose of this scheduled meeting was to review the first quarter of expenditures and receipts of the 1991 Rockingham County budget.

In attendance were the following: Honorable Executive Committee Members: McKinney; Skinner; Palazzo; Rosencrantz; Malcolm; Connell; Katsakiores; Chase; McCain; Syracuse; Sytek; Flanagan; H. Flanders; Welch.

Others: Honorable Representatives: J. Brown; Hoar; Hoelzel; Benton; Warburton; McCarthy; Klemarczyk; DiPietro

Others: Commissioner Maureen Barrows, Chairman, Board of Rockingham County Commissioners; Commissioner Jane Walker, Vice Chairman, Board of Rockingham County Commissioners; Commissioner Ernest P. Barka, Clerk, Rockingham County Commissioners; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mr. Ernest G. Woodside, Director, Rockingham County Maintenance Department; Mrs. Patricia M. Donovan, Superintendent, Rockingham County Department of

Corrections; Mr. Robert J. Kidder, Rockingham County Farm Manager; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Mrs. Rebecca Tarleton, Administrative Assistant to the High Sheriff; Ms. Claudia Boozer, Coordinator, Rockingham County Cooperative Extension Service; Mrs. Carrolle A. Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Rockingham County Delegation.

The meeting was called to order at 10:00 SHARP by Chairman McKinney, who noted that the purpose of the meeting was to review the expenditures and receipts for the first quarter of the Rockingham County budget. She called upon Rep. Calvin Warburton, Chairman of the Maintenance Department Sub-Committee to make his subcommittee report.

Maintenance Department - Rep. Warburton reported that the Maintenance Department budget was just under 26% expended for the first quarter, noting that it was the feeling of the subcommittee that this budget was in pretty good shape. He reminded all Executive Committee Members that they would be receiving a notice that a tour of the Rockingham County Complex facilities will be conducted on Monday, May 6, 1991, commencing at 10:00 A.M. Rep. Warburton also thanked Executive Committee Members as well as the Board of Commissioners for their generous donations made to the E.F.F.O.R.T.S. group, in memory of his late wife, Janice Warburton.

A question was raised with regards to the line item for fuel designated for the Rockingham County Sheriff's Department. Mr. Woodside, Director of Maintenance, rose and explained that this cost factor was deleted from his budget, and transferred to the Sheriff's Department budget, but he is still responsible for heating this facility.

Mr. Woodside also indicated that construction relative to the waste water treatment facility was right on schedule. A time schedule regarding construction was distributed to each Executive Committee member. Mr. Woodside indicated that the waste water treatment facility construction should be completed by July 11, 1991, adding that by next

Friday, the old waste water treatment facility will be decommissioned.

Rockingham County Nursing Home - Rep. Harry Flanders reported with regards to this subcommittee. It was noted that both cochairmen would not be present to make the committee report. He noted that both he and Rep. Skinner were in attendance at this subcommittee meeting, and that the subcommittee found this budget for the first quarter to be in excellent shape - everything was nicely in order. He also indicated that the revenues portion of this budget was also in good shape.

Discussion ensued with regards to the per diem nursing portion of this budget. It was noted that presently, 41% has been expended in this line item for the first quarter. Mr. Sturtevant rose and explained that the Home was still actively recruiting for nurses, noting further that the Home is currently short three (3) nurses. He added that a nurses aides class is in progress.

Chairman McKinney then brought up the topic of the Rockingham County Child Care facility, and recent rumors regarding the creation of a kindergarten as well as the cost of a baby stroller recently purchased for this facility. She spoke to this rumor, assuring Executive Committee members that, according to Mr. Sturtevant, there would be no kindergarten program started at the Rockingham County Child Day Care facility. She further noted that a baby stroller was recently purchased in the amount of approximately \$400.00, and that this purchase was done from funds that parents raised (fund raising programs) who's children attend the center. She commented that she felt that this recent baby carriage stroller was high priced. Rep. Welch questioned if the county day care facility was cost effective, further questioning if the center was too expensive, given the fact that other facilities in the area were less expensive or at the same funding level. He asked if employees were taking advantage of the program. Chairman McKinney suggested that more information be obtained regarding this program. Commissioner Barrows stated that she did have some information to offer with regards to this facility, noting that the facility currently has

between 30-35 children enrolled. She noted that the fee rate was devised in fairness to Rockingham County employees as well as the taxpayer. She noted that a recent study was conducted regarding the feasibility of taking in children that are a little younger. She added that this is just a study, and nothing is conclusive at this point. Commissioner Barrows spoke about the rumor of the start up of a kindergarten, explaining that it was not the intention to start a kindergarten. Rep. R. Benton questioned if the intent of the program was working. Commissioner Barrows noted that it indeed was working, stressing that the turn over rate before the inception of the facility, was 44%, as compared to the current 13% turn over rate.

Rep. Syracuse queried the Commissioners as to whether employees have ever been polled to see why they are not utilizing the facility. Commissioner Barrows stated that some employees are happy with the arrangements they currently have. She added that recently, the number of children attending the center has been increased by the State from 25 to 45. Commissioner Barka added that some employees feel reluctant to enroll their child, noting that they feel that the Rockingham County Child Day Care Facility is a "political football", and, as a result, feel the program will not continue. Rep. McCain asked if the "sliding scale" - 1991 fee schedule for this facility could be made available to each Executive Committee member for their review. Rep. McCain reminded Executive Committee members that he recently appointed Rep. Weyler as an interface with the upcoming Rockingham County Nursing Home construction, similar to the appointment made for Rep. David Welch, as liaison to the Executive Committee regarding Jail/House of Correction construction. Copies of the Rockingham County Employee Child Care Center 1991 Fee Schedule were then distributed by Mr. William F. Sturtevant to each Executive Committee members review and consideration.

Rockingham County Sheriff's Department - Chairman McKinney noted that she was contacted by Rep. Beverly A. Gage, Chairman of the Rockingham County Sheriff's Department Sub-Committee, and was informed that she would not be in attendance at the April 26, 1991 meeting,

therefore Rep. McKinney made this committee report. Chairman McKinney questioned Sheriff Vetter with regards to the issue of overtime. Sheriff Vetter explained that he has no control over this portion of his budget, stressing that when the budget was recently passed by the Delegation, \$8,000 had already been expended under this line item. Sheriff Vetter went on to explain that this overtime is a result of transports of I.E.A.'s. He added that, as the Rockingham County Department of Corrections expands, this overtime portion of the budget will probably go over. Rep. Welch noted that he has received numerous complaints from police departments about not having the juvenile officer position available any longer within the Rockingham County Sheriff's Department. Sheriff Vetter explained that, as a result of budget cuts, he had to reorganize, and rework the services provided by his department. He added that it is the smaller towns that are being affected by this lack of funding. He added that, as a result of the reorganization and the financial situation within his department, he was forced to make these changes. Rep. McCain brought to the attention of the Sheriff and Executive Committee members the fact that the reorganization within the Sheriff's Department was done prior to the budget cuts. Sheriff Vetter was in agreement with Rep. McCain's notation.

Chairman McKinney asked about the status of the radio shop. Sheriff Vetter explained that this shop was functioning with one technician, adding that when the line item for this department is exhausted, the individual in question will continue to be paid out of the radio maintenance line item within his budget. Sheriff Vetter explained that the one technician works solely on county systems, thus the need to keep one individual. He related that a special subcommittee was established by Rep. McCain, Chairman of the Rockingham County Delegation to study the radio shop, adding that the findings should be interesting. Sheriff Vetter explained that the one technician currently works forty (40) hours per week. Rep. Sytek raised a question as to whether enough money was put into the benefits portion of this departments budget for the individual in question. Commissioner Walker explained that budgeting was done

initially for two (2) employees for a three (3) month period.

Rep. Welch spoke to the need for the computerization of the radio shop, adding that the first attempted try to accomplish this was not very successful. He noted that a person well versed in this field has already met with the Board of Commissioners and that eventually, an inventory and work being done by this department will be able to be tracked.

Rep. Chase asked that a report be made available to Executive Committee members regarding what the individual currently working within this department does to justify their forty (40) hour work week, asking that this report include January 1, 1991 to April 1, 1991. Sheriff Vetter offered Rep. Chase the work log maintained by the individual. Rep. Chase explained that the purpose of his request was to further justify keeping this position. After some discussion, Rep. Chase agreed that this information was vital, but suggested that it be directed to the special radio shop study committee, as well as the Rockingham County Sheriff's Department Sub-Committee. Rep. McCain reminded everyone present that the charge of the special study committee was to review and look at the total picture.

Treasurer/Deputy Treasurer & Auditor - Rep. Richardson Benton noted that for the first quarter, this budget was 10% expended. He explained that, of the \$48,000. budgeted, \$35,000. of that amount was for legal fees and bonding. As of the first quarter, he explained that only \$900.00 had been expended for this purpose.

Rep. Benton also noted that the new auditor, Steve Grzylak, has not seen fit to draw down his first quarter payment for services. He noted that the total fees for auditing for 1991 were \$14,000. A question was raised as to whether the deputy treasurer position was a full time employee of Rockingham County. It was explained that the benefits for this individual are pro rated for portions of Deputy Treasurer and Commissioners.

Commissioners - Rep. T. Klemarczyk spoke to the review of

this portion of the budget, commending the Commissioners for their fine work. He noted that several line items within this budget were closely reviewed, noting that they were up a little. It was explained that the office supplies portion of this budget is usually up in the first quarter, as a result of purchasing in bulk, office supplies at the beginning of the calendar year.

General Government - This portion of the budget was also reviewed, with the noting by Commissioner Walker that the insurance line item was at 65%. She explained the reason for this was that as per the directive of the Commissioners, all insurances were to come due in January, thus the reason for this line item being at 65% for the first quarter.

County Attorney/Medical Examiner - Rep. McCarthy, Chairman of the Rockingham County Attorney/Medical Examiner Sub-Committee, reviewed these two budgets for the first quarter, noting that both budgets were on line. He explained that the county attorney budget was at 23.9% for the first quarter and the medical examiner portion of the budget was at 19.5% for the first quarter. Rep. McCarthy noted that although the subcommittee had no complaints, they did carefully review any line item that exceeded 25%. Rep. McCarthy commented that this department still has not purchased a postage meter, noting that they were still using stamps. He raised a concern over that practice. Rep. McCarthy also spoke to the expenses entailed over the purchase of law books for county attorneys, suggesting that if these individual law libraries could be consolidated, it would be less costly.

Rep. McCarthy reviewed the line item for office furniture and supplies, noting that anything costing over one thousand dollars should go out to bid. It was noted by Rep. McCarthy that this department recently purchased software for their computer system which was over one thousand dollars, but was not put out to bid, stressing that these procedures need to be followed by department heads and elected officials. A notation was made regarding the line item for the Victim Witness Advocate. Rep. McCain noted that he recently had a call from one of his constituents, needing the assistance of this

individual. Commissioner Walker noted that this position has been recently opened, noting that interviews to fill the position have just been held, in hopes of filling it soon. It was the suggestion of Rep. Sytek that the County Attorney's Office look into the computerized version of the RSA's for their office. Rep. Welch added that the R.S.A.'s will also be available soon on CD's. Rep. Chase queried the line items: service contracts and investigations. Commissioner Walker explained that the service contracts line item was for specific pieces of equipment purchased within that department. Rep. McCarthy reviewed several service contracts for the Rockingham County Attorney's Office. Rep. Walker noted that she was unaware of what the line item - Investigations was utilized for, but stated that she would call the County Attorney's Office, and inquire and report back before the adjournment of the Executive Committee. Discussion ensued with regards to the need to have uniformity followed by all departments regarding purchasing. It was suggested by Rep. McCain that the Executive Committee write a letter to enforce the need for uniformity in purchasing, that anything that costs over \$1,000 be put out to bid. He added that the Board of Commissioners are trying to get elected officials to adhere to the bidding procedure adding that some departments follow their request and some do not. Rep. Chase asked if there is a paper trail for purchases. It was explained by Commissioner Walker that all purchases have to have a warrant affixed to them before payment is done through the Bookkeeping Department in the Commissioners Office and that these warrants **must** be signed by the respective elected official and/or immediate supervisor of that department. She gave several instances where this procedure had not been followed in the Sheriff's Department. After more discussion, a motion was made by Rep. McCain, duly seconded by Rep. Malcolm that a letter be sent to all elected officials, notifying them that good purchasing practices be followed at the County level; that purchase orders **must** be used when purchasing anything for the county. The purchase order must be signed by the individual making the purchase and approved by the individual's supervisor or elected official prior to being sent to the Bookkeeping Department on a warrant to

be reviewed and signed by the Commissioners and further, that the Executive Committee back the Commissioners on the enforcement of bidding on items that cost over one thousand dollars (\$1,000.). A call for a vote on this motion was voted unanimously in the affirmative.

Rep. Malcolm questioned if Rockingham County has an inventory of items within each respective department, adding that he felt there should be one in place. Rep. Sytek noted that each department should have an inventory, which is reviewed by their respective subcommittee for consideration. Commissioner Walker added that most departments have a inventory list, because it is listed on the insurance. She made reference to an inventory listing of radios within the Rockingham County Sheriff's Department. She stressed that, after contacting the Sheriff's Department regarding the location of these specific radios, she did not receive any answers. Commissioner Walker noted that different departments interpret the bidding procedure differently.

Commissioner Walker reported at this point in the meeting that, after calling the County Attorney's Office, she gained information with regards to the line item designated as "Investigations". She explained that this line item has been within this department for many years, noting that it has been used for "undercover work", in needed cases.

Registry of Deeds - Rep. Hoar, Chairman of the Registry of Deeds Sub-Committee, reported that this budget was in fine shape, further noting that the income portion of this budget was down from last year. He explained that this department has one less employee than they did last year.

Rep. Sytek asked if the Revenues portion of the budget for the 1st, 2nd, 3rd and 4th quarter could be made available when the expenditures portion of the budget is mailed.

Rep. Kathleen Hoelzel, Chairman of the Classified Salary Sub-Committee then met to review her subcommittee recommendations for the first quarter. She distributed a copy of her subcommittee report, noting that almost

every department was on line regarding their salaries. She added that information will be more telling in the second quarter. She reviewed two areas within the budget where it appeared there is a problem. The first area reviewed was the Sheriff's Department - deputies overtime. She explained that this line item was at 33% as of February 9, 1991. She added that this line item was used extensively for the transportation of IEA's to the Concord State Hospital. Rep. Hoelzel commented that there is no way of predicting when this service must be used or needed, adding that the Sheriff's Department must transport per the state statute. Rep. Hoelzel also commented that another expenditure in the deputy sheriff's overtime was due to the fact that the jury was sequestered for the Pamela Smart trial. It was noted that the High Sheriff was making an effort to ease the overtime, noting that he has implemented a night shift that runs from 2:00 P.M. to 10:00 P.M. Rep. Hoelzel went on to explain that the major concern regarding classified salaries was in the radio shop. She stressed that in that department, there was an expenditure of 76% on line 4142-05.00. She went on to explain, as per the documented information she distributed, that one position in that department had been eliminated, and with that elimination came termination pay, sick and accumulated leave time. She explained that the salary line item for that department will be in deficit at the end of the calendar year. She added that, it was the plan of the High Sheriff to use line 4142-37.00 - Service Maintenance - to pay the remaining employees salary for the balance of the year when line 4142-05.00 is exhausted. It was noted for the record that the special subcommittee established to look into the radio shop would be available in August of 1991. Rep. Hoelzel explained that her subcommittee will be meeting this summer to review the present pay scale, job descriptions of county employees, evaluations, merit program and the cost of living format. She stressed that she felt it was imperative that her subcommittee recommendations be considered **BEFORE** the budget is printed and made available. Rep. Brown asked to be recognized by the Chair. He was recognized, and asked Rep. Hoelzel if her subcommittee was prepared to meet with county employees to give their input into the entire salary situation.

Chairman McKinney noted that Rep. Brown had the opportunity to relate this question and other concerns he may have to Rep. Hoelzel at another time.

Prior to the departure of Rep. McCain, he explained that the Rockingham County Delegation expenses were presently at 50% expended. He stressed that it was his intention, as Delegation Chairman to watch over this budget closely, and will further review it prior to the second quarterly meeting.

Rockingham County Jail/House of Correction - Rep. Brown, Chairman of the Rockingham County Department of Corrections Sub-Committee reported that his subcommittee had met last Friday to review the first quarter of the 1991 budget, as well as took a tour of the new jail construction. He commended Mrs. Donovan, and her staff, for doing an excellent job with what they have to work with. Rep. Brown reflected that several line items were high, specifically noting the line item for outside medical care. He noted that this line is high for the first quarter, but that it is usually high every year at this time. It was also noted that the line item designated for inmate clothing was high, due to the fact that large purchases are done seasonally. Rep. Welch commented that the recent tour, as other tours that have been conducted at the Department of Corrections, have been very informative, stressing that those Executive Committee members who don't attend, are missing out on a great deal of information. Rep. Welch went on to state that construction is on target, stressing that a jail is being built - not an elaborate structure. He added that there was nothing hidden and nothing elaborate about the new construction. Rep. Welch stressed that a properly built jail was being constructed, further stressing that he felt Executive Committee members would be happy with the ongoing construction. A question was raised with regards to the line item for cleaning supplies for the Jail. Rep. Brown commented that the Department of Corrections has an excellent cost effective practice of purchasing, which is done and saves monies. Rep. Malcolm questioned the roof line with regards to new construction. Rep. Welch advised that the saw tooth roof design being installed was done so that the new roof line

would blend into the existing facility.

Rockingham County Farm - Rep. Rosencrantz, Chairman of the Rockingham County Farm Sub-Committee, reported that although the bottom line of this department was high for the first quarter, as is the case with other departments, bulk purchases are done for this department, which are done in the beginning of the budget season, such as beef purchases. Rep. Rosencrantz reviewed the farm equipment repairs line item as well as the line item for fuel for vehicles utilized on the Farm. Mr. Kidder explained that the Maintenance Department made a larger fuel tank available for the Farm, and as a result, fuel is now purchased in bulk. Rep. Rosencrantz stressed that the Rockingham County Farm has excellent personnel, and felt comfortable with the fact that this department will be in good shape as far as the revenues portion of it is concerned.

Rep. Rosencrantz went on to note that repairs to farm buildings have been done with the utilization of two (2) inmates who were experienced carpenters, rather than using maintenance department employees. Mr. Kidder related that the new drainage ditches which were dug last year, and recently completed this year, are working very well. He also noted that spring seeding continues at the Ladd Farm, with the planting of alfalfa and canary seed. Mr. Kidder and Representative Rosencrantz extended an invitation to Executive Committee Members to review the new waste water treatment facility at the Rockingham County Complex (Ladd Farm). It was noted that the Board of Commissioners are in the process of interviewing an individual who is interested in the utilization of the Rockingham County Slaughter House Facility.

A brief report was done on Old Age Assistance and Board and Care of Children. It was noted that the county has no control over these areas of the budget. Chairman McKinney noted that Rep. Senter, the Chairman of this subcommittee, was not able to be in attendance at this scheduled meeting.

Cooperative Extension Service - It was noted that this budget for the first quarter included the costs of having

new stationary printed, which included the new address change, as per the direction of the Epping Post Office. It was indicated that the Cooperative Extension's budget was currently at 16% expended for the first quarter. It was explained by Commissioner Walker that all departments conduct their purchasing twice a year, under the direction of the Commissioners Office. She further noted that approximately two thirds of the items purchased are purchased through the State of New Hampshire, and the other small portion is done with Tom-Ray Office Supply. She added that the Commissioners Office utilizes the State Prison for printing, and added that other departments utilize other printing sources. Commissioner Walker stressed that, by utilizing the State Printing Program, the County cut their printing costs in half, noting that the printed information will be made camera ready this year, and then sent to the State for printing.

Discussion then ensued with regards to non-county specials. Rep. Sytek reported that the Rockingham County Nutrition Program and the Retired Senior Volunteer program met recently with the Board of Commissioners, with regards to consideration of including these two programs portion of county funding within the Rockingham County Nursing Home budget (an accounting transfer for just their portion of county monies. Rep. Welch expressed his concerns about having other budgetary items brought into the umbrella of the Rockingham County Nursing Home budget. Commissioner Walker explained that when the Board of Commissioners reviewed all of the non-county specials, it was determined that these two agencies provided a direct service to Rockingham County. Rep. Sytek noted that presently, this proposal is just in the discussion phase, with more discussion to follow before any determination is made. Rep. Katsakiores queried those in attendance as to whether they have received any complaints as a result of cuts in non-county special budget request for 1991. Commissioner Walker indicated that some complaints had been received, but not many. It was indicated that this time that the architects would be meeting with the Board of Commissioners on Monday to discuss the plans for the addition/renovations to the Rockingham County Nursing Home. Commissioner Walker explained that this meeting

will be held at 11:00 A.M. on Monday, and extended an invitation to any Executive Committee member to attend.

At this point in the meeting, Commissioner Walker explained that the Board of Commissioners attended a Senate hearing, where they testified with regards to House Bill 62 regarding county commissioners inclusion within the retirement system. Commissioner Walker stated that Commissioner Barka had been "grandfathered" into the system, as had Commissioner Barrows. She indicated that Commissioner Barka has been a county commissioner since 1977, and that Commissioner Barrows had brought back time to 1988. She went on to explain that she was kicked out because according to the Bookkeeping Department, she did not work thirty-five (35) hours per week, to comply. Rep. Skinner stressed that this fact should be made know to all that could assist with this, as she was always in the office working, and was always available. Commissioner Walker noted that she had been keeping a work log for the month of March, and that she worked two hundred four and one quarter hours (204 1/4) in a twenty-one (21) day period. Rep. Welch commented that every Wednesday when he attends a construction meeting, Commissioner Walker is always in attendance, and is always available in the office. Commissioner Walker emphasized that all three of the county commissioners are in different places, working on county related items.

Discussion relative to the first quarterly portion of the budget ensued, with Rep. Skinner moving, seconded by Rep. Sytek that the first quarterly budget of expenditures and receipts be accepted as presented. This motion was so voted unanimously in the affirmative.

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

Respectfully submitted,

Representative Patricia M. Skinner  
Clerk, Rock. Cnty. Exec. Comm./Rock. Cnty. Delegation

**EXECUTIVE COMMITTEE MEETING**  
**Commissioners Conference Room**  
**Rockingham County Nursing Home**  
**Brentwood, New Hampshire**  
**July 30, 1991**

A scheduled meeting of the Executive Committee of the Rockingham County Delegation was held this date, Tuesday, July 30, 1991 at 10:00 A.M. in the Commissioners Conference Room of the Rockingham County Nursing Home in Brentwood, New Hampshire. In attendance were the following:

**Honorable Executive Committee Members:** Lawrence A. Chase, Jr.; William F. McCain; Kenneth W. Malcolm; Ednapearl F. Parr; Betsy McKinney; Natalie S. Flanagan; Harry E. Flanders; David A. Welch; George Katsakiores; Janet Conroy; David Connell; James R. Rosencrantz; Frank Palazzo; Virginia K. Lovejoy; Laura C. Pantelakos; Patricia M. Skinner.

**Other Honorable Representatives:** Jeffrey Brown; Arthur Smith; Calvin Warburton; Kathleen Hoelzel; Thaddeus Klemarczyk; John Hoar; Richardson D. Benton; Kenneth Weyler.

**Others:** Commissioner Maureen Barrows, Chairman, Board of Rockingham County Commissioners; Commissioner Jane Walker, Vice Chairman, Board of Rockingham County Commissioners; Commissioner Ernest P. Barka, Clerk, Board of Rockingham County Commissioners; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Mr. David Lincoln of the Rockingham County Sheriff's Department; Mrs. Patricia M. Donovan, Superintendent, Rockingham County Department of Corrections; Mr. Ernest G. Woodside, Director of the Rockingham County Maintenance Department; Mrs. Judith Gates, Administrative Assistant to the Maintenance Director; Mr. Roy E. Morrisette, Personnel Manager for Rockingham County; Ms. Claudia Boozer, Coordinator, Rockingham County Cooperative Extension Service; Mr. Robert J. Kidder, Rockingham County Farm Manager; Mrs. Rebecca Tarleton, Administrative Assistant to the High

**Sheriff of Rockingham County; Mrs. Carrolle A. Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Delegation; Mr. Skip Devito of Aring Schroeder Company; Ms. Tammy Annis of Foster's Daily Democrat; and Mr. Robert Cook of The Portsmouth Herald.**

The meeting began at 10:00 A.M., with Chairman McKinney noting that the purpose of the meeting was to review the second quarter of expenditures and receipts of the 1991 Rockingham County budget.

Mr. Devito of Aring Schroeder was introduced, who gave a detailed summation of the ongoing architectural plans for the proposed addition to the Rockingham County Nursing Home. He explained that the intent of the addition to the Home was to replace forty (40) old beds with fifty (50) new beds in a new wing. Mr. Devito explained further that fifteen (15) various locations/approaches were reviewed by the Board of Commissioners together with Mr. William F. Sturtevant, Administrator. The final location/approach that was chosen has several advantages, specifically speaking to the circulation pattern, exit and access availability for each floor. Mr. Devito reviewed the proposed courtyard area, noting that this area will not be heated but that it will help temper the seasons and will give on grade access to all floors of the Home. Mr. Devito also reviewed the proposed layout for the staff working areas, tub room, linen areas, nursing stations and toilet areas. He added that the proposed layout facilitates the nurses to look down the entire corridor area, as well as see into the day rooms. A review of the new reception area was done, as well as the location changes for the Administrator and his support staff. Mr. Devito noted that although the third floor will not be completed, the space could be utilized for further expansion at a later date. Rep. Malcolm questioned if there was a possibility of adding an additional floor to the proposed new structure, once completed. Mr. Devito emphasized that it would not be feasible, as the cost factors to do this would be much too expensive. Mr. Devito also reviewed the front facade of the proposed building addition. It was his suggestion that, for future expansion as well as for cost saving purposes, rather than adding an additional floor to the

proposed completed structure, a review and study for any additional wings utilizing other county land near the Rockingham County Nursing Home be done. There being no further questions of Mr. Devito, he was excused.

A review of the Rockingham County Maintenance Department's second quarterly budget was then done by Rep. Warburton, who reported that this budget was presently at 475 expended for the first six months. He noted that there were four places within this budget where the budgeted line items either met or exceeded what was originally budgeted, noting: Jail Maintenance, which was over in the first quarterly budget report; Generator Plant; Communications and Radio and Vehicle Insurance. He also noted that the line item 4170-0100 was high as a roof on the well house had to be replaced. Rep. Warburton warned that there would be places within this departments budget where overages will occur by the end of the year. When questioned about revenues for this departments budget, Rep. Warburton replied that the anticipated revenues would be close.

Rockingham County Jail/House of Correction - Rep. Jeffrey Brown reported that this budget was in good shape for the second quarter, but stressed that there were several line items within this budget that were beyond the control of the department head, noting: medical care of inmates; office supplies; janitorial supplies. There were no questions for Rep. Browns with regards to his report.

Commissioners - Rep. Klemarczyk reported regarding this budget, noting that after a complete review of this departments budget, and after asking his subcommittee members about this budget, he and his subcommittee members saw no need to call a meeting of the subcommittee together. He noted that service contracts come due once a year, and are all paid to date. He noted that everything appears to be on line for this budget.

Registry of Deeds - Rep. Hoar reported that this budget was in good shape for the second quarter, stressing that the revenues received for the second quarter were beyond what was anticipated and further, that the expenditures for the second quarter were below what was expected.

Rep. Hoar went on to note that while Mrs. Luce, Register of Deeds was attending a conference in Salt Lake City, Utah, she learned that there are individuals who review registry of deeds offices, to assist in suggestions/ideas for improvements. Rep. Hoar added that at the third quarterly budget meeting, Mrs. Luce will come before the Executive Committee to request the purchase of a personal computer with limited access for her office.

Classified Salary Sub-Committee - Rep. Kathleen Hoelzel then came before the Executive Committee to explain that she has been keeping abreast of the classified salaries for county employees. She added that as of the second quarter, everything appears to be on line. She noted that she and her committee will be meeting soon to further discuss county employees salaries.

Rockingham County Farm - Rep. James R. Rosencrantz reported that the Farm has experienced allot of maintenance problems on farm equipment and vehicles, which has affected this budget in the first and second quarter. He emphasized that, although this line item is over on maintenance of equipment and vehicles, all of the farm equipment and farm vehicles are "up to snuff", in better shape than they have ever been it. Rep. Rosencrantz went on to explain that presently, the Farm budget is at 69% expended for the second quarter, and would probably be over at the end of the year. He added that the revenue portion of this budget looked good. He stressed again that the problem with major repairs to farming equipment and farm vehicles put this budget over what was expected for the second quarter.

Rockingham County Nursing Home - Rep. Harry Flanders reported that the Rockingham County Nursing Home Sub-Committee had met, and after their review of the second quarter budget, complemented Administrator Sturtevant for an excellent job of keeping everything in line. He stressed that this budget was in fine shape. When questioned about the delay in revenues from the State, Mr. Sturtevant noted that \$350,000. shortfall in revenue from the State, which was due in June, was received July 5, 1991.

Old Age Assistance - Board and Care of Children - Commissioner Barka was called upon to answer questions with regards to these portions of the budget for the second quarter. He explained that the Old Age Assistance Budget for the second quarter was at 61.9% expended and that the Board and Care of Children portion of the budget was at 53% expended for the second quarter. Rep. Skinner queried Commissioner Barka if he thought the County would be in trouble in these areas at the end of the budget year. Commissioner Barka noted that the County really has no way of knowing - stressing that we are only half way through the year.

Grants - Discussion ensued with regards to the grants portion of the budget for the second quarter. Rep. McCain asked if the Commissioners could speak to the grants portion of the budget, and asked if the Commissioners were prepared to cut back in other areas and hold the line, should any cuts come about in grant funding (5% Diversion Funding). Chairman McKinney queried Commissioner Barka with regards to grants and Rep. McCains question. Commissioner Barka noted that should cuts be made in grant funding (5% Diversion Funds) to Rockingham County, the Board of Commissioners are prepared to cut back if necessary if this funding is not received.

Treasurer-Deputy Treasurer - Rep. Benton spoke to this budget, noting that the total for this budget was \$49,000., and further, that \$16,000. or 33% had been expended for the second quarter. He stressed that, as of the second quarter, this budget was greatly under spent. Rep. Benton went on to note that \$24,000. of this budget was for legal fees, bonds and securities, which, he stressed, has not be spent to date. He added that the County will have to borrow for bonding purposes later on this year.

Auditor - Rep. Benton explained that the budget for the auditor is \$14,600. for the year, noting that the new auditor, Grzylak and Company has not drawn any monies down as of July 1, 1991. Rep. Benton summarized that, all in all, the Treasurer and Deputy as well as auditor

portion of the budget were in very good shape for the second quarter.

Commissioner Walker noted that the new auditor has been in and working, stressing that the Board of Commissioners are very impressed with Mr. Grzylak and the new auditing operations at the county level.

Rockingham County Sheriff's Department - With the absence of Rep. B. Gage, Chairman of the Sheriff's Department Sub-Committee, or any other Sheriff's Department Sub-Committee member, Sheriff Vetter was called upon to speak to his budget for the second quarter. Sheriff Vetter noted that deputies overtime was currently at 68% for the second quarter. He explained that allot of money has been spent guarding prisoners, which resulted in an overage in deputy overtime. He stressed that, in accordance with the law, the guarding of prisoners is being done by his department, with the utilization of special deputies, which saves the county alot of money, rather than utilizing regular deputy sheriff's. He explained that approximately \$688.00 has been spent on regular deputy sheriff overtime and that \$2,940.00 has been spent on special deputy overtime, noting a savings of \$4,998.00 in this line item. Sheriff Vetter went on to note that \$10,600. has been spent for the first six months for I.E.A.'s, adding that 111 I.E.A.'s have been done for the first six months of this year. Sheriff Vetter went on to explain that approximately \$6,000. has been spent on arrests and transports for the first six months.

Sheriff Vetter also noted that, because of the Pamela Smart case, there was a need to put two (2) additional personnel on within his department at the Rockingham County Administration and Justice Building. He added that the revenues for the second quarter were right on target.

Radio Shop - Discussion ensued with regards to the Radio Shop. Sheriff Vetter explained that the radio shop will be computerized, noting that a program which was reviewed by Commissioner Walker and Representative David Welch, has been obtained for utilization, in an effort to

computerize this department. At this point in the meeting, discussion ensued with regards to the report from the special committee on the Radio Shop, as per the report distributed to Executive Committee members from this special subcommittee. Sheriff Vetter related that the computerization of the radio shop will be on line and that presently, record keeping is being done "by hand". Rep. Welch suggested a "claim check" process which could be instituted at this department for those individuals/departments, to alleviate any problems when claiming equipment. A question was raised with regards to the salary line item for this departments budget. Sheriff Vetter explained the method of how this departments salary was determined. Rep. McCain questioned the Executive Committee as to their feelings with regards to the need of keeping this special subcommittee for the radio shop as a standing subcommittee, to insure that the radio shop runs and operates the way it should be. It was determined by voice consensus that the Executive Committee saw no need to continue this subcommittee as a standing subcommittee. Sheriff Vetter was asked by Rep. McCain if he agreed with the report, as presented by the special radio shop subcommittee. Sheriff Vetter related that he did agree with the report. Rep. McCain asked Sheriff Vetter when he could comply with the report. Sheriff Vetter explained that currently, towns who wish to have their radios repaired, are responsible for paying the bills for parts. Once the parts are received, Mr. Keith Clark then installs the specific parts for the town/city in question. He further advised that this department does keep an inventory of parts, and that the recent request for an inventory has been completed. Rep. Welch explained that, with the computerization of this department, stocking/inventory can be tracked. It was the suggestion of Rep. Welch that the radio shop subcommittee be kept in place. Rep. McCain reminded the Executive Committee that policy is not the responsibility of the Delegation, adding that their responsibility was the budgetary aspect. Rep. Welch continued that perhaps the subcommittee could be kept as an "over sight" committee, and didn't feel the need to have various subcommittees all over the place. He reminded Rep. McCain and Executive Committee members that problems have arisen with the fact that some sub-

committee members are not attending meetings and working towards the objective. Rep. McCain asked Executive Committee members if they felt that the subcommittees of the Rockingham County Delegation, as established for 1991-1992 be reorganized to make them more effective; to place people on subcommittees who will be willing to work to achieve the objective. It was the consensus of the Executive Committee that Rep. McCain look into realigning the structure of the subcommittees.

It was the feeling of Commissioner Walker that county radios should be repaired first, and when time allows, other radios for towns/cities could be done. Commissioner Walker went on to stress that, without the committees continued overview, she wanted to continue with the cooperation shared currently by all departments when this committee was in tact.

Rockingham County Cooperative Extension Service - Chairman McKinney gave a brief overview of this departments budget for the second quarter, noting that this budget looked good for the second quarter. There were no questions for Rep. McKinney with regards to this budget.

County Attorney/medical Examiner - Rep. McKinney read this committees report to Executive Committee members, noting that the subcommittee did meet and had concerns with regards to a specific line item utilized for the purchase of office furniture as well as the upgrading of a memory for the computer system in the Rockingham County Attorneys Office. There were no questions raised with regards to this report.

Rockingham County Delegation - Rep. McCain reported that most of the activity in this budget was done in the first quarter, noting that office supplies were purchased in the beginning of the year for the entire budget period. He noted his concerns, as he did in the first quarterly budget meeting with regards to per diem and mileage paid to delegation members for attendance at meetings. Rep. McCain noted that that line item was running high and stressed that he intended to watch this line item very closely with the thought of perhaps restricting travel if

this line item remains high in the third quarter. He stressed that as Chairman of the Delegation, he would not allow the Delegation to exceed their budget for 1991. Discussion ensued with regards to the need to schedule Delegation meetings towards the end of the year for the bond issuance for the Rockingham County Nursing Home renovations. It was stated by Commissioner Walker that the Board wanted to have the construction work out to bid by the end of the year, noting that a timetable has been established.

Non-County Specials - Rep. Natalie S. Flanagan, Chairman of the Non-County Specials, then spoke to the fact that due to a recent change in the law, those individuals who volunteer their time will have to pay income tax on mileage reimbursement payments. She noted her concerns as to how this new change in the law will affect those individuals who volunteer their time for the Retired Senior Volunteer Program, stressing that this program may lose some of their volunteers, as a result of this new change. Rep. Flanagan further noted that a meeting was held recently to discuss the concept of including the Rockingham County Nutrition Program as well as the Retired Senior Volunteer Program within the Rockingham County Nursing Home budget for 1992. Rep. McCain noted that grant money could be utilized within the Rockingham County Nursing Home budget for these two department budgets. Rep. Skinner noted her concerns with the benefits package offered to full time staff employees, raising concerns as to whether these same benefits would be extended to these agencies staff personnel if they came under the umbrella of the Rockingham County Nursing Home. Rep. Flanagan assured Rep. Skinner that each agency would continue to operate as they currently do, with nothing added.

Rep. Welch spoke to his concerns that the Rockingham County Nursing Home was "gathering" alot more in it, and, as a result, could create problems down the road. He pointed out that the Rockingham County Nursing Home now has its own maintenance department personnel within its budget, stressing that this budget seems to be "gathering" alot more in it. Commissioner Barka spoke to Rep. Welch's concerns, pointing out that for

bookkeeping and billing purposes, this was done. He explained that the old system created additional bookkeeping/billing procedures that were alleviated as a result of the new method. Commissioner Barka added that now it is only a simple bookkeeping transaction. When questioned about additional benefits for staffing individuals working for the Retired Senior Volunteer Program or the Rockingham County Nutrition Program, Commissioner Barka related that should these two budgets come under the county umbrella, under no circumstances would the County pay benefits or workers compensation benefits for these individuals. Discussion ensued with regards to these two programs. It was pointed out by Rep. Flanagan that these two programs aid in keeping costs down at the Rockingham County Nursing Home. She stressed that both agencies were a pure benefit to Rockingham County - stressing that both of the programs were real cost savers. It was noted that other non-county special agencies do not have a direct relationship on the county budget as does the Rockingham County Nutrition Program or the Retired Senior Volunteer Program.

General Government - A brief review of the General Government portion of the Rockingham County budget for the second quarter ensued with no questions being raised.

Insurance - Discussion ensued with regards to county insurance. Mr. Morrisette, Personnel Manager for Rockingham County noted that this line item will be adjusted with the auditors.

Rep. Welch asked when the new personnel policies and procedures would be updated. Mr. Morrisette indicated that the Rockingham County Personnel Commission is currently working towards completing them soon, so that they will be updated.

Rep. McCain noted for the record that he had sent a letter to all special subcommittee chairmen, asking that they present an interim or final report of their respective subcommittees at the July 30th meeting. He asked Chairman McKinney if these committee chairmen could present their reports at this time. Chairman McKinney

agreed, with Representative George Katsakiores, Chairman of the Special Sub-Committee on Tax Anticipation Notes reporting. He noted that his subcommittee had met, and that legislation would be needed to allow the treasurer and the department of revenue administration to reinvest in long term bonds, as well as to be able to accommodate a different type of payment plan for the county. Rep. McCain added that he has granted this subcommittee an extension of when they should submit their final report.

At this point in the meeting, Rep. Welch, Jail Liaison member, gave the Executive Committee an update on jail construction. He related that there was a delay due to the type of security screws being utilized within the new jail construction. He commented that there was a significant amount of breakage in the type of screws being used. As a result, a determination was made to change the manufacturer of the screws. The second item, he noted was that the control centers in "F" and "G" blocks were all tested, and everything works well in these two areas. He added that the testing took three hours to complete. Rep. Welch went on to explain that problems are still being experienced with the smoke evacuation in the new area. Rep. Welch went on to explain that work is being done in an attempt to resolve the problems of the scheduling of Phase 1 and Phase 2 and what exactly has to be completed in each phase. He added that there are cosmetic problems to resolve, and that a punch list is being worked up in an effort to resolve these items.

Rep. Welch continued with his report, noting that the drawings from the subcontractor of the air handling system within the facility are not available. Rep. Welch stressed the important of having the drawings of the air handling unit available. He added that the original clerk of the works for the project was relieved of his duties and replaced with Ernest G. Woodside, Director of the Maintenance Department. Rep. Welch stressed that Mr. Woodside was doing an excellent job. Rep. Skinner asked about the contingency fund and anticipated cost overruns. Rep. Welch noted that there has not been a significant problem with cost overruns as

a result of the new construction, adding that the contractor is working on a portion of Phase 2 now.

Commissioner Barka stated that he was not familiar with the June completion date, as was stated in the press. Rep. Welch agreed with Commissioner Barka, noting that he was unfamiliar with where this date came from. Rep. Welch went on to explain that some changes have been made in the sallyport area of the jail to accommodate the washers and dryers. He pointed out that these changes have delayed the jail construction. Rep. McCain summarized the report of Rep. Welch. Rep. Welch finalized his report noting that the problems that have been incurred are not serious problems - they were administrative problems.

Rep. McCain then reported that he was in receipt of the report from the special subcommittee to study the feasibility of a county manager position in Rockingham County from Rep. Kenneth Weyler, Chairman of that subcommittee. He noted that the report spoke to the fact that the subcommittee gathered data (county study committee report of 1973; county administrator study report of 1985; feasibility report of 1986; job description of county manager or its equivalent from the other counties; letter from Commissioner Barka detailing innovations and statistical sheet comparing county budget and cost per capita and formulated it. He noted that the report states the following: "After studying above, subcommittee met to determine if any further study material was needed, and how to proceed further. We are presently formulating questions and are planning to interview the county commissioners and county department heads as to their views of the county management question. An initial observation from the statistical analysis shows Rockingham to be one of the most efficient county operations. Only Hillsborough has a few cents per capita less tax burden, while most other county governments are dollars more."

A question was raised by Rep. Chase with regards to the proposed new Rockingham County Administration and Justice Building. Commissioner Walker related that the Board of

Commissioners at this point, have nothing to do with the planning, developing or location of the proposed courthouse. Commissioner Barka noted that the State was made aware of acreage on Route 125, but added that the land in question was not feasible as it was very wet in certain locations.

There being no further business to come before the meeting, Rep. Skinner moved, seconded by Rep. Chase to accept the second quarterly budget report for receipts and expenditures. This motion was so voted unanimously in the affirmative.

There being no further business to come before the meeting, Rep. Conroy moved, duly seconded by Rep. Skinner to adjourn the meeting. This motion was so voted unanimously in the affirmative at 11:40 P.M.

Respectfully submitted,

Honorable Patricia M. Skinner  
Clerk, Rockingham County Delegation/  
Executive Committee

**EXECUTIVE COMMITTEE MEETING**  
**Commissioners Conference Room**  
**Rockingham County Nursing Home**  
**Brentwood, New Hampshire**  
**October 18, 1991**

A scheduled meeting of the Executive Committee of the Rockingham County Delegation met this date, October 18, 1991 at 10:00 A.M. in the Commissioners Conference Room of the Rockingham County Nursing Home in Brentwood, New Hampshire for the purpose of reviewing the third quarterly budget report on expenditures and receipts for 1991. The following were in attendance:

**HONORABLE EXECUTIVE COMMITTEE MEMBERS:** McKinney, Conroy, Palazzo, Rosencrantz, Malcolm, Connell, G. Katsakiores, Packard, D. Sytek, Flanagan, Welch, H. Flanders, McCain, Lovejoy,

**OTHER HONORABLE REPRESENTATIVES:** J. Flanders, Benton, Warburton, Klemarczyk, Barnes, Hoelzel, Hoar.

**OTHERS:** Commissioner Maureen Barrows, Chairman, Board of Rockingham County Commissioners; Commissioner Jane Walker, Vice Chairman, Board of Rockingham County Commissioners; Commissioner Ernest P. Barka, Clerk, Board of Rockingham County Commissioners; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mrs. Patricia M. Donovan, Superintendent, Rockingham County Department of Corrections; Mr. Robert J. Kidder, Rockingham County Farm Manager; Mr. Ernest P. Woodside, Director, Rockingham County Maintenance Department; Mrs. Diane D. Gill, Human Resources Director; Mr. Robert Farrar, Captain, Rockingham County Sheriff's Department; Mr. David Lincoln, Captain, Rockingham County Sheriff's Department; Mrs. Joan Vetter, Administrative Assistant to the High Sheriff of Rockingham County; Mrs. Judith Gates, Administrative Assistant to the Director of Maintenance for Rockingham County; Ms. Nancy Adams of the Rockingham County Cooperative Extension Services; Mrs. McKinney of Londonderry, New Hampshire; Mr. Ronald Tagney of West Newbury, Massachusetts; Mr. James McGonagle of Portsmouth, New Hampshire; Mrs. Carrolle A. Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Rockingham County Delegation; Mr. Robert Cook of The Portsmouth Herald; Mr. Daniel Hackett of The Exeter News-Letter.

The meeting began at 10:02 A.M., with Chairman McKinney referring to the October 18th agenda, recognizing Commissioner Maureen Barrows, Chairman of the Board of Rockingham County Commissioners. Commissioner Barrows rose and spoke to Executive Committee members regarding the presence of Mr. Ronald Tagney of West Newbury, Massachusetts and Mr. James McGonagle of Portsmouth, New Hampshire for the presentation of an oil portrait of Daniel Webster to the County of Rockingham. Commissioner Barrows explained that Mr. Ronald and Mrs. Brooke Tagney generously donated the portrait of Daniel Webster to the County, and that Mr. James McGonagle generously donated the appraisal of the portrait to the County. A formal presentation was done for all to watch, as the press took pictures. Commissioner Barrows went on to explain that

the County recently had all county property appraised for insurance purposes, which was done by Mr. James McGonagle, who offered to do this appraisal at a minimal cost to the County. She added that Mr. McGonagle also did some repairs to several picture frames also at a minimal cost to the County.

A report of the Treasurer/Deputy Treasurer was then presented by Representative Richardson D. Benton, Chairman of that subcommittee. Rep. Benton noted that the 1991 budget for this department was \$48,900., noting that as of October 1, 1991, this department had expended \$22,500, stressing that more than half of this budget still remains unexpended. Rep. Benton went on to explain that of the unexpended balance, \$12,500. was budgeted for legal fees for the Seabrook law suit which has not yet been expended. Also, he noted that \$12,500. of the unexpended balance was for bank and bond fees which also has not been expended as of this date. Rep. Benton reported that the new auditor, Grzylak and Company has only drawn down 50% or \$7,260.00 of their line item for auditing expenses. Rep. Benton related further that it was his assumption that any remaining funds in this departments budget would be used to reduce taxes for the upcoming year. A question was raised with regards to the pending Seabrook law suit. Rep. Benton noted that to date, this case has not been scheduled. A query was made to Rep. Benton as to whether or not the bond fees would be expended by the end of the year. Rep. Benton commented that he was unsure at this time.

## SPECIAL COMMITTEE REPORTS

### REAPPORTIONMENT COMMITTEE

Chairman McKinney then called upon Rep. Natalie S. Flanagan, Chairman, Special Budget Request Sub-Committee, to give a report regarding the Reapportionment Sub-Committee. Rep. Flanagan reported that to date, no final plans for reapportionment have been made at this time, pointing out that the Portsmouth representatives have presented a plan, as has Rep. Sytek from Salem. She commented that a Public Hearing for the purpose of reapportionment will be held on Monday, October 21, 1991 at 7:30 P.M. in the Hilton Auditorium of the Rockingham

County Nursing Home in Brentwood, New Hampshire. Rep. Flanagan invited all interested parties to attend this public hearing for their input.

#### COUNTY MANAGER FEASIBILITY COMMITTEE

Rep. Kathleen Hoelzel reported regarding this committee, noting that after the committee had met and decided to formulate questions and conduct interviews, it was the unanimous feeling of the committee that they not recommend the need to have a county manager for Rockingham County for the following reasons:

1. Rockingham County is the most cost effective county in the state under the current system;
2. The Commissioners do not want a county manager;
3. No other officials or department heads have expressed any support for it.
4. Occasional consultants could accomplish nearly the same thing.

Rep. Hoelzel noted that Rep. Weyler was submitting this legislation and asked if anyone was interested in being a cosponsor. Chairman McKinney asked the Executive Committee membership for a straw vote on the findings of the County Manager Feasibility Committee recommendations. It was noted for the record that all but one (Rep. Malcolm) was in favor of the recommendations set forth by this committee.

#### TAX ANTICIPATION NOTES COMMITTEE

Rep. George Katsakiores, Chairman of this committee noted that the committee met several times and with various individuals. As a result, the committee had several findings and recommendations, noting the following:

##### **FINDING #1**

There is a need to establish a written cash management policy and to develop a standardized procedural system of financial management.

##### **RECOMMENDATION #1**

To establish a committee for the purposes of developing a county cash management policy. This committee should seek the assistance of the commissioners, treasurer, department heads, auditor, and others as deemed necessary

by the committee. This should be done as soon as possible but no later than February 20, 1992.

**FINDING #2**

There is a need to establish a standardized financial management system within the county.

**RECOMMENDATION #2**

Need to engage a consultant to develop a request for bid (RFB) for a fully intergraded financial management system for the county. The consultant will obtain input from county commissioners, treasurer, department heads, auditor and others in reviewing all bids with the goal of reviewing/recommending awarding of bid.

**FINDING #3**

There appears to be no statutory authority for the county treasurer to go to market for a "letter of credit" as negotiable notes rather than "short-term" notes."

**RECOMMENDATION #3**

Submit LSR that would allow the counties to have the option of "letter of credit" as opposed to a TANS or BANS.

**FINDING #4**

Service contracts are being purchased during warranty periods.

**RECOMMENDATION #4**

No service contracts should develop overlap manufacturers' warranties.

**FINDING #5**

There appears to be no clear statutory authority for the county treasurer with the approval of the Department of Revenue Administration to utilize "callable bonds" as a financial tool.

**RECOMMENDATION #5**

LSR be drafted to clearly spell out the statutory authority of treasurer to utilize "callable bonds" as a financial management tool.

**FOOTNOTE:** We explored the issues of a fiscal year change and twice a year payments. We recommend no further action at this time.

The Committee concluded the following:  
With a limited time for drafting legislation (October 1, 1991 deadline), the committee has agreed to submit to Legislative Services, for drafting, LSR's with the understanding that the early submission deadline (October 1, 1991) prevents the committee from reporting to the delegation chairman by his due date of October 1 prior to drafting any legislation that may address the issues. The LSR's may be withdrawn at the discretion of the chairman.

The Executive Committee reviewed the entire TANS Committee report. Discussion followed with Rep. Sytek moving, seconded by Rep. Malcolm that Recommendations #3, #4 and #5 be adopted. Rep. Sytek spoke to her motion, noting that the above mentioned recommendations (3, 4 & 5) were reasonable, adding that some of the recommendations were not within the responsibility of the Executive Committee. More discussion followed. Rep. Sytek noted that it was her feeling that the committee did a good job with their recommendations. Rep. Flanagan queried if these recommendations would affect all county treasurers. Rep. Katsakiores noted that the recommendations as noted, could indeed affect all county treasurers. Rep. Connell queried whether these recommendations will affect town and school districts. It was noted that they could have an affect on them. A call for a vote on the motion was recorded as an affirmative vote.

Commissioner Walker inquired the basis of recommendation #4. It was noted that this would be discussed later. Chairman McKinney noted that Findings #1 & #2 would have to be proceeded with very cautiously. She added that Recommendations #1 & #2 are up to the Chairman of the Delegation, noting further that he will seek legal advise on these issues.

Rep. Hoelzel, the designated liaison person from the Rockingham County Delegation for Rockingham County Nursing Home construction then spoke with regards to the

proposed addition and renovations to the Rockingham County Nursing Home. At this point in the meeting, Mr. Skip Devito, Mr. Gregory Schroeder and Mr. Aring Schroeder, architects, were then introduced to the Executive Committee. Mr. Sturtevant reviewed the space and environmental needs for residents at the Home, adding that the new regulations would make the Mitchell wing of the Rockingham County Nursing Home sub standard. Mr. Sturtevant pointed out that the Building and Long Range Planning Committee were made aware of these problems and have been involved in the planning process. He added further that request for proposals were sent out to those companies who have a strong background on health care facilities. Input was gathered from meetings with staff, residents and families on all three shifts, which was then presented to the architect for inclusion in their design/plan. As a result of this information, and a study conducted, it was determined that a new wing should be built off the Blaisdell wing. At this point in the meeting, Mr. Sturtevant reviewed the drawings which were on display for all Executive Committee members to review.

Mr. Sturtevant went on to explain that there are rooms within the Mitchell wing that do not meet the environmental needs or safety needs of the residents occupying them. He added that there is no space allocation for closets or dressers, and that you must pass through two (2) rooms to get to other rooms, which, he stressed, is a violation of the law. Mr. Sturtevant added that a request for waiver was filed by the Rockingham County Nursing Home, pointing out that the Home was granted a two (2) year waiver. He added that the Home is now at the end of their two (2) year waiver. Mr. Sturtevant went on to explain that the County was faced with several options: a. Build a new wing; b. renovate or c. close rooms off. He explained that the current waiting list for those individuals awaiting admission into the Rockingham County Nursing Home was seventy-six (76), adding that if rooms were closed, it would affect revenues and the waiting list. After much consideration and study, Mr. Sturtevant noted that it was felt that the project as proposed was the most economical. He outlined the space utilization of the

ground floor, first, second and third flooring, adding that the 3rd floor will only be a shell.

Mr. Sturtevant detailed the proposed plans for the new addition, noting that each nursing unit will have twenty five (25) beds and ten (10) private rooms. He reviewed the room design, noting that it is designed differently than the usual hospital room, adding that each resident will have their own space. Mr. Sturtevant went on to explain that a model room was constructed in the Hilton Auditorium of the Rockingham County Nursing Home, with the help and assistance of the Maintenance Department. He noted that many family members, visitors, staff and residents viewed this model room and responded with positive input. Mr. Sturtevant further commented that, after discussions with staff, it was highly recommended that utility and supply areas be located differently, noting that a "loop" was created rather than what is currently "dead end" space. He noted that this "loop" makes it easier for staffing and residents to get around within the facility. Mr. Sturtevant also commented that the new design allows for areas where family members can visit. This suggestion and the need for such area was identified by family members. He also pointed out that there will be designated resident dining room areas, which will allow for good socialization. He added that the business office will move its location to another area within the facility, to free up this space. Mr. Sturtevant also commented that the Rockingham County Adult Medical Day Care facility will move to the space currently occupied by the Administration Office.

Mr. Sturtevant also pointed out that a covered atrium court yard is planned, which will enable the expansion of more outside activities for residents. He noted that although this area will not be heated or air conditioned, it will allow residents to utilize it for functions, a space to walk and enjoy. Mr. Sturtevant explained that the snack bar, currently located in the Hilton Auditorium, will be relocated to an area off the lobby, with a gift shop and coffee shop. It was pointed out by Mr. Sturtevant that the day rooms will look into the courtyard area, and that trees will be planted in that area. Mr. Sturtevant pointed out that the Mitchell wing

was built in 1938 and that the Underhill wing was built in 1912.

Mr. Sturtevant noted that, with the new wing, there could be a consolidation of services within the bookkeeping department of the Rockingham County Nursing Home and the bookkeeping office in the County Commissioners Office. He noted that by consolidating, it would make the bookkeeping functions more efficient. Mr. Sturtevant reviewed the fact that the ground floor of the building will be all storage/service areas, medical record area, mechanical area as well as space allocated to the Rockingham County Nutrition Program. He continued, noting that the top floor, as proposed, would house the Commissioners Office, their administrative assistant, Personnel Department, Commissioners, and Human Resources staff. He added that the new entrance will be the Mitchell wing.

A review of the infrastructure was then done by Mr. Sturtevant, with the notation that the tunnel, which houses all utilities, will be worked on during the construction phase. He noted that the plan is to fill in the tunnel and bring the utilities to the outside. He added that the sewer system project will include repairs of the sewer line, also included in the construction phase. Executive Committee members were then given packets of information which included a summary of work as projected and items not included in the general contract. Mr. Sturtevant stressed that, in an effort to save money, some items will be put out to bid by Rockingham County, rather than included within the construction project.

Mr. Sturtevant then reviewed the construction costs, noting that the estimated new building cost would be \$3,782,842.; the renovations to the Mitchell and Blaisdell Building would be \$1,259,997.00; the site work would be \$714,597.00; the contingency fund (7%) would be \$420,659.00; major movable equipment would be \$221,848.00; architect fees (construction administration) would be \$106,487.00; telephone, communications & security systems estimate would be \$50,000.00 for a total of \$6,556,430.

Rep. Malcolm queried if it would be more sensible to request a Certificate of Need for additional beds, rather than what is being proposed at this time. Mr. Sturtevant noted that the requirements are strict and stringent. He added that all efforts were made to keep the costs down and be economical at this time. He added that, at the beginning of planning, it would have been difficult to find staffing to fill the additional space, adding that there would not be that problem at this time. Rep. Hoelzel emphasized that with the "shell" on the third floor, allot of work could be done with in-house staffing to enable the county to have the additional twenty-five beds (25) at a later date. Mr. Sturtevant stressed that the design was based on two to three years ago, when this proposal first come about. A question was raised regarding the cost of construction for the third floor. Rep. McCain commented that it was his intention to restructure committees, specifically the capital improvements subcommittee.

A detailed accounting of the bonding procedure was done. Mr. Sturtevant pointed out that after 1994, their would be no further bonding indebtedness for the Rockingham County Nursing Home.

Discussion followed, with Rep. William McCain offering the following motion: **the Executive Committee of the Rockingham County Delegation vote to instruct the Chairman of the Rockingham County Delegation to hold a Public Hearing on November 5, 1991 at 7:00 P.M. in the Hilton Auditorium of the Rockingham County Nursing Home in Brentwood, New Hampshire and a full Rockingham County Delegation Meeting on November 9, 1991 at 9:30 A.M. in the Hilton Auditorium of the Rockingham County Nursing Home in Brentwood, New Hampshire for a formal vote on the Rockingham County Nursing Home construction and renovations bonding.** This motion was seconded by Rep. H. Flanders. There being no discussion following the motion, a call for the vote was recorded as unanimous in the affirmative.

At this point in the meeting, the remaining portion of the 3rd quarter budget was reviewed, with the following noted for the record:

**Commissioners** - Rep. T. Klemarczyk reported regarding this departments budget, noting that the postage, office supplies and service contract account line items were over, but was advised that they would level out by the end of the calendar year. Rep. Klemarczyk noted that overall, this budget was in good shape.

**County Attorney/Medical Examiner** - A report was done on this departments budget, with the notation that the office supplies and contract services account line items were high. It was pointed out that there was a need to purchase file cabinets, a fax machine, a copy machine and computer terminals, thus the reason for both line items being very high. It was noted that although the service contracts line item was high, it was projected to be within budget by the end of the year.

The Medical Examiner portion of the budget was then reviewed. It was noted that the line item for continuing education was high, due to the fact that personnel were being sent to school, but that it was expected to be within budget by the end of the year.

**Registry of Deeds** - Rep. John Hoar, Chairman of the Registry of Deeds Sub-Committee reported on the expenditures and receipts for this department. He noted concern regarding the telephone line item, adding that this line item may be over by the end of the year, but will easily be absorbed by revenues. Rep. Hoar added that the fax machine located in this office has been a good source of revenue for this department. Rep. Hoar also noted that the Register is considering in the future, to tie the computer system with the fax machine. He stressed that this would not only save time but would be a cost savings as well. Rep. Hoar complemented the Register of Deeds for her fine job. He added that this department will soon take on additional office staff, due to the fact that some personnel had left, and, at the time, those positions were not filled.

**Sheriff's Department** - It was noted that Sheriff Vetter was not in attendance at the meeting, nor was the Chairman of this subcommittee. Rep. Barnes noted that although he was asked to be in attendance at today's

meeting, Mr. David Lincoln would be doing the presentation. Mr. Lincoln noted that there was one line item of major concern, noting the Deputy Sheriff's Overtime Line Item. Mr. Lincoln stressed that his department will be out of money by the end of October in that line item. Rep. Sytek questioned the line item on Grant Salaries/Outside Details, and whether it would be offset by revenues. She was advised that it would.

Chairman McKinney then noted that the Executive Committee would then hear the report regarding the Radio Maintenance Shop. It was noted for the record that Rep. John Flanders would be reporting regarding this departments budget. Rep. Flanders noted that copies of the Sheriff's department Radio Shop, as completed by the Radio Maintenance Special Committee (Rep. John Coffey, Chairman) were distributed to all Executive Committee members for their review and consideration. He noted that two meetings were held for the committee, where they took a tour of the radio facilities, with the exception of Saddleback Mountain. Rep. Flanders noted that at the last meeting, committee members met with the Commissioners. He noted that the Commissioners are satisfied with the cooperation and performance of the personnel within that department, as well as the fact that this department will be computerized.

Rep. Flanders noted that a software program has been requested by the Radio Maintenance Department personnel, as per the request of the Board of Commissioners. This software package was reviewed by Rep. Welch and others, and was recommended that it be utilized. At that time, the computer being utilized by the Radio Maintenance Department was taken back by the Sheriff's Department but was returned approximately three weeks ago, where the staff person within that department has been busy entering all the pertinent data and inventory into the computer.

Rep. Flanders further reported that approximately \$40,000 has been expended of which \$30,000 was from Public Service of New Hampshire for the replacement of antennas at Saddleback Mountain as well as the coax. Rep. Flanders noted that it was his understanding that \$10,000

of this sum came from Captain Lincoln's budget. Rep. Flanders continued, noting that the Radio Maintenance Department does not have a line item within the budget this year. It was requested that a line item be put into the budget for parts and maintenance for 1992, adding that the department does not have any parts for cruisers, and has been utilizing Captain Lincoln's budget to fill the request for parts. Rep. Flanders explained further that when parts are ordered, there is a waiting period (approximately 2 weeks), noting that the Radio Maintenance Department does not have parts on hand, stressing that this jeopardizes public safety. Rep. Flanders noted that repair work continues for towns, but that this repair work is at the bottom of the priority list. He added that the towns requesting work are paying for their equipment. He stressed again that because parts are not in stock, police departments also wait for parts to be sent. It was requested that the Radio Maintenance Department be able to replenish parts that are used all the time, and billing can be done to towns, with service being provided as soon as possible.

A question was raised with regards to the Radio Maintenance Department budget. Captain Lincoln was queried regarding this budget was paying the salaries of two individuals, when the Delegation had only appropriated monies for one individual. Captain Lincoln noted that only one person works in that department, adding that the other position was terminated in February.

Rep. McCain noted for the record that the Delegation voted an amount of money to operate the radio shop, noting that there was division of thought within the Delegation as to how it ought to be done. Ways were looked at as to how it should be done to fit within the budget. At that time, the Sheriff agreed that he would comply. He added that he did not recall any comments that if this could not be accomplished for the budgeted price, the Sheriff's Department would get more money, noting further that he was bothered by the way the radio maintenance department budget is being expended. Rep. McCain noted that during budget deliberations for 1991, it was agreed and voted that the Sheriff could use this

funding to run this department, whether it be used for salaries or contract services.

Rep. Welch noted that he has been involved off and on in the radio maintenance department particularly the collection of data requested for the past five years. He noted his excitement of having the data computerized. Rep. Welch questioned again why there is a maintenance operation under the Sheriff's Department when it cannot be controlled because the Sheriff is an elected official. He stressed that he has maintained consistently that this shop should be under the Maintenance Department or separated from an elected official, adding further that it is a maintenance operation, and should come under Maintenance, not law enforcement.

Rep. McCain then spoke about the need to have the endorsement and authorization of the Executive Committee for the expenditure of monies for up to five hundred dollars (\$500.00) to be available for him to be able to obtain if needed, outside legal counsel, to find out how the radio maintenance shop can be separated from the Sheriff's Department. He noted that although he wasn't in agreement with Rep. Welch the first time he mentioned this idea, he was in agreement now, and would like to make this move. He stressed that in order to accomplish this task, he wished to do it legally, and wanted to have the authority from the Executive Committee to obtain this advice and report back to the Executive Committee before the next budget process. He noted that it was his desire to continue this line item within the Delegation budget in 1992, because it was extremely important to get the right answers.

Rep. Welch pointed out that his comments should not reflect on the sheriff's ability. He added that it was his thought that the Sheriff should be dealing with law enforcement, and it is too much to expect someone involved in law enforcement to also run a radio shop.

Discussion ensued with Rep. Malcolm moving the following motion: **that the Executive Committee allow five hundred dollars (\$500.00) for legal counsel for legal advice regarding the radio shop.** This motion was seconded by

Rep. Flanagan. More discussion followed with Rep. Palazzo suggesting that an amendment to the motion, to increase the sum to two thousand dollars (\$2,000.) would be in order, as he felt that Rep. McCain could not get much legal advice for five hundred dollars. After more discussion regarding Rep. Palazzo's suggestion, he agreed to the figure as suggested by Rep. McCain of five hundred dollars (\$500.) Rep. McCain noted that he would like to include this as a line item again in the upcoming 1992 budget within Delegation expenses, and felt that once he had a better idea as to the costs involved, the requested amount may increase for 1992. Rep. McCain also noted that the Delegation budget does have money available for this request within the 1991 budget. Chairman McKinney called for a vote on the motion. It was recorded as an affirmative vote.

Rep. Barnes was recognized who spoke to the fact that Captain Lincoln noted that there would be problems in the overtime budget. He queried where the ten thousand dollars (\$10,000.00) would come from within the county budget, since they will be out of money by the end of October. Chairman McKinney noted that the Executive Committee has heard prior testimony regarding the need for additional monies within the overtime budget. She noted that this budget is still at 75%, and it is up to the Sheriff to manage his own budget. She added that if there is any thought at this time for appropriating additional monies for this budget, she stressed that the Executive Committee did not have the authority to do so at this time. This item would have to be brought up at the bond hearing. Rep. Barnes stressed that it was his intention to make sure that all Executive Committee members understood that there is a need for an additional ten thousand dollars (\$10,000) for the overtime in the Sheriff's Department budget. Rep. McCain noted that the procedure for supplemental appropriation, if needed for the Sheriff's Department.

**Maintenance Department** - Rep. Warburton noted that this department is in good shape, noting that they have expended 70.39% as of the third quarter. He noted the items that are over, stressing that these items have been over since the first quarter, due to the fact that

the amount paid was done all at once. Rep. Warburton noted that there was a need to purchase new office equipment for an individual within the maintenance department, due to requirements set forth by workers compensation as a result of a workers compensation case. He noted that the cost of this new equipment cost \$515.80, noting that the line item for office equipment, as a result of this expenditure was over approximately 450%. He stressed that this expenditure will be easily absorbed in the total, which is well under the 75% figure.

**Public Assistance** - Rep. McKinney referred to a letter received by all Executive Committee members. She made reference to the fact that the budget was up due to the YDC rates increasing, which was not anticipated. She further noted that the letter related that the Old Age Assistance budget will be over expended, and probably will be in the red by more than several hundred thousand dollars by the end of the year. She stressed that there is not much that can be done about this, something that the county really has no control over, but wanted the Executive Committee to be aware of this. Discussion ensued with regards to the costs incurred by YDC for counselling. Rep. McCain spoke to a Bill with regards to payments for Guardians.

**Rockingham County Nursing Home** - Mr. William F. Sturtevant, Administrator of the Rockingham County Nursing Home then spoke about his budget for the third quarter, noting that his budget was under expended as of third quarter. He noted that the Dietary Department budget was put together based on what was thought to be the Department of Corrections population, and the dates of moving it. As a result, there were some cost savings for this item, but it does have an affect on the revenues portion, on the other end. He also noted that there were cost savings in the area of nursing, due to vacancies not filled at the time. Mr. Sturtevant noted that as of October 1, 1991, the Pharmacy is no longer in the Home's daily rate, and has become an independent pharmacy. The billing process has been reviewed and what is expected for an income, and it was determined that it would be the most economical method. Mr. Sturtevant noted that the

Rockingham County Nursing Home's budget for the third quarter is right on line and the revenues portion are under, due to the jail population being down. He added that while there have been major revenue increases in 1980, the 1990's are very different.

Mr. Sturtevant was queried whether the Home was considering an increase in residents allowance. Mr. Sturtevant noted that this is an issue that goes before the legislature. He noted the currently rate of allowance per resident, further commenting on a recent Letter to the Editor, by a Rockingham County Nursing Home resident. He explained that there are some residents that do not use any of the allowance, and others that use all of the allowance, unfortunately, there is no mechanism to determine who needs more money and who needs less money - everyone is treated the same.

**Department of Corrections** - Mrs. Donovan, Superintendent of Corrections then reviewed her departments budget. Commissioner Walker extended an invitation to all Executive Committee members and other representatives in attendance, to join a tour of the areas that have been completed within the new correctional facility.

**Rockingham County Farm** - Rep. Rosencrantz reported that the Farm purchased a potato plow which was used to dig and plant potatoes. He added that more vegetables grown on the Farm are being purchased by the Dietary Department of the Rockingham County Nursing Home. Rep. Rosencrantz went on to explain that the Farm had to put a new loader frame and bucket on the 4600 Ford tractor, due to the fact that the old loader frame that came on the tractor broke in half and bent the side frame. This was replaced with a new one that is removable so that the tractor can be utilized for other purposes.

Rep. Rosencrantz further explained that the line item for farm equipment repairs/parts was utilized to buy parts and repair the three (3) farm tractors and payloader and twenty five additional pieces of equipment which go behind a tractor to do the different types of field work done on the Farm. He emphasized that each spring, farm personnel go through each piece of equipment and replace

only broken or worn parts. As the equipment gets older and used more, it breaks down while it is being used. He also noted that the transmission on the 966 tractor broke down, noting that it was repaired and was usable for approximately two (2) months. He stressed that it is currently broken again and that water is leaking into the engine block. Rep. Rosencrantz stressed that this tractor is a 1976 model and has over 5,800 hours on it.

Rep. Rosencrantz went on to explain that line item 7100-76.01 was utilized to purchase feeder calves, which weigh between 450 pounds to 500 pounds a piece. He noted the process of castration and vaccination. Rep. Rosencrantz stated that these calves are fed corn silage mixed with haylage and wet brewer grain, and it takes approximately eighteen (18) months to grow these calves up to the weight of 1,100 to 1,200 pounds. He stated further that when these animals are slaughtered and dressed, the animal will weigh 550 to 600 pounds dressed. It was noted for the record that so far this year, the Dietary Department of the Rockingham County Nursing Home has used seventy four (74) head of beef, adding that at the end of this year the Dietary Department will use ninety five (95) head. Rep. Rosencrantz stressed that in order to maintain that number, the Rockingham County Farm should have one hundred eighty (180) head of cattle. He noted that right now, the Rockingham County Farm has only seventy nine (79) head on hand. Rep. Rosencrantz stressed that the beef and pork produced at the Farm is good quality and is welcomed by the Dietary Department for their utilization.

Rep. Rosencrantz concluded by stating that the Rockingham County Farm is running great, due to the new farm manager, Mr. Robert J. Kidder.

A question was raised regarding spoiled beef recently in the news. Commissioner Walker noted that, because of the fact that the Slaughter House freezer is not on the Home's generator, the meat stored in the Slaughter House freezer remained there when the power went out as a result of Hurricane Bob. The meat in question was transported to the Rockingham County Nursing Home Dietary Department where concerns were raised at that time about

the meat. The State Meat inspector viewed the meat and raised some concerns about the meat. Commissioner Walker stressed that, rather than taking any chances or experiencing any law suits, the Board of Commissioners decided that the meat would not be used, and that efforts would be made to find an animal shelter that could utilize the meat. She added that the Board's decision was based on the concerns raised by the meat inspector and the doctor. It was noted that this loss will be included in the FEMA costs.

Rep. Rosencrantz did note that the county did get an extra hay crop but because of Hurricane Bob, there was some loss of the corn silage crop. He added that the wet lands at the farm creates problems with crops, planting and harvesting.

**Rockingham County Cooperative Extension Service** - Rep. McKinney reported on this budget, noting that the office supplies account may be over expended, but the bottom line will be on target.

**Non-County Specials** - Rep. Flanagan reported that this area of the budget is right on line, noting further that the Board of Commissioners will be meeting with all non-county special agencies to review their proposed budgets prior to the meeting of the Special Budget Request Subcommittee.

**Revenues** - Discussion ensued with regards to the revenues portion of the budget. Concerns were raised regarding the fact that the revenues in the Sheriff's Department were down. After more discussion, Rep. Welch moved, duly seconded by Rep. Flanagan that the **expenditures and receipts for the third quarter of the Rockingham County budget for 1991 be approved as reviewed. This motion was so voted in the affirmative.**

Chairman McKinney pointed out that a letter was being distributed to all Executive Committee members to sign for Mr. Lawrence A. Chase, Jr., who resigned his seat to the State Legislature due to illness. Chairman McKinney also pointed out that the Nominating Committee will meet soon to provide a candidate to bring before the entire

Delegation to fill the vacancy of Lawrence A. Chase on the Executive Committee. Discussion ensued with regards to a suggestion for a gift for Larry Chase. It was noted that monies were raised sometime ago for him as outgoing Delegation Chairman. Due to the fact that these monies were not expended to date, they will be used to purchase a gift for Mr. Chase and presentation will be planned for the November 9, 1991 meeting of the Delegation. Discussion ensued with regards to the purchase of a gift for Larry Chase. A motion was then made by Rep. McCain, duly seconded by Rep. Flanagan **that the Chairman of the Executive Committee select two (2) people to work towards purchasing a gift for Lawrence A. Chase, for presentation at the November 9th meeting.** A call for the vote on the motion was recorded as unanimous in the affirmative. Rep. McCain noted that he would contact Mr. Leo Callaghan for a resolution to be presented to Mr. Chase.

**Classified Salaries** - Rep. Hoelzel reported that the Classified Salary Sub-Committee is working on their recommendations.

Discussion ensued with regards to contract management for the Rockingham County Nursing Home construction. Rep. Hoelzel, Liaison person from the Delegation for the Rockingham County Nursing Home construction stated that she fully supported the concept of contract management, but added that she felt that this should be left up to the Board of Commissioners to decide. She suggested that it might be helpful if the Commissioners are given a vote of confidence if they so decide to go this route. She added that contract management would enable the county to have better control and cost savings. Rep. McCain asked if further information could be provided on this concept before a vote of confidence is given by the Executive Committee. Rep. Hoelzel noted that as liaison person from the Delegation, she wanted to let the Executive Committee and Delegation know what the Commissioners were considering.

Commissioner Walker noted that the Board wanted to make the Delegation aware of what they are considering. She added that, in the long run, the county would save money and get a better product. Commissioner Barrows also

spoke to the concept of construction management, pointing out that the Board is reviewing this concept with the dollar cost in mind, but just wanted to let the Executive Committee and Delegation know what they were considering. Rep. Welch pointed out that with the present construction project at the Rockingham County Department of Corrections, the county knows what has occurred and the reasons behind it. He added that he was unsure if the county would have this with the 3rd party concept, stressing that it's good to have a presence. Rep. Hoelzel noted that the county would have this with construction management.

There being no further business to come before the Executive Committee meeting, Rep. Malcolm moved, seconded by Rep. Palazzo to adjourn the meeting. This motion was so voted in the affirmative at 12:35 P.M.

Respectfully submitted,

Representative Patricia M. Skinner  
Clerk, Executive Committee

**PUBLIC HEARING ON BONDING  
ROCKINGHAM COUNTY NURSING  
HOME ADDITION/RENOVATIONS  
Rockingham County Nursing Home  
Brentwood, New Hampshire  
November 5, 1991**

**PRESENT: HONORABLE EXECUTIVE COMMITTEE MEMBERS:** K. Malcolm; S. Packard; J. Rosencrantz; G. Katsakiores; P. Skinner; McCain; McKinney.

**OTHER HONORABLE REPRESENTATIVES:** L. Thayer; K. Hoelzel; Parr; J. Coffey; Raynowska; A. Smith; J. McCarthy; D. Woods; J. Barnes; A. Christie.

**OTHERS:** Commissioner Jane Walker, Vice Chairman, Board of Rockingham County Commissioners; Commissioner Ernest

P. Barka, Clerk, Board of Rockingham County Commissioners; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mr. Skip Devito of Aring Schroeder; Mr. Greg Schroeder of Aring Schroeder; Mrs. Irene L. Dodge, Deputy Treasurer of Rockingham County; Ms. Ann Maschetto, employee of the Rockingham County Nursing Home; Ms. Marilyn Sargent, employee of the Rockingham County Nursing Home and resident of Kensington, New Hampshire; Ms. Josephine Adams, employee of the Rockingham County Nursing Home and resident of Raymond, New Hampshire; Mr. Robert Lidner of radio station WERZ/WMYF; Mrs. Joan Skinner, Director of Nursing for the Rockingham County Nursing Home and resident of Kingston, New Hampshire; Mr. Ernest G. Woodside, Director, Rockingham County Maintenance Department and resident of Derry, New Hampshire; Mr. Clarke R. Chandler, Rockingham County Treasurer; Mr. Robert and Mrs. Gayle Woodburn of Exeter, New Hampshire; Ms. Judith Gates, Administrative Assistant to the Director of Maintenance; Mr. John Hart of The Manchester Union Leader; Mrs. Nancy Lang, Assistant Administrator, Rockingham County Nursing Home; Mr. Daniel Hackett of The Exeter News-Letter and Mrs. Carrolle A. Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Rockingham County Delegation.

The meeting was opened promptly at 7:00 P.M. by Chairman William F. McCain, Chairman, Rockingham County Delegation who then spoke to the purpose of the meeting was to review a request for a bond issue for improvements and additions to the Rockingham County Nursing Home and the Rockingham County Complex in Brentwood, New Hampshire. He noted that the public hearing notice was placed in a paper of wide circulation and invited and encouraged the public to attend and participate in the meeting.

Chairman McCain then introduced Mr. William F. Sturtevant, Administrator of the Rockingham County Nursing Home who spoke regarding the building project.

Mr. Sturtevant then spoke to the fact that in January of 1988, the Board of Commissioners were made aware by him that the Mitchell Building of the Home would not meet the new federal regulations proposed in the Congressional

Legislation known as OBRA '87, Long Term Care Reform Act. He went on to explain that the Long Range Planning Committee of the County Delegation was notified by the Board of Commissioners of this fact. The Rockingham County Delegation did authorize the Board of Commissioners to contract an architect to study the needs of the facility and future use for the Mitchell Building.

Mr. Sturtevant went on to note that in October of 1990, the New Hampshire Bureau of Health Facilities Administration identified and confirmed that the Mitchell Building was not in compliance with OBRA '87. He added that several deficiencies in the Mitchell Building were identified such as the lack of adequate space, lack of privacy in two 4 bed units which must be traversed to access the day rooms and inadequate closet space for personal belongings.

Mr. Sturtevant went on to explain that in December of 1990, a waiver request was approved by the Department of Public Health for a two year period ending December 31, 1992.

At this point in the meeting, Mr. Sturtevant made reference to the drawings of the proposal, as submitted, for everyone to review. He noted that the current rules for a Certificate of Need Application for the replacement of beds allows for an additional 10 beds or 10% of 290 whichever is less.

Mr. Sturtevant reviewed the development of the proposal project, noting that it will assist in better circulation movement throughout the facility. He added that the proposal will also improve the infrastructure problems which current exist as well as the sewer system across the street from the Home. Mr. Sturtevant added that the offices currently located in the Administration Building at the Brentwood Complex would be moved into the area designated in the new plans, as well as in the Bookkeeping Office at the Rockingham County Nursing Home.

Mr. Chandler was then introduced who spoke to the bond payment schedule.

Ms. Marilyn Sargent, Head Nurse on the Mitchell 2 wing of the Rockingham County Nursing Home rose and spoke to the need for the proposal, as discussed and indicated. She presented the Chairman of the Rockingham County Delegation with a petition that stated the following: "We the undersigned taxpayers of Rockingham County and employees of Rockingham County Nursing Home support the proposed additions and renovations to the Rockingham County Nursing Home for the replacement of the outdated and inadequate Mitchell Building. We urge the approval of the bond issue for this project." It was noted for the record that this petition was signed by one hundred fifty nine (159) individuals.

Mr. Ernest G. Woodside, Director of Maintenance for Rockingham County and taxpayer in the Town of Derry, then rose and spoke to the need of the proposed renovations and addition to the Rockingham County Nursing Home. He stressed that he was in favor of the project, pointing out the fact that residents of Rockingham County enjoy the lowest tax dollar for county taxes. He added that the proposal, as submitted, provides the lowest bottom line figure and is in the best interest of Rockingham County.

Rep. Ednapearl F. Parr, Chairman of the Building Committee of the Rockingham County Delegation was then recognized by Chairman McCain to speak. She noted the Board of Selectmen in the Town of Hampton were initially against the project, stressing that need for the project. She stressed the fact that all those involved were concerned and interested in keeping the tax rate on the county level down as much as possible. Rep. Parr stressed the definite need for the proposal. Rep. Rosencrantz, member of the Executive Committee, rose and spoke in favor of the proposal. He pointed out that the Building Committee, the Long Range Planning Committee, the Board of Commissioners; the architects; the Administrator and all others involved have done "one hell of a good job", stressing that the group involved are working together to do a fine job.

Rep. LeRoy Thayer of Hampton rose and spoke in favor of the proposal. He stressed the fact that the proposal, as

submitted, would increase the bed population in the Mitchell Building to 50 beds, noting that the current bed population in the area in question is 40. He pointed out that if nothing is done, the Home would be required to decertify a minimum of fourteen (14) beds, which would result in a loss of available bed space from 290 to 276.

Prior to the adjournment of the meeting, Chairman McCain noted that it is essential that the quorum is present at the full Delegation meeting scheduled for November 9, 1991 to vote on the bond issue. He urged all representatives in attendance to inform other representatives that the full Delegation meeting was essential, and the need for a quorum was imperative.

There being no further business to come before the public hearing, it was adjourned at 7:15 P.M. on a motion made by Rep. Parr, seconded by Rep. Coffey and so voted in the affirmative.

Respectfully submitted,

Representative Patricia M. Skinner  
Clerk, Rockingham County Delegation

**ROCKINGHAM COUNTY DELEGATION**  
**Hilton Auditorium**  
**Rockingham County Nursing Home**  
**Brentwood, New Hampshire**  
**November 9, 1991**

A scheduled meeting of the Rockingham County Delegation was held this date, November 9, 1991 at 9:30 A.M. in the Hilton Auditorium of the Rockingham County Nursing Home in Brentwood, New Hampshire. In attendance were the following:

**HONORABLE EXECUTIVE COMMITTEE MEMBERS:** Connell; Conroy; Flanagan; H. Flanders; G. Katsakiores; McCain; McKinney;

Malcolm; Packard; Palazzo; Rosencrantz; Skinner; Syracuse; D. Sytek; Welch.

**OTHER HONORABLE REPRESENTATIVES:** Barnes; Bell; Benton; Boucher; M. Campbell; Caswell; Christie; Coffey; Cote'; J. Flanders; Hoar; Hoelzel; Hurst; Johnson; Kane; P. Katsakiores; Klemarczyk; MacDonald; MacKinnon; McCarthy; McGovern; Melnick; Parr; Raynowska; Roulston; Schanda; Schmidtchen; Senter; Smith; J. Sytek; Thayer; Warburton; Wells.

**OTHERS IN ATTENDANCE:** Commissioner Maureen Barrows, Chairman, Rockingham County Commissioners; Commissioner Jane Walker, Vice Chairman, Board of Rockingham County Commissioners; Commissioner Ernest P. Barka, Clerk, Board of Rockingham County Commissioners; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mrs. Nancy L. Lang, Assistant Administrator, Rockingham County Nursing Home; Mr. Skip Devito of Aring Schroeder; Mr. Gregory Schroeder of Aring Schroeder; Mr. Romet Aring of Aring Schroeder; Mr. Clarke R. Chandler, Rockingham County Treasurer; Mrs. Irene L. Dodge, Deputy Treasurer for Rockingham County; Mrs. Carrolle A. Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Rockingham County Delegation and members of the press.

The meeting was opened at 9:30 A.M. with Representative William F. McCain, Chairman, Rockingham County Delegation outlining the agenda proceedings for the November 9th meeting. It was noted that copies of the agenda and Rockingham County Nursing Home Building Project Summary were distributed to everyone in attendance. Chairman McCain reviewed the agenda, noting that the Delegation will be given ample amount of time to review the proposal prior to the call for the vote on the bonding question which would transpire at 10:40 A.M., per the motion to be offered by Rep. Skinner and seconded by Rep. Conroy. Chairman McCain assured everyone in attendance that the November 9th meeting would conclude on time, as per the agenda.

At this time, Chairman McCain called upon Representative

Calvin Warburton to lead the group in prayer and offer the Invocation.

After the completion of the Invocation, Rep. Welch was called upon to lead the group in the Pledge of Allegiance to the Flag. Chairman McCain then asked the Clerk, Rep. Skinner to call the roll for the establishment of a quorum. The above names, as indicated in alphabetical order for recorded. Chairman McCain declared that a quorum was present, noting that forty eight (48) representatives were in attendance.

Chairman McCain then introduced Mr. Clarke R. Chandler, Rockingham County Treasurer, who noted the total project cost would be \$6,839,745 and that the amount of \$6,600,000. was to be requested for borrowing under RSA 28 and the Municipal Finance Act.

At this point in the meeting, Mr. Sturtevant was called upon to give an overview of the proposal. Mr. Sturtevant explained that in January of 1988, the Board of Rockingham County Commissioners were made aware by him that the Mitchell Building would not meet the new federal regulations proposed in the Congressional Legislation known as OBRA '87, Long Term Care Reform Act. He continued, noting that the Long Range Planning Committee of the County Delegation was then notified by the County Commissioners of this fact. The full Delegation did authorize the County Commissioners to contract an architect to study the needs of the facility and future use for the Mitchell Building.

Mr. Sturtevant continued, noting that in October of 1990, the New Hampshire Bureau of Health Facilities Administration identified and confirmed that the Mitchell Building was not in compliance with OBRA '87. He pointed out that several deficiencies in the Mitchell Building were identified; lack of adequate space, lack of privacy in two 4 bed units which must be traversed to access the day rooms, and inadequate closet space for personal belongings. Mr. Sturtevant noted that each resident should have 80 square feet of space, and that some residents in this wing do not.

As a result of the contract to have an architect studying the needs of the facility, and after many meetings with the Board of Commissioners; members of the Long Range Planning Committee; Building Committee; staff; residents and family members, the proposal, as submitted, was recommended. Mr. Sturtevant noted that the proposal would replace forty beds and allow for an additional ten beds, with future expansion of twenty five additional beds in the future, if needed.

Mr. Sturtevant further noted that a waiver request from Rockingham County was approved by the Department of Public Health for a two year period ending December 31, 1992. He added that the current bed population in the Mitchell Building is forty, adding that if nothing is done, Rockingham County would be required to decertify a minimum of fourteen (14) beds, which would result in a loss of available bed space from 290 to 276 at a time when we have a waiting list of sixty (60). He stressed that this would cause the reduction of \$484,070. in annual revenue.

Mr. Sturtevant went on to detail the fact that the proposal addresses major areas of circulation for residents and staff, enabling them better access to get around the facility. He added that the project calls for an atrium which will allow residents to get outside and enjoy the fresh air. He noted that the Home currently has a large number of residents to need to ambulate, stressing that the atrium area would allow for this. Mr. Sturtevant further explained that the renovations will allow for the Adult Medical Day Care facility to move into the area currently occupied by the administration office. He stated that currently, the Adult Medical Day Care facility currently has seventy two clients enrolled. He commented further that a resident dining room area will be created, to allow residents to have their meals other than in their respective units, where they currently have them.

Mr. Sturtevant reviewed the proposed new building construction costs, noting that they would be \$3,782,842.; and that Mitchell Building renovation costs would be \$1,259,997. He added further that the new

construction will allow for the consolidation of county offices. Mr. Sturtevant then reviewed the space allocations for each floor, noting that the ground floor would encompass all of the utilities area; the first floor would house the Administration Office, Business Office and county offices; and the second floor would house the Commissioners Office, Personnel Office, Human Resources Department and conference room areas for the Delegation and Commissioners.

Mr. Sturtevant noted that a portion of the proposed construction would be the infrastructure repairs to the tunnel (Carlisle to Fernald Building and Carlisle to Jail; the existing sewage lines; allowances and the replacement of water lines outside the Mitchell Building for a total cost of \$130,000.00. He noted that the plan is to close the tunnel, fill it in and cap it, and place the utilities over it. Mr. Sturtevant pointed out that the architect fees for construction administration would be \$106,487.; the estimate for telephone, communications & security systems would be \$50,000.00 and the major movable equipment line item would be \$221,848.00.

Mr. Sturtevant went on to explain that currently, the accommodations in the Mitchell Building violate the new regulations with regards to residents rights. He stressed that some areas have no space for residents to have bureaus and dressers, as well as having no closet space.

At this point, Rep. Hoelzel, Liaison member from the Delegation for the Rockingham County Nursing Home construction was called upon to speak. She spoke regarding the fact that there was a need to this project, stressing that an extensive amount of research has been done on this project. She added that the best time to do building construction is right now. Rep. Hoelzel emphasized that the architects, Mr. Woodside, Director of Maintenance for Rockingham County, Commissioner Jane Walker, Vice Chairman, Board of Rockingham County Commissioners, Mr. William Sturtevant, Administrator, Rockingham County Nursing Home and herself have been meeting weekly regarding this proposed project. She

added that she was very much in favor of the project, as outlined.

Rep. Ednapearl F. Parr, Chairman, Building Committee, was called upon to speak. Rep. Parr spoke to the fact that every member of the Rockingham County Delegation realizes the need to take care of the senior citizens in Rockingham County. She stressed that there was an absolute need for the proposal, as outlined, adding that the longer the wait, the most it will cost. Rep. Parr urged the Delegation members to vote yes for the bonding and building of the renovations and additions to the Rockingham County Nursing Home.

At this point in the meeting, Rep. McKinney, Chairman of the Executive Committee was recognized to speak. She related that the Executive Committee has been involved with this project from the inception, stressing that the Executive Committee is very aware of the need for this project. She also urged Rockingham County Delegation members to vote yes on the bond issue for the proposed project.

Rep. Joseph MacDonald queried the Chair as to whether there was any opposition against the proposed project voiced at the Public Hearing on the bonding of the proposed project. Chairman McCain noted that there was no opposition, adding that two (2) speakers rose and spoke in favor of the proposal, and submitted a petition list of employees/residents of Rockingham County in favor of the proposal. Rep. Phyllis Katsakiores asked whether the proposed project will have an impact on towns and cities in Rockingham County. It was stated by Commissioner Barka that currently, there are 4-5 outstanding bonds, noting that one bond for the Rockingham County Nursing Home will be completed in 1992 and one in 1993; a third and fourth bond for the Rockingham County Department of Corrections will be completed in 1994 and 1995. He stressed that, all in all, Rockingham County is not in bad shape financially. Rep. MacKinnon queried when the construction work will begin and end. It was pointed out that ground breaking is anticipated to begin March 1, 1992, with a phase down

in the summer of 1993 and final completion work to end the summer of 1994.

Chairman McCain asked if any other delegation members wished to raise any further question prior to the call on the question. There being no further questions to come before the meeting, Chairman McCain noted that prior to the vote on the motion, there would be a need for thirty two (32) members of the forty eight (48) present to vote in the affirmative, in order to pass the motion. The motion was then ordered by Rep. Skinner, seconded by Rep. Conroy that: **\$6,839,745. is appropriated for constructing and equipping additions and other capital improvements to the Rockingham County Nursing Home and the Rockingham County Complex in Brentwood; and that to meet this appropriation the Treasurer and the County Commissioners are authorized to borrow \$6,600,000. under RSA 28 and the Municipal Finance Act.** He asked if all the Delegation members understood the motion. There being no queries or discussion, he then instructed the Clerk, Rep. Skinner, to call the roll. The following Rockingham County Delegation members responded: **YEAS:** Barnes, Bell, Benton, Boucher, M. Campbell, Caswell, Christie, Coffey, Connell, Conroy, Cote', Flanagan, H. Flanders, J. Flanders, Hoar, Hoelzel, Hurst, Johnson, Kane, G. Katsakiores, P. Katsakiores, Klemarczyk, MacDonald, MacKinnon, McCain, McCarthy, McGovern, McKinney, Malcolm, Melnick, Packard, Palazzo, Parr, Raynowska, Rosencrantz, Roulston, Schanda, Schmidtchen, Senter, Skinner, Smith, Syracuse, D. Sytek, J. Sytek, Thayer, Warburton, Welch, Wells. **NAYS:** —. The Clerk advised the Chairman that the vote was unanimous with forty eight (48) representatives voting in the affirmative and no one voting in the negative. The Chair declared a unanimous vote.

At this point in the meeting, Rep. Richardson Benton was called upon to speak to the recommendations of the Nominating Committee. He noted that with the departure of Mr. Lawrence Chase, the Nominating Committee was asked to find a replacement for this position from District One on the Executive Committee. He noted that the Nominating Committee consisted of Rep. Anthony Syracuse representing District #1, Rep. Richardson D. Benton, representing

District #2 and Rep. William P. Boucher representing District #3. He noted a letter from Chairman McCain, asking that the Nominating Committee meet and bring forth their recommendation to the full Delegation at the November 9th meeting. Rep. Benton went on to note that the Nominating Committee met at 12:00 Noon on October 28, 1991 at the Rockingham County Nursing Home cafeteria. It was noted by Rep. Benton that Rep. Syracuse had called and informed him that he could not attend the meeting due to a previous commitment. Rep. Benton noted that he, as Chairman of the Nominating Committee, announced that a quorum was present, and the committee perused the elected Representatives to District 1. Rep. Benton pointed out that discussion ensued with regards to the fact that Rep. John Flanders asked to be considered for the Executive Committee, as he also represents Newton, a District 1 town. In response to the consideration of Rep. Flanders as a nominee for the Executive Committee, the point was brought out that Rep. Welch from District 1 currently serves on the Executive Committee. Rep. Benton noted that it was the intent to have the county represented by as many towns as possible, and two members on the Executive Committee from the same town would defeat this purpose. Rep. Benton went on to note that he accepted a note presented as a motion to nominate John McCarthy to the Executive Committee from District 1. The motion was seconded by Rep. Boucher. A call for the vote was unanimous to present John McCarthy as the nominee. At this point, Rep. Parr moved, seconded by Rep. Malcolm: **that the nominations for Executive Committee membership from District 1 be closed.** A call for the vote on the motion was voted in the affirmative. The Chairman announced that the Clerk cast one ballot from the Delegation for the nomination of John McCarthy as the new Executive Committee member from District 1. Rep. McCarthy was then congratulated. Chairman McCain noted for the record that he has been busy working on new subcommittee formatting, emphasizing that he wished to see level funding for all county budgets in 1992.

Rep. Hoelzel thanked the entire Rockingham County Delegation membership for their vote, stressing that she will continue to work as the liaison member from the

Delegation regarding the Rockingham County Nursing Home construction. She welcomed anyone to call her if they had any questions or concerns. She added that she appreciated the unanimous vote of the Delegation, stressing that it made all the hours of work worthwhile. A question was raised with regards to the health status of Larry Chase. Rep. Kane noted that Larry was back at home, noting that he had his second kidney removed and was waiting for a donor, stressing that he was doing pretty good! Chairman McCain noted that he is working on a resolution to be presented to Larry and that Rep. Malcolm is following up on information regarding a gift to be purchased for Larry as outgoing Delegation Chairman. Rep. Donna Sytek rose and spoke to the fact that Rep. Cook is currently in Parkland Hospital in Derry, and would be there for at least another week. She urged Delegation members and others interested, to send her a card knowing that she'd appreciate it.

There being no further business to come before the meeting, Rep. Roulston then moved, seconded by Rep. Boucher that the Rockingham County Delegation meeting adjourn. The motion was so voted unanimously in the affirmative at 10:13 A.M.

Respectfully submitted,

Representative Patricia M. Skinner  
Clerk, Rockingham County Delegation/  
Executive Committee

**EXECUTIVE COMMITTEE MEETING**  
**Commissioners Conference Room**  
**Rockingham County Nursing Home**  
**Brentwood, New Hampshire**  
**December 13, 1991**

A scheduled meeting of the Executive Committee of the Rockingham County Delegation was held this date, December 13, 1991 at 9:30 A.M. in the Commissioners Conference Room of the Rockingham County Nursing Home in Brentwood, New Hampshire. In attendance were the following:

**Honorable Executive Committee Members:** Rep. David Connell; Rep. Janet M. Conroy; Rep. Natalie S. Flanagan; Rep. Harry E. Flanders; Rep. Virginia K. Lovejoy; Rep. William F. McCain; Rep. John McCarthy, Jr.; Rep. Betsy McKinney; Rep. Kenneth Malcolm; Rep. James R. Rosencrantz; Rep. David A. Welch; Rep. Sherman Packard; Rep. George Katsakiores

**Others in attendance:** Commissioner Maureen Barrows, Chairman, Board of Rockingham County Commissioners; Commissioner Jane Walker, Vice Chairman, Board of Rockingham County Commissioners; Commissioner Ernest P. Barka, Clerk, Board of Rockingham County Commissioners; Mr. Clarke R. Chandler, Treasurer for Rockingham County and Mrs. Carrolle A. Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Rockingham County Delegation.

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

Mr. Clarke R. Chandler, Treasurer for Rockingham County was then introduced to discuss the budgetary budget and the need to borrow monies to meet payables and the demands of the county. He noted that in 1991, 15.7 million dollars was borrowed, with the anticipation of borrowing up to 16 million dollars in 1992. He stressed the point that Rockingham County never borrows more money than the tax amount, adding that an estimate is done,

whereby borrowing is done in January and February. Mr. Chandler went on to explain that ninety percent of the borrowed monies has to be spent before more can be borrowed within a six month period of time.

After more explanation by Mr. Chandler, Rep. McCain moved, duly seconded by Rep. Malcolm

**that the money in the treasury of the County being insufficient to meet the demands upon it beginning January 1, 1992, approval is hereby given to the Treasurer, upon order of the County Commissioners, to borrow up to \$20,000,000 under RSA 29:8 as amended.**

A call for the vote on the motion was recorded as unanimous in the affirmative, with all twelve Executive Committee members present voting in the affirmative.

At this point in the meeting, Rep. Natalie S. Flanagan, Co-Chairman of the Public Assistance and Special Grants Sub-Committee, then spoke to the Executive Committee with regards to several discussions with the Executive Committee prior to this for the inclusion of the Rockingham County Nutrition Program and Retired Senior Volunteer Program under the umbrella of the Rockingham County Nursing Home budget commencing in budget year 1992. Discussion ensued with regards to this proposal for placement. Rep. McCain, Chairman of the Delegation, noted that this topic was being discussed today, because the Commissioners wanted a sense of the Executive Committee before these two budgets were included under the umbrella of the Rockingham County Nursing Home. Chairman McKinney stated that she didn't feel the need for a formal vote, but asked the Executive Committee for a "straw poll". On a show of hands, it was unanimous that the Rockingham County Nutrition Program as well as the Retired Senior Volunteer Program budgets be included under the umbrella of the Rockingham County Nursing Home budget commencing in 1992, rather than the Non-County Specials portion of the budget.

Discussion then ensued with Rep. Welch asking for information regarding the interest on the jail bond issue. Mr. Chandler informed the Executive Committee that the interest on the jail bond issue is somewhere around \$400,000 that can be used in the project, adding

that the County has commitments to use a portion of that money. He added that anything left over goes back into the budgetary process. Mr. Chandler pointed out that any excess will be carried into the surplus for 1992.

Rep. Malcolm explained that, at the request of the Executive Committee, he recently looked into the suggested purchase of a granite clock, shaped in the State of New Hampshire for outgoing Representative Lawrence A. Chase, who presided as Delegation Chairman for 1989-1990, and who recently resigned from the House of Representatives due to ill health. Rep. Malcolm displayed an example of a piece of granite, shaped to look like New Hampshire, with a State of New Hampshire seal on it for everyone to view. He added that this display item was on loan from the individual who makes them. He asked the Executive Committee about their thoughts regarding the purchase of a granite clock in the shape of New Hampshire. Rep. McCain reminded everyone that it was the unanimous sense of the Delegation that, because Larry Chase had wanted a granite clock in the shape of New Hampshire, this be the gift purchased for him from monies collected from the entire Rockingham County Delegation. Rep. Malcolm was instructed to go forward with the purchase of this clock, to be presented to Mr. Chase at a later date.

Discussion then ensued with regards to the need for the Executive Committee to review and ultimately give their approval for a lease for the District III office for Commissioners Ernest P. Barka, which also serves as the Mediation Office for District III. Commissioner Walker noted that the Executive Committee had made a stipulation that all leases entered into by the County should first go before the Executive Committee for their review and consideration. It was the feeling of Rep. McCain that since this was not a scheduled agenda item, it was felt that it should be taken up at another meeting of the Executive Committee, where it could be made an agenda item, open for discussion. It was decided that the Executive Committee should be mailed a copy of the lease agreement for their review and consideration. A telephone poll was suggested, to get a feel from the Executive Committee with regards to this lease. It was

determined that a meeting of the Executive Committee would be held on January 8, 1992 after the adjournment of the House of Representatives, where this lease agreement will be discussed and acted upon.

Commissioner Barrows also spoke to the suggested lease agreement with the State of New Hampshire and the County of Rockingham for the proposed Courthouse. She noted that the proposal includes approximately 4,000 square footage space for the Rockingham County Attorney's Office and 10,000 square footage space for the Rockingham County Register of Deeds. She noted that the State asked the Board of Commissioners for a letter of commitment for this space utilization in the proposed new courthouse, adding further that she wanted to take this opportunity to run it by the Executive Committee for their thoughts and consideration. It was stated by Rep. William McCain that he felt it was premature on the State's part to ask the County of Rockingham for a letter of commitment, stressing that perhaps the County should also ask the State for a letter of commitment for the utilization of the current courthouse facility. After some further discussion, it was stressed that Commissioner Barrows obtain as many particulars with regards to the request from the State as possible to bring before the Executive Committee when they meet next.

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

Respectfully submitted,

Representative Janet M. Conroy  
Clerk Pro-Tem - Executive Committee

**ROCKINGHAM COUNTY NURSING HOME  
1991 ANNUAL REPORT**

TO: THE HONORABLE BOARD OF COUNTY COMMISSIONERS  
ROCKINGHAM COUNTY, NEW HAMPSHIRE

I respectfully submit the Annual Report of the Rockingham County Nursing Home for the year ending December 31, 1991.

This past year was rewarding in many areas. Throughout the year we continued to see an increase in the retention of personnel and a decrease in the vacancy of rate of authorized positions.

In February we were visited by the Bureau of Health Facilities Administration to complete the Annual Survey of Long Term Care Facilities. This was the first survey process under the new federal guidelines outlined in OBRA '87 Long Term Care Reform Act. The results of this survey were excellent and all staff are to be congratulated.

We have completed the implementation of new Resident Assessment and Standard Data Collection and its related computerization. We have begun translating this information into computer driven Resident Care Plans. It is our goal to complete this project by July 1992.

A major accomplishment this year was the processing of applications for the Certified Nursing Assistants. This was a long and agonizing process due to the difficulties and impediments put forth by the New Hampshire Board of Nursing. We are currently awaiting notification from the Board that our nursing assistants have been recognized for certification.

The retention rate of personnel continued to improve over past years' rates. The turnover rate as of December 1991 was 16.56% compared to 22.59% for 1990, 28.40% in 1989 and 43.25% in 1988. While we recognize much of this continued reduction can be attributed to the slow down in the economy the continued success of the Child Day Care

Center located on the County Complex should also be noted.

For the first time in many years we have established a small maintenance department for the nursing home. Four individuals, two painters, and two general maintenance technicians. The painters have been busy all year, completing exterior painting, window caulking, and room painting. Residents participated in the selection of stenciling for their room.

New tables for the Blaisdell Building day rooms were purchased in 1991. We have requested funding for new tables for the Fernald Building day rooms in 1992.

Throughout 1991, we continue to plan for the construction and renovations of the Home. Plans were completed by late fall, and request for bids were advertised in December. The Rockingham County Delegation, approved the project with a unanimous vote for project and bond issue. We hope to break ground in early spring.

As of December 31, 1991, the average age of all residents in the facility was 80.9 years, a full one year decrease from 1990. There are currently 133 residents age 85 or older, 45.86% of the Home's population. Four residents are 100 years or older with 2 residents 103 years. Our youngest resident is 22 years. We have noticed an increase in the number of younger applicants for admission.

Patricia Limberis, a Certified Nursing Assistant, was selected as the Employee of the Year at Rockingham County Nursing Home. Mrs. Limberis received this award at the Annual Staff Appreciation Reception in May as part of our celebration of National Nursing Home Week.

The Home continues to receive numerous compliments from visitors, families and professionals for the fine care provided to the residents.

The month of December traditionally brings thoughts of Christmas and the holiday season. This year we began a new program to bring gifts for residents of the Home.

The establishment of the "Giving Tree" provided over 200 gifts. We wish to thank all those who participated.

Also, in December two long term employees retired. Mrs. Janet Schur, In-Service Coordinator retired following 22 years of county service. Mrs. Louise Haley, Director of Environmental Services, retired following 24 years of service to the county. We wish each the best of luck as they begin new challenges.

We wish to thank all the volunteers, individuals, as well as, groups that have served the Home throughout the year.

The annual fund raising events sponsored through "E.F.F.O.R.T.S.", continued to be successful. We look forward to 1992 for continued success.

A work of thanks to Mrs. Patricia Donovan, Corrections Administrator; Mr. Robert Kidder, Farm Manager; Sheriff Wayne Vetter; and members of their respective departments for their assistance and cooperation throughout the year.

Thank you to Mr. Ernest Woodside and members of the Maintenance Department for their hard work to keep the Home well maintained.

This report would not be complete without recognizing the fine personnel who provide quality care and a quality life to the residents of Rockingham County Nursing Home. We are well aware that without this group of dedicated employees the Home would not continue to enjoy its fine reputation throughout the State of New Hampshire. My personal thanks to each of them and their families.

An expression of gratitude to the Rockingham County Delegation and the Board of Rockingham County Commissioners for their assistance, guidance and support this past year.

Respectfully submitted:

William F. Sturtevant  
Administrator

**ROCKINGHAM COUNTY NURSING HOME  
CENSUS 1991**

<b>TOTAL CENSUS</b>	<b>JANUARY 1, 1991</b>	<b>289</b>
Total Admissions	80	
Total discharges	108	
Total Deaths	73	

<b>TOTAL CENSUS</b>	<b>DECEMBER 31, 1991</b>	<b>286</b>
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<b>TOTAL RESIDENT DAYS:</b>	<b>105,384</b>
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Daily Average Census	288.72
Highest Census	290.00
Lowest Census	276.00

**DAILY AVERAGE:**

Mitchell Building	39.89
Fernald Building	83.56
Underhill Building	57.75
Blaisdell Building	107.51

Average Age of Residents December 31, 1991	80.9
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Average Age of Resident Death	83.01
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Average Age of Admission	77.35
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Average Length of Stay	2 yrs - 5 mos. - 15 days
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**ROCKINGHAM COUNTY NURSING HOME ANNUAL REPORT FOR 1991**  
**KARL SINGER, M.D.**

During 1991 we saw the continuation of the trend towards sicker and sicker patients being admitted to the nursing home. As community sources have improved, more people are able to stay at home with support from home health agencies and daycare therefore, they are further along in their disease process when they are admitted here. This means a continually increasing burden on the nursing home staff. Many people are admitted and die within a very short time of being admitted here because of the fact that they are so close to the end at the time of admission.

The OBRA regulations were implemented this year and the staff has put a good deal of time and effort into completing the MDS forms. These have highlighted certain small areas where we can improve our care but overall the impact as far as quality of care has not been great. The administrative burden however has consumed a great deal of staff time.

The OBRA regulations on blood born illnesses were implemented in 1991 and we will be starting a program to immunize the staff against hepatitis B infection. We will also be reviewing the implementation of universal precautions to minimize the spread of blood born disease.

There were no significant epidemics at the nursing home this year.

We had an increase in the mental health services which was a great help to the medical staff in terms of management of some difficult problems. The medical staff remained the same during 1991.

We look forward to the challenges of 1992 and expect that we will continue to see an ever sicker population of patients with a predominance of dementia as the underlying disorder.

Karl L. Singer, M.D.  
Medical Director

**ROCKINGHAM COUNTY  
1991 FARM REPORT**

In 1991 the Rockingham County Farm supplied fifty seven thousand four hundred seventy seven (57,477) pounds of beef and forty one thousand seven hundred fifty nine (41,759) pounds of pork as well as seven thousand four hundred sixty (7,460) pounds of fresh vegetables to the Rockingham County Nursing Home Dietary Department.

We put in ninety five (95) loads of first cut haylage and two thousand five hundred 2,500 bales of hay as well as 400 tons of corn silage.

We lost about 1/3 of our filed corn to heavy rain and wind in August due to Hurricane Bob.

For land improvements, we finished digging one thousand feet of open drainage ditch between the vegetable gardens and front hay fields. Two fields were seeded with alfalfa at the Ladd Farm.

The spray irrigation system is now installed at the Ladd Farm. This new system will help to water the corn fields and alfalfa during the summer. Under the spray irrigation project the county hired a forester to supervise the thinning of the wood land. Now that this has been completed we will be able to have a tree harvest in about ten years. The Rockingham County Farm also qualifies as a certified tree farm under this project.

This year we installed rubber mats on the floor of the furrowing barn so the pigs would be more comfortable. It also saved from using wood shavings for bedding.

A new barn door was built for the Future Farmers of America (FAA) barn. A porch was built at the Slaughter House to help control flies from entering the cutting room. A broken header was replaced on the roof of the equipment shed.

The farm continues to work with the Exeter Area Future Farmers of America doing hands on demonstrations of caring for livestock and operating farm equipment. We

also work closely with the Rockingham County Cooperative Extension Service on various vegetable and flower plots.

The farm continues to have many visitors. This year we hosted two conservation days put on by the Rockingham County Conservation District. One was held in May and the other in October. Approximately two hundred (200) 6th graders came to each session. The animal science class from Dover High School held a class on meat cutting and animal husbandry.

The Rockingham County farm continues to utilize inmates for doing all kinds of jobs such as painting the buildings, mowing lawns, building fences, repairing equipment, odd carpentry jobs around the farm, help with haying, working in the gardens and doing routine chores of caring for the hogs and cattle on the farm. We also try to promote and encourage good working habits and responsibilities to the inmates that work on the farm.

A word of thanks to William Sturtevant, Rockingham County Nursing Home Administrator, Ernest Woodside, Director of Maintenance for Rockingham County, Mrs. Patricia M. Donovan, Department of Corrections Superintendent and members of their staff for their assistance and cooperation.

Thank you to the Board of Rockingham County Commissioners and the Rockingham County Farm Sub-Committee for their continued hard work and support for the farm.

Respectfully submitted,

Robert J. Kidder  
Rockingham County Farm Manager

**ROCKINGHAM COUNTY DEPARTMENT  
OF HUMAN RESOURCES**

**1991 ANNUAL REPORT**

The Department of Human Resources is responsible for approving for payment the court-ordered expenses of juveniles; including children in need of services, delinquents, and children who have been found to be abused or neglected. Rockingham County funds twenty-five percent of these costs, and the State of New Hampshire, Division of Children and Youth Services, seventy-five percent. Rockingham County pays expenses for an average of two hundred eighty-five children on a monthly basis; the cost averaging \$90,000 per month. To Rockingham County's credit, our overall costs are a tenth of a percentage point lower than any other county, based on the ratio of number of children in the DCYS system to total county population. We have level-funded the Board and Care of Children budget for 1992.

This achievement is due, in part, to the emphasis placed on prevention programs. The Department of Human Resources funds programs and personnel through State of New Hampshire grant funds, to provide services to youth and their families prior to court involvement.

Rockingham County's Parent-Child Mediation Programs, and their dedicated community volunteers, continue to provide parent-child mediation to families who are experiencing difficulties with their adolescents. The programs have met with more than fifty families during 1991 through referrals from the courts, school guidance departments, DCYS, and police departments. There is no fee for service to families.

The Homeward Bound Program serves families who are at high risk of court involvement for abuse or neglect. This home-based program provides therapeutic intervention to families for a three month period of time. Referrals are made by the Division for Children and Youth Services

and Rockingham County personnel. The program is free of charge to the families it serves.

Rockingham County's grant funds are also utilized to employ a drug/alcohol counselor who works in schools conducting individual and group counseling for students at risk for alcohol and/or drug abuse. He has developed youth leadership groups, such as Students Against Drunk Driving, and implemented prevention programs which educate and promote abstinence from drug/alcohol abuse.

The juvenile court intake worker positions have been extremely successful in diverting potential CHINS cases and delinquency cases. These workers meet with families in order to provide information and alternative resources to meet the needs of the family. There has been an 85% success rate in diverting potential CHINS from court involvement, and a 50% diversion rate for delinquency cases at arraignment.

The Department of Human Resources has concentrated its efforts on parental reimbursement of children's expenses. This has resulted in an increase from \$1,000 a month collected in 1989 to \$8,000 a month in 1991.

The Old Age Assistance, Aid to the Permanently and Totally Disabled, and Intermediate Nursing Care expenses increases dramatically in 1991. The reasons for this are based on the economic climate and increased demand for services. All nursing home beds in Rockingham County are currently full, and it is expected they will remain so. As support services which allow the elderly and disabled to remain in their homes are diminished by federal and state budget cuts, more of these people will qualify for nursing home care or monetary assistance.

Credit is due the Rockingham County Board of Commissioners for their encouragement of programs and services which benefit youth and their families and the priority and innovative approach of the Board of Commissioners, Rockingham County is realizing benefits of programs established in years past. Rockingham County has fewer juveniles in the court system per capita than

any other county in the state, and the costs per child are among the lowest in the state. More importantly, high quality and appropriate services are being provided to the youth and families in Rockingham County.

Diane D. Gill  
Director, Rockingham County  
Human Resources

## **MAINTENANCE DEPARTMENT'S ANNUAL REPORT FOR 1991**

To the Honorable Board of Rockingham County Commissioners:

I respectfully submit the Annual Report for the Rockingham County Maintenance Department for 1991.

In 1990, I indicated that 1990 had been one of the most challenging years for the department. I stand corrected. 1991 has shown us even greater challenges than in the past. As the construction for the Jail/House of Corrections and Waste Water Treatment Facilities became closer to completion in phases, it also became more important for our department as a whole to do the additional amount of work necessary in the Jail/House of Corrections with regard to the existing facility. Many of these areas were not part of the construction contract, and therefore it placed a great demand on our department to support the upgrading of those areas. It also became more important for our department to be active in the project due to the departure of the Clerk of the Works, and my subsequent assignment as acting Clerk of the Works to follow the project to its completion. Additionally we oversaw the project at the Waste Water Treatment Facility, following it through the various phases.

Without the support and expertise of my men, who have proven beyond a doubt that they are and will continue to be a tremendous asset to the County, I do not believe that this work would have been completed in as professional a manner, and at such a great savings to the County and the taxpayers. Were it not for these employees, significant costs would have been passed on to the construction and/or to outside contractors. I am very proud of my people who work for this engineering and maintenance department.

Furthermore, the department has continued to maintain all of the facilities throughout the County, including the Rockingham County Courthouse in Exeter. It is the responsibility of this department to perform all of the preventive maintenance, all of the operations of all

heavy equipment, and repairs. We also maintain grounds and are responsible for snow removal throughout. Again, even with the tremendous impact of work from the Department of Corrections, we have continued to keep up with all other aspects. We will continue to work in the utmost professional manner for the operations and the direction of the best interests of the County.

As 1991 comes to a close, we are finding that the Waste Water Treatment Facility is substantially complete in all aspects excluding the spray irrigation. This portion of the work will be completed sometime in the Spring of 1992, weather permitting. That will conclude the project, which is the Waste Water Treatment Facility for all of the Brentwood Complex. At approximately the same time, we will be looking at the conclusion of the construction at the Department of Corrections. There are some minor areas which will need completion, such as outside ground's work, during the Spring.

The department will continue to work on upgrading any and all areas of the County facilities and buildings, interior/exterior and grounds. We will continue to take on all projects for which we feel we have the expertise, thereby maintaining not only the expertise of our people, but also to keep costs down as much as we are able. As stated previously, with the completion of the construction projects at the Jail/House of Corrections and the Waste Water Treatment Facilities, there has been a tremendous amount of work load on the department's employees. I feel confident that we will be able to continue to perform in these areas in a very professional manner.

The following is a list of some of the areas where accomplishments have been made by the Maintenance Department and its employees in 1991.

**Rockingham County Nursing Home:**

1. Install new Arjo shower unit and diaper sink on Underhill II.
2. Install new diaper sink on Fernald II.
3. Upgrade and repair domestic hot water.
4. Upgrade vegetable sink waste to meet 1991 Code specifications in Dietary.

5. Install new fire exit doors in the Underhill building.
6. Layout and install condensate piping for Blaisdell I air conditioning system.
7. Replace flow valve for heating system in the Fernald building.
8. Form and pour cement pads for LP gas tanks for the incinerator and fire pump oil tank.
9. Install new garbage disposal in the pot and pan room in Dietary.
10. Replace coils in dryers in the Laundry.
11. Repair heating system in the Mitchell building.
15. Install new lights in the meat freezer in Dietary.
16. Repair leaks in the hot water tank.

**Children's Day Care:**

1. Install new steam line in CDC II.
2. Install new floor joists and insulate porch: CDC II.

**Boiler Plant:**

1. Replace old wiring on boilers with hi-temp wire.
2. Replace two main valves on #3 boiler.
3. Cleaning of #3 boiler.

**Water Systems:**

1. Rebuild water softener.
2. Install new roof and access panel on well house.
3. Install cement pad for LP gas tank at well house (#1).
4. Install cement pad for foundation for building at well #2.
5. Install new electric service to well #2.

**Administration Building:**

1. Replace sidewalk in front of building.

**County Extension Services Building:**

1. Install new front door.
2. Repair roof, gutters and brick leaks.

**Slaughter House:**

1. Install new electric service.
2. Install new boiler.
3. Addition put on building for inedible storage.

**Jail/House of Corrections:**

1. Re-roof the new Work Release building.
2. Paint the exterior of the Work Release building.
3. Install new coil in chiller in Sheriff's penthouse.
4. Upgrading of E-Block.
5. Renovations to C-Block.

6. Renovations to the infirmary.
7. Renovations to the Reception area.
8. Electric service installed in booking counter.

**Maintenance:**

1. Replace roof on back of supply room.
2. Painting exterior of building.
3. Patch holes in cement wall in front of building.
4. Replace condensate tank and pump in building.

**Brentwood Grounds:**

1. Remove old scale house, tear up old scales, backfill and hot top over.

**Rockingham County Administration and Justice Building:**

1. Upgrade and refit condensate return.
2. Convert media room to office for Clerk of Courts.
3. Install new compressor for heating system.
4. All floors in building stripped and waxed.

**Outside Contractors:**

1. Land clearing at Ladd farm after damage caused by Hurricane Bob.
2. Pave roads and parking lot at the Jail after damage caused by Hurricane Bob.
3. Clean and treat Well #1.
4. Roof repairs to Carlisle building.
5. Upgrade of pneumatic controls and valves at Jail/House of Corrections.
6. Upgrade of pneumatic controls and valves at the Rockingham County Administration Building.
7. Damaged trees removed from RCNH courtyard.
8. Washing of all windows at the Rockingham County Administration and Justice Building.

**Farm:**

1. Installation of oil pump for diesel fuel tank.

In conclusion, I would like to thank the Board of Rockingham County Commissioners and all department heads for their continued support. I would especially like to express my pride and gratitude to the men and women in my department, for their performance in all aspects and their continued support for the Department and the County. Thank you very much!

Respectfully Submitted,

Ernest G. Woodside  
Director of Maintenance

**OFFICE OF THE REGISTER OF DEEDS  
1991 ANNUAL REPORT**

To the Honorable Board of Commissioners:

1991 figures continue to reflect the slowdown of the general economy in New Hampshire. This has allowed the Deeds office to complete our filming project of all the old books from the New Hampshire State Archives. Again, I cannot thank the employees who worked on this project enough. Their dedication and hard work has made these films available and, more important, readable for the general public. We find these films being used constantly and have received many compliments for a job well done.

Our filming department is now copying documents for some of the towns in Rockingham County in an attempt to preserve as many records as possible. We do this at cost in an attempt to keep taxes down on both the county and town levels.

In spite of the continued slowdown the copy department continues to be busy. Over \$271,000 worth of copies were made in 1991. Of this amount over \$23,000 was earned through our FAX copies. Our total income was slightly below 1990 but because of many more multiple page recordings remained higher than anticipated.

Again a big thank you to both the Board of Commissioners and the County Delegation for the continuing support of the Registry of Deeds.

Respectfully submitted,

Betty Waitt Luce  
Register of Deeds

**1991 STATISTICS**

Number of Recordings	49,157
Number of Copies Made	240,742
FAX copies sent	7,688
1991 Receipts	\$1,483,960
1991 Expenditures	\$ 572,180

**ROCKINGHAM COUNTY ATTORNEY  
ANNUAL REPORT - 1991**

It is important that the County more realistically deals with compensation for assistant county attorneys who now number nine. Starting salaries for assistant county attorneys are competitive with the private sector, but they do not stay competitive very long. Generally, the County's pay standards are inadequate for attorneys' salaries once they acquire initial practical skills and experience. While assistant county attorneys make a three-year commitment to the office, they are quick to leave for better paying positions at the end of three years. Because a career prosecuting staff is desirable, it is important that the County do better by them financially. The day when the prosecuting needs of the County can be met by novice lawyers is long gone.

As we noted in our 1990 report, in 1991 the high volume of criminal cases continued to flow into the office and the system. Even if additional manpower were available, housing facilities for them are not.

Of the 2650 new cases entered into the system in 1991, about sixteen percent, or about 442 cases, were drug offenses. The second largest category of cases was thefts, numbering 375 cases. There were 333 bad check and forgery cases; 234 burglaries; and 157 sexual assault cases. While bad checks and forgery are holding their own, drugs and sexual assaults present the greatest current challenge to the community.

Attorneys still continue to carry case loads which are too large (and growing) for anything like optimum handling. Their commitment to doing a good job finds them working a lot of uncompensated time over the County's "forty-hour, nine-to-five work week".

In the past, backlog buildups in criminal cases have been fairly successfully attacked with moderate increases in prosecutor and court resources. The present buildup will not go away as easily. Major expansion of both prosecutor and court facilities and manpower are required.

When the County built the present courthouse, it scrapped two historical courtrooms, (one at Exeter and one at Portsmouth) and replaced them with just two courtrooms in the present building. As the rural County population grew to urban proportions, it continued for about a hundred years with "two courtrooms".

Small wonder we are in a bind in 1992.

Carleton Eldredge, Esq.  
Rockingham County Attorney

## ROCKINGHAM COUNTY SHERIFF DEPARTMENT ANNUAL REPORT 1991

1991 was a very busy year for the Rockingham County Sheriff's Department with ever increasing demands on all its activities. The Civil Division served 21,365 civil papers and the revenue received for this service was \$461,789.

The Criminal Division processed approximately 1,803 arrest warrants resulting in 603 arrests and 1,200 arrest warrants cleared by departmental action. The Criminal Division ended the year with 1900 active warrants in process. Approximately 325 Departmental Investigations, services and related activities were performed by the Department. In addition, 35 Safety Programs were set up in local Elementary Schools.

Prisoner Transports totaled 2,988 - with 2,628 instate transports and 359 arrests related transports. Of these 359 transports 90 were from out-of-state. Air travel trips totaled 10. Mandated Involuntary Emergency Admissions to State Mental Facilities totaled 187 for 1991.

The year 1991 has brought little change to the Communications Center. The only acquisition being the Fast Track Electronic Phone Board which greatly enhances the telecommunicators ability to hook up information needed in a timely fashion. The Center is still fielding 800-900 Log entries daily for both Fire and Police.

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, the Members of the Executive Committee and The Rockingham County Convention Representatives for their cooperation and guidance in making 1991 a very successful year.

Respectfully submitted,  
Wayne E. Vetter, High Sheriff  
of Rockingham County

**ANNUAL REPORT  
ROCKINGHAM COUNTY BOARD  
OF COMMISSIONERS**

The Board of Rockingham County Commissioners continue to work towards providing the citizens of Rockingham County with quality services at the lowest possible cost.

The construction of the Jail/House of Correction continued through 1991. This addition and renovation project will be completed in early 1992.

The upgrade of the waste water treatment plant was completed this year and has been operating smoothly.

Architectural plans for the construction and renovation of the Rockingham County Nursing Home were completed in 1991. Requests for bids for construction were advertised in December. It is hoped that the ground breaking will take place in the early spring of 1992. This project was approved by the Rockingham County Delegation with a unanimous vote for project and bond issue.

The Board of Commissioners are proud of the improvements that have been made over the years in the merit system for county employees, a modern executive budget, a professional accounting system, purchasing standards and bid procedures.

Rockingham County continues to lead the way in many innovative ways. Our prevention of delinquency program funded by the State of New Hampshire 5% Diversion Funds has resulted in a savings of \$12,000,000 in taxpayers dollars to the residents of Rockingham County and the State of New Hampshire over the past three years.

Respectfully submitted,

BOARD OF ROCKINGHAM COUNTY COMMISSIONERS

Maureen Barrows, Chairman  
Jane Walker, Vice Chairman  
Ernest P. Barka, Clerk

**ROCKINGHAM COUNTY TREASURER**  
**ANNUAL REPORT - 1991**

Rockingham County ended the year with a surplus of \$782,631. This was accomplished mostly through the efforts of the County Commissioners to "freeze" capital expenditures during the last half of 1991. Thus the surplus reflects a combination of unspent appropriations of \$1,055,231 and \$272,600 of revenues below plan.

In analyzing our accomplishments, there has been continuing discussion at the Federal level about expanded borrowing authority, but deficit reduction and more pressing economic difficulties prevented further consideration of these changes for the near term.

Our goals established during the past year were to continue to work on improvements in legislation for the County: (1) Amendments to the Federal Tax Act which would allow for improved borrowing power, (2) Amendments to the State Statutes to allow for variable debt repayment programs, and (3) Continued efforts to secure an adequate collateralization program for public funds.

In 1991, a bill was passed which allows for improvements in the collateralization of public deposits but did not provide for additional flexibility for those persons experienced at monitoring their financial relationships such as Rockingham County.

As to the last objective, in 1992 there is a bill to allow for variable repayment programs for bond offerings.

In as much as the surplus was good news, we were able to reduce our borrowing from the projected \$17 million to 15.5 million and received the effect of declining interest rates in 1991. Interest expense on temporary loans of \$487,492 compared favorably with the plan of \$650,000. In addition, we earned \$230,328 but that was below the plan of \$325,000. The reduction in interest earnings is reflective of declining interest rates on investments and reduced borrowing levels which lowers excess cash for investments. It was possible for us to

borrow less as we were able to use internally generated funds for short periods of time. The County continues to maintain a legal reserve fund of \$600,000 for the Seabrook tax abatement case from 1988. This case has not been scheduled for trial. The County claims no responsibility for this issue, but has set aside this amount to limit any possible property tax impact.

As the three capital programs come to completion in 1992, the delegation has approved the construction of an addition to the Rockingham County Nursing Home of \$6.8 million.

Rockingham County received its first procedure manual from the New Hampshire Government Finance Officer's Association and will be evaluating various implementation processes in 1992.

The day to day operation of the treasury is dependent on the many devoted employees providing information and service to all of our constituents. These same people support our administrative efforts from all parts of county government and without their dedication and commitment we would be unable to meet our responsibilities. It is appropriate that we acknowledge their assistance and express our gratitude for their efforts during the past year.

Clarke R. Chandler, Treasurer  
Irene L. Dodge, Deputy Treasurer

**ROCKINGHAM COUNTY DEPARTMENT OF CORRECTIONS  
1991 ANNUAL REPORT**

**TO: THE HONORABLE BOARD OF ROCKINGHAM  
COUNTY COMMISSIONERS**

I respectfully submit the Annual Report for the Rockingham County Department of Corrections for the year ending December 31, 1991.

This has been another productive and exciting year for the Department of Corrections as we are nearing the completion of Phase Three of construction.

A special note of sincere appreciation to the Board of Commissioners and the Director of Maintenance, Mr. Woodside, for the support they have given every step of the way.

In 1991, twelve (12) of our officers attended and successfully completed the New Hampshire Association of Counties Correctional Academy. Seventy percent of the staff are not certified. Ninety Two (92%) percent are certified in Standard First Aid and C.P.R. One hundred percent (100%) of the certified correctional staff have met or exceeded the required twenty (20) hours of training for 1991.

This year we introduced a comprehensive Aids Education Program that is available to all inmates. It has proven to be a valuable and very well attended program.

The Work Release Program had a ninety-two percent success rate in 1991. We had fifty inmates on court ordered work release, forty-six successfully completed their sentence while on work release with four being removed from the program for not complying with the rules.

A special note of appreciation to all the volunteers, individuals as well as groups that continue to devote their time and efforts to the inmates needs and programs.

Thank You to all the Rockingham County Department Heads

and to their staff for their assistance and cooperation throughout 1991.

Thank You to all the staff at the Rockingham County Department of Corrections. The most important component in this type of facility are the employees. I am very proud of the dedicated and professional staff that are employed at this facility.

Thank you, and an expression of gratitude to the Rockingham County Board of Commissioners and to the Rockingham County Delegation for their assistance, guidance and support throughout the year.

Patricia M. Donovan, Superintendent  
 Rockingham County Department of  
 Corrections

**ANNUAL INMATE COUNT**

	<u>PRE-TRIAL</u>	<u>SENTENCED</u>	<u>TOTAL</u>
Inmate count on 1/1/91	94	70	164
Inmate count on 12/31/91	72	40	112
Inmates committed from 1/1-12/31/91	2135	515	2650
Average daily count for			
1986			85
1987			108
1988			111
1989			130
1990			164
1991			149
First time offenders booked for 1991	(53%)		1407
Repeat offenders booked for 1991	(47%)		1243
Males booked for 1991	(91%)		2396
Females booked for 1991	( 9%)		254

## 1991 COMMITMENTS BY COMMUNITY

ATKINSON	15	KENSINGTON	14
AUBURN	25	KINGSTON	85
BRENTWOOD	9	LONDONDERRY	58
CANDIA	17	NEW CASTLE	2
CHESTER	7	NEWFIELDS	7
DANVILLE	14	NEWINGTON	49
DEERFIELD	19	NEWMARKET	98
DERRY	76	NEWTON	65
EAST KINGSTON	5	NORTH HAMPTON	65
EPPING	136	NORTHWOOD	21
EXETER	59	NOTTINGHAM	16
FREMONT	12	PLAISTOW	116
GREENLAND	48	PORTSMOUTH	124
HAMPSTEAD	30	RAYMOND	114
HAMPTON	178	RYE	14
HAMPTON FALLS	12	SALEM	154
SANDOWN	19	ROCK. CTY. SHERIFF	427
SEABROOK	74	STATE POLICE	216
SOUTH HAMPTON	1	STATE PRISON	1
STRATHAM	63	BONDSMAN	0
WINDHAM	27	SELF TURN-INS	110

## 1991 SUMMARY OF ADMISSIONS

Capital Murder	1	Civil Contempt	1
Murder: 1st Degree	5	Indecent Exposure	3
Murder: 2nd Degree	2	Poss. of Burg. Tools	4
Murder: Attempted	1	Pos.Prop.W/O Ser.#	13
Assault: 1st Degree	37	Criminal Liability	2
Assault: 2nd Degree	18	Crim. Threatening	51
Assault: Simple	206	Theft by/unath.tak	64
Assault: Sexual	46	Theft	81
Negligent Homicide	2	Poss./Con. Weapon	4
Kidnapping	4	Hindering App.	5
Fugitive from Justice	34	Prohibitive Acts	11
Bail Jumping	19	Overnight Holds	54
Robbery	30	Carry/firearmW/O lic	1
Vio. Probation/Parole	109	Habitual Offender	49
Felon Poss. of Firearm	7	Escape	11
D.W.I.	449	Cruelty to Animals	1
Oper. after Susp./Rev.	268	Ill. Disch./Firearm	2
Motor Vehicle Violat.	30	Vio. of Town Ordin.	6

Drug Charges: Misc.	276	Fraud/Use of Cred/cd	6
Resisting Arrest	108	Bail Revocation	6
Disobeying Police Off.	75	Arson	2
Bench Warrants	234	Harassment	8
Issuing Bad Checks	23	Endanger Welf./Child	1
Reckless Conduct	28	Domestic Violation	11
Operating W/O license	32	False Fire Alarms	2
False Report to Police	62	Welfare Fraud	2
Burglary	85	Open Container	13
Disorderly Conduct	93	Unlaw pos/alcohol	27
Contempt of Court	34	Prowling	7
Conduct After Accident	16	Desertion	1
Shoplifting	66	Witness Tampering	5
Criminal Trespass	70	Exhib/Fight/Animals	11
Criminal Mischief	80	False Imprisonment	1
Attempt to Commit Crime	1	Destruction of Evid.	1
Poss/Rec. Stolen Prop.	111	Bribery	1
Default	71	Fail/pay restitut.	1
None Payment of Fines	32	Failure to Appear	4
Vio./Restraining Order	1	Wilful Interference	1
Interf w/Burial Ground	4	With Police Dog	1
Att. Theft/Motor Veh.	4	Perjury	3
Conspiracy	2	Protective Custody	106
Unaut.use Rental Prop.	1		

**HUMAN SERVICES END OF YEAR REPORT**  
**January 1 - December 31, 1991**

**EDUCATION:**

- 129 inmates attended G.E.D. classes
- 16 inmates received G.E.D. Certificates
- 2 inmates have G.E.D. test results pending
- 1 inmate is in the process of taking the G.E.D. exam battery

**PROGRAMMING:**

**DECISIONS**

Due to major construction this program had to be suspended. As soon as activity space becomes available, it will again be offered to interested inmates.

**INTERNS**

3 UNH students completed internships at this facility.

### COUNSELING

The staff counselor has introduced a comprehensive AIDS education program, available to all inmates.

The Substance Abuse Counselor has established an effective communication link with the regional AA organization that manages support to correctional facilities. RCDC staff and AA representatives and volunteer speakers meet at this location every other month.

### PASTORAL SERVICES

An ecumenical chaplain is available twenty-five (25) hours per week to address spiritual needs.

A Catholic priest has been assigned from the Manchester Diocese to be available at this facility one day per week. Inmates now have Catholic Mass on a weekly basis.

With a population averaging one hundred and forty-nine (149) inmates over the past year - up to fifty-three (53) may attend Chapel services on a given week.

Janet Micklos-Maisey  
Director of Human Services

**UNH COOPERATIVE EXTENSION - ROCKINGHAM COUNTY  
ANNUAL REPORT 1991**

UNH Cooperative Extension is a unique partnership between County Government, the State Land Grant College (University of NH) and the US Department of Agriculture. Our educational mission focuses on the positive development of people and communities so that they may effectively identify and solve the problems directly affecting them. The Rockingham County office currently assists residents with education information in Agriculture, Family Development, Forestry, Expanded Food and Nutrition Education Program, Sea Grant and 4-H Youth Development. In 1991, direct assistance was given to citizens in every town and city in the county and reached approximately one in three residents.

The Rockingham County Extension Advisory Council, made up of thirteen local citizens, meets monthly to provide program and personnel guidance and to oversee budget preparation and expenditures. This volunteer advisory group provides an important link with local communities and their concerns.

Claudia Boozer  
County Coordinator

**FAMILY, COMMUNITY & YOUTH DEVELOPMENT**

**4-H & Youth Development**

Throughout the year 4-H volunteers and youth are involved with many different projects offered through the UNH Cooperative Extension program. 4-H as nonformal education emphasizes project and life skills development as well as supplements curriculum taught in the classroom. Volunteers are the foundation of many activities including club management, short term projects, school enrichment programs and special interest activities. Adults and youth (8-18) and Cloverbuds (6-8) can participate in 4-H as organized clubs, independent members, family units and/or special interest groups.

4-H offers fifty different project categories that emphasize growth from beginner to advanced levels in skills and knowledge. Major projects include: Environmental Education, Agriculture, Mechanical Science, Food and Nutrition, Clothing and Textiles, Financial Management, Leadership, Health and Safety and Citizenship. Life skill development goes hand-in-hand with project selection. Members acquire skills in self-esteem, responsibility, leadership, communications, group process, decision making and conflict management.

Many youth and adults from local elementary schools participate in Marine Science programs at the 4-H aquaculture Marine Facility in Seabrook. A summer Marine Science program was conducted in 1991 at the Lab for middle school age youth. The group explored the tidal habitat and conducted experiments on sea star regeneration, raising brine shrimp and lobster larvae and water quality testing.

School enrichment programs continue to benefit youth throughout the county. "Kid's on the Block", Bicycle Safety, Embryology, Nutrition Education and the International 4-H Youth Exchange program are all popular additions to school curriculum.

4-H youth participate in county, state and national events sponsored by Cooperative Extension. Activities include 4-H horse shows; horse judging, quiz bowl, hippology; Stratham and Deerfield Fairs; Favorite Foods Festival; County Demonstration Day; Fashion Revue; State 4-H Teen Conference; National 4-H Congress, National 4-H Conference, Citizenship Washington Focus and many, many more. These programs all serve to reinforce life skills development, volunteer middle management and community service.

### Family & Community Development

The Family & Community Development program (formerly Home Economics) assists individuals and families in the areas of Food & Nutrition, Family Resource Management, Human Development & Family Relations, and Leadership Development. We work with community groups, cooperating

agencies, and private business in the delivery of educational programs, workshops, child development newsletters, informational bulletins, and fact sheets.

In addition to providing programs to the general public, some special populations we served this year include child care providers, parents, step families, teachers, employees, volunteers and seniors. Programs were conducted in cooperation with numerous organizations including the Deerfield Parenting Project, Seacoast Step Family Support Group, Head Start, Community Caregivers, Parents Without Partners, Hampton Elementary, Liberty Mutual, Digital, Lions, Adult Basic Education, Teacher Training, Foster Parents Program, Londonderry Day Care, Extension Homemakers, NH Job Training Council, Portsmouth Naval Shipyard, Community Council of Senior Citizens, Fox Den Retirement Village, Portsmouth Recycling Committee, Portsmouth School Dept., Exeter Adult Education Dept., Derry Public Library, Rockingham County Advisory Council on Aging, Seacoast Mental Health Center, and Deerfield Wellness Team.

**Foods & Nutrition:** Nutrition and disease prevention and food safety continue to be issues of concern to Rockingham County residents. About 362 adults attended programs such as Reducing Cholesterol and Fats, LEAN, Nutrition and Cancer Prevention, and Nutrition For Children. At least two inquiries per day dealt with questions regarding food safety, preparation, or preservation. Programs such as Food Irradiation, Pesticides in the Food Chain, and The Garbage Crisis explored issues related to our food supply.

**Human Development & Family Relations:** Supporting families in transition through step family workshops continues to be a program goal. In addition, "Effective Parenting" and child development newsletters were provided to over 300 parents. Programs on the transitions of aging were also offered to adults.

Youth-At-Risk continues to be an area of emphasis for Cooperative Extension. The Extension Educator participated in the development of Safe At Home, a program designed to teach school-age children how to be

safe and feel comfortable when they are home alone. This will be implemented in Rockingham County next year through schools, 4-H and other community organizations.

In order to provide a new and more healthy perspective on aging, "Overcoming the Myths of Aging: toward a New Image" was presented to 118 individuals. What are the possibilities for adults to change long-standing personality characteristics? The opportunity to explore this question was provided by the Extension Educator for a group of psychotherapists at Seacoast Mental Health Center. The workshop was entitled "Do Adults Really Change?"

**Leadership Development:** The Family Community Leadership project enabled FCL trainers to gain leadership presentation skills by providing 18 trainings on leadership topics. The project is intended to provide skills to future community leaders in Rockingham County.

**Family Resource Management:** Information on spending/savings plans, insurance, credit and organizing your financial records was received by 73 individuals in a five-session money management class entitled "Taking Charge of Your Finances". In addition, 54 limited-income individuals received information on basic money management.

To meet the needs of the unemployed in Rockingham County, the Extension Educator presented a workshop, "Handling Money and Stress: When Your Income Drops", to 95 residents. Our publication, "When Your Income Drops", was distributed to over 3,000 individuals. Thousands more were reached through phone calls, fact sheets, news articles, radio spots, and cable interviews on issues of money management and consumer education.

**Housing:** Education on recycling was provided to 1,480 elementary school children through presentation of a play from UNH Cooperative Extension curriculum, "Trash Today...Treasure Tomorrow".

## **The Expanded Food and Nutrition Education Program (EFNEP)**

The Expanded Food and Nutrition Education Program (EFNEP) is a federally funded program that provides basic nutrition and food skills information to families, pregnant women and youth. The program is taught by a trained Program Associate and is offered free of charge to income-eligible residents. Teaching is done individually or in small groups. The lessons are tailored to the personal needs of the participants who are instructed in their homes or in small group settings.

EFNEP works closely with human service organizations in the delivery of it's programs. In Rockingham County EFNEP works with WIC participants, Head Start, the food stamp program, CAP agencies, youth organizations, schools, recreation centers and group homes.

In Rockingham County, EFNEP is offered in Portsmouth, surrounding towns and Derry. Sixty-seven families were served in Portsmouth, the surrounding area and Derry in 1991 (projected enrollment was 25-30 clients). Eighty-one children participated in group-taught programs.

Special projects this year included a garden for a group home, information provided at surplus food distribution sites, and piloting of a "Great Beginnings" six-week program focusing on the special needs of pregnant and parenting teens. EFNEP now offers a free 12-lesson nutrition correspondence course designed to provide the basics of nutrition and ways to save money at the supermarket and in meal planning. Ten (10) families participated in the course in 1991. This course was developed to reach audiences not able to participate in EFNEP programming.

## **NATURAL RESOURCES**

### **Agricultural Resources**

Agriculture continues to play an important role in the economic and social well being of Rockingham County. Extension Educator in Agricultural Resources work closely with commercial producers, urban audiences, support

agencies and allied organizations in promoting and supporting the local agricultural industry. In addition, specific issues related to natural resource protection have been targeted for intensive programming efforts.

**Commercial Producers:** New entry-level grower, as well as established producers, are provided with research based on information to assist in production and marketing decisions. Sophisticated tools such as computer generated small fruit and vegetable crop budgets and soil/pesticide interaction program are aimed at improving crop productivity and preventing groundwater contamination.

Programs such as Integrated Pest Management (IPM) were able to save apple growers \$100 per acre by applying an ecological approach to avoid unnecessary pesticide sprays. More than 800 acres of apple orchards and almost 300 acres of sweet corn fields were helped by the IPM programs in 1991.

**Urban Audiences:** An increasing urban population continues to create interesting educational challenges. Last year residents from every town and city in Rockingham County requested agricultural information. Due to economic concerns, a 3-part food production lecture series was hosted at Exeter and Derry library locations.

Agricultural Educators were also responsible for coordinating the collection of over 3,000 pounds of surplus fruits and vegetables from County growers for distribution to needy families. This effort will be expanded for the 1992 growing season.

**Natural Resource Issues:** UNH Cooperative Extension has chosen to focus on two major natural resources issues: Water Quality and Solid Waste. In Rockingham County, agricultural programs to address these concerns have centered around improving pesticide and fertilizer safety and use in the Great Bay hydrologic unit area. Due to a multi-agency effort, an additional 3,600 pounds of nitrogen was eliminated from the environment. Extension staff sampled over 160 acres of field corn to determine

soil nitrate levels. Approximately 84 acres required no additional nitrogen fertilizers, saving Rockingham County farmers \$1,700.

Education programs in the solid waste issue have begun in the area of municipal and backyard composting. As a result of a questionnaire mailed to 120 town officials in 36 Rockingham County communities, a three-hour program entitled "Municipal Leaf & Yard Waste Composting" was conducted in two county locations. A portable backyard composting display was also developed for use by community recycling programs.

### **Forestry, Wildlife and Water Resources**

The UNH Cooperative Extension Program in Rockingham County reflects the needs of landowners and communities in New Hampshire's most rapidly urbanizing county. Today our programs include the traditional forest industry and a variety of urban and community audiences. These are a few of the most recent projects that we've been involved with.

**Forest Industry** - Rockingham County has an active and healthy forest industry. Despite recent urbanizing, the county has retained a significant forest resource base that is actively managed. The Tree Farm Program recognizes forest landowners who have accomplished a high level of good forest practices on their properties. There are approximately 170 landowners registered as Tree Farmers in the county. Only two counties in the state have more registered Tree Farms.

**Community Assistance** - Our efforts in community related natural resource programs are rapidly expanding. Current use tax workshops, natural resource inventory assistance, management of town-owned lands, and protection of important local resources are some of the projects we are involved with.

**Urban Audience** - Rockingham County's urban audience continues to be a major focus of our forestry program efforts. We helped develop and launch the Backyard Tree Farm Program, which was created to educate residential

property owners about their small part of the forest resource and to recognize their efforts in managing it.

The Backyard Tree Farm Program concept was quickly picked up by a number of other states and is now a nationally recognized program.

### SEA GRANT AND MARINE RESOURCES

The University of New Hampshire Sea Grant College Program is one of thirty in the nation dedicated to promoting the understanding, development, utilization, and conservation of ocean and coastal resources through university-based research, education and Cooperative Extension. The University of New Hampshire Sea Grant Extension provides technical assistance to marine industries, government agencies, private organizations and individuals. It supplies them with information necessary to make wise decisions - decision that meet local, regional and national needs, and that bring economic and social benefits to people.

Sea Grant Extension has conducted programs this year working with commercial fishermen, marinas, recreational fishermen, recreational boaters, passenger carrying vessel operators, New Hampshire Fish and Game, the New Hampshire Port Authority and other government agencies such as National Marine Fisheries Service, New England Fisheries Management Council, and the Army Corps of Engineers.

This past year the new fish handling facility in Seabrook became a reality. Sea Grant Extension has worked on the project for three years. With the help of Sea Grant Extension, a fishermen's cooperative was formed to manage the facility and their first year of business has been very successful.

Several hundred recreational boaters and commercial fishermen from Rockingham County attended workshops on marine vessel safety.

With commercially important fish stocks at an all-time low, commercial fishermen will have to survive with fewer

fish. Sea Grant Extension has conducted programs on fisheries management issues to help fishermen deal with much stricter regulations. One of the ways to deal with reduced access to commercially important stocks is to develop markets for under-utilized species. Sea Grant Extension, as a partner with New England fisheries Development Association, received a \$75,000 grant to investigate the possibility of a market for hagfish.



G&C

GRZELAK AND COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

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New Hampshire Society of  
Certified Public Accountants  
AICPA Division for CPA Firms—  
Private Companies Practice Section

INDEPENDENT AUDITOR'S REPORT

To the County Commissioners  
County of Rockingham, New Hampshire

We have audited the accompanying general purpose financial statements of County of Rockingham, New Hampshire, as of and for the year ended December 31, 1991, as listed in the table of contents. These general purpose financial statements are the responsibility of the County's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit. We did not audit the financial statements of the Enterprise Fund - Rockingham County Nursing Home, which represents the amounts shown as the Proprietary Fund Type. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for the Proprietary Fund Type, is based solely on the report of the other auditors.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit and the report of other auditors provides a reasonable basis for our opinion.

The general purpose financial statements referred to above do not include the General Fixed Asset Account Group, which should be included to conform with generally accepted accounting principles. The amount that should be recorded in the General Fixed Asset Account Group is not known.

County of Rockingham, New Hampshire  
Independent Auditor's Report  
Page 2 of 2

In our opinion, based on our audit and the report of other auditors, except for the effect on the general purpose financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of County of Rockingham, New Hampshire, as of December 31, 1991, and the results of its operations and cash flows of its proprietary fund types for the year then ended in conformity with generally accepted accounting principles.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining and individual fund statements and schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the County of Rockingham, New Hampshire. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements, and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.



GRZELAK AND COMPANY, P.C.  
Certified Public Accountants

July 9, 1992  
Laconia, New Hampshire

EXHIBIT A  
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS  
December 31, 1991

	<u>Governmental Fund Types</u>	<u>Fiduciary Fund Types</u>	<u>Proprietary Fund Types</u>	<u>Account Group</u>	<u>Totals Memorandum Only</u>
	<u>General</u>	<u>Trust and Agency Fund</u>	<u>County Nursing Home</u>	<u>General Long-Term Debt</u>	
	<u>Special Revenue</u>	<u>Capital Project</u>			
Cash and cash equivalents	\$ 1,574,886	\$ 1,373,680	\$ 32,628		\$ 4,553,926
Restricted cash			50,764		32,628
Accounts receivable	103,104	3,350	1,272,045		1,429,263
Due from other governments	6,350				6,350
Due from other funds	758,731		191,193		758,731
Inventory	291,792		690,027		482,985
Prepays			10,544		690,027
Deferred financing			307,357		10,544
Patient personal funds			7,331,705		307,357
Fixed assets, net			309,811		7,331,705
Construction in progress					309,811
Amount to be provided for retirement of general long-term debt					
	<u>\$ 2,734,863</u>	<u>\$ 1,608,710</u>	<u>\$ 10,145,310</u>	<u>\$ 14,458,297</u>	<u>\$ 14,458,297</u>
<b>TOTAL ASSETS</b>	<u>\$ 0</u>	<u>\$ 1,424,444</u>	<u>\$ 10,145,310</u>	<u>\$ 14,458,297</u>	<u>\$ 30,371,624</u>

LIABILITIES AND FUND EQUITY

Liabilities

Accounts payable	\$ 2,145,758						
Accrued liabilities	1,202,123						
Due to other funds	758,731						
Due to inmates	8,689						
Patient deposits	307,357						
Deferred revenue	30,303						
Current portion long-term debt	320,230						
Compensated absences	358,297						
Capital lease obligation	55,880						
Long-term debt obligation	14,724,770						
Liabilities	<u>19,912,138</u>						

Fund Equity

Contributed capital	2,344,627						
Retained earnings	4,211,615						
Fund Balances:							
<u>Reserved</u>							
Inventories	291,792						
Encumbrances	46,300						
Donor restricted							
Contingencies	600,000						
<u>Unreserved</u>							
Undesignated	215,666						
Fund Equity	1,153,758						
TOTAL LIABILITIES AND FUND EQUITY	<u>\$2,734,863</u>	<u>\$ 0</u>	<u>\$1,608,710</u>	<u>\$1,424,444</u>	<u>\$10,145,310</u>	<u>\$14,458,297</u>	<u>\$30,371,624</u>

The accompanying notes are an integral part of these financial statements

EXHIBIT B  
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS  
 For the Year Ended December 31, 1991

	<u>Governmental Fund Types</u>			<u>Fiduciary</u>	<u>Totals</u>
	<u>General</u>	<u>Special</u> <u>Revenue</u>	<u>Capital</u> <u>Project</u>	<u>Fund Types</u>	<u>Memorandum</u> <u>Only</u>
<b><u>REVENUES</u></b>					
Taxes	\$ 17,105,596				\$ 17,105,596
Interest	232,312				232,312
Charges for services					
Deeds	1,474,145				1,474,145
Sheriff's department	648,523				648,523
Maintenance	611,799				611,799
Commissioners	3,306				3,306
County Attorney	6,821				6,821
Highway clean-up	(5,000)				(5,000)
County jail	52,593				52,593
County farm	154,358				154,358
Extension service	193				193
Human services	202,204				202,204
Personnel services	31,770				31,770
Other	395,675		141,911	2,196,667	2,734,253
<b><u>OTHER FINANCING SOURCES</u></b>					
Operating transfers in					
Bond/Note proceeds			13,200,000		13,200,000
<b><u>TOTAL REVENUES AND OTHER</u></b>	<u>20,914,295</u>	<u>0</u>	<u>13,341,911</u>	<u>2,196,667</u>	<u>36,452,873</u>

EXPENDITURES

## Current:

Public assistance	\$ 8,593,712	\$	\$ 8,593,712
Department of corrections	3,508,254		3,508,254
Maintenance department	1,780,874		1,780,874
General government	240,322		240,322
Commissioners	208,725		208,725
Personnel services	46,737		46,737
Sheriff's department	1,685,544		1,685,544
Register of deeds	535,451		535,451
County attorney	793,188		793,188
Medical examiner	58,673		58,673
Cooperative extension service	284,598		284,598
County farm	228,928		228,928
Treasurer and Deputy	36,661		36,661
Delegation expenses	19,557		19,557
Human service non-county	210,250		210,250
Other		5,917,893	2,159,704
Capital outlay	386,969		
Debt service:			
Principal	300,000		300,000
Interest	1,387,350		1,387,350
			6,304,862
			2,159,704
			5,917,893
			2,052,227

OTHER FINANCING USES

Operating transfers out	2,052,227		2,052,227
TOTAL EXPENDITURES AND OTHER FINANCING USES	22,358,020	0	2,159,704

EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES

	(1,443,725)	0	7,424,018	36,963	6,017,256
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UNRESERVED-UNDESIGNATED

FUND BALANCES - JANUARY 1	1,233,649	0	(6,122,915)	1,365,804	(3,523,462)
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CHANGES IN RESERVES

	425,742				425,742
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UNRESERVED-UNDESIGNATED

FUND BALANCES - DECEMBER 31	\$ 215,666	\$ 0	\$ 1,301,103	\$ 1,402,767	\$ 2,919,536
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The accompanying notes are an integral part of these financial statements.

EXHIBIT C  
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
 FUND BALANCE - GENERAL FUND - BUDGET AND ACTUAL  
 For the Year Ended December 31, 1991

	<u>Budget</u>	<u>Actual</u>	Variance (Unfavorable) Favorable
<b><u>REVENUES</u></b>			
Taxes	\$17,051,096	\$17,105,596	\$ 54,500
Interest	325,000	232,312	(92,688)
Charges for services			
Deeds	1,250,000	1,474,145	224,145
Sheriff's Department	692,000	648,523	(43,477)
Maintenance	533,250	611,799	78,549
Commissioners	2,500	3,306	806
County Attorney	0	6,821	6,821
Highway Clean-up	45,000	(5,000)	(50,000)
County Jail	39,000	52,593	13,593
County Farm	107,900	154,358	46,458
Extension Service	0	193	193
Human Services	329,175	202,204	(126,971)
Personnel Services	37,446	31,770	(5,676)
Other	249,764	395,675	145,911
<b><u>OTHER FINANCING SOURCES</u></b>			
Operating Transfers In	0	0	0
Bond/Note Proceeds	0	0	0
<b><u>TOTAL REVENUES AND OTHER FINANCING SOURCES</u></b>	<u>20,662,131</u>	<u>20,914,295</u>	<u>252,164</u>

**EXHIBIT C**  
**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - GENERAL FUND - BUDGET AND ACTUAL  
(Continued)**

**For the Year Ended December 31, 1991**

	<u>Budget</u>	<u>Actual</u>	<u>Variance (Unfavorable) Favorable</u>
<b><u>EXPENDITURES</u></b>			
<b>Current:</b>			
Public Assistance	8,023,819	8,593,712	(569,893)
Department of Corrections	3,933,907	3,508,254	425,653
Maintenance Department	1,796,762	1,780,874	15,888
General Government	226,444	240,322	(13,878)
Highway Clean-up	44,649	0	44,649
Commissioners	208,199	208,725	(526)
Personnel Services	49,247	46,737	2,510
Sheriff's Department	1,702,329	1,685,544	16,785
Register of Deeds	623,280	535,451	87,829
County Attorney	818,737	793,188	25,549
Medical Examiner	58,700	58,673	27
Extension Service	294,010	284,598	9,412
County Farm	209,806	228,928	(19,122)
Treasurer and Deputy	48,968	36,661	12,307
Delegation Expense	22,081	19,557	2,524
Human Service Specials	178,750	210,250	(31,500)
Capital Outlay	396,973	386,969	10,004
Debt Service:			
Principal	300,000	300,000	0
Interest	1,572,000	1,387,350	184,650
<b><u>OTHER FINANCING USES</u></b>			
Operating Transfers Out	<u>2,052,227</u>	<u>2,052,227</u>	<u>0</u>
<b><u>TOTAL EXPENDITURES AND OTHER FINANCING USES</u></b>	<b><u>22,560,888</u></b>	<b><u>22,358,020</u></b>	<b><u>202,868</u></b>
<b><u>EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</u></b>			
	(1,898,757)	(1,443,725)	455,032
<b><u>UNRESERVED-UNDESIGNATED FUND BALANCE - JANUARY 1</u></b>			
	1,898,757	1,233,649	(665,108)
<b><u>CHANGE IN RESERVES</u></b>			
	<u>                    </u>	<u>425,742</u>	<u>425,742</u>
<b><u>UNRESERVED-UNDESIGNATED FUND BALANCE - DECEMBER 31</u></b>			
	<b><u>\$ 0</u></b>	<b><u>\$ 215,666</u></b>	<b><u>\$ 215,666</u></b>

EXHIBIT D  
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN  
RETAINED EARNINGS - PROPRIETARY FUND TYPE  
ROCKINGHAM COUNTY NURSING HOME  
For the Year Ended December 31, 1991

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REVENUES

Net patient service revenue	\$ 10,330,242
Other revenues	<u>1,044,092</u>
Total Revenue	<u>11,374,334</u>

EXPENSES

Nursing services	6,229,350
Ancillary services	1,668,972
Dietary services	1,949,948
General services	1,940,033
Administrative services	798,792
Interest	82,498
Provision for bad debt	11,069
Depreciation	<u>371,514</u>
Total Expenses	<u>13,052,176</u>

INCOME (LOSS) BEFORE OPERATING TRANSFERS (1,677,842)

Operating Transfers In - Subsidy 2,052,227

NET INCOME 374,385

RETAINED EARNINGS - JANUARY 1 3,837,230

RETAINED EARNINGS - DECEMBER 31 \$ 4,211,615

The accompanying notes are an integral part of these financial statements.

EXHIBIT E  
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

STATEMENT OF CASH FLOWS - PROPRIETARY FUND TYPE  
ROCKINGHAM COUNTY NURSING HOME  
For the Year Ended December 31, 1991

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CASH FLOWS FROM OPERATING ACTIVITIES

Net Income	\$ 374,385
Adjustments to reconcile expenses in excess of revenue to net cash used for operating activities:	
Depreciation	371,514
Amortization of deferred financing costs	2,637
Changes in assets and liabilities:	
Accounts receivable	(288,391)
Inventories and prepaid expenses	(215,923)
Accounts payable and accrued expenses	<u>347,287</u>
Net cash provided by operating activities	<u>591,509</u>

CASH FLOWS FROM INVESTING ACTIVITIES

Additions of fixed assets	<u>(2,404,748)</u>
Net cash used for investing activities	<u>(2,404,748)</u>

CASH FLOWS FROM FINANCING ACTIVITIES

Contributed capital by County	2,338,613
Bond principal payments	(310,000)
Capital lease obligation payments	(16,459)
Other	<u>6,014</u>
Net cash provided by financing activities	<u>2,018,168</u>

EXCESS OF CASH RECEIPTS OVER CASH DISBURSEMENTS

Reduction of Due to General Fund	<u>\$ 204,929</u>
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The accompanying notes are an integral part of these financial statements.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1991

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the County of Rockingham, New Hampshire, (hereinafter referred to as the "County" or "government") have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units, except as indicated herein. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the GASB's generally accepted accounting principles applicable to the County, and the County's conformity with such principles, are described below.

A. THE REPORTING ENTITY

The County of Rockingham operates under the Delegation - Commissioner form of government and provides County services as authorized by state statutes. The County of Rockingham includes all of the funds and account group as presented herein.

In evaluating how to define the government, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in GAAP. The basic - but not the only - criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters. A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity benefits the government and/or its citizens, or whether the activity is conducted within the geographic boundaries of the government and is generally available to its citizens. A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the government is able to exercise oversight responsibilities.

For the year ended December 31, 1991 there were no potential component units identified upon which the application of these criteria were applied.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1991

**B. FUND ACCOUNTING**

The government uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds are classified into the following three categories:

Governmental Funds

Proprietary Funds

Fiduciary Funds

Each fund category, in turn, is further divided into separate "fund types," described as follows:

Governmental funds are used to account for all or most of a government's general activities, including the collection and disbursement of earmarked monies (special revenue funds), and the acquisition or construction of general fixed assets (capital projects funds). The general fund is used to account for all activities of the general government not accounted for in some other fund.

Proprietary funds are used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the government (internal service funds). The Rockingham County Nursing Home is accounted for through an Enterprise Fund. Although the Nursing Home Enterprise Fund is designated as self-supporting, a significant component of it's income and funding is in the form of a subsidy from the General Fund on an annual and recurring basis.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1991

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the government.

When these assets are held under statutory provisions or the terms of a formal trust agreement, either a pension trust fund, a nonexpendable trust fund or an expendable trust fund is used. The terms "nonexpendable" and "expendable" refer to whether or not the government is under an obligation to maintain the trust principal.

Agency funds generally are used to account for assets that the government holds on behalf of others as their agent.

C. BASIS OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus.

All governmental funds and expendable trust funds are accounted for using a current financial resources measurement focus.

With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

All proprietary funds and nonexpendable trust funds (when applicable) are accounted for on a flow of economic resources measurement focus.

With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet. Fund equity (i.e., net total assets) is segregated into contributed capital and retained earnings components. Proprietary fund-type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net total assets.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1991

The modified accrual basis of accounting is used by all governmental fund types, expendable trust funds and agency funds.

Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. A one-year availability period is used for revenue recognition for all other governmental fund revenues. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due.

Those revenues susceptible to accrual are property taxes, special assessments, licenses, interest revenue and charges for services. Fines, permits and related revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The accrual basis of accounting is utilized by proprietary fund types and nonexpendable trust funds.

Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

The government reports deferred revenue on its combined balance sheet. Deferred revenues arise when a potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenues also arise when resources are received by the government before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures.

In subsequent periods, when both revenue recognition criteria are met, or when the government has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1991

**D. BUDGETS**

General governmental fund revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary system in accordance with various legal requirements which govern the County's operations. The General Fund budget of the County is formally acted upon at the County Convention. The budget adopted is substantially consistent with Generally Accepted Accounting Principles ("GAAP"). At year end, all unencumbered "annual" appropriations lapse.

**E. CASH, CASH EQUIVALENTS AND INVESTMENTS**

The County Treasurer pools the cash resources of the County for cash management purposes. For financial reporting purposes, cash and cash equivalents include amounts in demand deposits as well as short-term investments with a maturity date within three months of the date acquired by the government. Investments, if any, are stated at cost or amortized cost.

**F. SHORT-TERM INTERFUND RECEIVABLES/PAYABLES**

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "Due from Other Funds" or "Due to Other Funds" on the balance sheet. Additionally, the Rockingham County Nursing Home Enterprise Fund does not maintain it's own operating cash accounts, instead utilizing interfund transactions with the General Fund that result in short-term interfund payables/receivables between the Enterprise Fund and the General Fund.

**G. INVENTORIES**

Inventories in the Rockingham County Nursing Home Enterprise Fund, under the accrual basis of accounting, are valued at the lower of cost (first-in, first-out basis) or market. Inventories of the General Fund, under the modified accrual basis of accounting, are accounted for under the purchase method whereby inventories are budgeted as expenditures when acquired. At December 31, 1991, material inventories are reported as assets in the General Fund and are equally offset by a fund balance reserve account, indicating that such inventories do not represent "available spendable resources" even though they are a component of net current assets.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1991

H. FIXED ASSETS

General fixed assets are not capitalized in the governmental funds used to acquire or construct them. Instead, GAAP requires that capital acquisition and construction are reflected as expenditures in governmental funds, and the related assets are to be reported in the general fixed assets account group. All purchased fixed assets are to be valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated fixed assets are to be valued at their estimated fair market value on the date received. The County of Rockingham does not maintain a general fixed asset account group in accordance with general accepted accounting principles.

Fixed assets of the Rockingham County Nursing Home Enterprise Fund, a Proprietary Fund Type, are valued at cost. Depreciation has been provided over the estimated useful lives using the straight-line method. The estimated useful lives are as follows:

	<u>Years</u>
Buildings and improvements	10-30
Movable equipment	3-15

Depreciation expense was \$ 371,514 for the year ended December 31, 1991.

I. COMPENSATED ABSENCES

Vested or accumulated vacation leave that is expected to be liquidated with expendable available financial resources is reported as an expenditure and a fund liability of the governmental fund that will pay it. Amounts of vested or accumulated vacation leave that are not expected to be liquidated with expendable available financial resources are reported in the general long-term debt account group. No expenditure is reported for these amounts. In accordance with the provisions of Statement of Financial Accounting Standards No. 43, Accounting for Compensated Absences, no liability is recorded for nonvesting accumulated rights to receive sick pay benefits. However, a liability is recognized for that portion of accumulating sick leave benefits that it is estimated will be taken as "terminal leave" prior to retirement. Rockingham County did not report a General Fund liability for such absences at December 31, 1991, however, vested benefits in the amount of \$ 358,297 were reported in the Long-Term Debt Account Group at December 31, 1991.

The Nursing Home Enterprise Fund has accrued compensated absences as required by generally accepted accounting principles as a fund liability as of December 31, 1991.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1991

**J. LONG-TERM OBLIGATIONS**

Long-term debt is recognized as a liability of a governmental fund when due. For other long-term obligations, only that portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. The remaining portion of such obligations, and all long-term debt not currently due, is reported in the general long-term debt account group.

Long-term debt of the Rockingham County Nursing Home is reported, net of current portion, in the Enterprise Fund in accordance with generally accepted accounting principles.

**K. FUND EQUITY**

Reserves represent those portions of fund equity not to be appropriated for expenditure or which are legally segregated for a specific future use. Designated fund balances represent tentative plans for future use of financial resources.

**L. INTERFUND TRANSACTIONS**

Quasi-external transactions are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund, are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

**M. MEMORANDUM ONLY - TOTAL COLUMNS**

Total columns on the general purpose financial statements are captioned "memorandum only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations or cash flows in conformity with generally accepted accounting principles. Neither are such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1991

NOTE 2 - CASH ON DEPOSIT AND INVESTMENTS

Deposits. At December 31, 1991, the carrying amounts and bank balances of the County's cash deposits (cash and certificates of deposit) with financial institutions were as follows:

<u>Fund</u>	<u>Rate</u>	<u>Type</u>	<u>Carrying Amount</u>	<u>Bank Balances</u>	<u>Uninsured Potential</u>
General	3.00- 4.5%	Time & Demand	\$1,574,886	\$2,750,065	\$2,358,763
Capital Projects	3.78- 6.0%	Time & Demand	1,605,350	1,643,155	1,313,661
Trust and Agency	Var %	Time & Demand	<u>1,387,080</u>	<u>1,450,700</u>	<u>990,878</u>
			<u>\$4,567,316</u>	<u>\$5,843,920</u>	<u>\$4,663,302</u>

Of the bank balances amount, \$ 2,019,674 represents the amount included in an overnight sweep account as part of a cash management plan with a bank. The amount generally becomes part of the banks overnight investment in U.S. Treasury Bills that are held (book entry) by the banks custodian in the name of the bank.

NOTE 3 - LONG-TERM DEBT

General Obligation Debt. The government can issue general obligation debt instruments to provide funds for the acquisition and construction of major capital equipment, infrastructure and other facilities. General obligation debt instruments are "direct government obligations" and consequently are a pledge of the full faith and credit of the government. General obligation debt instruments currently outstanding (including Note 8, for FASB #6 reclassification), and reported in the Long-term Debt Account Group or in the Rockingham County Nursing Home Enterprise Fund, are as follows:

<u>Purpose</u>	<u>Interest Rates</u>	<u>Amount</u>
<u>Long-Term Debt Account Group</u>		
Jail Improvement Bond	6.00%	\$ 900,000
Public Improvement Bond	VAR %	<u>13,200,000</u>
		<u>\$ 14,100,000</u>
<u>Nursing Home Enterprise Fund</u>		
General Obligation	5.50%	\$ 70,000
General Obligation	4.85	75,000
General Obligation	6.775%	<u>800,000</u>
		<u>\$ 945,000</u>

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1991

NOTE 3 - LONG-TERM DEBT - (Continued)

Annual debt service requirements at December 31, 1991 to maturity for general obligation debt reported in the Long-Term Debt Account Group are as follows:

<u>December 31</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
1992	\$ 985,000	\$ 804,750	\$ 1,789,750
1993	1,030,000	849,475	1,879,475
1994	1,075,000	784,025	1,859,025
1995	825,000	692,550	1,517,550
1996	875,000	691,838	1,566,838
Thereafter	<u>9,310,000</u>	<u>2,865,730</u>	<u>12,175,730</u>
	<u>\$14,100,000</u>	<u>\$6,688,368</u>	<u>\$20,788,368</u>

Future annual principal maturities of bonds payable at December 31, 1991 for the Nursing Home Enterprise Fund are as follows:

<u>December 31</u>	<u>Principal</u>
1992	\$ 310,000
1993	235,000
1994	200,000
1995	<u>200,000</u>
	<u>\$ 945,000</u>

Changes in Long-Term Liabilities. During the year ended December 31, 1991, the following changes occurred in liabilities reported in the General Long-Term Account Group and the Enterprise Fund:

	<u>Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance</u>
	<u>January 1</u>			<u>December 31</u>
Total Long-Term Debt	<u>\$2,455,000</u>	<u>\$13,200,000</u>	<u>\$ 610,000</u>	<u>\$15,045,000</u>

NOTE 4 - ENTERPRISE FUND - FIXED ASSETS

At December 31, 1991, fixed assets and accumulated depreciation of the Rockingham County Nursing Home were as follows:

Land	\$ 196,187
Buildings	5,126,762
Improvements	3,692,407
Movable equipment	<u>1,298,016</u>
	10,313,372
Less accumulated depreciation	<u>(2,981,667)</u>
	<u>\$ 7,331,705</u>

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1991

NOTE 5 - DEFINED BENEFIT PENSION PLAN

Substantially all of the governments full-time permanent employees are eligible to participate in the New Hampshire Retirement System, a multiple employer, public employee retirement system (the "NH PERS"). Eligibility to participate in the NH PERS is granted to all full-time employees.

Employer contributions are based on a percent of employee salary. For the year ended December 31, 1991, pension expense was \$ 145,719 and \$ 159,127 for governmental and enterprise funds, respectively.

At December 31, 1991, the NH PERS has not provided, on an individual employer basis (the "County"), the unfunded accrued liability. Other disclosures required by generally accepted accounting principles have not been made available by the NH PERS.

NOTE 6 - CONTINGENT LIABILITIES

**Grants and Funding Sources.** Amounts received (in the current or past years) or receivable from grantor and funding agencies (federally assisted Medicaid) are subject in later years to financial and compliance audit and adjustment by such grantor and fund source agencies [federal and state governments]. At such time, any disallowed claims, including amounts already collected, may constitute a liability of the government and the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor, at some subsequent date, cannot be determined at this time although the government expects such amounts, if any, to be immaterial.

**Litigation.** The County is a defendant in various lawsuits. Litigation which may have an adverse material effect on the County is outlined below, the resolution of all other matters, although not currently determinable, is not expected to have an adverse material effect on the County.

**Designated Fund Balance for Contingency.** The Town of Seabrook, New Hampshire has filed a claim to recover \$ 684,997 of taxes paid by the Town of Seabrook to Rockingham County. This amount represents an asserted amount that represents Rockingham County's portion of an \$ 8,037,285 tax abatement awarded to the Seabrook Nuclear Power Plant. The outcome of the claim is uncertain and as a result the County has reserved \$ 600,000 of it's fund balance for the potential claim contingency.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1991

NOTE 7 - RISK FINANCING AND RELATED ISSUES

The County of Rockingham is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The County purchases commercial insurance coverage for all general and property liability and the protection of assets, yet assumes various portions and limitations of the risk of incurred losses for employee health, dental, unemployment and workmen's compensation coverage. Management believes that such existing third-party coverage and available reserves are sufficient to preclude any significant uncovered or uninsured losses to the County.

NOTE 8 - SUBSEQUENT EVENTS

**Tax Anticipation Note** - The County borrowed, in anticipation of local tax assessments, on February 13, 1992, in the amount of \$9,000,000, at an interest rate of 3 1/2 percent, due December 31, 1992.

**Bond Issuance** - On March 12, 1992 the County issued Public Improvement Bonds in the amount of \$ 13,200,000, payable at various rates of interest through 2004. As a result of the pre-existing terms and conditions of this issuance and in accordance with the Financial Accounting Standards Board (FASB) Statement No. 6, "Classification of Short-Term Obligations Expected to Be Refinanced", the Bond Anticipation Notes outstanding at December 31, 1991, in the Capital Projects Fund, were recorded as other financing source proceeds and the outstanding debt was reclassified to the General Long-Term Debt Account Group.

NOTE 9 - BEGINNING FUND EQUITY RESTATEMENT

**General Fund** - The General Fund beginning balance was restated for the following increases: a \$ 113,026 increase in fund balance represented by a cash transfer at December 31, 1990 that was classified as an expenditure, and, a \$ 24,173 increase in fund balance to add the effect of other miscellaneous items.

**Capital Projects Fund** - The Capital Projects Fund beginning balance was restated primarily for the effect of reclassifying the December 31, 1990 Bond Anticipation Notes to a fund liability; such BAN's had been recorded as an other financing source proceeds item. The December 31, 1990 BAN's did not meet the criteria established by FASB #6 until March 12, 1992, as discussed above. An additional \$ 45,519 of decreases in fund balances were made to account for other miscellaneous items.

**Trust and Agency Funds** - Various increases in the Trust and Agency Funds were made to account for the recording of interest earned and not credited at December 31, 1990.