



Rockingham County
New Hampshire
Annual Report 1992

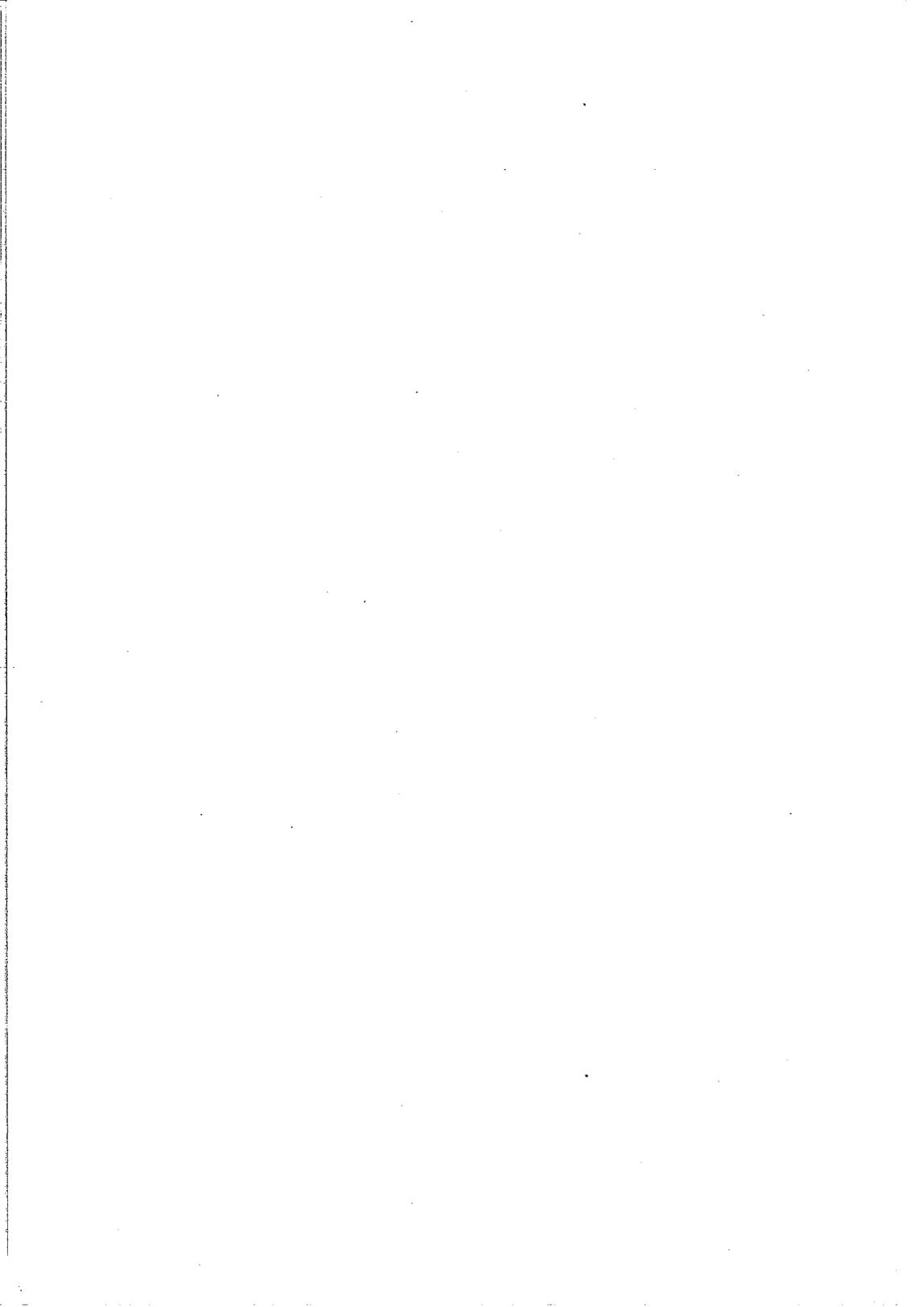
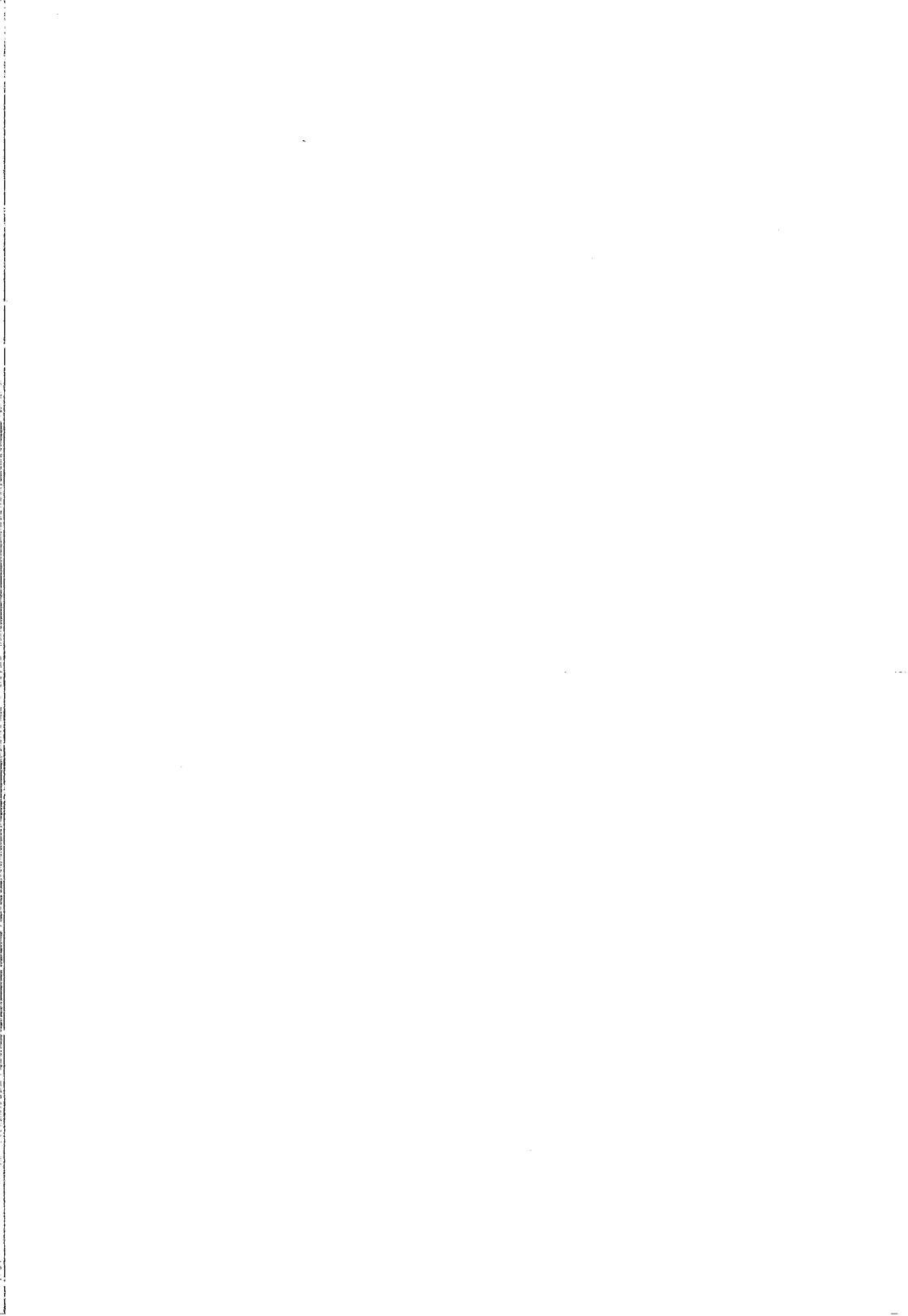


TABLE OF CONTENTS

County Officers.....	1-2
Representatives to General Court.....	2-5
Rockingham County 1992 Budget.....	6-7
MINUTES:	
Public Hearing-January 25, 1992.....	8-23
Exec. Comm. Meeting-February 3, 1992...	23-63
Exec. Comm. Meeting-February 8, 1992...	63-70
Delegation Meeting-February 8, 1992....	70-96
Exec. Comm. Meeting-April 24, 1992....	97-122
Exec. Comm. Meeting-July 31, 1992....	122-168
Exec. Comm. Mtg.-October 8, 1992.....	169-170
Public Hearing-October 8, 1992.....	170-172
Full Deleg. Mtg.-October 17, 1992....	173-177
Exec. Comm. Mtg.-October 23, 1992....	178-187
Full Deleg. Mtg.-December 9, 1992....	187-193
Exec. Comm. Meeting-Dec.18, 1992.....	194-204
Rock. Cty. Commissioners Report	205-206
Rock. Cty. Nursing Home Report.....	207-210
Rockingham County Nursing Home Census....	211
Report of Medical Director.....	211-212
Rockingham County Farm Report.....	212-213
Human Resources Annual Report.....	214-216
Report of Register of Deeds	216-217
Report of High Sheriff	217-218
Report of Cty. House of Corrections .	219-222
Annual Count	223
Distribution of Commitments by	
Communities During 1992	223-224
Summary of Admissions	224-225
UNH Cooperative Extension Report....	225-226
Family, Comm. & Youth Develop. .	226-232
Natural Resurces	232-235
Sea Grant & Marine Resources....	235-237
Report of County Attorney	238-239
Independent Auditor's Report/Letters on	
Financial Presentation.....	240-241
General Purpose Financial Statements	
Exhibits A,B,C,D,E.....	242-249
Notes to Financial Statements.....	250-260
Schedules 1,2,3,4,5,6,7,8	261-271



DISTRICT 1

E. JANE WALKER, VICE CHAIRMAN

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

DISTRICT 2

WARREN HENDERSON, CLERK, BRENTWOOD OFFICE

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

DISTRICT 3

ERNEST P. BARKA, CHAIRMAN, DERRY OFFICE

Derry	Londonderry	Salem	Windham
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TREASURER

PATRICIA O. KELLEY

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

(Nottingham)

Margaret Boyle Terninko

DISTRICT 3

(Epping)

William E. Williamson

DISTRICT 4

(Epping, Northwood, Nottingham)

Rick G. Newman

DISTRICT 5

(Auburn)

C. Donald Stritch

DISTRICT 6

(Candia)

"Tom" St. Martin

DISTRICT 7

(Deerfield)

Joseph E. Stone

DISTRICT 8

(Auburn, Candia, Deerfield)

"Don" Gorman

DISTRICT 9

(Danville, Sandown)

Patricia L. Cote

William H. Crum, Jr.

DISTRICT 10

(Chester, Fremont)

Jon P. Beaulieu

DISTRICT 11

(Chester, Danville, Fremont, Sandown)

Charles H. Cote

DISTRICT 12

(Raymond)

Calvin Warburton Marian E. Lovejoy

Thomas C. Hemenway

DISTRICT 13

(Derry)

Phyllis M. Katsakiores Patricia "Pat" Dowling
Kathryn Aranda Janet M. Conroy
Sandra Dowd "Bob" Fesh
George N. Katsakiores Rebecca Lee
Maurice B. MacDonald "Don" Miller

Robert Pullman

DISTRICT 14

(Atkinson)

Natalie S. Flanagan

DISTRICT 15

(Hampstead)

Vivian R. Clark Ed M. Putnam II

DISTRICT 16

(Plaistow)

Leroy S. Dube Merylyn P. Senter

DISTRICT 17

(Atkinson, Hampstead, Plaistow)

Peter M. Simon William Johnson

DISTRICT 18

(Brentwood, Kingston, Newton)

John W. Flanders, Sr. David A. Welch
Kenneth L. Weyler Marjorie Battles

DISTRICT 19

(Newfields, Newmarket)

Albert Caswell, Jr. Betsy Coes
Joseph Schanda, Sr.

DISTRICT 20

(Exeter, Kensington)

James R. Rosencrantz Sherman E. Chester, Sr.
Thaddeus E. Klemarczyk Carmela DiPietro
David Flanders

DISTRICT 21

(East Kingtson, Seabrook, South Hampton)

Patricia M. O'Keefe Charles H. Felch, Sr.
Benjamin E. Moore

DISTRICT 22

(Hampton, Hampton Falls)

"Ken" W. Malcolm Andrew Christie, Jr.
Sharleene Page Hurst Bonnie Groves
Katharin "Kate" Pratt

DISTRICT 23

(Greenland)

David L. Richards

DISTRICT 24

(Rye, New Castle)

Herbert R. Drake Eugene Ritzo

DISTRICT 25

(North Hampton, Stratham)

George R. Rubin Deborah L. Woods
Louis Gargiulo

DISTRICT 26

(Salem)

Marilyn R. Campbell Beverly A. Gage
Fred A. Kruse John Sytek
Bernard J. Raynowska Stephen W. Bucu
Donna Sytek Richard Noyes

Arthur W. Smith

DISTRICT 27

(Windham)

Patricia M. Skinner Carol A. Yennaco
Janet S. Arndt

DISTRICT 28

(Salem, Windham)

Arthur P. Klemm

DISTRICT 29

(Londonderry)

William P. Boucher Betsy McKinney
Sherman Packard Daniel P. Blake
Robert G. Hazelton Martin N. Bove
Karen Keegan Hutchinson

DISTRICT 30

(Portsmouth - Ward 1)

Laura C. Pantelakos

DISTRICT 31

(Portsmouth - Ward 2)

Martha Fuller Clark

DISTRICT 32

(Newington, Portsmouth - Ward 3)

Harold G. Crossman, Jr.

DISTRICT 33

(Portsmouth - Ward 4)

Anthony Syracuse Juanita L. Bell

DISTRICT 34

(Newington, Portsmouth- Wards 1,3, & 4)

Cecelia D. Kane

DISTRICT 35

(Portsmouth- Ward 5)

Charles L. Vaughn Cynthia A. McGovern

DISTRICT 36

(Portsmouth - Wards 2 & 5)

James R. Splaine

**ROCKINGHAM COUNTY
1992 ADOPTED BUDGET**

APPROPRIATIONS:

Rockingham County Nursing Home	\$ 14,027,323.00
Public Assistance	
Old Age Assistance	\$ 7,590,000.00
Board & Care Children	\$ 1,280,873.00
Grants Programs	\$ 342,803.00
Department of Corrections	\$ 3,951,678.00
Maintenance Department	\$ 1,849,948.00
General Government:	
Payment on Bonds	\$ 300,000.00
Payment on Jail/Lagoon	\$ 685,000.00
Interest on Jail/Lagoon	\$ 650,000.00
Interest on Temporary Loan	\$ 450,000.00
Interest Bonds/Notes	\$ 54,000.00
Insurance	\$ 170,000.00
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	\$ 44,644.00
Commissioners	\$ 215,228.00
Personnel	\$ 49,656.00
Sheriff Department:	
Law Enforcement	\$ 1,203,780.00
County Dispatch Center	\$ 454,364.00
Radio Shop	\$ 50,187.00
Register of Deeds	\$ 605,494.00
County Attorney	\$ 809,717.00
Medical Examiner	\$ 53,450.00
Cooperative Extension	\$ 289,820.00
County Farm	\$ 209,785.00
Treasurer & Deputy	\$ 48,703.00
Delegation Expenses	\$ 23,155.00
Non-County Specials:	
Child Care Association	\$ 25,000.00
Area Homemakers	\$ 44,000.00
Rockingham VNA	\$ 43,000.00
Conservation District	\$ 30,000.00

A Safe Place	\$	15,000.00
Emergency Fire Training	\$	11,310.00
Women's Resource Center	\$	5,000.00
Capital Improvements:		
Ice Pond Dam	\$	179,000.00
Encumbered Funds	\$	46,300.00
Contingency Fund	\$	95,000.00
TOTAL EXPENDITURES:	\$	35,978,662.00

ESTIMATED REVENUES:

Nursing Home	\$	11,517,408.00
Register of Deeds	\$	1,350,000.00
Maintenance Department	\$	439,273.00
Sheriff Department	\$	675,773.00
Interest Earned	\$	200,000.00
County Farm	\$	107,900.00
Grants/Mediations	\$	192,175.00
Superior Court	\$	238,264.00
Department of Corrections	\$	252,000.00
Personnel	\$	37,446.00
Board & Care Children	\$	1,500.00
Commissioners	\$	2,500.00
Miscellaneous & Telephone	\$	1,500.00
Escheat Funds	\$	60,000.00
Highway Cleanup Project	\$	45,000.00
FUND BALANCE GRANTS RESERVED	\$	166,855.00
NET BUDGET SURPLUS	\$	782,631.00
TOTAL REVENUES:	\$	16,070,225.00

TOTAL APPROPRIATION:	\$	35,978,662.00
TOTAL REVENUES:	\$	16,070,225.00
AMOUNT TO BE RAISED IN TAXES FOR 1992	\$	19,908,437.00

**PUBLIC HEARING
ON THE
ROCKINGHAM COUNTY 1992 PROPOSED BUDGET
Hilton Auditorium
Rockingham County Nursing Home
Brentwood, New Hampshire
January 25, 1992**

PRESENT: Honorable Executive Committee Member; Representative Janet M. Conroy; Representative George N. Katsakiores; Representative William F. McCain; Representative John J. McCarthy; Representative Kenneth Malcolm; Representative Laura Pantelakos; Representative James R. Rosencrantz; Representative Patricia M. Skinner; Representative Anthony Syracuse.

Others: Mr. Kenneth Wahl, City of Portsmouth; Mr. Robert Upton, Chief, Kensington Fire Department; Mrs. Mary Currier of the Rockingham County Conservation District; Mr. Lee Hurst of Hampton, New Hampshire; Representative Sharleene Hurst of Hampton; Mr. Stephen Bowley of Hampton; Mr. Stephen Flink of Stratham; Mr. Earl E. Boyce of Stratham; Ms. Taina White of Stratham; Mr. Merle White of Stratham; Representative David Flanders of Exeter; Rep. Carmela Dipietro of Exeter; Rep. Arthur Smith of Salem; Mrs. Debra Peru-Hermans, Executive Director, Rockingham County Nutrition Program; Mr. Milton Grant, Executive Director, Rockingham County Retired Senior Volunteer Program; Mrs. Joan Vetter of Newmarket; Mr. David Lincoln of the Rockingham County Sheriff's Department; Commissioner Maureen Barrows, Chairman, Board of Rockingham County Commissioners; Mr. Churchill Stafford of Danville; Mr. John Conner of the Rockingham County Conservation District; Mrs. Nancy Lang, Administrative Assistant to the Rockingham County Nursing Home Administrator; 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 Rockingham County Maintenance Department Director; Mrs. Louise Nash, Administrative Assistant to the Superintendent of Corrections; Mrs. Patricia M. Donovan, Superintendent of Corrections; Mrs. Rebecca Tarleton, Administrative Assistant to the High Sheriff of Rockingham County; Mr. Wayne E. Vetter, High Sheriff; Mrs. Betty Waitt Luce, Register of Deeds; Mr. Carleton Eldredge, Esq., Rockingham County Attorney; Ms. Claudia Boozer, Coordinator, UNH Cooperative Extension Service; Mr. Robert J. Kidder, Rockingham County Farm Manager; Mr. John Hart of The Manchester Union Leader; Representative Donald Roulston of Salem; Mr. Richard Gerrish of Kingston; Mr. Daniel Hackett of The Exeter News-Letter; Mr. Robert K. Dodge of Epping; Ms. Karen Dyer of Kensington; Mrs. Denise LaRoche, Director, Rockingham County Child Day Care Center; Representative Thaddeus Klemarczyk of Exeter; Representative Cynthia McGovern of Portsmouth; C. Bakie of Newton; Mr. Conrad W. Moses of East Kingston; Mr. Robert D. Cassell of Stratham; Mr. Christopher Rowe, Jr. of Stratham; Mr. Robert Senko of Stratham; Mr. Frank G. Case of Nottingham; Mr. R. Stan Walker of Stratham; Mr. Dan Gauyette of Stratham; Mr. Charles Palm of Stratham; Mr. Jerry Bassett of Sandown; Mr. Bill Tunmin of Kingston; Representative LeRoy S. Dube of Plaistow; Mrs. Helen Carr Dix of Exeter; Representative Bernard Raynowska of Salem; Representative Kathleen Hoelzel of Raymond; Mr. Richard H. Waite of New Castle; Representative George R. Rubin of Stratham; Commissioner Jane Walker, Vice Chairman, Board of Rockingham County Commissioners; Mr. Ernest P. Barka, Clerk, Board of Rockingham County Commissioners; Representative Leroy Thayer of Hampton; Mr. Roy E. Morrisette, Personnel Officer for Rockingham County; Mrs. Irene L.

Dodge, Deputy Treasurer; Mrs. Carrolle A. Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Delegation; Mrs. Shirley DeSalvo, Administrative Assistant to the Rockingham County Attorney; Representative Juanita Bell of Portsmouth; Ms. Helen Watkins, Rockingham County Department of Corrections; Mr. Paul R. Dechaine, Stratham; Mr. Greeme Mann of Stratham; Mr. Martin Wool, Stratham; Representative Kenneth Weyler of Kingston; Representative John S. Barnes of Raymond; Honorable Ruth L. Griffin, Executive Councillor; Representative John Hoar of Epping; Representative Joseph Schanda of Newmarket and Mr. Al Bennett of Hampton.

The meeting began at 7:00 P.M. with the Pledge of Allegiance to the Flag. The Chairman of the Delegation then reviewed the budgetary procedure to be followed.

Prior to the beginning of the meeting, Maureen Barrows announced that the Children's Trust Fund is trying to raise money, noting that they currently have \$750,000 - with hopes of trying to raise one million dollars. She distributed envelopes to those in attendance, asking for contributions.

Representative David Flanders of Exeter reported that the Exeter Town Republican Committee Meeting would be held January 27, 1992 at the Exeter Town Hall from 7:00 P.M. to 9:00 P.M.

The meeting began with the Chairman of the Delegation noting that he has formal written testimony that he would insure would be attached and entered into the record of the meeting. He noted correspondence from Mary Ann Bouchard with regards to the fire emergency planning.

Rockingham County Nursing Home - It was noted that this budget was recommended by the Commissioners at \$14,072,952 for 1992. There were no questions nor input from the public with regards to this line item within the budget.

Public Assistance - It was noted that this portion of the budget was up 15% over last year. There were no questions or input with regards to this portion of the budget.

Grants Programs - It was noted that, once monies are received from the State, they are then expended on the grants programs. It was noted that this budget was \$342,802, up \$15,129 from last year. There were no questions or input regarding this portion of the budget.

Department of Corrections - \$3,980,669. It was noted that there were no questions or input with regards to this portion of the budget. It was further stated that this budget was up 1.2% over last year or \$46,762.

Maintenance Department - \$1,862,748. There were no questions or input concerning this portion of the budget.

General Government - \$2,536,444. Chairman McCain noted that the principle and payments on the lagoon came in since this budget was printed, which will reflect a change in this portion of the budget. Discussion ensued with regards to the progress of Jail construction. Mrs. Donovan reported that the Department of Corrections is approximately 95% completed, noting that it should be completed by the end of February, when an open house will be planned for the Rockingham County Delegation, and other interested individuals.

Highway Clean-Up - It was noted that in order to accomplish any highway clean up projects, monies have to be received from the State. Chairman McCain noted that if no monies are received, this program will not be done.

Commissioners - \$210,862. No comments or input regarding this portion of the budget.

Personnel Department - \$49,656.00. It was noted that this budget was up .8%, with the notation that there were no comments or input regarding this portion of the budget.

Sheriff's Department - \$1,702,449. It was noted that this budget was down .6% over last year or \$9,880. No questions or comments were submitted for this portion of the budget.

Registry of Deeds - \$848,562. It was noted that no comments or questions were received for this portion of the budget.

County Attorney - \$848,562. It was noted that this budget contained 3-4 items that were in dispute with the Commissioners. It was further stated that these items have yet to be resolved, and that the disputed areas of the budget are so reflected.

Medical Examiner - \$53,450. It was noted that this budget was down 8.94% over last year.

UNH Cooperative Extension - \$289,820. It was noted that this budget increased .87% or \$2,510 over last year.

Rockingham County Farm - \$215,785. It was noted that this budget has increased 2.85% or \$5,979.00 over last year. There were no questions or input with regards to this portion of the budget.

Treasurer/Deputy - \$48,878. It was noted that this budget was down .18% over last year. There were no comments or input regarding this portion of the budget.

Delegation Expenses - \$23,505.00. It was noted that this budget increased 6.45% over last year or \$ 1,424.00. Chairman McCain noted that a new line item within this budget has been introduced in the amount of \$1,000 for legal fees. He further noted that the other increases were mainly due to the overtime needed for the Administrative Aide to the Delegation, rather than the Delegation hiring a full time person to do this work. Chairman McCain commented that we get our money's worth from Mrs. Carrolle Popovich, Administrative Assistant to the Rockingham County Delegation/Commissioners.

Human Services - It was noted that a change in the procedures was done, which reflected a change for the Rockingham County Nutrition Program and Retired Senior Volunteer Program to be under the Rockingham County Nursing Home budget. Chairman McCain noted that under Non-County Specials, these two budgets would reflect \$-0-. He stressed that these two agency's budgets are best funded under the umbrella of the Rockingham County Nursing Home.

Child Care Association - \$25,000. Mrs. Helen Carr Dix, Selectperson from the Town of Exeter spoke to the fact that the county should not be in the business of funding agencies that are not included within the statutory obligations of the county. She noted the process of agencies that go before the towns requesting funding. She mentioned that many non-county special agencies purchase their own real estate, which then comes out of the tax rolls, stressing that the Delegation should consider

Mr. Richard Gerrish spoke in support of all the non-county specialists, noting that government has to insure that basic human needs are met. He referred to a double-standard regarding attitudes of representatives when it came to human service agencies.

Mrs. Maureen Barrows, speaking as a citizen from Exeter, New Hampshire, spoke to the need of the Rockingham County Child Care Association. She noted that this agency, as with all others, is a group of programs that are bound together. Mrs. Barrows commented that 56% of the women in Rockingham County are working women, adding that it behooves us to spend the money requested by the Child Care Association (\$53,000) for good quality day care for our children. She further commented that Rockingham County currently has its own day care program which has enabled absenteeism to be reduced, as well as reduced the stress on parents who work for Rockingham County.

Ms. Karen Saywich of the Rockingham County Child Care Association spoke to the number of clients served in her program, noting that 82% more young children have been served since 1987, adding that her budget has only increased 24% since 1987. She noted that monies go directly to families in need. She spoke to the fact that children who attend private, unlicensed day care facilities get sicker more often, are left alone more often, and are sometime left with unfamiliar adults more often. She noted further that they sit in front of the television longer and usually will be uprooted more often.

these facts before they vote on funding requests. Mrs. Shaileene Hurst, speaking as a private citizen, spoke in favor of the county funding non-county agencies, stressing that this was not the time to withdraw compassion.

Area Homemaker Home Health Aide Service - Mr. Richard Park, Executive Director, provides a service to elderly residents of Rockingham County, to enable them to remain in their homes rather than being placed in a nursing home. He noted that without the services of the Area Homemaker Home Health Aide, many of the elderly in Rockingham County would have to go in a home. He then explained the budgetary process and method of draw down for his agency, noting that it is done on a quarterly basis.

Rockingham County Visiting Nurses - It was noted that budget reductions were done with this agency in 1991 to bring them into compliance with the county's calendar year. It was noted that this agency's request was the equivalent of level funding, as was voted last year.

Ms. Barbara Leak, Executive Director spoke with regards to the Rockingham County Visiting Nurses, noting that this agency serves many people, and thanked everyone for their continued support of this agency.

Rockingham County Conservation District - Mr. John Connor spoke regarding this agency's budget, noting that the conservation district is just that, not a commission, which works with the land owners of Rockingham County.

Rockingham County Nutrition Program - It was noted that this agency's budget will be included within the Rockingham County Nursing Home's 1992 budget. Mrs. Debra Peru-Hermans, Executive Director, then spoke about her agency, noting that it serves 750 per day and that 70% of the program is Meals On Wheels. She added that 70-80% is geared towards the low income. Mrs. Peru-Hermans noted that the county's portion goes only towards the meals on wheels portion of her program.

A Safe Place - No one spoke to this agency's request for funding for 1992.

Rockingham County Family Planning - It was noted that this agency did not receive funding from Rockingham County in 1991, but that the Commissioners had recommended the sum of \$18,000 for this agency in 1992. Mrs. Margaret Wensel of Kingston spoke in behalf of this agency, noting that this program had been previously funded by Rockingham County for the past seventeen (17) years. She went on to note that 75% of their clients are adults. She noted that this agency serves the low income and women in all of Rockingham County, stressing that this agency serves all towns and cities in Rockingham County. She stressed that this agency receives no funding from individual towns. Mrs. Wensel asked that consideration be given to reinstate Rockingham County Family Planning's funding for 1992.

Rep. Roulston spoke to the costs of unexpected families, adding that when this occurs, it increases the welfare rolls.

Rockingham Counseling Center - Ms. Bernadette Pelzar, Executive Director spoke in behalf of her agency's request for funding for 1992. She noted that her agency has serviced Rockingham County since 1963, adding that the 1992 request was 2/3 of the 1990 allocation. Ms. Pelczar noted the programs offered by her agency to low income families which are done on a sliding scale. She noted that a lot of men and women are seen on many different issues. Ms. Pelczar noted that many family members were helped in 1991, and that all towns in Rockingham County are served. She reminded everyone that, with the cut back in funding, 600 families will not be able to be served.

Ms. Kay Coburn Dyer spoke in favor of the Rockingham Counseling Center, and asked that consideration be given for reinstatement of this agency's funding request. Commissioner Barrows gave an example of a court case which was referred to the Rockingham Counseling Center.

Mr. Michael Henry, Chairman of the Board of Directors for the Rockingham Counseling Center, then spoke in favor of his agency's funding request for 1992. He noted that his agency is committed to try to help those less fortunate. He added that services are provided on a sliding scale.

It was noted that there were no questions with regards to the Lamprey Regional Health Care Center.

Retired Senior Volunteer Program - It was noted for the record that this agency's budget would come under the umbrella of the Rockingham County Nursing Home's budget for 1992. Mr. Milton Grant, Executive Director, spoke in behalf of his agency, noting that 1,100 volunteers provided 200,000 hours of volunteer services in 1991. He added that the program has been in existence for the past sixteen (16) years, adding that most of the volunteers are over 60 years of age.

Mrs. Ruth L. Griffin, Executive Councilor, and member of the Portsmouth Housing Authority spoke in behalf of the Retired Senior Volunteer Program. She noted that this agency provides "more bang with your buck", and urged continuance of this program.

There were no questions, comments or input with regards to the request from Great Bay School and Training Center.

Women's Resource Center - No comments, input or questions were stated with regards to this proposal.

Emergency Fire Training - Mr. Stanley Walker of the Stratham Fire Department and President of the Fire Mutual Aide System, spoke with regards to the request for the mass air truck from Rockingham County. He explained that several years ago the county did assist with the purchase of a MS2 self-contained air truck, which has been widely used in Rockingham County. He noted that this truck has provided better conditions for the safety of fire fighters. He added that the vehicle in question is worn, and does not meet the requirements to handle a heavier load, thus the need to replace the vehicle. He made reference to letters from fire departments and boards of selectmen throughout Rockingham County, urging the Delegation to support this request.

Questions were raised as to where the truck would be housed. Chief Walker noted that the present truck is housed in Stratham, and is operated and maintained by the mutual aide system. He noted that the present air truck did 32 runs to area towns who had major structure fires.

Mr. Martin Wool, Chairman of the Board of Stratham Selectmen spoke to this request, noting that he was very familiar with the truck, adding that it has been used extensively at major structure fires. He stressed the fact that firemen risk their lives when they enter a structure fire, adding that he felt the truck is a vital part of fire fighting. He urged the Delegation to consider funding all of the truck, adding that it would be a nightmare if requests for funding had to be required from all towns within Rockingham County. He noted

that letters of support have been solicited from towns, asking that funding for this truck come from the county, not the town levels. Chairman McCain noted that it was suggested by the sub-committee on non-county specials that a lease purchase be considered for the purchase of this truck.

Mr. Lou Goryette spoke in support of the mass air truck, as did the Kingston Fire Chief. He stated that funding from the county level made more sense, noting that the county-wide tax base was advantageous. Mr. Irving Bassett, Fire Chief of Sandown, also spoke in favor of the truck. He spoke to what the fire mutual aide service provides to towns, adding that there would be no way this service could survive without the mutual aid service.

Executive Councilor Ruth L. Griffin rose in support of the request for the mass air truck. She made reference to the Danville tire fire and the importance of the fire mutual aid system. She noted that the present truck has served Rockingham County for approximately 20 years, adding that it was time for support for a new one to replace it.

Rep. Klemarczyk asked if the old truck would be traded in or used elsewhere. Commissioner Walker noted that several avenues are being looked into. It was noted that the fire mutual aide has the option to house the truck in Stratham, but this could change. It was noted that volunteers man the truck at no cost to the community. Rep. Rubin suggested that a geographic call area be done to better determine which areas of the community use it more often. Sheriff Wayne Vetter also spoke in favor of the need for this truck, as did Reps. Hoar, Raynowska and D. Flanders.

Chief Kevin Pratt of the Raymond Fire Department spoke in favor of this request, as did Mr. Richard White, Fire Chief in the Town of New Castle. Mr. Charles Palm, Treasurer of the Fire Mutual Aide System and Assistant Fire Chief in the Town of Stratham spoke in high support for this truck. He spoke to the fact that it would be unrealistic to approach towns with warrant articles for funding for this truck, adding that it is a much better concept to receive the funding from the county level. Rep. Rosencrantz as well as Rep. William F. McCain, Chairman, Rockingham County Delegation, also spoke in strong support of this request.

At this point in the meeting, Mrs. Helen Carr Dix, Selectperson for the Town of Exeter spoke to the fact that various non-county special agencies will be taken out of the Exeter budget and will be asked to go in as warrant articles. She noted that these agencies are non-profit, and that some of the agencies should be looked into further. It was her recommendation that rather than expending monies for non-county special agencies, this funding be put towards the Rockingham County Nursing Home or the Public Assistance portion of the county budget. Rep. Barnes asked that the information that Mrs. Dix stated she had, be given to the Executive Committee, for their review and consideration, prior to any votes. The Chairman of the Delegation asked if this information could be made available to the Executive Committee. Mrs. Dix agreed to make it available to them. The Chairman of the Delegation noted that this information will be made available to the Executive Committee, not the entire Delegation. Mr. Park rose and stated that the statements made by Mrs. Dix were untrue, adding that although he could not speak for all of the agencies requesting funding, he asked that the input from Mrs. Dix not be received as the truth.

Capital Improvement - An explanation of the capital improvements within the 1992 budget was done. It was also noted that bids have been received for the upcoming Rockingham County Nursing Home construction. Chairman McCain noted that one large area under capital improvements was the replacement of the dam at Ice Pond Brook, as a result of damage caused by Hurricane Bob. He noted that Rockingham County has applied to FEMA for funding reimbursement.

Encumbered Funds - It was noted that the Commissioners have done a very good job in insuring that bills are paid on a timely basis.

Revenues - Commissioner Barka noted for the record that revenues are just a guesstimate, noting that the 1991 projected revenues were \$15,018,290 and the actual revenues received were \$14,884,779. He further noted that the projected 1992 revenues were \$15,337,594. A question was raised with regards to Interest Earned. It was noted that interest rates are falling, and that the Treasurer is utilizing a different method of borrowing.

Chairman McCain spoke to the 1991 surplus, noting that this was applied to lower taxes. He noted that there will be an increase this year in the budget, noting the amount to be raised by taxes will increase over last year. Chairman McCain spoke to the impact on the Rockingham County budget, noting several areas of concern such as: growth census-wide as well as a spin-off as a result of a recession. Commissioner Barrows noted the fact that the cost of nursing home beds has significantly increased. Chairman McCain also noted that the line item Board and Care of Children has also significantly increased as well, adding that CHINS costs are very costly. He stressed that no one in the Delegation is non-responsive,

adding that the budgetary process has taught us all a lot. Chairman McCain went on to state that the 1992 proposed budget includes the possibility of merit increases for county employees. He noted that if there are questions regarding the recommendations of the Classified Salary Sub-Committee, the Co-Chairman of that committee, Rep. Kathleen Hoelzel, is available to answer them. Rep. Hoelzel spoke to the fact that the sub-committee recommended a lump sum of \$250,000 to be divided by a vote of the Board of Commissioners to all departments within Rockingham County for merit increases.

Rep. Roulston reminded everyone that, under the Ethics Guidelines, if there are any members of the Delegation who have family members who work for Rockingham County, they should keep this in mind when they vote. Chairman McCain noted that this cannot be enforced at the county level. Rep. Smith suggested that a 4% merit raise be considered for those employees at the lower end of the pay wage scale, adding that those at the higher level should receive less. Chairman McCain noted that merit is based in accordance with performance.

Ms. Karen Saywich then rose and spoke with regards to the average salary of workers/teachers at the Child Care Association day care centers. She noted that the average salary is \$6.60 per hour, noting that she was displeased that county employees would be receiving a merit increase when they are paid far more for their services than workers/teachers at her facility. Chairman McCain reminded everyone present that last year, the budget was balanced on the "backs" of the county employees, adding that those monies went towards non-county special agencies. He stressed that he made a pledge this year that county employees would receive merit increases

in 1992. He also noted that he recently appointed two task force committees to study and look into the Rockingham County Farm and the Rockingham County Child Care Center, adding that five (5) representatives comprise each committee.

Chairman McCain pointed out that he felt the Executive Committee and the full Delegation will "fine tune" the department budget requests for 1992. Executive Councilor Griffin spoke again with regards to the fact that Rockingham County is a model of efficiency and frugality. She went on to state that Rockingham County is a leader, adding that it has been the fastest growing county. She ended, noting that the legislative delegation should take some credit for the hard decisions they have to make. There being no further business to come before the Public Hearing, it was so adjourned.

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
February 3, 1992

A scheduled meeting of the Executive Committee of the Rockingham County Delegation was held this date, February 3, 1992 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:

EXECUTIVE COMMITTEE MEMBERSHIP: Honorable Representatives: Betsy McKinney, Chairman, Executive Committee; Patricia M. Skinner, Clerk, Executive Committee/Delegation; Frank J. Palazzo, Sr.; Sherman A. Packard; Kenneth W. Malcolm; Janet M. Conroy, Vice Chairman, Rockingham County Delegation; James R. Rosencrantz; William F. McCain, Chairman, Rockingham County Delegation; Virginia K. Lovejoy; Anthony Syracuse; Laura C. Pantelakos; David A. Welch, Vice Chairman, Executive Committee; George N. Katsakiores.

OTHER DELEGATION MEMBERS: Honorable Representatives: Richardson D. Benton; Calvin Warburton; Ednapearl F. Parr; John S. Barnes, Jr.; Thaddeus Klemarczyk; Jeffrey Brown; Kathleen Hoelzel; John Hoar.

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. Roy E. Morrisette, Personnel Officer for Rockingham County; Mrs. Carrolle A. Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Rockingham County Delegation; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mr. Clarke R. Chandler, Treasurer for Rockingham County; Ms. Claudia Boozer, Coordinator, UNH Cooperative Extension; Ms. Robin Wojtusik, Extension Educator/4-H and Youth Development; Mr. Wayne E. Vetter, High Sheriff for Rockingham County; Mrs. Patricia M. Donovan, Superintendent, Rockingham County Department of Corrections; Mrs. Rebecca Tarleton, Administrative Assistant to the High Sheriff; Mrs. Judith Gates, Administrative Assistant to the Director of Maintenance; Mrs. Elizabeth Luce, Register of Deeds for Rockingham County; Mr. Robert J. Kidder,

Rockingham County Farm Manager; Mr. Ernest G. Woodside, Director, Rockingham County Maintenance Department; Mr. Steven Haberman of The Portsmouth Herald and Mr. John Hart of The Manchester Union Leader.

The meeting began at 10:00 A.M., with the Chairman of the Executive Committee noting the purpose of the meeting was to review sub-committee recommendations for the proposed 1992 budget so that the Executive Committee could vote their recommendations to bring before the entire Rockingham County Delegation on Saturday, February 8, 1992 for their final vote.

Treasurer/Deputy Treasurer/Auditor - Rep. Richardson Benton, Chairman, Treasurer/Deputy Treasurer and Auditor Sub-Committee, presented his sub-committee's report to the Executive Committee. He noted the fact that the Treasurer/Deputy Treasurer's proposed budget for 1992 was \$265.00 lower than what was appropriated in 1991. Rep. Benton emphasized that 25% of this budget is for salaries of the Treasurer and Deputy Treasurer. He further noted that 60% of this budget are major items for the legal bonds and bank fees. He noted the pending Seabrook lawsuit and monies available in this budget for that.

Rep. Benton noted that the auditor's portion of the budget is the same as it was last year, pending any changes made by the Board of Commissioners. He stated that if any additional duties are requested by the Board of Commissioners from the auditor, additional monies will have to be expended.

At this point in the meeting, Rep. McCain asked why the sub-committee recommendations were not included within the budget package. Rep. Benton noted that his sub-committee's

recommendations were given to Mr. Roy Morrisette for inclusion into the 1992 budget package. Commissioner Walker explained that sub-committee recommendations were given to Mr. Morrisette in the Bookkeeping Office, not to the Board of Commissioners. It was stated by the Chairman of the Executive Committee that no Executive Committee approvals would be done until an explanation is given, and that appropriate votes would be done at the latter part of the meeting, pending a full explanation from Mr. Morrisette as to the exclusion of sub-committee recommendations.

Discussion ensued with regards to the bonding process. Treasurer Chandler noted that 1992 bonding will come out of accounts set up for this, not out of the budget. Rep. Skinner asked if consideration was given to acquiring an auditing firm from Rockingham County. Rep. Benton explained that it is up to the Board of Commissioners to acquire an auditing firm for Rockingham County for the most reasonable amount of money. Commissioner Walker reviewed the fact that a consultant was hired by Rockingham County, who recommended that an auditing firm be acquired for a three (3) year period for Rockingham County. She added that bids for auditing Rockingham County records for a three year period were put out to bid, and that after a close review of the bids received, the Board unanimously voted to award the bid to Grzelak and Company, who was the lowest bidder.

Capital Improvements and Long Range Planning - Rep. Ednapearl F. Parr, Chairman of the Capital Improvements and Long Range Planning Sub-Committee reported that her sub-committee was in agreement with the recommended figure of \$179,000 for repairs to the dam at Ice Pond Brook at the Rockingham County Complex. She also noted that due to the water treatment problem brought on by high mineral

concentrations in the wells, the sub-committee further recommended that unexpended interest and bond money already appropriated for water and sewer projects be dedicated to a water treatment installment at the water source. Rep. Parr further noted that water treatment would have a long term affect of lengthening the life of all plumbing and the two and one half miles of distribution piping. She stressed the heavy corrosion of the 500,000 gallon water tower is an example of the affect of the mineralized water. It was noted by Rep. Parr that presently the only water treatment is in the laundry area.

Rep. Parr also discussed the long range planning as far as the entire Rockingham County Complex was concerned. Rep. Parr noted that this has been set up in priority levels. Rep. Parr assured the Executive Committee that she would have a complete copy of the prioritization for each member of the Rockingham County Delegation when they meet on Saturday, February 8, 1992. She stated that these items were not things that had to be acted upon presently, but did need to be reviewed, studied and understood for the next budget.

Rep. Malcolm stated for the record that there may be a problem with utilizing the unexpended interest, giving the example of what occurred in the Town of Hampton, when they also did this. He added that the Department of Revenue Administration told them that they had to take these monies out, and strongly suggested that this be checked through the Department of Revenue Administration before anything is done at the county level.

Rep. Sytek questioned the work to be done at Ice Pond Brook. Commissioner Walker noted that Ice Pond Brook was located near the Rockingham

County Department of Corrections, adding further that damage occurred in this area as a result of Hurricane Bob. She further noted that Rockingham County has applied for federal monies, but, in order to receive federal monies for this, the sum has to be budgeted, has to be expended and then it can be reimbursed. Commissioner Walker went on to note that the committee on Capital Improvements and Long Range Planning has recommended the first portion of the improvements to the dam at a cost of \$179,000, and further, that the sub-committee was also recommending that the unexpended interest and bond money already appropriated for water and sewer projects be dedicated to a water treatment installment at the water source. Rep. McCain asked what the amount of unexpended interest was and where was this sum presently in the budget? Commissioner Barka explained that the sum of \$179,000 is included under Capital Improvements within the budget. Chairman McKinney queried where this amount showed in the revenue side of the budget. Commissioner Barka related that this sum had not been received yet. Commissioner Barrows explained that the Board of Commissioners is not sure that this money will be received, adding further that it will only be received if it is expended first. She noted that Rockingham County is applying for federal money, and hopefully, it will be received. She added that if this sum were added to revenues, it will give a false picture of revenues, because even if the work is done, the money may not be received until next year, stressing that there is no guarantee that Rockingham County will receive any money at all. Mr. Woodside, Director of Maintenance, explained that the work on Ice Pond Brook should be completed in mid summer, when the brook is running low. He added that Rockingham County has already applied for all necessary permits.

Public Assistance (Old Age Assistance and Board and Care of Children) - Rep. Flanagan reported that her sub-committee had met and decided that there was nothing they could change, and therefore the sub-committee accepted the figures in these two areas as proposed by the Board of Commissioners. Rep. Flanagan noted the sub-committee recommendation of \$7,590,000 for Old Age Assistance and \$1,280,873.00 for Board and Care of Children as proposed by the Board of Commissioners. A question was raised as to how the figure for Old Age Assistance was arrived at. Commissioner Barrows noted that the Commissioners talked with the State as well as with Mr. William Sturtevant, and then took an educated guess. She stated that she fears that the Commissioners may have estimated lower than what should have been budgeted. She further noted that a three month figure is taken and averaged to arrive at the figure as presented. Commissioner Barrows noted that if this figure is too low, than the Commissioners will come back to the Executive Committee for additional monies. Rep. Sytek noted that the number of children served for Board and Care of Children is state mandated money within the Rockingham County budget. She stated that the Board of Commissioners felt comfortable with the low figure in the proposed 1992 budget for this line item.

Old Age Assistance - Commissioner Barrows explained that the County has nothing to do with the rate, adding further that the bill comes from the State, with no input into this from the County. She explained that 60% of the beds in Rockingham County in 1991 were Medicaid beds, adding that that number increased over the year to 70% of the residents in nursing homes that are Medicaid recipients. She went on to explain that Rockingham County pays 31% of the bill, adding that the county has no control over this bill. Commissioner Barrows

stated that the Boards went on a very low estimate as to what the increase is going to be for next year. She added that the Human Services Advisor suggested that the county go with a far heftier increase than what the Commissioners proposed. Rep. Flanagan noted that her sub-committee went with the Commissioners recommendations.

Board and Care of Children - Commissioner Barrows noted that this line item is very similiar to the Old Age Assistance portion, adding that there is no way of knowing how many children will be in court. Commissioner Barrows noted that Rockingham County is the only county in the state that is budgeting the same money for 1992 that was budgeted in 1989. She added that some counties have had to increase their appropriation, but stressed that Rockingham County is doing a lot of prevention to keep people out of the court system.

Department of Corrections - Rep. Jeffrey Brown reported that Superintendent Donovan has done a marvelous job on the budget, keeping it as low as possible, adding that there is only a 1% increase over last year. He noted that the sub-committee accepted and approved, as recommended by the Commissioners, all line items within this department's budget, with the exception of line 39 - computer software. He noted that the sub-committee voted to add in an additional sum of \$2,250.00 to this line for computer supplies. He noted that, with this change, it will change the bottom line figure under operating expenses to \$1,134,798, and will change the total bottom line figure for this department to \$3,982,919.

Rep. McCain questioned the jump in telephone expenses for this department's budget over last year's actual expenditures. Mrs. Donovan explained that with the new construction, new

lines were installed, as well as dedicated lines for a fax machine and Watts lines. Mrs. Donovan noted that double bunking was done prior to the new jail construction, although it is not done at this time. Rep. McCain questioned the revenue portion of this department's budget, asking whether there is a contract to accept federal prisoners. Mrs. Donovan noted that no contract has been signed to take federal prisoners as of this date, adding that the figure as noted in the revenue portion is just a guesstimate for federal inmates.

A question was raised by Chairman McKinney as to the overtime portion of the Department of Corrections budget. Mrs. Donovan noted that this year, the Board of Commissioners asked all departments to separate their overtime in a separate line item within each departments budget. She stressed that this was not done last year. Rep. Malcolm asked, in the overtime line item, if there was an increase in overtime from last year. It was noted that this line item did increase because it is a new line item that did not exist last year. Rep. Sytek asked about the figures included within the budget for retirement, and what they represented. Rep. Brown answered that these figures were based on .0275, which was the figure used by all departments. Rep. Sytek noted her concerns regarding the increase in retirement for all departments. Rep. McKinney noted that this department reflects an 18% increase. Rep. Skinner asked what the New Hampshire Association of Counties recommended for a figure to be applied to county budgets. Mrs. Luce noted that Rockingham County was told by the New Hampshire Association of Counties to use the figure of .0275.

Rep. McCain questioned why this department had a substantial increase in salaries under

personnel for this department, noting that there was a 36% increase in personnel. He stated that it was his understanding that approximately 40 new individuals were hired last year.

Maintenance Department - Rep. Warburton noted that his sub-committee met and is recommending reducing the Commissioners proposed budget for this department by \$12,800 to \$1,849,948. Rep. Warburton detailed where the specific cuts were made, noting: Line 4161-077 - Continuing Education - this line was reduced by \$300.00 to an adjusted total amount of \$2,500; Line Item 4162-0101 - Fuel RCNH - this line item was reduced by \$2,500. to an adjusted total amount \$107,500.; Line Item 4173-0400 - Gasoline - this line item was reduced by \$10,000 to an adjusted total amount of \$35,000, which was a total of \$12,800 reduction in this department's budget and recommended to the Executive Committee.

Rep. Syracuse noted that throughout the entire proposed Rockingham County budget for 1992, he is aware of an increase in employee health insurance. Mr. Morrisette stated that there was an additional increase of 10% for health insurance, further noting that there are additional staff within this department's budget. Rep. Warburton noted that additional staff was necessary when the new waste water treatment facility was completed and operational. Rep. Syracuse questioned whether the county went into a new health care program last year, and questioned whether the county was spending more money on this plan. Mr. Morrisette indicated that Rockingham County did enter into a new plan, adding that it is less expensive than the rates for Blue Cross/Blue Shield. He noted that increases in Blue Cross went up 40%, adding that the County's rates increased only 10%. Rep. Syracuse asked if

Rockingham County is spending more money today than if they had stayed with Blue Cross. Mr. Morrisette indicated that more money is being spent for health insurance than was spent two (2) years ago, but guessed that less is being spent on health insurance than if the county had stayed with Blue Cross. Rep. Malcolm asked if the county pays for the complete health insurance program for families. Mr. Morrisette indicated that the county only pays the single membership for health insurance, adding that any employee who has a two person or family membership pays the difference. Rep. Malcolm also asked if the county has looked into getting a deductible, even on the single person membership. Mr. Morrisette indicated that there are deductibles which are part of the cost, and what is being covered. He spoke to both plans offered, and deductibles for each plan.

General Government-Commissioners and Personnel Department - Rep. Klemarczyk, Chairman of the Commissioners Sub-Committee, noted that his sub-committee met and discussed this portion of the budget. Rep. Klemarczyk made reference to the proposed budget, and why the pages were numbered in the fashion they were. Mr. Morrisette indicated that the numbers on the budget page correspond to the summary sheet affixed to the front of the budget. Rep. Klemarczyk noted that his sub-committee was in agreement with the general government items. He further noted that his sub-committee was also in agreement with all line items within the Commissioner's budget, noting specifically salaries of the commissioners; telephone budget; office supplies and miscellaneous items listed within this line item. He explained that bills for flowers sent to staff and delegation members are paid from this line item.

Rep. Klemarczyk also reviewed service contracts; small county books and annual reports. He noted that the prices for printing the Annual Report and small county books has dropped. Mr. Morrisette indicated that both books are now printed at New Hampshire State Printing. It was noted by Commissioner Walker that the formatting of both books and the fact that they are both made camera ready prior to going to the New Hampshire State Printing Program, helps to reduce the cost factor on both books. She noted that Mrs. Carrolle Popovich does all of the typing, formatting and insuring that both books are camera ready.

Rep. Klemarczyk explained that the employee health insurance line item within this department has increased. Mr. Morrisette indicated that the actual rate for that plan is \$171.25 x 12 months equals \$2,055.00. He further noted that the other plan runs a little higher. Mr. Morrisette explained that employees of Rockingham County are offered Health Source or Health Choice, adding that employees have more flexibility as to who they can see. Mr. Morrisette noted that under Health Choice, employees who utilize a provider who participates in the program, the reimbursement rate is 90/10, and if they go outside of the provider the reimbursement rate is 80/20. Under Health Source, there are no options - doctors who are part of the system must be utilized.

Questions were raised as to the retirement within the Personnel Department budget. Mr. Morrisette noted that this increase was based on the 2.75 figure. Rep. Klemarczyk further reviewed this department's budget. A question was raised as to the budgeted amount in this department's budget for printing, as compared to what was expended in 1991. It was noted that the Personnel Policies and Procedures

Handbook is now being worked on, is being revised, and will be going to the printer this year. Mr. Morrisette noted that Compensation Funds of New Hampshire have just reviewed these policies with the Personnel Commission, and minor changes will be made as a result of their recommendations. He added that this Procedures Manual will be printed and employees will all receive a new handbook. Rep. Malcolm asked where the Policies and Procedures Manual will be printed. It was noted that this handbook, along with the small County booklets and Annual Reports, will all be printed at the State Printing Program at the New Hampshire State Prison. Mr. Morrisette stated that it is hoped that this budgeted amount will be enough to have these policies printed. Rep. Malcolm further questioned how many small county books are printed each year. Mrs. Popovich noted that nine hundred (900) were printed in 1991. It was further noted by Mr. Morrisette that cities and towns also pick up copies of this booklet, as well as being distributed to each delegation member. Rep. Welch questioned Mr. Morrisette as to what the difference was in the cost savings in having both the county booklets and annual reports printed at the State Printing Program. Mr. Morrisette indicated that there was a cost savings in having both books type set and camera ready to go to the printer. He added further that additional county books were able to be purchased at a lesser cost than last year, as well as the fact that the number of Annual Reports was cut back, due to the fact that there have always been extras. Mrs. Popovich indicated that 200 additional county booklets were printed over what was previously purchased, at a lesser cost.

Under General Government, it was noted by Mr. Morrisette that there would be additional costs for changes to the accounting program for the

computer system. He added that whenever budgetary changes are made in the program, additional costs are incurred. He hoped that the budgeted amount was sufficient to cover the need for changes to the system.

Interest on Temporary Loan - At this point in the meeting, Treasurer Chandler spoke with regards to the process and procedure for bonding and cash flow savings. He noted that Rockingham County was able to save \$60,000 to \$80,000 by following this process. He noted that next year, \$14,000,000 was borrowed and if the budget goes up, Rockingham County may borrow \$18,000,000 this year. He noted that the increase in this line item is reflective upon the fact that more money had to be borrowed, even though interest rates are down. Rep. Klemarczyk noted some interest rates charged to towns within Rockingham County, adding that in accordance with these rates, Rockingham County is in good shape.

Insurance - It was noted that insurance was up due to the addition to the Rockingham County Department of Corrections and the lagoon, as well as other areas of equipment that needed to be updated.

Highway Clean-up - Rep. Klemarczyk noted that this is an "in and out account."

Encumbered Funds - It was noted by Rep. Klemarczyk that the Maintenance Department budget did not reflect the correct encumbrance figure. It was noted that this figure should be \$17,000, as voted and recommended by the Board of Commissioners and Maintenance Department Sub-Committee, rather than \$10,300 which was reflected within this budget. Mr. Morrisette noted that this error was just found recently.

Discussion ensued with regards to the

additional audit services. It was noted that this was due to the computer up-date. Mr. Morrisette noted that the auditor charges \$33.00 per hour, adding further that the auditor, in his initial findings, were his concerns as to how the bookkeeping department was doing the budgetary portion of the budget. Mr. Morrisette noted that Business Data needed to come in and change the way the funding account was set up. As a result of this change, all the accounts will be able to be put into the computer, to be able to run separate funds and make all accounts automated, vs. doing them manually. Mr. Morrisette noted that another recommendation from the auditor was staffing, to provide services to the Commissioners Office. The auditor was asked to pull all this information together, together with the cash flow situation with Mr. Chandler, which were above and beyond his regular audit service. Commissioner Walker noted that when the Board awarded the bid for auditing services, the low bidder was asked what their hourly rate would be for additional work required. She further related that the encumbered monies for the Maintenance Department were for: \$10,000 was to repair the two boilers; \$3,500 for the purchase of a motor and \$4,000 for wiring at the well, for a total of \$17,500.

Rep. Klemarczyk noted that the Retired Senior Volunteer Program, the Derry Visiting Nurses Association and Area Homemaker Home Health Aide have a different fiscal year than the county does, and was reflected within the budget under encumbrances. Mr. Morrisette explained that some non-county special agencies have overlaps, adding that some run on a fiscal year, rather than a calendar year as does Rockingham County.

Classified Salary Sub-Committee Report - Rep. Hoelzel reported that her sub-committee had met

and voted a lump sum of \$250,000 for merit increases for county employees into the budget, with the notation that they would leave it up to the Board of Rockingham County Commissioners to distribute this into the different county departments as they saw fit on a merit bases. She noted that it was brought to the attention of the Classified Salary Sub-Committee that county employees wanted merit raises, rather than a flat increase. She noted that the sub-committee further recommended that classified employees receive between a 1-3% increase on merit, with the notation that no one would receive more than 4%. She explained that someone who has done an extraordinary job might receive a 4% increase, but the majority would receive between 1-3%. She noted that she met with the Rockingham County Personnel Commission regarding her sub-committee's recommendations, noting that Commission members were favorable to the recommendations of her sub-committee. Rep. Hoelzel noted that she was given a listing as to who this merit increase would be distributed to each department by the Personnel Officer.

Registry of Deeds - Rep. Hoar reported that his sub-committee had met, and noted that his sub-committee had made a tentative appropriation for a machine which is now being tested and tried out at the Registry of Deeds Office presently. He noted that he will have a final report on this matter for the Executive Committee, prior to the final vote of the Rockingham County Delegation on Saturday, February 8, 1992. Rep. Hoar noted that the estimated revenues for this department are down from last year, but not by much. He added that the machine currently being utilized at the Deeds Office, will speed up processing, can monitor the fax machine and can call in information from the readers to provide faxed copies. He added that the machine appears to

be a good labor saver. Rep. McCain questioned the expenses for machines within her department. Mrs. Luce noted that lease agreements have increased. Mrs. Luce noted the process and procedure for the machine in question, detailing how it works, adding that the cost is \$3.00 per page, and is a real labor saver.

Sheriff's Department - Rep. John S. Barnes presented the report on the sub-committee recommendations on Sheriff's Department, Radio and Dispatch. He noted the sub-committee recommended that changes under the service maintenance contracts reflect an increase to \$2,200 which is what the actual costs are. He added that his sub-committee had quite a lot of discussion within the sub-committee regarding the request from the Sheriff for three (3) vehicles included within the 1992 budget. It was noted that the Commissioners had voted to recommend one (1) vehicle. One member of the sub-committee was asked to get further information regarding facts and numbers on the current Sheriff's Department fleet. He added that additional input will be available by the February 8th full Delegation meeting. Rep. Barnes noted that if there is no further input made available at the February 8, 1992 meeting of the full Delegation, it was his opinion that this figure should stay at \$12,000; further, that pending the results of additional information, the additional \$3,000 for this line item may be added at that time.

Dispatch - Rep. Barnes spoke to the line item for Grant Equipment, noting the Commissioners recommendations of \$18,000 for this line item. He noted that, after discussions with the High Sheriff, it was agreed by the sub-committee that this figure should be stated at \$16,227.00.

Radio - Rep. Barnes noted that the sub-committee decided to go with the Commissioners recommendations of \$50,000 for this portion of the budget.

Rep. McCain queried Rep. Barnes regarding consideration of leasing vehicles for Sheriff's department cruisers. Rep. Barnes noted that this topic was not discussed at the sub-committee meeting, but Sheriff Vetter could speak to this issue. Sheriff Vetter explained for those present that he did look into leasing vehicles, adding that the county could get more for their money but that the county would have to enter into a lease agreement for a three year period. He noted the fact that Hillsborough County has their Sheriff's Department vehicles in a total lease program that covers a 100,000 mile warranty, all vehicle breakdowns and provisions for replacement vehicles. He added that this method would eliminate the need for maintenance on vehicles on the county level. Sheriff Vetter spoke the fact that one delegation cannot bind another delegation with regards to lease agreements. He added that he had no problem with going with a lease agreement, if that was what the Delegation voted. Rep. McCain spoke to the fact that there are clauses that go into contracts such as these with regards to appropriations. Rep. Malcolm queried if the county would still have to insure vehicles which are leased. Sheriff Vetter advised that the county would still be responsible for insurance, but that the county would not have to continue to do maintenance on these vehicles. Sheriff Vetter reminded the Executive Committee that he presently has three (3) cars that have over 100,000 miles on them.

Rep. Barnes noted correspondence he was in receipt of from the Sheriff's Department with regards to concerns for the purchasing of

protective equipment for Sheriff's Department employees who transport prisoners. He noted that this equipment request was in the total amount of \$1,515.00 which will be necessary for the purchase of five (5) plexiglass shields (\$303.00 each) required under the new OSHA requirements (138:7 (B)). He also spoke to the fact that he was in receipt of a letter from the High Sheriff regarding the fact that all employees of his department have been offered a Hepatitis B vaccination program. The correspondence notes that seven (7) employees have requested this vaccination program at a total cost of \$630.00 for a series of three (3) shots per employee (\$90.00 per employee).

Rep. Barnes also noted correspondence received from the High Sheriff this date in the early morning regarding concerns for additional overtime for the Rockingham County Sheriff's Department. Rep. Barnes noted that the actual expenditures in 1991 for overtime were \$36,314.00 and that the Commissioners had approved \$30,000. for 1992. He added that the sub-committee also agreed with the recommendation. Rep. Barnes noted that as per correspondence from the Sheriff's Department dated February 3, 1992, a total of \$3,145.25 has been spent for overtime from January 1, 1992 to date. He explained further that a large portion of this was for hospital guards (175 hours) in the amount of \$1,793.75. He added that he was making this information available to the Executive Committee for their information. A question was raised by Rep. Skinner with regards to who is doing the overtime work. Sheriff Vetter advised that part-timers are being utilized for hospital details, stressing that no full time employees are utilized for this purpose. Rep. Welch spoke to a recent newspaper accounting regarding Sheriff's Department coverage of inmates while at the hospital. Sheriff Vetter

noted that usually two (2) guards are utilized for guarding inmates at the hospital. He further noted that the Exeter Hospital has requested that the Deputy Sheriff who guard inmates while they are patients at the Exeter Hospital must wear civilian clothes, so as not to alarm people within the hospital.

Rep. Malcolm asked about the five (5) cars requested to have plexiglass police vehicle barriers installed in them. Sheriff Vetter noted that the request for five (5) cars is one quarter of the fleet. Sheriff Vetter noted the OSHA regulations required for protective barriers. He also explained the requirements that employers must make recommendations for the prevention of Hepatitis B, adding that Rockingham County has adopted a policy on serious diseases.

After further discussion regarding the Sheriff's Department, a motion was then made by Rep. McCain, seconded by Rep. Sytek that the Executive Committee recommend the figure of \$1,706,136 for the Rockingham County Sheriff's Department to the full Delegation. A call for a vote on the motion was so voted unanimously in the affirmative on a voice vote.

At this point in the meeting, Treasurer Chandler then reported on the revenue side of the budget. He stated that a cash surplus number was arrived at, noting that this number was \$945,000. He explained that the auditor had some questions as to how grants should be classified, and have asked Rockingham County to approach the grants portion as the old auditor did, due to changes in federal regulations. Mr. Chandler stated that Rockingham County may have to reduce the \$945,000 as well as reducing grants out of the budget, or may be able to keep the \$945,000 but increase encumbrances. Mr. Chandler stated that the best avenue which will result in the best impact to the county

will be taken. He added that, at this time, he did not have a final number, but wanted to keep the Executive Committee advised of this, as that number may change.

County Attorney - Medical Examiner - Rep. John McCarthy reported that his sub-committee met, and noted that there was only a slight increase over last year of \$3,980.00 or less than 1/2 a percent. He added that the county Medical Examiner budget for 1992 is down, adding that the combined budgets, as appropriated, as compared to last year's appropriation, is a decrease overall of \$1,270.00.

Rep. McCarthy noted that his sub-committee does not have any control of the salaries portion of the budget, adding that this portion of the budget does reflect an increase over last year. He noted that the subject of a pay increase for one elected official (County Attorney) was discussed. At the sub-committee meeting, a motion was made, seconded and voted that the sub-committee propose a \$5,000 annual increase for the Rockingham County Attorney for the next calendar year. He added that not all sub-committee members agreed with the motion, but it was agreed that it would be brought up at the Executive Committee Meeting. Rep. McKinney, Chairman of the Executive Committee, noted that this recommendation would go before the Elected Officials Salary Sub-Committee when they meet.

Payroll expenses were discussed, with the notation that the sub-committee had much control over. Operating expenses, at a figure of \$186,300 was requested by the County Attorney. He noted that the sub-committee reduced this request by \$25,845.00, for an overall 1992 fiscal increase of \$263.00. He reviewed four (4) areas that the Board of Commissioners were not in agreement with,

noting: 4110-34.00 - Office Supplies; 4110-37.00 - Service Contracts; 4110-43.00 - Expense of Prosecution and 4110-46 - Liability Insurance. Rep. McCarthy noted that Liability Insurance was taken out, as was done in the last calendar year and the year before. He added that the other three (3) items, there appeared to be some conflict with - Office Supplies, Service Contract and Expense of Prosecution. Rep. McCarthy noted that there appeared to be a little friction between the County Attorney and the Board of Commissioners - as to who has the right to write checks and do "as they damn well please" with the money. Rep. McCarthy added that the Commissioners have been trying to get the County Attorney's office to purchase office supplies through the county, and, to some extent, he has been doing that now. However, on occasion, he runs out and buys what he wants. Rep. McCarthy noted that this has been evidenced by a 25% reduction in that line item. He noted that the County Attorney has been acting independently when it comes to purchasing office equipment and the related service contracts that go with them. He noted that the County Attorney appears to be acting contrary to the RSA's, but defends his position, making note of a package that he just received this morning at the County Attorney's office enroute to this meeting, defending his position on this. Rep. McCarthy noted that he had not had the opportunity to review the information received, but would get back to the Executive Committee on this at their next meeting. He noted that Rep. William McCain and Anthony Syracuse also had a package of this information for their review. Rep. McCarthy noted that the County Attorney's general argument was that it is a matter of interpretation; that he can write the checks as he sees fit in this area and purchase what he wants, and that departments should be able to

do their own ordering. He added that the Commissioners disagree with his feelings, and is a matter that needs to be resolved.

Rep. McCarthy noted that the other account that there is disagreement with is the Expense of Prosecution, noting that this area is an area of conflict between the County Attorney and the Commissioners, with the strong notation that the County Attorney feeling that this is his money to write checks, and to spend as he determines and is proper, without interference from the Commissioners. Rep. McCarthy further noted that there does appear to be some impropriety or perception of impropriety, stating that if you review the individual expenditures in that account, he has been using these monies for paying parking fees for Sheriff's vehicles, hiring limousines to transport a witness at a cost of \$240.00. He noted that, overall, the bottom line is not that bad, however, there does appear to be some conflicts in some areas (3), and something has to be resolved at the Executive Committee level or through the County Delegation, to see who is on the right ground. Chairman McKinney asked if the sub-committee had any recommendations. Rep. McCarthy noted that the sub-committee recommendation was to bring the matter up. He added that he and the co-chairman of the sub-committee feel that there are some misexpenditures, and doesn't believe that money should be spent out of the Prosecution Account to pay for limousine service when it is not necessary, nor paying parking fees in Portsmouth and in Hillsborough County. He noted that it was explained that parking is limited at the Hillsborough County Courthouse, by meter, and that it is cheaper to get a ticket than running out of the courthouse every hour and feeding the meter, or going to the Center of New Hampshire parking lot which costs roughly \$6.00 - \$7.00. Rep. Skinner asked how

many Assistant County Attornies are currently on staff in this office. Rep. McCarthy noted presently, there are eight (8). She queried the salary for the Assistant County Attornies, whereby Rep. McCarthy noted that \$274,230 was appropriated in 1991 and the sub-committee and Commissioners recommendations of \$269,470 for 1992. Mr. Morrisette noted the position of the Deputy County Attorney within this department at a budgeted figure of \$43,497 for 1992. Rep. McCarthy noted that the overall budget for the County Attorney/Medical Examiner is not that bad, but that some changes made in the four areas where the Commissioners were not in agreement could be done - primarily in Service Contract and Expenses of Prosecution. Rep. McCarthy noted that he would go along with the sub-committee recommendation of \$822,717 for the bottom line of the County Attorney's budget, adding that that is \$25,845.00 less than what was originally requested.

Cooperative Extension Service - Rep. Connell noted that the sub-committee recommended each of the Commissioner's recommendations for each line item within this budget. He noted that the travel account was not fully expended for last year due to the fact that there was one unfilled position, which now is filled. He further explained that an extra telephone line has been requested for this department, due to the fact that there is not enough telephones available to make excellent use of the staff. He further noted that the UNH Cooperative Extension Service in Brentwood now has better telephone linkage with UNH and programs, which tie up the telephone lines. Postage was discussed, with the notation that postage is being saved as a result of getting volunteers to distribute information rather than using the mail. He stressed that they should be commended for that effort. Rep. Connell also

spoke to the Supplies Line item within this budget, noting that the additional monies in this area is due to the need for additional toner and ink for the copy machine. It was pointed out that this department has started purchasing office supplies through the State, in an effort to save money.

Space rental was then discussed. He spoke about the fact that rental space charge was also included within this budget. He asked that perhaps consideration should be given to changing this, noting that some of the programs that they do require a larger room than they have available, and therefore, they have to pay for this space. Rep. Connell noted that, along those lines, there was discussion regarding the Jackson Room, which was tied up with the Jail for some time, should be again available for meetings for the Cooperative Extension, which would save on the cost of space rental.

Office Equipment was discussed at the sub-committee, and some controversy came about. He noted that proposed program for the purchase of desk top computers (one per year for a six year period) for agents. He noted that, because this has some long term implications, he deferred to Claudia Boozer, asking that she present the justification for this item. Ms. Boozer noted that the increase in the Office Equipment line item was largely due to the inclusion of one computer. She noted that this cost has been estimated between \$1,500 - \$1,700. She further noted that the long range goal was to eventually have computers on the desks of all the educators that are currently employed. She added that the UNH Cooperative Extension Service is in the information and education business, and is projecting more efficiency, stressing that this request is a very appropriate long range goal to have. She also pointed out that expenditures for this

department were frozen at the latter part of 1991 for the end of the year, but would have requested this computer purchase out of last years budget, but did not do so.

Rep. Welch asked if networking is being considered as a cost reduction. Ms. Claudia noted that all computers would be at the Rockingham County Complex, with the idea of networking all the computers together. Currently, she noted that all of the computers in the office are linked to two (2) laser printers in that department.

Rockingham County Farm - Rep. Rosencrantz noted that he called a meeting of his sub-committee and was advised that a couple of his sub-committee members called him to state that they were sick. The others, who he didn't hear from, were unsure what happened to them. Rep. Rosencrantz noted that he and the Farm Manager went over this budget extensively, reviewing salaries, social security, health insurance, dental insurance, retirement and office supplies. He noted the budgeted amount of \$5,000 in the farm equipment line item and farm equipment repairs, which is up \$2,000 over last year, due to the need of a new transmission and engine replacement due to water leakage which totalled \$8,000. Rep. Rosencrantz explained that a new tractor, the size of the tractor that had the transmission replacement, would cost approximately \$60,000 and a used one at a cost of \$20,000, adding that the cost of \$8,000 to put the tractor in good shape was a far lesser cost. Rep. Rosencrantz noted that the vehicle repairs/parts line item was up, due to the increase in the number of vehicles and the rise in costs of parts.

Also reviewed by Rep. Rosencrantz was the line item for beef purchases. He noted that this line item reflected the amount of \$20,000,

which was the same budgeted amount for the past several years. He noted the requests from the Rockingham County Nursing Home for fifteen (15) head of beef per month, adding that with this consumption, there will be a need to increase the beef herd to accommodate this request. Rep. Rosencrantz noted that the beef currently purchased from the farm is of the best quality, explaining that the beef feeding program, promoted by Bob Kidder, is excellent. He noted that the beef is lean and tender, stressing that the farm has its benefits. Rep. Rosencrantz noted that in 1990, \$20,000 was appropriated for the purchase of beef, which purchased forty one (41) head. In 1991, the beef purchase line item stayed the same, adding that there is a need to continue replacement beef, as requested from the Nursing Home's Dietary Department. He noted that as of February 3, 1992, the beef herd stands at ninety seven (97). He stressed that, without any additional monies in the budget for beef purchases, the beef herd will be all used up. He stressed that this needs to be addressed if we are to continue to provide beef to the Rockingham County Nursing Home. Rep. Rosencrantz stressed that the farm produces better quality beef, adding that the program that Bob Kidder has initiated cannot continue if additional monies are not appropriated.

Rep. Rosencrantz also noted that several of the line items within this budget have stayed the same as last year. He noted that the line item for beef feed has increased, due to Hurricane Bob and the heavy rains that were experienced. Rep. Rosencrantz noted that Mr. Kidder will be submitting a government grant, which will help cover this loss. Rep. Rosencrantz noted that an extensive amount of vaccinations have been done to the swine herd to keep disease down, stressing that if there was a disease in the herd, it would be a real disaster. Also

discussed was building repairs. Rep. Rosencrantz noted that \$10,000 was put into this budget in this line item, for work to be done in the Feeder Barn and also for paving around the slaughter house, which is federally regulated. Rep. Rosencrantz emphasized that Mr. Kidder has done a tremendous job at upgrading the present buildings over what they have been in the past years. He noted that this is one reason the budget has been up in this area. Rep. McCain asked each Commissioner to speak to the farm budget. Commissioner Barka spoke to the fact that he said the farm lost \$102,000, but since he sent out some information, there was \$11,000 that was not paid to the farm in November, making the farm loss \$85,000. He went on to state that the information he sent to Executive Committee members reflects the fact that the estimated revenues was \$131,000, but the actual revenues was actually \$67,000, adding that the farm is a losing cause. He added that he felt that the county cannot afford to loose this kind of money, adding that he felt expenses for the farm such as building repairs were too high. Commissioner Barka added that it was his feeling that the County should go out of the beef business and just raise hogs.

Commissioner Walker spoke to her feelings about the farm, noting that she did not have a problem with whatever the Delegation chose to do. She noted that if the beef herd were eliminated from the Farm, it would still need equipment, maintenance on vehicles and buildings to maintain the farm. She added that if the beef herd were eliminated, pork, then, would become more costly to raise. She questioned what the cost factor was worth to have inmates working at hard labor on the farm, adding that if these inmates were within the confines of the Department of Correction every day, guards would have to watch over them,

rather than farm personnel while they are working out on the farm. Commissioner Walker went on to explain the tremendous amount of repairs that have been done to the buildings and equipment since Mr. Kidder came on board as Farm Manager, adding that, prior to him coming, these buildings and the equipment were in deplorable condition. She added that the quality of beef and pork raised currently at the farm is excellent. Commissioner Walker went on to note that historically, the farm has always run in a deficit, adding that \$20,000 has been appropriated for the purchase of beef animals for 1989, 1990 and 1991. Rep. McCain asked Commissioner Walker if she felt the same as Commissioner Barka. Commissioner Walker stressed that she felt the need for a study to be done first before any determination is made as to the status of the Farm.

Commissioner Barrows noted that almost six (6) years ago, the Rockingham County Farm was almost a nightmare, adding that it is no secret that Mr. Kidder, the Rockingham County Farm Manager, is doing a good job. She noted that the Board of Commissioners have looked at the beef purchases for the Farm, noting that this was studied several years ago. She added that the revenue portion of the Farm budget will be done on the farm if the Commissioners agree to allow the Rockingham County Nursing Home to purchase beef from outside sources, rather than the farm. She noted that the bottom line is a loss for the farm budget. Rep. Welch questioned the cost of inmate labor at the farm. He noted that he, too, felt that a study should be conducted, adding further that maintenance/repairs to buildings and vehicles should not be included, as they would have to be done anyway. Rep. Malcolm asked if any consideration had been given to leasing the farm. Commissioner Barka noted that the Commissioners did consider this at one point,

and did call an area farmer, Mr. Kenneth Buxton regarding this topic. Mr. Sturtevant noted that approximately 4,500 pounds of beef is purchased per month from the Farm at approximately \$1.25 per pound. He added that 53,963 pounds of beef were purchased from January through November, 1991 last year from the Farm. Rep. Lovejoy questioned the cost per pound of beef from outside sources. Commissioner Walker noted that these prices vary with the vendor and the market. It was the feeling of Rep. Syracuse that if the prices from the farm and outside source pricing are comparatively the same, this area should be looked into further. It was the suggestion of the Executive Committee that other institutions (New Hampshire State Hospital and New Hampshire State Prison) be checked to see what they pay per pound for hanging weight beef. Rep. Flanagan noted for the record that the Rockingham County Farm has prime beef, adding that there are many different cuts of beef. Rep. Sytek recommended to the Executive Committee that the Chairman of the Delegation recently appointed a Farm Task Force Study Committee to look into this further.

At this point, the meeting was recessed for lunch. The meeting reconvened with Mr. Kevin Pratt, Chief, Raymond Fire Department, speaking to the Executive Committee about the request from the Interstate Emergency Fire Training for a mass air truck. He noted that a lease purchase agreement could be done or purchasing it outright could also be considered. He noted that the mass air truck currently being utilized is a 3/4 ton truck. He added that 94% of the use of this truck was done in Rockingham County. The other towns who utilize it, who are not located in Rockingham County, donate supplies and air bottles for the truck. He added that all towns in Rockingham County are now in the Interstate Emergency Fire Training

Program. A question was raised that, if a new truck were to be purchased, would the old truck continue to be utilized. It was noted that, due to the cost of upkeep, maintenance and insurance for this truck, it would not be feasible, and perhaps it would be better utilized as a trade in towards a new vehicle.

Rep. Flanagan was then called upon to give a report of the sub-committee recommendations on Non-County Specials. She reported the following: Rockingham Conservation District - \$30,000.; A Safe Place - \$15,000.; Area Homemaker Home Health Aide - \$50,000.; Derry Visiting Nurses Association - \$43,000.; Family Planning - \$12,000.; Great Bay School and Training Center - \$-0-; Rockingham County Child Care Association - \$25,000.; Rockingham Counseling Center - \$-0-; Women's Sexual Assault Program - \$7,000.

Rep. Malcolm noted that it was his desire to see monies restored for the Rockingham Counseling Center in the amount of \$10,000. A motion was then made by Rep. Malcolm, seconded by Rep. Pantelakos, that the Executive Committee move to recommend the sum of \$10,000 for the Rockingham Counseling Center. Rep. Sytek spoke to the factors which were weighed by the sub-committee on Non-County Specials. She noted that the sub-committee did agree that if an agency requested monies in the 1992 budget, as they did last year, that this request be for level funding, with the notation that eventually, all of these non-county special agencies would be phased out. More discussion followed. A call for the vote on the motion was recorded as a failed vote. The motion lost.

Discussion ensued with regards to Capital Improvement projects within the 1992 budget. It was noted that five (5) years notes could be

done on capital improvement areas such as the dam at Ice Pond Brook as well as other areas. It was noted that the Board of Commissioners would check first with Mr. Clarke Chandler, Treasurer for Rockingham County, and would report further at the Saturday, February 8th meeting.

Rockingham County Nursing Home - It was noted that the sub-committee met regarding this budget. It was also noted that the Home had the 27th payroll included in it for 1992 at a cost of \$318,325; merit increases of \$132,788.; Health Insurance - \$94,592 and the need for \$8,000 for additional dining room furniture. Discussion ensued with regards to the fact that monies were needed to upgrade the computer programs and expand the disk space at the Rockingham County Nursing Home. It was noted that the Home did receive an old Burroughs Computer from the Department of Corrections, when their new computer system went on line. Discussion ensued further with the notation that one position was eliminated within this budget, and two (2) positions were requested, with a net increase of one (1) position. Mr. Sturtevant noted that the position of Coordinator of Volunteers was eliminated, but that two (2) additional positions were requested for 1992. He further noted that there were two new line items within the Rockingham County Nursing Home budget for 1992, noting the Rockingham County Nutrition Program and the Retired Senior Volunteer Program. Mr. Sturtevant noted that an area of concern was the fact that no funding of overhead to the Maintenance Department will be done. Mr. Sturtevant added that revenues are flat for 1992, stating that the rate went down .07¢ per day. He added that the Rockingham County Nursing Home has the second lowest cost in nursing home rates in New Hampshire. Mr. Sturtevant also reported on staffing at the

home, noting that as of last week, the Home was shy 1/2 position and six (6) nursing positions which were not funded. Mr. Sturtevant stressed that, with the inclusion of the Rockingham County Nutrition Program and the Retired Senior Volunteer program within his budget, these two agency's personnel will not become County employees. Rep. Hoelzel spoke to the need of holding the line in the Rockingham County budget, specifically in the two (2) new program areas of his budget. A question was raised as to whether the Rockingham County Child Day Care Center gives revenues. The answer was stated as yes. Rep. Conroy stated that it was her feeling that the Rockingham County Child Day Care Program should be self sustaining, questioning if this area was. It was noted that the Task Force Study on the Child Day Care Center was scheduled to report back to the Executive Committee by April, 1992. Chairman McKinney noted that, once this report is received, the Executive Committee can then make a determination regarding this area. Rep. Sytek reminded the Executive Committee that the Rockingham County Adult Medical Day Care Center also isn't breaking even. Mr. Sturtevant pointed out that the individuals enrolled in the adult medical day care program could be in a nursing home if they were not enrolled in the day care program.

Mr. Sturtevant noted the process for bond anticipation notes for the upcoming Rockingham County Nursing Home construction. He reviewed the existing bond payments and schedule of payments for completion. Rep. McCain asked about budgetary information on inmate costs as it affects the budget. Commissioner Barrows noted that a lot of work has been done in this area, adding that alternative sentencing is being done, coupled with the fact that the Board of Commissioners is working very closely with the County Attorney's Office, in an effort

to move the list along. Commissioner Barrows noted that the Commissioners are now in the process of talking with federal representatives to take federal inmates within the Rockingham County Department of Correction.

Delegation Budget - It was noted that this budget was being recommended at \$23,155. Rep. McCain noted that after closely reviewing this budget, he reduced the Meals line item within this budget for 1992 to \$555.00.

Rockingham County Nursing Home - Rep. McCain/McKinney moved that the Executive Committee recommend the sum of \$14,027.323 for the Rockingham County Nursing Home budget for 1992. Discussion followed the motion, with the notation of the expenditures within this budget. A call for the vote on this motion was recorded as an affirmative vote.

Rep. McCain then moved, seconded by Rep. Flanagan, that pursuant to RSA 24:13-II, the Rockingham County Executive Committee appropriate a line item for 1992 in the sum of \$95,000 for the year of 1992. This money shall be expended during the year only by written approval of the Executive Committee. All expenditures so approved shall be reported in a section of the 1992 Annual County Report. The sum of \$95,000 is less than 1% of the 1991 operating budget, less capital budget and debt retirement amounts. Discussion followed the motion. Rep. McCain spoke to his motion. A call for the vote was recorded as unanimous in the affirmative.

Public Assistance - Rep. Sytek/Skinner moved that the Executive Committee recommend the amount of \$8,870,873 for the total of Public Assistance for 1992. Motion adopted.
Grants Programs - Rep. Sytek/Skinner moved that the Executive Committee recommend the amount of

\$342,803 for the Grants Programs for 1992. It was noted that the Board of Commissioners did agree that these monies will only be expended if they are received from the State for such grant programs. It was further noted that a portion of these grant revenues will be reflected within the 1992 revenues portion of the budget. A call for the vote on the motion was recorded in the affirmative, with Rep. McCain voting in the negative.

Department of Corrections - Rep. Lovejoy/Pantelakos moved that the Executive Committee recommend the sum of \$3,980,669 for the Department of Corrections budget for 1992. Discussion followed with Rep. McCain moving, seconded by Rep. Skinner, to amend the amount to \$3,951,678 (deleting monies from the Jail Meals Account and placing it in the Contingency Fund). He spoke to his recent motion for the contingency funding for Rockingham County. A call for the vote on the amendment was recorded in the affirmative.

Rockingham County Maintenance Department - Rep. Welch/Skinner moved that the Executive Committee recommend the amount of \$1,849,948 for the Rockingham County Maintenance Department for 1992. Motion adopted.

General Government - Rep. McCain/Skinner moved that the Executive Committee recommend the amount of \$2,536,444 under General Government for the 1992 budget. Motion passed.

Highway Clean-Up Program - Rep. Skinner/McCain moved that the Executive Committee recommend the sum of \$44,644 for the Highway Clean up Program for 1992. Motion passed.

Commissioners Budget - Rep. Sytek/Skinner moved that the Executive Committee recommend the amended figure of \$210,862 as stated previously

in the Executive Committee deliberations for the Commissioner's budget for 1992. Motion adopted.

Personnel - Rep. McCain/Flanagan moved that the Executive Committee recommend the sum of \$49,656 for Personnel services. Motion adopted.

Sheriff's Department - Rep. McCain/Sytek moved that the Executive Committee recommend the amount of \$1,706,136 for the Rockingham County Sheriff's Department for 1992. Motion passed.

Registry of Deeds - Rep. Skinner/Sytek moved that the Executive Committee move to recommend the amount of \$605,494 for the Registry of Deed's budget. Motion adopted.

Rockingham County Attorney - Rep. McCain/Skinner moved that the Executive Committee recommend that a reduction in this budget be done in the amount of \$2,000 under Office Equipment and that the total amount recommended by the Executive Committee for this department's budget be \$809,717. Discussion followed with Rep. McCarthy, Co-Chairperson of this sub-committee, speaking to the fact that the Rockingham County Attorney has purchased an awful lot of office equipment for this department. Rep. Syracuse spoke to the need to have information sensitive equipment within this department. Rep. McCain spoke to recent controversy as to the provisions of the County Attorney and what he is allowed to expend. Discussion then ensued with regards to the Prosecution Account within the County Attorney's budget. It was noted by Rep. McCain that there are expenditures within this account that do not belong in that area. He stressed the importance of getting this account under control. A call for the vote on the motion was recorded in the affirmative.

Rockingham County Farm - Rep. McCain/Skinner moved that the Executive Committee recommend to the full Delegation the sum of \$209,785 for the the Farm budget. Motion adopted.

Treasurer/Deputy - Rep. Skinner/Welch moved that the Executive Committee recommend the sum of \$48,703 for this department's budget for 1992. Motion passed.

Delegation Expenses - Rep. McCain/Skinner moved that the Executive Committee recommend the figure of \$23,155 for Delegation expenses for budget year 1992. Motion adopted.

Non-County Specials

Child Care Association - Rep. Sytek/Skinner moved that the Executive Committee recommend the figure of \$25,000 for the Rockingham County Child Care Association. Motion adopted with Rep. McKinney voting in opposition.

Area Homemaker Home Health Aide Service - Rep. Syracuse/Pantelakos moved that the Executive Committee recommend the sum of \$50,000 for the Area Homemaker Home Health Aide Service. Discussion followed the motion. Rep. Sytek/McKinney moved to amend the motion that this agency's budget be recommended by the Executive Committee at level funding - \$44,000. Amended motion adopted.

Rockingham County Visiting Nurses Association - Rep. McCain/Skinner moved that the Executive Committee recommend the sum of \$43,000. Motion adopted.

Rockingham County Conservation District - Rep. Flanagan/Sytek moved that the Executive Committee move to recommend the amount of \$30,000. Motion adopted with Rep. McCain voting in the negative.

A Safe Place - Rep. McCain/Skinner moved that the Executive Committee move to recommend the sum of \$15,000. Motion adopted.

Rockingham Family Planning - Rep. Conroy/Flanagan moved that the Executive Committee recommend the sum of \$12,000 for this agency for 1992. A call for the vote on this motion was recorded as a negative vote. The motion lost. Rep. McCain/McKinney moved that the Executive Committee recommend \$-0- funding for this agency for 1992. Motion passed.

Women's Resource Center - Rep. Connell/Pantelakos moved that the Executive Committee recommend the sum of \$7,000. Motion lost. Rep. McCain/Skinner moved that the Executive Committee recommend the sum of \$5,000. Motion passed.

Emergency Fire Training - Rep. McCain/Flanagan moved that the Executive Committee recommend the amount of \$11,310 for the bonding of a mass air fire truck, with the Board of Commissioners to work out the details regarding the bonding portion. A call for the vote was recorded as unanimous in the affirmative.

Rockingham Counseling Center - Rep. Malcolm/Pantelakos moved that the Executive Committee recommend the sum of \$10,000 for the Rockingham Counseling Center for 1992. A call for the vote was recorded in the negative. The motion lost. Rep. Pantelakos/Malcolm voted in the affirmative. Rep. Malcolm/McCarthy moved that the Executive Committee recommend for the full Delegation, the sum of \$5,000 for the Rockingham Counseling Center. The motion was recorded in the negative. The motion lost.

Capital Improvements - Rep. Conroy/Welch moved that the Executive Committee recommend the sum of \$179,000 for capital improvements within the

1992 Rockingham County budget. This motion was so voted in the affirmative.

Encumbered Funds - Rep. McCain/Connell moved that the Executive Committee recommend to the full Rockingham County Delegation the sum of \$46,300 for Encumbered Funds, which allows \$17,500 for the Rockingham County Maintenance Department. This motion was so voted in the affirmative.

Revenues - Rep. McCain/Skinner moved to recommend to the Full Delegation the amount of \$15,287,594 under revenues. Motion adopted.

At this point in the meeting, information was distributed and discussed with regards to pricing on beef from Associated Grocers and Swift.

It was noted that the new bottom line of the budget was \$36,029,101, a reduction of \$109,120. The new revenue total was noted as \$15,287,594. The net budget surplus was noted as \$782,631. The amount to be raised by taxes was noted as \$19,958,876, or \$2.853M (17%) over 1991. It was noted for the record that this amount equals approximately \$12.00 extra per taxpayer. Rep. McCain noted that the vote for the Contingency Fund will enable the Commissioners to come back to the Executive Committee, if need be, for additional monies. He noted that it was imperative that this motion go before the entire Rockingham County Delegation, where it needed a majority vote to pass.

Discussion ensued with Rep. McCain moving, seconded by Rep. Skinner, that be it resolved by the 1992 Executive Committee that the County Commissioners (and other elected officials and department heads) shall obtain written authority from the Executive Committee before transferring any amount in excess of \$1,000

from one line item to another as provided under RSA 24:15-III. Such limit shall be in effect when the singular amount or cumulative amount requested to be transferred has reached \$1,000 for any account. This resolution is prepared pursuant to the provisions of RSA 24:14-I and shall be in effect for the year 1992. Discussion ensued with regards to a clarification of the motion, as presented. Rep. Malcolm/Welch moved the question. A call to limit debate was voted in the affirmative. On a roll call vote, the motion was voted unanimously in the affirmative.

Rep. Patricia M. Skinner, Co-Chairperson of the Elected Officials Salary Sub-Committee, then gave her sub-committee report. She noted that the committee had met, and recommended to the Executive Committee that no changes be made in elected officials salaries for budget year 1993-1994, and that the salaries of elected officials, as well as the benefits they currently receive, remain the same for 1993-1994. A motion was then made by Rep. Malcolm/Sytek that the Executive Committee recommend to the Full Delegation the report from the Elected Officials Salary Sub-Committee, as noted by Rep. Skinner, Co-Chairperson. This motion was voted unanimously in the affirmative.

Rep. Skinner/Sytek then moved that the Executive Committee recommend to the full Rockingham County Delegation, the recommendations of the Classified Salary Sub-Committee for a total merit pool of \$250,000 to be distributed by a vote of the County Commissioners for merit increases to classified employees of Rockingham County by department. The motion was so voted unanimously in the affirmative.

Discussion ensued with regards to the possible

utilization of interest earned on bond monies towards capital improvement projects. It was suggested that before the Executive Committee could approve of the concept of this, they suggested that the Board of Commissioners look into this further and report back to the Executive Committee with their findings.

There being no further business to come before the meeting, Rep. Malcolm moved to adjourn the meeting. This motion was seconded by Rep. Packard and so voted unanimously in the affirmative.

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
February 8, 1992

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

OTHERS: Representative William P. Boucher;
Representative Sandra Dowd; Representative
Kathleen Hoelzel; Robert J. Kidder, Rockingham
County Farm Manager; Mrs. Ernest G. Woodside,
Director of Maintenance; Mrs. Judith Gates,
Administrative Assistant to the Director of
Maintenance; Mrs. Irene L. Dodge, Deputy
Treasurer for Rockingham County; Ms. Claudia
Boozer, Coordinator, UNH Cooperative Extension

Service; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Commissioner Jane Walker, Vice Chairman, Board of Rockingham County Commissioners; Commissioner Maureen Barrows, Chairman, Board of Rockingham County Commissioners; Mr. Carleton Eldredge, Esq., Rockingham County Attorney; Mrs. Carrolle A. Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Delegation; Mr. John Hart of The Manchester Union Leader and Mr. Daniel Hackett of The Exeter News-Letter.

Discussion ensued with regards to the County Attorney's budget. Rep. McCarthy, Co-Chairman of this sub-committee reported that, as per the court's requirement for continuing education, there was a need to increase the line item for Continuing Education from \$8,000 to \$10,000, allowing a \$2,000 increase within this line item. Discussion ensued with Rep. McCarthy/Syracusa moving that the Executive Committee vote to recommend an additional \$2,000 within the line item of Continuing Education for County Attorneys, making the total line item expenditure \$10,000. Rep. D. Sytek asked about the costs for continuing education. Rep. McCarthy noted that effective in 1992, a mandate was received on February 6, 1992 (a Supreme Court order), that mandates the requirement of this. He added that ten (10) attorneys within this department must meet this requirement. Mr. Carleton Eldredge, Esq. spoke about his understanding of credited hours for attorneys for Continuing Education. He noted the importance of Continuing Education, especially when an attorney has been in his office for more than three years. He stressed the importance of trying to stay competitive with the outside, noting that his office cannot offer this. Mr. Eldredge added that this appropriation was the same as was appropriated last year. Rep. Pantelakos spoke to the fact

that Rockingham County owes it to the taxpayers to enable the County Attorneys to have this Continuing Education. Rep. Sytek also spoke to the necessity of Continuing Education. A call for the vote on the motion to increase the Continuing Education line item from \$8,000 to \$10,000, an increase of \$2,000, was recorded in the affirmative.

Rep. McCain noted that he spoke recently with the Board of Commissioners with regards to the recommendations brought forth by the County Auditor for the need for additional staffing within the Rockingham County Commissioners Office. He noted that the Board of Commissioners, upon the recommendation of the auditor, have requested that the current part time individual clerk in that office be increased to a full time clerk position. He added that although the Commissioners further asked for an additional one half time position, as per the recommendations of the auditor, they did withdraw that portion of the request. A motion was then offered by Rep. McCain, seconded by Rep. Sytek, that \$4,366 be added to the clerical line item within the County Commissioners budget, increasing the part time clerk position to a full time clerk position, inclusive of benefits, as per the recommendations of the auditors for Rockingham County and the Board of Commissioners. A call for the vote on the motion was so voted in the affirmative.

Sheriff's Department - Rep. Welch distributed additional information that was not available at the February 3rd meeting of the Executive Committee concerning the condition of cruisers in that department. It was noted that the information distributed indicated the need to replace two (2) cruisers, not just one, as was recommended by the Board of Commissioners and Sheriff's Department Sub-Committee at the time

of their deliberations. He noted that the sub-committee went with the recommendation of one (1) cruiser because, at the time, they had no hard data to make further judgements. He noted that, based on the information he now had, there is a need for a second cruiser request. A motion was then made by Rep. Welch, seconded by Rep. Katsakiores, that one (1) additional cruiser be included within the 1992 Sheriff's Department budget request, noting the addition of \$15,500 for the cost of a second cruiser within this department's budget. Rep. McCain spoke to leasing vehicles, and queried Sheriff Vetter as to whether this option has been explored and considered. He stressed that the County should look to a better way of doing things, and suggested the option of leasing. Sheriff Vetter advised that he has been in contact with Merchant Motors with regards to a three-year lease agreement and the costs thereof. He noted the difference in leasing agreements for a one-year period (\$6,448.00 per vehicle) or for a three-year period (\$19,404.00). He noted the cost for a three-year period, without maintenance as \$16,920.00. Sheriff Vetter noted that he has no problems with the thoughts of leasing vehicles, but would need additional monies for leasing, if it were to be considered. Sheriff Vetter was asked how long a cruiser is kept within his fleet. He noted that currently, vehicles are kept for a five-year period. A question was raised as to whether the Sheriff's Department utilizes their vehicles 24 hours per day. Sheriff Vetter noted that the vehicles in question are not driven as hard as cruisers utilized in towns. On a hand vote, a call for the vote to increase the budget for the inclusion of a second cruiser for the Sheriff's Department was recorded as 8 yeas and 8 nays, with the Chairman of the Executive Committee voting in the affirmative, making the total votes cast: 9 yeas and 8 nays - Motion passed.

Rockingham Counseling Center - Rep. Malcolm/Pantelakos moved that the Executive Committee recommend the sum of \$10,000 for the Rockingham Counseling Center. Rep. Malcolm spoke to this motion, stating that we need to help other people. Rep. Pantelakos queried if the purchase of a building by the Rockingham Counseling Center was a betterment for this agency. Rep. Sytek noted that during subcommittee deliberations, everyone voted for their own reasons, adding that she did feel that buying a building to house your agency in was indeed a betterment for the agency. She went on to state that this agency does not serve the whole county, adding that all of the non-county special proposals were worthwhile proposals, but none of them are the statutory obligation of the County of Rockingham. Rep. McCain spoke to the previous votes of the Executive Committee and reminded the Executive Committee members of the taxes in Rockingham County which will increase as a result of adding monies into the budget. He stressed that the Executive Committee needs to hold the line and recommend to the Delegation the need to hold the line on the budget. Rep. Katsakiores questioned how many court ordered people are serviced through this agency. Rep. Flanagan explained that this agency is serving more and more people every day. Rep. Lovejoy stated that if this agency doesn't service all of Rockingham County, the Executive Committee should not vote to recommend it. Rep. Pantelakos stressed that, if people need this service, the Executive Committee should consider the cost factors and vote to recommend the \$10,000 for this agency. A call for the vote on the motion was recorded as a negative vote. The motion failed.

Rep. Katsakiores then spoke to the line item on Interest on Temporary Loans on the revenue side (Interest Earned). He noted the percentage on

TANS (Tax Anticipation Notes) received, suggesting that monies on the appropriation side should be decreased. He added that, in accordance with his conversation with the Treasurer, revenues through investments will be less, stressing further that there are two (2) accounts that should reflect a lower figure. He noted that he wanted to make the Executive Committee aware of this prior to the Full Delegation meeting at 10:00 A.M. He spoke about the motion made and adopted at the February 3rd meeting of the Executive Committee regarding limiting line item transfers when the singular amount or cumulative amount requested to be transferred has reached \$1,000. He explained that this process would be difficult to continually poll the Executive Committee membership, and suggested increasing the amount to a higher figure (\$5,000). He noted that after speaking with the Department of Revenue Administration, he felt that the motion and amount, so noted in the motion, was much too restrictive, questioning where the Executive Committee ends their responsibilities of budgeting. He noted that although he will support the concept at the Full Delegation meeting, he felt that the figure should be increased to \$5,000. Rep. McCain spoke to RSA 24:14-I, noting that this method is currently being followed in Hillsborough County very successfully, adding that his motion, as presented and voted at the February 3rd meeting, is not too restrictive. He noted that with this motion, the Executive Committee can start to take control. Rep. McCain noted the law, as stated, stating that the figure of \$1,000 as noted in the motion was very generous. He went on to state that any transfers to be done will make the Executive Committee and Delegation membership aware of what is happening at the County level. Rep. McCain spoke specifically to Daniels vs. Hansen. Rep. Welch spoke to the fact that this

motion will help keep track of our departments in a better fashion on the sub-committee level. He added that this motion will clarify the whole concept, thereby giving control. Rep. Welch spoke to his strong support of the motion made by Rep. McCain at the February 3rd meeting. He added that Delegation members spend so much time "chasing rumors," that this motion will give us a handle on the budget and what direction we are going in. Rep. McCain noted the RSA which speaks to the need of a supplemental budget, if requested or needed. Rep. Sytek noted the mechanics as to how it can be implemented. She noted that on the State level, this is carried out in much smaller amounts than the \$1,000 as noted in the motion. Rep. Katsakiores noted that the motion is too restrictive. He read the RSA and his interpretation of the statute. Rep. Katsakiores went on to state that his TANS Sub-Committee recommended the administration of policies and procedures to be followed. He added that if such policies and procedures were followed, it would eliminate the need and the problem of putting controls on the county.

At this point in the meeting, Treasurer Chandler reported on the status of rates received for notes at a recent note sale. He noted that nine million dollars (\$9M) of notes were sold at 3.28% - an outstanding rate. He added that an additional nine million dollars will be borrowed in July, adding that interest rates have been reposted, based on numbers at 4%. Treasurer Chandler also suggested that the Line Item, Interest on Temporary Loans, be changed, adding that the revenue portion figure will remain the same. A motion was then made by Rep. Katsakiores, seconded by Rep. Conroy, that, in accordance with the recommendations of the Treasurer, the Line Item, Interest on Temporary Loans, be changed, in accordance with his recommendations. This motion was so voted

unanimously in the affirmative.

There being no further business to come before the Executive Committee meeting, Rep. Welch moved, seconded by Rep. Pantelakos, to adjourn the meeting. This motion was so voted unanimously in the affirmative at 9:58 A.M.

Respectfully submitted,

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

ROCKINGHAM COUNTY DELEGATION
Hilton Auditorium
Rockingham County Nursing Home
Brentwood, New Hampshire
February 8, 1992

PRESENT: Honorable Rockingham County Delegation Members: Barnes, Bell, Benton, Boucher, Campbell, Christie, Clark, Connell, Conroy, Cote, DiPietro, Dowd, Dowling, Drake, Dube, Flanagan, D. Flanders, J. Flanders, Ford, Greene, Griebisch, Hoar, Hoelzel, Hurst, Johnson, G. Katsakiores, Klemarczyk, Lovejoy, McCain, McCarthy, McGovern, McKinney, Malcolm, Melnick, Packard, Palazzo, Pantelakos, Parr, Raynowska, Rosencrantz, Rubin, Schanda, Schmidtchen, Senter, Seward, Skinner, Smith, Syracuse, D. Sytek, J. Sytek, Terninko, Thayer, Tufts, Warburton, Welch, Wells, Weyler, Woods.

OTHERS: Mrs. Maureen Barrows, Chairman, Board of Rockingham County Commissioners; Mrs. Jane Walker, Vice Chairman, Board of Rockingham County Commissioners; Mr. Ernest P. Barka, Clerk, Board of Rockingham County Commissioners; Mr. Clarke R. Chandler, Rockingham County Treasurer; Mrs. Irene L.

Dodge, Deputy Treasurer for Rockingham County; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Mr. Carleton Eldredge, Esq., Rockingham County Attorney; Mr. Roy E. Morrisette, Personnel Officer for Rockingham County; Mrs. Nancy Lang, Administrative Assistant to the Rockingham County Nursing Home Administrator; Mrs. Rebecca Tarleton, Administrative Assistant to the High Sheriff of Rockingham County; Mr. Robert J. Kidder, Rockingham County Farm Manager; Mr. Ernest G. Woodside, Director, Rockingham County Maintenance Department; Mrs. Judith Gates, Administrative Assistant to the Director of Maintenance; Mrs. Elizabeth Luce, Register of Deeds for Rockingham County; Mrs. Carrolle A. Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Rockingham County Delegation; Mrs. Patricia M. Donovan, Superintendent, Rockingham County Department of Corrections; Mrs. Louise Nash, Administrative Assistant to the Superintendent of Corrections; Ms. Claudia Boozer, UNH Cooperative Extension Coordinator; Mrs. Deborah Peru-Hermans, Executive Director, Rockingham County Nutrition Program; Mr. Daniel Hackett of The Exeter News-Letter; a reporter from The Portsmouth Herald.

The meeting began at 10:00 A.M., with the Chairman of the Delegation, Representative William F. McCain, asking that Rep. Richardson D. Beton lead the group in the Pledge of Allegiance to the Flag. This was followed by Rep. David Welch leading the group in prayer prior to the commencement of the Rockingham County Delegation meeting. The Chairman then asked the Clerk of the Delegation to call the roll to establish a quorum. The above individual representatives answered the call of the roll, and a quorum was established and so noted by the Chairman. The Chairman then noted for the record that the day's proceedings would

follow Mason Rules of Order. Chairman McCain spoke to the overall budgetary process followed, noting that the process would be to review the entire Rockingham County budget. He noted that an extensive amount of work was done by elected officials, department heads and representatives, who reviewed their respective budgets during sub-committee meetings.

Chairman McCain noted that the process would be to follow the sequence of the budgetary packet as presented and available to all Rockingham County Delegation members, with any further business to come at the latter part of the meeting. Copies of the agenda for the February 8th meeting were distributed prior to the beginning of the meeting for all to review.

Rockingham County Nursing Home - Rep. McKinney/Conroy moved adoption of the Rockingham County Nursing Home budget in the amount of \$14,027,323. Discussion ensued with Rep. Hoelzel asking the Chair for palimentary questions regarding the fact that the budget package, as presented today, was only distributed to the Rockingham County Delegation on Thursday, February 6, 1992, adding that this did not give the Delegation much time to review this budget prior to the February 8th meeting. She questioned whether Delegation members were well-informed regarding the budget process. She also asked if a final decision had to be made today. Chairman McCain noted that a final decision on the 1992 Rockingham County budget did not have to be made at today's proceedings, noting that the RSAs note that final action on the budget has to be completed ninety (90) days after January 1, 1992 which would be March 30, 1992. Rep. Hoelzel asked if the Delegation, as a body, could discuss the budget today, and come back at a later date to vote on it. She noted that she was prepared to make this as a motion, if necessary.

Rep. Rubin questioned what portion of the Rockingham County Nursing Home budget was fenced. Chairman McCain reviewed the Rockingham County Nursing Home Sub-Committee recommendations, noting that any portion of the budget is subject to questions. Rep. Marilyn Campbell asked if there were programs within the Rockingham County Nursing Home budget that should have been funded by the State and are now being picked up by the County. Rep. Campbell was informed that the Public Assistance portion of the budget is state mandated, a cost which the county has little or no control over. Chairman McCain also noted that proposed pay raises for county employees were included within each department's proposed budget.

At this point in the meeting, Rep. Hoelzel, Chairman of the Classified Salary Sub-Committee, was asked to give her report on the Classified Salary Sub-Committee as it pertained to the Rockingham County Nursing Home budget, as well as most other budgets for Rockingham County. Rep. Hoelzel then spoke to her committee's recommendations which were brought before the Rockingham County Personnel Commission as well as the Executive Committee prior to today's meeting. She noted that the sub-committee recommended the sum of \$250,000 to be spread out to all departments within Rockingham County by the vote of the Board of Commissioners. She noted that by doing it this way, distribution by vote of the Commissioners would be done on merit. She noted that she was not sure if the Board of Commissioners had fully reviewed this distribution or voted upon it as a Board, adding that a distribution was done, as submitted to her by the Personnel Officer of Rockingham County. She noted the following distribution which was given to her by the Personnel Officer: Rockingham County Nursing Home - \$132,788; Rockingham County

Commissioners Office - \$2,229; County Attorney - \$11,531; Rockingham County Register of Deeds - \$11,241; Rockingham County Human Services - \$4,842; Personnel Office - \$811; Rockingham County Cooperative Extension Service - \$323; Rockingham County Maintenance Department - \$14,114; Rockingham County Department of Corrections - \$46,599; Rockingham County Sheriff's Department - \$23,882; Rockingham County Farm - \$1,640 - making a grand total distribution of \$250,000. Rep. Hoelzel noted that the merit is given to employees based on their anniversary date, which varies from department to department. At this point in the meeting, Rep. John S. Barnes, Jr. read a letter from the Raymond Board of Selectmen with regard to their views for salary increases for employees, and the need to hold the line on the Rockingham County budget. Chairman Barnes noted that he, as Delegation Chairman, responded to the feelings expressed at the Public Hearing on the proposed Rockingham County budget, and the need for raises for county employees for 1992. He stressed that county employees were not given a merit raise last year, stressing that county employees do a great job and deserve a merit raise in the 1992 budget! Rep. D. Flanders questioned if a cost of living adjustment had been included within the 1992 proposed budget for county employees. Chairman McCain responded that no cost of living adjustments were included within the proposed 1992 budget, just merit raises for county employees.

A question was raised as to whether the budget reflected any raises for elected officials within the 1992 proposed Rockingham County budget, and the figure, as presented by the Classified Salary Sub-Committee of \$250,000. It was noted that the sum of \$250,000 was for classified employees - not elected officials. Rep. Hoelzel noted that the sub-committee based

their recommendations on a 0-3% merit increase for classified employees - based on performance. Rep. Warburton noted that the Elected Officials Sub-Committee did recommend a salary increase for the Rockingham County Attorney and High Sheriff within the 1991 Rockingham County budget. Chairman McCain noted that classified employees received an across the board increase of .25¢ per hour, and the suspension of the merit system within the 1991 budget, as voted by the Rockingham County Delegation. Chairman McCain then asked that the Delegation first vote on the recommendations of the Classified Salary Sub-Committee prior to the Rockingham County Nursing Home budget. A motion was then made by Rep. Hoelzel, seconded by Rep. Skinner that the Rockingham County Delegation adopt the sum of \$250,000, as outlined by Rep. Hoelzel for merit distribution to county employees for 1992. A call for the vote on the motion was voted in the affirmative.

More discussion followed the Rockingham County Nursing Home budget. Rep. Rubin noted that he wanted to look at figures contained within this budget that are not mandated. Rep. Rubin then moved, seconded by Rep. Parr, to amend the motion, to delete \$100,000 from the Rockingham County Nursing Home budget. Rep. Rubin and Rep. Parr did not speak to their motion or second. Chairman McCain noted that he was opposed to across the board cuts of any budget, stating that he would vote against any such motion. Rep. Hoelzel noted that the Rockingham County Delegation needed to educate themselves regarding this budget and the process, adding that she would, at a later time in the meeting, if necessary, move to recess the meeting to a later date, to give the Rockingham County Delegation the time to educate themselves fully regarding the budget, as well as afford them time to reconsider any vote on a line item

within the budget. Chairman McCain noted that re-consideration votes could be taken. Rep. Hurst rose and spoke to the fact that a decision needed to be made on the Rockingham County budget today. Rep. J. Flanders spoke to the fact that the sub-committees of the Delegation have done a lot of hard work in making their sub-committee recommendations to the Executive Committee, adding further that the Executive Committee had met and made their respective recommendations to bring before the February 8th meeting, adding that the meeting should continue today so that the budget could be adopted. Rep. Boucher noted that he felt the sub-committees have done a lot of hard work, adding that he was ready to vote today to adopt the budget. Rep. Parr explained that any delegation member is welcome to come to Executive Committee meetings and sub-committee meeting to learn more about the budgetary process. Rep. Greene, Chairperson of the Rockingham County Nursing Home Sub-Committee, noted that her sub-committee had met and reviewed this budget line item by line item before they voted on their recommendations. Rep. Parr/Malcolm then moved the question. A call for the vote to move the question was adopted. A call for the vote to reduce the Rockingham County Nursing Home budget, as offered by Rep. Rubin/Parr by \$100,000 was recorded in the negative.

More discussion followed this department's budget. Rep. Dipietro asked for the percentage of increase in the 1992 budget, as compared to the 1991 budget, and how it would affect the taxpayer in Rockingham County. Chairman McCain noted that the budget, as presented, would add an additional \$12.00 per person to what people in Rockingham County are currently paying for their portion of county government. A call for a vote on the original motion of \$14,027,323. was adopted in the affirmative.

Public Assistance - Chairman McCain noted the sub-total for their two budgets was \$8,870,873, as recommended. Rep. Skinner/McKinney moved adoption of \$8,870,873 as the sub-total for the two budgets - Old Age Assistance and Board and Care of Children - as recommended. Discussion ensued with Chairman McCain noting that most of these two budgets are state mandated, adding that they have been "skinned down" as much as possible. Rep. Hoelzel asked if the six (6) positions within the Board and Care of Children portion of the budget are state mandated. Rep. Senter noted that the case load has increased, thus the need for additional staffing. Rep. Sytek noted that although these individuals are classified as social workers, they really were not social workers, adding that their function was to process paper work. Commissioner Barrows was allowed to speak, noting that two individuals were Mediation Coordinators. Chairman McCain spoke to the fact that Rockingham County is in the process of reapportioning the CHINS laws. There being no further discussion, a call for the vote on the motion to adopt the sub-total figure for Old Age Assistance and Board of Care of Children in the amount of \$8,870,873 was voted unanimously in the affirmative.

Grants Programs - Rep. McKinney/Conroy moved to adopt the figure of \$342,803 for Grants Programs. Chairman McCain noted that he has been assured by the Board of Commissioners that these monies will not be expended if they are not received from the State. A call for the vote on the motion was recorded in the affirmative.

Department of Corrections - Rep. McKinney/Sytek moved to adopt the sum of \$3,951,678 for the Rockingham County Department of Correction's budget for 1992, as recommended. Discussion followed with regard to the increase in the

telephone line item account. Rep. Lovejoy noted that this department has gone to a new system, thus the reason for the increase. Rep. Woods asked if this line item would decrease next year. Commissioner Walker spoke to the fact that this was the first year that the Department of Corrections had this new system, adding that the new facility will be completed soon, and doesn't anticipate the telephone company going down on their telephone bills, especially when the size of the facility has increased. There being no further discussion regarding this budget, a call for a vote on the motion was recorded in the affirmative.

Rockingham County Maintenance Department - Rep. Malcolm/McKinney moved to adopt the figure of \$1,849,948 for the Rockingham County Maintenance Department budget. There being no questions concerning this budget, a call for the vote was recorded in the affirmative.

General Government - (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 and Seabrook Non-Payment Taxes) Rep. McKinney/Conroy moved to adopt the figure of \$450,000 as the amount under the line item, Interest on Temporary Loan, under General Government, based upon the information provided by the Treasurer of Rockingham County at the Executive Committee Meeting at 9:00 A.M. February 8, 1992, prior to the full Rockingham County Delegation Meeting, thereby changing the sub-total amount of this portion for General Government to \$2,384,444. Chairman McCain noted that this change would change the sub-total of this portion of the budget to \$2,384,444, based upon the Treasurer's

recalculation which was recommended at the Executive Committee Meeting this morning at 9:00 A.M. A call for the vote to adopt the sum of \$2,384,444 was voted in the affirmative.

Highway Clean-Up - Rep. McKinney/Skinner moved to adopt the amount of \$44,644 for the Highway Clean Up account which is noted as an "in-and-out" account. Motion adopted in the affirmative.

Commissioners - Chairman McCain/McKinney moved to adopt the sum of \$215,228 for the Rockingham County Commissioner's budget, noting the addition of \$4,366 to this budget for their part-time Clerk to become a full-time Clerk, as per the recommendations of the auditor. He noted that although the auditor had further recommended another half time person, the Board was not requesting this additional half time person. He urged the Delegation to support the sum of \$215,228. A call for a vote on the motion was recorded in the affirmative.

Personnel - Rep. McKinney/Conroy moved adoption of \$49,656 for personnel services. Motion adopted.

Rockingham County Sheriff's Department - Rep. McKinney/Welch moved the adoption of \$1,217,085 under Law Enforcement, \$454,364 under Dispatch Center, and \$50,187 under Radio Shop, for a sub-total of \$1,721,636 for the Sheriff's Department. Rep. Barnes noted that his sub-committee was working on additional information which was not available at the Executive Committee Meeting at 9:00 A.M., adding that an additional \$1,515 for five (5) plexiglass enclosures for cruisers, under the new OSHA requirements would be necessary. He noted that this was a recommendation of the sub-committee. A motion was then made by Rep. Barnes, seconded by Rep. J. Flanders, to amend the motion to add

\$1,515.00 to the total for the Sheriff's Department budget, and \$630 for Hepatitis B shots for employees of the Rockingham County Sheriff's Department, also required under the new OSHA laws, making the new total for the Sheriff's Department \$1,723,781, as per the recommendations of the sub-committee. Rep. Klemarczyk questioned the increase in the sub-committee and Executive Committee recommendations, as it pertained to this department's budget. Chairman McCain noted that this department's budget changed somewhat during Executive Committee deliberations for the request of an additional cruiser. Rep. Hoelzel spoke to her concerns about additional monies to a budget, stating that she felt uncomfortable with adding anything at this time to the proposed 1992 budget.

More discussion followed with Rep. Rubin quering if Deputy Sheriffs receive double pay when they testify in court. Sheriff Vetter spoke to this, explaining that if Deputy Sheriffs are on a day off, they do get paid for testifying in court, stressing that if they are working, to the best of his knowledge, double payment is not made. Rep. Rubin asked if the County had records to back this information up. Sheriff Vetter advised that the County Attorney's Office may have this information available, adding that he did not have it available in his office. Rep. Parr questioned why, at this time in the budgetary process, was the \$630 added to the budget, when department heads/elected officials had knowledge that these shots were necessary. She stressed that they should have been included in the budget process at the beginning. A call for a vote on the amendment to the Rockingham County Sheriff's Department budget from \$1,721,636 to \$1,723,781.

Discussion followed with Rep. McKinney speaking

to the deliberations of the Executive Committee, prior to the 10:00 A.M. Rockingham County Delegation meeting. She noted that at this meeting, Executive Committee members were advised of the need for an additional second cruiser within this budget. It was stated to the Executive Committee that there may be a need to purchase a second cruiser next year, if it isn't purchased this year. Rep. Barnes noted the hard work which was done by his sub-committee. Rep. Clark queried where the Delegation proposed to put their resources - within the Sheriff's Department for cruisers, or cutting it out of Rockingham County Family Planning. Rep. Klemarczyk questioned the need for an additional cruiser at this late date. A question was raised as to how many cruisers were in the current fleet of the Rockingham County Sheriff's Department. It was noted that currently, there were nineteen (19) vehicles available for utilization within this department. Rep. Hoelzel stressed that the County did not need to add additional monies to the already high budget being proposed to the taxpayer. Rep. John Flanders spoke to the fact that some of the vehicles in the fleet of cruisers of the Sheriff's Department are not in good shape, adding that he drives a vehicle one day per week for the Sheriff's Department and that the vehicle in question is a piece of junk, stressing that it is in terrible condition. He asked what will happen to the county if vehicles that are not in good shape break down while inmates are being transported. He stressed that monies have to be made available within this budget for additional cruisers. Rep. Melnick spoke to the fact that the county needs to purchase cruisers to replace old ones that are "pieces of junk." He stressed the safety issue involved. Rep. Warburton questioned who does the inspection of these cruisers. It was noted by Sheriff Vetter that the County Maintenance garage mechanic

does the inspections and work on these vehicles, adding that he does a very good job. Rep. Warburton stated that the Delegation members were getting mixed signals - noting that the vehicles in question are either safe to drive or not. Rep. Welch noted that the late information made available to the Executive Committee on the condition of the cruisers was vital. He reviewed the condition of the cruisers, as detailed by the maintenance mechanic. Rep. Drake asked how many vehicles are provided to Deputy Sheriffs. It was noted that all full time Deputy Sheriffs have county vehicles to utilize.

Rep. McCain noted that he was in opposition to the request for an additional cruiser, adding that he had suggested that the High Sheriff look into a lease agreement for cruisers. He noted that discussion did ensue within the Executive Committee with regards to leasing cruisers. A call for the vote on the amended motion to increase this budget to \$1,723,781 for the inclusion of shots and plexiglass shields was recorded in the negative. More discussion followed with Rep. McKinney/Skinner moving to adopt the figure of \$1,708,331 for the total budget figure for the Sheriff's Department, which would delete one cruiser out of this department's budget, with the notation that one cruiser still remained within this budget request. A call for the vote on the motion was recorded in the affirmative.

Registry of Deeds - Rep. McKinney/Conroy moved adoption of \$605,494 for the Registry of Deeds budget. Motion adopted.

Rockingham County Attorney/Medical Examiner - Rep. McKinney/Skinner moved to adopt the sum of \$811,717 for the Rockingham County Attorney's budget for 1992. Discussion followed the motion, with the notation that \$2,000 was added

to this budget during Executive Committee deliberations for Continuing Education. Rep. Hoelzel asked if Continuing Education was state mandated for County Attorneys. She further questioned if nurses at the Rockingham County Nursing Home are paid for Continuing Education to keep their licenses. It was noted that nurses at the Rockingham County Nursing Home were not paid for Continuing Education, but County Attorneys within the office of the Rockingham County Attorney, were. Mr. Carleton Eldredge noted that salaries for County Attorneys within his office are not competitive after three years, stressing the importance of keeping seasoned prosecutors. He stressed the need to be supportive of Continuing Education as well as supplying state mandates. Rep. Hurst spoke against this request. Rep. Wells asked what Rockingham County's batting average was - the percentages of cases won and lost by the office of the Rockingham County Attorney. Rep. Boucher questioned whether Rockingham County enhances the County Attorney's office by training these individuals so that they can then leave to get a better job. Mr. Eldredge noted that a lot of training has been done over a three-year period, stressing that he felt that lawyers in his office are underpaid and that the County should contribute to paying for their continued education. Rep. Hurts noted that she felt that this is an insult to the nurses at the Rockingham County Nursing Home, whose starting salary is well below that of lawyers in the County Attorney's office. Rep. Woods asked about the process and procedure for the inclusion of this request within this department's budget. Chairman McCain noted that this subject was discussed in Executive Committee, and was restored this A.M. with the vote of the Executive Committee. A call for a vote on the motion of \$811,717 was done by voice vote. Since it was questionable, the Chair asked that a standing vote be done, with

the Clerk counting those voting in the affirmative and the negative. The vote, as recorded was twenty three (23) yeas and thirty five (35) nays - noting that the motion failed. A motion was then offered by Rep. Boucher/Hurst to adopt the figure of \$809,717 for the County Attorney budget. Rep. Hoelzel made reference to a newspaper article and questioned this. Rep. McCarthy spoke to this, as sub-committee co-chairman. Rep. Hoelzel questioned the Prosecution Account within the County Attorney's budget, as detailed in recent newspaper articles, and asked if the County had other separate checking accounts. She further questioned whether having this separate account was appropriate, and whether or not this account has been audited. Chairman McCain reminded Rep. Hoelzel regarding RSA 24, and the duties and obligations of the County Delegation with regard to the Rockingham County budget. He noted that the Delegation has the authority to allocate money. Rep. Hoelzel stressed that she felt that this Prosecution Account was bad business practice.

Mr. Clarke Chandler spoke to the history of this account, adding that it has been audited, adding further that the county is now in the process of trying to set up certain auditing procedures to follow for the future. Chairman McCain noted that after checking with the Office of the Attorney General, he noted that the Delegation cannot interfere with the operations of the County Attorney, but stressed that this office must follow the bidding procedures and policies, as stipulated within the RSA's. Rep. Hoelzel spoke about her concerns with regards to bidding procedures and practices not being followed within this office, stressing the need for dollars and cents. She noted that she felt that the Prosecution Account should be audited in the same manner as everything else in the county.

Chairman McCain noted that this money does go through the hands of the Rockingham County Treasurer, adding that this account has been audited every year. Chairman McCain noted that the county cannot interfere with how the Commissioners and the County Attorney interact with money. Chairman McCain noted the two suggested resolutions made and voted upon at the Executive Committee meeting, further noting that he would offer these again to the full Delegation at a later time in the meeting. A question was raised as to who signs the checks in the Prosecution Account. It was noted that the Administrative Assistant to the Rockingham County Attorney, with the prior approval of the Rockingham County Attorney, signs these checks. Mr. Eldredge stressed that this account is used exclusively for extradition. It was further commented that the Treasurer has asked for a monthly report on this account. Rep. Welch spoke to what has been paid out of this account, adding that the rumor mill has included many items that have been paid out of this account. Mr. Eldredge explained that parking tickets have been paid from this account due to the fact that rather than spending money on parking lot fees, it is less expensive to park in front of the Hillsborough County Courthouse and receive a parking ticket, than to park in a designated parking lot. A call to limit debate was made, seconded and duly voted in the affirmative. A call for the vote on the motion to adopt the figure of \$809,717 for the Rockingham County Attorney budget for 1992 was recorded in the affirmative.

At this point in the meeting, it was recessed at 12:10 for lunch, with the Chair noting that the meeting would re-convene at 1:05 P.M.

The meeting reconvened at 1:10 A.M., with the following information reviewed and acted upon:

Medical Examiner - Rep. McKinney/Skinner moved to adopt the sum of \$53,450 for Medical Examiner. Motion adopted in the affirmative.

UNH Cooperative Extension Service - Rep. McKinney/Conroy moved to adopt the sum of \$289,820. Motion adopted.

Rockingham County Farm - Rep. Rosencrantz/Skinner moved to adopt the sum of \$209,785 for the Rockingham County Farm. There being no questions with regards to this budget, a call for the vote was recorded in the affirmative.

Treasurer/Deputy - Rep. Benton/McKinney moved to adopt the sum of \$48,703 for the Treasurer/Deputy. Motion adopted.

Delegation - Rep. McCain/McKinney moved to adopt the sum of \$23,155 for the Delegation budget for 1992. Rep. Klemarczyk questioned the expenses within this budget for per diem, mileage, overtime, postage and the new line item for legal expenses. Chairman McCain noted that the new line item was necessary due to the fact that the Personnel Committee (Chairman, Vice Chairman and Clerk of the Delegation) will be meeting to review a termination, thus the need for legal counsel. He also noted the other areas of this budget, adding that monies were reduced within the meals line item of this budget. He also noted that payment for overtime was also included within this budget. A call for the vote on the motion was recorded in the affirmative.

Rep. Boucher/McKinney then moved to adopt the sum of \$35,485,052 as the bottom line of items 1-17 in the Rockingham County budget. Motion adopted.

Chairman McCain then noted that the Delegation would then take up the non-county specials.

The following was noted for the record:

Child Care Association - Rep. McKinney/Skinner moved adoption of \$25,000 for the Rockingham County Child Care Association. Motion adopted.

Area Homemaker Home Health Aide Service - Rep. McKinney/Sytek moved adoption of \$44,000 Motion adopted.

Rockingham Visiting Nurses Association - Rep. Flanagan/Sytek moved adoption of \$43,000 for Rockingham Visiting Nurses Association. Rep. Sytek noted that last year they were voted a sum to bring them in line with the calendar year of the County. A call for the vote on the motion was adopted in the affirmative.

Rockingham County Conservation District - Rep. McKinney/Sytek moved to adopt the sum of \$30,000 for the Rockingham County Conservation District. Motion adopted.

A Safe Place - Rep. Sytek/Flanagan moved adoption of \$15,000 for A Safe Place. Motion adopted.

Family Planning - Rep. Hurst/DiPietro moved to restore the original sub-committee recommendation for this agency. Rep. Sytek spoke to the statutory obligations of the county, adding that given the pressure of the high tax rates, agencies were given notices of phase outs for non-county specials. She stated that the sub-committee has recommended not funding agencies who were deleted from the budgetary process. Rep. Thayer spoke to the fact that he had made the recommendation at the sub-committee meeting to restore this agency's funding to \$12,000, noting that he was outvoted. Rep. Conroy also spoke in favor of

restoring this agency's funding, as did Rep. J. landers. A call for the vote on the motion to restore funding was recorded in the negative.

Rockingham Counseling Center - Rep. Woods/Griebsch moved to restore funding of this agency to \$10,000. Rep. Woods spoke to her motion, noting that the County and the State are moving in a new direction, adding further that Rockingham Counseling Center is helping families stay together. Rep. Sytek noted the catchment area that this agency serves, adding that although it is available to all of Rockingham County, it is a long drive from Salem, New Hampshire to get to this agency. Rep. Rubin reminded everyone that we in Rockingham County get a lot for our money. Rep. Klemarczyk spoke about the budgetary actions of today and the need to service children and families, speaking in favor of the motion. Rep. Griebsch also spoke in favor of the motion. Rep. Welch spoke to the budget of this agency, and the towns who contribute the heaviest contribution. Rep. McKinney noted that both towns and cities contribute to this agency, adding that this funding should come from the towns and cities. A roll call was requested on a motion made by Rep. Parr, seconded by Rep. Conroy. The roll call vote was recorded as follows: YEAS: Clark, Conroy, DiPietro, Flanagan, Griebsch, Hoar, Hurst, Klemarczyk, McCarthy, Malcolm, Pantelakos, Parr, Rubin, Schanda, Syracuse, Terninko, Thayer, Wells, Weyler, Woods. NAYS: Barnes, Benton, Boucher, Christie, Connell, Cote', Dowd, Dowling, Drake, Dube, D. Flanders, J. Flanders, Ford, Greene, Hoelzel, Johnson, G. Katsakiores, Lovejoy, McCain, McKinney, Melnick, Packard, Palazzo, Raynowska, Rosencrantz, Senter, Skinner, Smith, D. Sytek, J. sytek, Tufts, Warburton, Welch. The motion failed on a vote of 20 yeas and 33 nays.

Women's Resource Center - Rep. McKinney/Flanagan moved to adopt \$5,000 for the Women's Resource Center. Motion adopted in the affirmative.

Emergency Fire Training - Rep. McKinney/D. Sytek moved adoption of \$11,310.00 for the Emergency Fire Training Program, as per the vote of the Executive Committee of February 8, 1992 at 9:00 A.M. Discussion followed the motion, with Chairman McCain noting that this topic has been discussed in the Executive Committee Meeting this morning, with the Executive Committee voting in favor of this funding, with the stipulation that the funding was for a mass air truck proposal lease agreement or five (5) year bonding for the truck, left up to the decision of the Board of Commissioners. Rep. Barnes questioned the information which was provided at the Executive Committee for the outright purchase of this mass air truck, rather than leaving it up to the decision of the Board of Commissioners for a leasing agreement or five (5) year bonding. Chairman McCain noted that bonding would be over a five (5) year period, adding that another consideration for the Commissioners to consider would be lease purchase. Rep. Benton spoke in favor of the motion. Rep. Hoar spoke to the fact that the present equipment has been used seven (7) times this week, adding that it is a very successful piece of equipment. Rep. Conroy queried why this agency didn't go to area towns requesting funding for this truck. It was noted that this process would have been too lengthy, with no guarantee that the money could be raised by all towns. Reps. Melnick, Raynowska and Wells spoke in favor of the motion. Mr. Clarke Chandler spoke to the financial aspect of bonding as opposed to lease purchase. A call for the vote on the motion was recorded in the affirmative.

Capital Improvements - Rep. McKinney/Skinner moved to adopt \$179,000 for Capital Improvements within the 1992 budget. Discussion followed with the notation that much of these expenditures were hoped to be recovered from FEMA, as a majority of these items were as a result of Hurricane Bob. A call for a vote on the motion was recorded in the affirmative.

Encumbered Funds - Rep. McKinney/Conroy moved adoption of \$46,300. Motion adopted.

Contingency Fund - Discussion ensued with regards to the Executive Committee's vote at 9:00 A.M. on February 8, 1992 with regards to a contingency appropriation, pursuant to RSA 24:13-II. It was noted that although this motion was adopted unanimously in the Executive Committee proceedings, it required the vote of the full Rockingham County Delegation. It was noted that, in accordance with the RSA's, a line item for 1992 could be appropriated as a contingency fund for unanticipated expenses for the year of 1992. It was noted by the Chairman of the Delegation that this money, if voted, may be expended only with the written approval of the Executive Committee. A motion was then made by Rep. McCain, seconded by Rep. McKinney, that pursuant to RSA 24:13-II, the Rockingham County Delegation appropriate a line item for 1992 in the sum of \$95,000 as a Contingency Fund for unanticipated expenses for the year of 1992. This money shall be expended during the year only by written approval of the Executive Committee. All expenditures so approved shall be reported in a section of the 1992 Annual County Report. The sum of \$95,000 is less than 1% of the 1991 operating budget, less capital budget and debt retirement amounts. There being no discussion following the motion, a call for the vote on the motion was recorded as an affirmative vote with fifty one (51) delegation members voting in the affirmative

and one (1) (Rep. David Flanders) voting in the negative.

Discussion ensued with Rep. Boucher/McCain moving to adopt the amount of \$35,978,662 for the 1992 Rockingham County budget. Rep. Hoelzel noted for the record that there was over a two million dollar increase within the budget, stressing that she didn't support the increase. It was noted that a major increase within the 1992 Rockingham County budget were: Old Age Assistance, bond for the Jail/Lagoon, additional interest on that note, increases in Board and Care of Children and salaries for county employees. A roll call was requested on a motion made by Rep. Hoelzel, seconded by Rep. Parr and so voted in the affirmative. The following vote was recorded for the record: YEAS: Barnes, Benton, Boucher, Christie, Clark, Connell, Cote', DiPietro, Dowd, Dowling, Drake, Flanagan, J. Flanders, Ford, Greene, Griebisch, Hoar, Johnson, G. Katsakiores, Klemarczyk, Lovejoy, McCarthy, McKinney, Melnick, Packard, Palazzo, Parr, Raynowska, Rosencrantz, Schanda, Skinner, Smith, D. Sytek, J. Sytek, Thayer, Tufts, Warburton, Welch, Wells, Weyler. NAYS: Conroy, D. Flanders, Hoelzel, McCain, Malcolom, Pantelakos, Rubin, Senter, Syracuse, Woods. The bottom line of the 1992 Rockingham County budget was adopted on a vote of 40 yeas and 11 nays.

Revenues - Rep. Boucher/J. Flanders moved adoption of the sum of \$15,120,739 as the total revenues for the 1992 Rockingham County budget. A call for the vote on the motion was recorded in the affirmative. Rep. McKinney/Skinner moved adoption of the sum of \$166,855.00 for revenues received that are in transition, (funding balance reserved) which included two items within the Rockingham County Sheriff's Department and the Grants Program. This motion was so adopted. Rep. McKinney/Conroy moved

adoption of the sum of \$782,631 for the budget surplus, to be applied towards taxes. Motion adopted.

Rep. McKinney/Boucher moved adoption of the sum of \$19,908,437 as the amount to be raised by taxes for 1992. It was noted that this was \$2,802,841 or 16.39% increase over 1991 figures. A roll call vote was requested on a motion made by Rep. Parr, seconded by Rep. Malcolm, and so voted. The roll call vote was recorded as follows: YEAS: Benton, Boucher, Christie, Clark, Connell, Cote', DiPietro, Drake, Flanagan, J. Flanders, Ford, Greene, Griebisch, Hoar, Johnson, G. Katsakiores, Klemarczyk, McCarthy, McKinney, Melnick, Raynowska, Rosencrantz, Skinner, Smith, D. Sytek, J. Sytek, Tufts, Warburton, Welch, Wells, Weyler. NAYS: Barnes, Conroy, Dowd, Dowling, Dube, D. Flanders, Hoelzel, Lovejoy, McCain, Malcolm, Packard, Palazzo, Pantelakos, Rubin, Schanda, Senter, Syracuse, Thayer, Woods. The motion was adopted on a vote of 31 yeas and 19 nays.

At this point in the meeting, Chairman McCain spoke to a motion which was discussed at the Executive Committee meeting of this morning with regards to limiting line item transfers by county officials. Chairman McCain noted that this motion was endorsed by the Executive Committee by a seventeen (17) yea, and one (1) nay vote. Rep. McCain then moved, seconded by Rep. McKinney, that, be it resolved by the 1992 Rockingham County Convention that the County Commissioners (and other elected officials and department heads) shall obtain written authority from the Executive Committee before transferring any amount in excess of \$1,000 from one line item account to another as provided under RSA 24:15-III. Such limit shall be in effect when the singular amount or cumulative amount requested to be transferred

has reached \$1,000 for any account. This resolution is prepared pursuant to the provisions of RSA 24:14-I and shall be in effect for the year 1992. Discussion followed with Rep. G. Katsakiores speaking to the fact that he was the lone negative vote in Executive Committee session. Rep. Katsakiores spoke to his feelings with regard to the motion as was voted in the Executive Committee. Chairman McCain spoke to his resolution, noting that this same concept is followed in Hillsborough County, but that it is much more restrictive, with the notation that in Hillsborough County, any line item change needs a vote of the Executive Committee. Chairman McCain noted that this can be easily accomplished, given the fact that we have full time commissioners that do a good job. Rep. Rubin asked what procedure would be followed on line item transfers should this motion pass. Chairman McCain noted that the proposed motion was not intended to impede the procedures to be followed. Rep. D. Flanders asked if this motion would enable department heads to overexpend any line item in their budget. It was asked if the Board of Commissioners would speak to the proposed motion, as to whether they were in favor of it or not. Commissioner Barka spoke to his strong opposition to the motion, stating that the Board has never exceeded the bottom line. Commissioner Barrows noted that this motion would not be useful until the 3rd quarter of the budget process. Commissioner Walker asked for clarification with regards to the procedures and guidelines to be followed, should it come to the point where it would be necessary to put the motion into affect. She noted that she doesn't have a problem with the motion, and would follow it. Chairman McCain spoke to the fact that the motion, as stated, gives the Commissioners and other elected officials, extreme flexibility. Rep. Melnick questioned if there would be a need for

additional Executive Committee meetings, should the motion pass. Chairman McCain noted that a telephone poll or letters can be written to Executive Committee members rather than calling additional meetings of the Executive Committee. Rep. Drake asked for a clarification of a line item expense. Rep. Melnick questioned why the need for the motion. It was noted that this motion, as proposed, would eliminate money being moved from one account to another. A motion was then made by Rep. Melnick, seconded by Rep. Drake to table the motion. On a call to table the motion, it was recorded in the negative on a standing vote. Rep. Parr/Melnick then moved the question. A call to limit debate was recorded in the affirmative. A call for the vote on the motion made by Rep. McCain, seconded by Rep. McKinney was adopted on a voice vote in the affirmative. A resolution to Mr. Lawrence A. Chase, past Rockingham County Delegation Chairman, was then read by Rep. McKinney. It was noted for the record that this resolution, together with a plaque and a granite clock will be given to Mr. Chase, thanking him for his service to Rockingham County. At this point in the meeting, Executive Councilor Ruth L. Griffin spoke to the fact that Mr. Chase has recently had a successful kidney transplant, and Mr. Chase is in constant contact with Gino's Coffee Shop in Portsmouth, New Hampshire. She commended the Rockingham County Delegation for their hard work and efforts with regard to the proceedings of the day, and their thoughtfulness towards Mr. Lawrence Chase.

At this point in the meeting, Rep. Patricia M. Skinner, Chairman of the Elected Officials Salary Sub-Committee then reported with regard to her sub-committee report for 1992 for elected county officials. She noted that the sub-committee voted unanimously that the salaries and benefits currently being received

by elected officials remain the same for 1992. She noted the salaries of elected county officials as follows: Commissioners - \$15,000, plus benefits; Treasurer - \$7,000 and no benefits; Registry of Deeds - \$35,750; County Attorney - \$42,500; Sheriff - \$36,850 for 1992, with the notation that the Register of Deeds, County Attorney, Sheriff and Commissioners all receive benefits. Treasurer Chandler spoke to the fact that historically, he has always received dental benefits, adding that his department's budget does not include health insurance benefits for himself as Treasurer. He added that the dental insurance is now, and always has been, included within his budget. He explained further that the Treasurer's subcommittee and the Rockingham County Delegation voted not to include health insurance for him in the 1990 budget. He noted that, because of the change in his job structure, he is now covered under health insurance in his present position, adding further that dental insurance has always been included within his budget. Discussion followed with regards to this report. Rep. Skinner withdrew her subcommittee report so that additional work can continue regarding this report. Rep. Hoelzel spoke again to her thoughts regarding the budgetary process. She noted that it was her desire to vote to recess the meeting, and come back at a later time to continue the budgetary process. Chairman McCain noted that votes have been taken, and that these are final. Rep. Warburton noted that the report of the elected officials salaries would be 1993-1994. More discussion followed with Rep. Skinner/McKinney moving that the Elected Officials Salary Subcommittee is recommending no changes for the 1993-1994 elected officials salaries, and further, that all benefits now in effect for county elected officials be maintained and continue to be provided to them. More discussion followed the motion, with Rep.

Melnick questioning why county employees received a raise, and not elected officials. Discussion ensued with Rep. Melnick/Dowling moving that the salaries of elected county officials be increased consistent with a 5% increase for 1993-1994 term. Rep. Warburton explained the rationale of raises for elected officials. He noted that the Register of Deeds and High Sheriff did receive an increase for the last term; the Board of Commissioners received a slight increase and the Treasurer did not receive an increase for the last term. Rep. Melnick asked if the County Attorney received an increase last year. Rep. Warburton noted that although the County Attorney did not receive an increase last year, he did receive one the time before that, which was a substantial increase, coupled with the fact that when this was done, no other county elected official received a raise at that time with the exception of the County Attorney. A call for a vote on the motion was recorded on a voice vote as a negative vote. The motion failed.

There being no further business to come before the meeting, Rep. Malcolm moved, seconded by Rep. Parr, to adjourn the meeting. This motion was so voted unanimously in the affirmative at 3:10 P.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
April 24, 1992

PRESENT: Honorable Executive Committee Members: McKinney, Packard, Malcolm, McCarthy, Palazzo, Rosencrantz, McCain, Conroy, H. Flanders, Flanagan, Lovejoy, Syracuse, Welch, G. Katsakiores, Skinner, Chase

OTHERS: Honorable Representatives: Chase, Barnes, Klemarczyk, Warburton, Parr, Hoelzel, Smith, Hoar, Boucher

OTHERS: Mrs. Maureen Barrows, Chairman, Board of Rockingham County Commissioners; Mrs. Jane Walker, Vice Chairman, Board of Rockingham County Commissioners; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mr. Clarke R. Chandler, Treasurer for Rockingham County; Mr. Robert J. Kidder, Rockingham County Farm Manager; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Mr. Ernest G. Woodside, Director, Rockingham County Maintenance and Engineering Department; Mrs. Patricia M. Donovan, Superintendent, Rockingham County Department of Corrections; Mrs. Rebecca Tarleton, Administrative Assistant to the Rockingham County High Sheriff; Mrs. Judith Gates, Administrative Assistant to the Director of Maintenance and Engineering; Mr. Roy E. Morrisette, Personnel Officer for Rockingham County; Mrs. Robin Wojuzsik, Director, UNH Cooperative Extension Service; Mrs. Carrolle A. Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Rockingham County Delegation; Mr. John Hart of The Manchester Union Leader; and Mr. Daniel Hackett of The Exeter News-letter.

The meeting began at 10:05 A.M., with the Chairman of the Executive Committee, Rep. McKinney, introducing Rep. Barnes, Chairman, Rockingham County Farm Task Force Sub-Committee, who spoke to the finalized report of his committee. Rep. Barnes then introduced Mr. William (Bill) Zwiegbaum from the University of New Hampshire - Agricultural Business Management. Rep. Barnes thanked Bill Zwiebaum for all his assistance throughout the long and lengthy study, whereby many meetings took place to discuss the Rockingham County Farm and all pertinent information relating to the farm. Rep. Barnes noted for the record that the vote of the Rockingham County Farm Task Force Sub-Committee was a unanimous vote. Rep. Barnes went on to explain that, after an exhaustive study and consultation with many specialists, and considering the cost associated with closing the Rockingham County Farm, the Special Farm Task Force Sub-Committee recommends that Rockingham County continue the farm operation subject to the implementation of the following recommendations:

1. Charge the actual cost of beef and pork, with the price adjusted annually.
2. Computerize the farm records system so that accurate records are kept to substantiate the cost of beef and pork.
3. Break down labor records to show how much could be charged to other departments (maintenance).
4. Increase the size of the beef herd to accommodate the needs of the County (approximately 70 head). Appropriate \$35,000 from the Contingency Fund this year for this purpose.
5. Commission an agronomic study of the farm

for purposes of determining an appropriate crop mix.

Rep. Barnes explained that for over ten (10) years the price of beef and pork have remained the same. He stressed that he and the committee felt that if you want the farm to make money, you need to allow the recommendations of the special committee to be acted upon. Rep. Barnes also pointed out for the record that Commissioner Jane Walker attended every meeting that the Rockingham County Farm Task Force Sub-Committee had, and wanted to thank her publicly for all her assistance. He also thanked Commissioners Barrows and Barka for their assistance.

Rep. Malcolm questioned if there were a possibility that if the price of beef and pork were raised, as per the committee's recommendations, would the county get these monies back from the reimbursement rate? Rep. Malcolm was advised that the county would, indeed, get monies back from reimbursements.

After more discussion, Rep. Syracuse moved, seconded by Rep. Conroy that the Executive Committee accept the Rockingham County Farm Task Force Sub-Committee report as presented and distributed, and, as per recommendation #4, allow the transfer of \$35,000 from the Contingency Fund for this purpose. (#4 - Increase the size of the beef herd to accommodate the needs of the county - approximately 70 head - Appropriate \$35,000 from the Contingency Fund this year for this purpose.) Discussion followed with Rep. McCain questioning the present quality of meat and amount of meat consumed at the Rockingham County Complex. Rep. Syracuse, a member of the Farm Task Force Committee explained that there is a better quality of beef and pork produced from the Rockingham County Farm, further noting

that, due to the increase in the Jail/House of Correction, as well as the future expansion at the Rockingham County Nursing Home, the amount of beef and pork consumed will increase.

Rep. Palazzo, another member of the Farm Task Force Committee, added that the Rockingham County Farm will be able to make more money, as per the recommendations set forth by the committee.

Rep. Packard questioned the number of beef animals that will be purchased. Mr. Zwiegbaum explained that the need for the purchase of beef animals is now, adding that some calves will also be born at the farm. He stated that, although there is a need to appropriate \$35,000 this year for the purchase of beef animals, this same amount will not be needed for next year. Rep. McCain questioned if, by following the recommendations of the Farm Task Force Committee, the farm will be a money-making proposition. Rep. Barnes stated that although the farm will not be a money making operation, it will be able to break even. Rep. Welch questioned if the farm was considering a better way of accounting, rather than the present system they currently utilize. Mr. Zwiebaum explained that after reviewing the present accounting system, he would recommend a different system than what is presently used which is "lumping together" some expenses. Rep. Barnes also pointed out that the committee did not anticipate needing extra help to set up the accounting system.

After more discussion with regards to the recommendations of the farm task force and the motion on the table, a call for the vote was recorded as unanimous in the affirmative.

A motion was then made by Rep. Malcolm, duly seconded by Rep. Packard, that the Rockingham

County Delegation thank the University System for their assistance, and specifically, Mr. William Zwiegbaum, and that, as a matter of record, a letter be sent to the University of New Hampshire Agricultural Management Department advising them of this. A call for the vote on the motion was recorded as unanimous in the affirmative.

At this point in the meeting, Rep. Parr, Chairman of the Special Projects/Budget Sub-Committee, then reported on her subcommittees's report for the first quarter. Rep. Parr thanked Reps. McCain and Chase for all their assistance and cooperation in getting done what needed to be done. She explained that she and the subcommittee met with the Board of Commissioners and Reps. McCain, Chase, Skinner, Warburton and Roulston to discuss the special projects for Rockingham County. Rep. Parr stated that the subcommittee voted to recommend to the Executive Committee, that the water tower be cleaned and a demineralization-/filtration system and building to house the system, be constructed. The committee recommended that the system should be designed to accommodate a projected ten (10) year period water consumption. Rep. Parr went on to state that the committee further recommended: that the cost of such to be not more than three hundred fifty thousand dollars (\$350.000), and that the funds are to come from the interest of money left from the Waste Water Treatment Facility and Department of Corrections. The report further noted: Expenditures from these bonds are justified for the following reasons:

1. Pre-treatment of water supply constitutes treatment of waste water and improves the life expectancy of waste water systems.
2. Pre-treatment of water supply will extend the life of the Jail facilities including

water and sewer plumbing, floors and vehicles.

Discussion followed with Rep. Skinner moving, seconded by Rep. Flanagan, that the Executive Committee accept the report of the Special Projects/Budget Sub-Committee, as per the recommendations read by Rep. Parr. Discussion followed with Rep. Conroy questioning if such work could be done, as it related to the bond vote. Rep. McCain asked that the vote be deferred until more discussion could be done, and a vote is taken on another issue. He went on to note that there was more additional information that needed to be brought forward to Executive Committee members for their consideration. He noted the new laws and how these new laws would affect Rockingham County. Rep. McCain pointed out the fact that interest monies still remain on the bond issue for the Waste Water Treatment Facility, which information is included within the subcommittee recommendations. At this point in the meeting, Mr. Clarke R. Chandler, Treasurer for Rockingham County, then spoke to Executive Committee members regarding the recommendations of the Special Projects/Budget Sub-Committee.

Mr. Chandler explained that monies could be spent on the recommendations brought forward from the subcommittee, as long as they are project related. He cautioned that if the project is not related to the bond monies, the remaining monies from the interest on the bond issue for the Waste Water Treatment Facility would have to come back into the budget as a revenue item for 1992. He added that if the project is not related to the bond (Waste Water Treatment Facilities), and the recommendations go forward, there may be a need for a supplemental budget request if the project is not related to the bonds issue monies utilized. Rep. Welch stated that he attended the meetings

that related to the construction of the Waste Water Treatment Facilities, stating that he has laws as to the relationship between the recommendations set forth by the subcommittee, and the bond issuance for the Waste Water Treatment Facilities. It was the strong suggestion of Rep. Welch that Mr. Ernest G. Woodside, Director of the Rockingham County Maintenance and Engineering Department, become more familiar with the New Hampshire laws and administrative rules relative to community water systems and how they would apply to Rockingham County. It was noted that Rep. Welch made available to Mr. Woodside, copies of RSA Chapter 485, New Hampshire Safe Drinking Water Act, Sections 1 through 16, 40 through 42, and 58 through 60. Also included were copies of New Hampshire's Code of Administrative Rules, Chapter 300, New Hampshire Drinking Water Regulations, Parts 301 and 302.

A question was raised to Mr. Woodside whether he felt that the need to do this work was health related or rather, a maintenance issue. Mr. Woodside replied, noting that it was a combination of both. He went on to note that the health issue involved two categories - the need to meet specific guidelines for the Rockingham County Nursing Home on the State and Federal levels. He added that maintenance costs will continually increase as the deterioration develops. Mr. Woodside specifically spoke to the extent of the deterioration. Rep. Syracuse asked Mr. Woodside how the work would be done. Mr. Woodside replied that the present system would be taken off-line while the tower is cleaned, with the assistance of the Brentwood equipment until the water comes back on-line.

Rep. Boucher, a member of the Special Projects/Budget Committee, stressed the fact

that the committee gave this project high priority. He stressed the importance of doing the work as recommended, especially since the new Jail addition has been completed. He urged strong consideration because of this factor, as well as the fact that the new addition to the Rockingham County Nursing Home would be completed, and would also be subject to contamination. Rep. Boucher went on to explain that the committee looked at two areas for funding the recommendations as brought forward. He stressed that the Executive Committee needed to give the subcommittees's recommendations high priority, especially for the demineralization project. Rep. Boucher explained further that in 1989 this project was a high priority but, after that, other priorities came along. Rep. McCain stated that the County Convention could, if needed, vote a supplemental appropriation.

More discussion followed with Rep. McCain moving, seconded by Rep. Malcolm, to lay the motion of Reps. Skinner/Flanagan on the table. Motion so voted.

Rep. Malcolm then moved, seconded by Rep. McCain, that the Treasurer of Rockingham County be allowed to speak and give input to the Executive Committee regarding county finances. The motion was so voted unanimously in the affirmative.

Mr. Clarke R. Chandler then spoke, pointing out that presently Rockingham County has a AA rating, adding that that rating was better than the rating the State has, based on Moody's. A question was asked of Mr. Chandler as to what the county could do to maintain the AA rating. Mr. Chandler replied that a lot of factors reflect in this bond rating, adding that some areas Rockingham County has no control over, such as Pease and the Navy Yard. Mr. Chandler

spoke to the fact that the fund balance issue is an important factor to Moody's, stating further that for this purpose, Rockingham County needs \$2M in cash. He spoke to the fact that this can be done through fiscal management and discussions with the Executive Committee. He added that there needs to be a cash balance of one half million dollars with the next step up being the legal fund. Mr. Chandler explained that currently, Rockingham County has \$600,000 drawing interest in the legal fund. He noted that by the consolidation of accounts, it will help Rockingham County get to the needed two million dollars for fund balance. Mr. Chandler stated that presently, there are monies available in the Capital Reserve Account as well as interest in the legal fund. He suggested that these two funds could accumulate interest, as well as other accounts. Mr. Chandler spoke briefly to the vote taken for the Rockingham County Nursing Home's \$6.6M bond vote. He noted that, should the Executive Committee consider the recommendations of the Special Project/Budget Committee, the project could be bonded and done over several years. He added that many considerations have to be taken into affect.

Rep. Chase queried Mr. Chandler as to how to maintain the AA bond rating. Mr. Chandler advised that Moody's would like to see \$2M in cash in the fund balance by the end of the year. Rep. McCain queried whether the Executive Committee could approve the subcommittee recommendations and work closely with Treasurer Chandler on the method and best way to fund it - something that would be in the best interest for Rockingham County. Treasurer Chandler responded by saying that he needed a legal opinion from bond counsel regarding the \$350,000, adding that he needed to re-review the vote and the opinion from bond counsel.

Some further discussion followed with Rep. McCain moving, seconded by Rep. Welch, that the Executive Committee approve an additional \$100,000 from the surplus monies for the retirement of a contract (EUA contract), and allow the Commissioners to do the one-year buy out. Rep. McCain asked if Commissioner Walker could be recognized to speak to this. Commissioner Walker noted that Rockingham County is in its seventh year of a ten-year contract. She noted that an energy management system put equipment at Rockingham County that monitors the control systems. She noted that, by monitoring the controls, it is an "energy savings device." She further noted that Rockingham County has an additional three more years within the ten-year contract. Commissioner Walker spoke to the fact that, with the addition to the Rockingham County Jail/House of Correction, coupled with the new Rockingham County Nursing Home addition, the company in question can come back in and re-study it, charging Rockingham County \$10,000 for re-studying, as well as paying this company additional monies because the new portions of the complex will be included. She added that the \$80,000-\$90,000 could go up over \$100,000 a year to this company. Commissioner Walker noted that Mr. Woodside brought this to the attention of the Board during the budget process, whereby the Board determined that a buy out could be done over a three year period, adding that it would be cheaper. The lawyer for Rockingham County drew up the contract, and advised the Board that it involved a Promissory Note for a three year period, which the Board cannot enter into. The Commissioners then researched the cost to do a complete buy out. It was determined that the buy out cost would be \$167,510. She added that Rockingham County currently has approximately \$75,000 under the fuel and electricity line item. Commissioner Walker added that, if the buy out is not done

now, that buy out figure could be raised, adding that it was in the best interest of Rockingham County to do the buy out now, have the equipment become that of Rockingham County. She noted that if the money that is currently in the budget (\$75,000 in the fuel/electricity line item), as well supplementing it with \$100,000 (the motion on the floor), the system would be owned by Rockingham County. Commissioner Walker stressed that, because a good portion of the energy goes to the House of Correction and because a good portion of it is linked to the Rockingham County Nursing Home, you could justify using a portion of the bond money for this.

Mr. Chandler was queried as to the financing of such a project. He noted that it usually is cheaper to do a buy out over a three year period. Commissioner Walker stated that with this it would be more expensive to do a three year buy out. Rep. Malcolm queried whether the company has agreed to the buy out. Commissioner Walker noted that the company has agreed to a one year buy out, adding that if the buy out is not done at this time, the bills that Mr. Woodside currently has, have to be paid to this company. She added that the decision is whether Rockingham County should buy them out now or continue to pay them for the three years, and have the cost go up. Rep. Malcolm queried if the bills that Rockingham County currently has with the company be covered in the buyout. Commissioner Walker advised that the bills would be covered in the \$167,510. Rep. Syracuse asked what will happen to Rockingham County, should they break the contract with EUA Cogenics. Mr. Woodside advised that the Board would not be breaking any contract, but would be buying out the contract. Mr. Woodside explained that initially when the contract was entered into, it did save kilowatts not money, but stressed

that now it is not prudent to maintain and continue. He further noted that initially the company was named Citizens Heat and Power which was under the Kennedy Administration in Massachusetts. Mr. Woodside explained that if the County does not do a buy out at this time, the company in question will go back one year with an energy audit (spring of 1991), and charge Rockingham County retroactive from when the increases started on the construction of the jail. He added that, basically, Rockingham County currently has not been within the confines of the contract, adding that he has been working with this company - negotiating with them. Rep. Packard questioned who is taking care of the valves now. Mr. Woodside stated that Rockingham County has always somewhat maintained the valves anyway. He explained the process and procedure as to how the computer system works to maintain the levels as set in the computer system. Mr. Woodside stressed the point that presently, Rockingham County pays \$80,000 for EUI Cogenics to maintain the valves now. Rep. Malcolm expressed concern regarding the fact that the Maintenance Department may request additional personnel when the county takes over the system. Mr. Woodside stated that he did not feel that additional personnel would be needed. A call for the vote on the motion made by Rep. McCain was so voted unanimously in the affirmative.

Rep. McCain/Syracusa then moved to take the motion made by Reps. Skinner/Flanagan, with regards to the acceptance of the Special Projects/Budget Committee recommendations in the amount of \$350,000, from the table to consider it further. A call for the vote to take the motion from the table was recorded unanimously in the affirmative. Discussion followed with Rep. Syracuse suggesting that a legal opinion be obtained regarding the

demineralization and life expectancy of the project. Mr. Woodside explained that the \$350,000 includes the tank, treatment and demineralization of all of the facilities, as well as the inclusion of the new facilities. Mr. Woodside further added that the pre-treatment process should have more than a ten year life span. Several questions were asked of Mr. Woodside. Rep. Packard asked if the filtration system would cover the whole complex. Mr. Woodside stated that it would. Rep. McCain then moved to amend the motion on the floor that we tentatively approve the \$350,000, subject to a plan being presented in detail by Mr. Woodside and with the appropriate approval of the Treasurer that, if qualified of such expenditure of funds, it be presented to the Executive Committee within 30 days. This motion was seconded by Rep. Packard. Discussion followed with Rep. Welch noting that he had concerns about the way the motion was presented and read by Rep. McCain, that it did not appear that the motion stated that it would be bonded with the nursing home addition. He further asked Rep. McCain if that was what he intended. Rep. McCain noted that was the intent of his motion, so that the purpose of having a plan, the amount, and anything else, would qualify for that particular type of approach. Treasurer Chandler spoke to the motion made and seconded, asking if the motion would mean another meeting of the Executive Committee, assuming that Mr. Woodside puts together the plans, or would it be acceptable to distribute the plan to get a decision through the Board and move forward. He asked further if there would be a need to have another meeting.

Rep. McCain suggested that the information be sent out to the Executive Committee for their review and to proceed with a telephone poll. Rep. McKinney spoke to a clarification of the

issue, noting that she interpreted that the Treasurer stated that this could be voted as being part of the bond issue, if it did work out. Rep. McCain noted his agreement, stating that he wanted to be able to go ahead and move forward, with the ability to have time to review the details. He added that if there was a need to go back to the Delegation for a supplemental appropriation, it could be done. Rep. McKinney asked if everyone in attendance understood the motion. A call for the vote on the amendment was recorded unanimously in the affirmative. A call for a vote on the amended motion was so voted unanimously in the affirmative.

Mr. Chandler also spoke to the Executive Committee with regard to the Capital Reserve Account and Legal Account. He noted that the Executive Committee could not, at this point, logically make a decision on the Capital Reserve Account until an opinion is given with regards to the \$350,000. He stated that he will bring this topic back as an issue at the next quarterly meeting. Mr. Chandler stated that, with regard to the legal fund, he would like to go after the \$2M number, moving forward quarter to quarter. He added that what is important conceptually, is that everyone present have an understanding as to what should be done with the money that goes into the General Fund, so that when the budget comes up next year, everyone feels comfortable. He asked if he could get a sense of support on this issue. Rep. McKinney asked if Treasurer Chandler wanted a "straw poll." Rep. McKinney asked if everyone in attendance supported the Treasurer in his endeavor, as noted by Mr. Chandler. A vote of confidence (unanimous vote) was given verbally to Treasurer Chandler.

Chairman McKinney noted that the department budgets would be reviewed next.

Maintenance Department

Rep. Warburton noted for the record that he has been chairman of the Maintenance Department Sub-Committee for seven of the last ten years, adding that the Chairman of the Delegation recently appointed Co-Chairmen to subcommittees. He stated he felt that it was a good idea to break in the co-chairman of this subcommittee, asking him to chair the first quarterly meeting. Rep. Warburton stated that, although Rep. Christie did chair the meeting and put the report together, he was unable to be present at today's meeting. Rep. Warburton noted that the bottom line on the Maintenance Department budget (total expenditures) comes to a little over 26%, which is not a bad figure, considering that there are a number of items within the budget that the County has no control over that have been paid 100%, therefore, the 26% shows that this budget is in real good shape. Rep. Warburton distributed copies of the report, as written. He recommended adoption of the report, as presented. Rep. Malcolm moved, seconded by Rep. Packard, that the Maintenance Department Sub-Committee report be adopted as presented. A call for the vote was recorded unanimous in the affirmative.

Commissioners Budget

Rep. Klemarczyk reported that copies of the Commissioners budget, as well as other pertinent budgets within their realm, were mailed to members of the subcommittee for their input. He noted that no input was received. Rep. Klemarczyk then gave his report for the first quarter, noting that under Page 1 - Commissioner's Budget, the Office Supplies and Service Contracts are high at this time, explaining that it was about the same as last year. He noted that the total Commissioners

budget was 26.07% for the first quarter. He also spoke to the Highway Clean Up Program - an "in and out" program. He also spoke to the amount of monies appropriated for insurances. Rep. Klemarczyk noted that this is a little high for the first quarter, adding that all insurance premiums were paid in January, rather than spasmodically. Rep. Skinner then moved, duly seconded by Rep. Malcolm, that the report(s) as presented by Rep. Klemarczyk be accepted as presented. The motion was so voted unanimously in the affirmative.

Registry of Deeds

Rep. Hoar reported that the fax machine searcher is on-line and has been tested by the Register and is operational. He noted that he has checked periodically to see whether or not the machine is accurate. He noted that the machine promises to be a money maker, as well as a savings to the county. Rep. Hoar recommended that anyone that enters the Registry of Deeds, see the machine in operation. He added that knobs have been substituted for buttons on the machine for better adjustment. Rep. Chase questioned Rep. Hoar with regards to whether this piece of machinery has been purchased as of this date. Rep. Chase directed his question to Rep. McCarthy, Co-Chairman of the County Attorney Sub-Committee, stating that he understood that the purchase of a paper shredder is supposed to be shared between the County Attorney and Registry of Deeds. Rep. Hoar stated that he had not been informed about the request for the shredder. Commissioner Walker stated that the Board was asked by the County Attorney's Office and the Register of Deeds for permission to purchase a paper shredder between the two offices, with the monies to be taken equally between the two budgets for the purchase. Commissioner Walker further noted that the

machine that was reviewed and liked was on rollers which would enable it to be rolled from one department to another. She added that the machine in question cost approximately \$1,600. Commissioner Walker noted that both Mr. Eldredge and Mrs. Luce asked the Board to waive the bidding requirements, so that they might purchase that particular piece of equipment. She added that, although the machinery has not been purchased at this time, but that the Board has authorized permission. Commissioner Walker stated that both Mr. Eldredge and Mrs. Luce have been advised that if they take the money for the purchase of the machine in question, and go over a line item, they are aware of the fact that they would have to go before the Executive Committee. Rep. Chase questioned the need to purchase this shredder at this time, querying further who would have access to it, and what would be shredded. He noted his concerns about what would prevent someone from shredding some important document. It was noted by Commissioner Walker that presently, there were four (4) file cabinets in the Rockingham County Attorney's Office and the Registry of Deeds office that are filled with files being cut up by hand with scissors.

Sheriff's Department

It was noted that there were no subcommittee members present to report on this department's budget, although the Sheriff was available to speak to his budget. Sheriff Vetter noted the request for Line Item 4140.35 - Office Equipment. He noted that this line item was budgeted at \$4,500, stating that the actual figure was \$5,200. Sheriff Vetter noted that this overage was for the computer network for his office that went out to bid. He spoke to the Executive Committee about the fact that, because the Delegation passed the motion on over expenditures in line items, he wanted to

bring it to the attention of the Executive Committee, stressing that his bottom line in his budget will not be over expended. Discussion followed with Rep. McCain moving, seconded by Rep. Malcolm, that the Executive Committee accept the request of the Sheriff, and authorize this request and transfer of funds as reported by the High Sheriff for this pupose. This motion was so voted unanimously in the affirmative.

Sheriff Vetter also spoke to Line Item 4140.08 - Grant Salaries and Outside Details - He noted that presently, there is \$1.00 in this account to keep it active, stating that he will be receiving federal funds for the Presidential Security detail. He also noted that he recently received information regarding the DWI Grant and the Highway Safety funding which has been awarded in the amount of \$4,600. He also spoke to the possibility of an additional grant, adding that he has no idea regarding what amount of money these grants will entail. He requested permission from the Executive Committee that he be authorized to overexpend in any amount that will not exceed grant monies reimbursed by the federal government. Rep. Malcolm moved, seconded by Rep. Packard, that as per the discussion of the High Sheriff, Sheriff Vetter be authorized to overexpend in any amount that will not exceed grant monies reimbursed to his department from the federal government. A call for the vote on the motion was so voted unanimously in the affirmative.

County Attorney/Medical Examiner

Rep. McCarthy noted that, with regards to the County Attorney budget, it was his understanding that the expense of the shredder equipment was \$4,000 total, to be shared equally by the Registry of Deeds and County Attorney. Due to the fact that there was a

dispute in the cost of the machinery in question, he stated he would check further on the information.

Chairman McKinney then read a letter from Rep. Benton with regards to the Treasurer/Deputy Treasurer. It was noted that this budget was in good shape.

Chairman McKinney also noted that because of the time factor involved, and because of the fact that the remainder of the county department budgets seemed to be in good order for the first quarter, she asked if the Executive Committee was willing to accept a motion to accept the remaining portion of the expenditures and receipts, as presented on the information mailed to each Executive Committee members.

Non-County Specials

Rep. Flanagan reported that everything was on line with regards to the Non-County Specials portion of the budget.

Rockingham County Farm

Rep. Rosencrantz noted that the Farm budget was on line, although there were two (2) items in the revenue portion that were reflected that were from last year's revenues. He commented that the Farm Task Force Study Committee did an excellent job, further pointing out that this committee report has brought to light the fact that a lot of problems regarding the farm have been raised and will be addressed. Discussion ensued with Rep. Rosencrantz stating that those involved, specifically the Chairman of the Task Force, as well as the members and all others involved in the farm study, did an excellent job. It was noted for the record that Rep. Rosencrantz and other members of the Executive Committee felt that a letter should be sent to

the Chairman and members of the Rockingham County Farm Task Force Study Committee, thanking them for the good job they did, and all the assistance they gave to the County. Rep. Skinner went on to note for the record that she felt the Rockingham County Farm Task Force Committee as well as the University System should receive a letter of thanks.

Rep. McCain noted a recent letter that he sent to the Executive Committee members regarding the need for \$1,500 to be reserved for payment for legal expenses from the Contingency Fund. He spoke briefly to the fact that this included legal expenses as a result of the Personnel Commission meeting to hear a grievance from an employee of the Rockingham County Nursing Home. Rep. McCain noted for the record that more bills from the attorney will be forthcoming that will need to be paid, stating further that \$1,000 was put into the Delegation budget for this purpose. He stated that because of the fact that there will be a re-hearing, he was unsure of the fact of how much the total cost would be. He asked that the Executive Committee reserve \$1,500 from the Contingency monies at this time for this purpose, as he reported. He stressed the importance of the Executive Committee knowing of the need for additional monies when the final bill is received. Chairman McKinney stated that she did not feel that there needed to be a motion for this purpose. Rep. McCain stated that, since he did not have a final bill at this time, he did not feel the need to have a motion of this, but stated that he would notify the Executive Committee of the final outcome.

Chairman McKinney asked if any Executive Committee member had any problems with the department budgets, as presented. A motion was then made by Rep. McCain, seconded by Rep. Malcolm to adopt the budgets for Rockingham

County for the first quarter, as presented. A call for the vote on the motion was recorded in the affirmative.

Report from the Child Day Care Task Force Committee

Rep. Hoelzel reported regarding the Rockingham County Child Day Care Task Force Committee. She stated that the committee is requesting additional time (approximately two more weeks) to work on this program. She added that she was presenting this portion of the report today, due to the fact that Rep. Deborah Woods could not be here today.

Rep. Hoelzel noted that, while some information has been requested, more questions have arisen after reviewing the information. She reported further that visits to the day care center have also raised, rather than answered questions. The report further stated: "When the County Day Care program commenced in 1988, it was at a time when employees, especially nurses, were hard to come by. Incentives were needed to hire and retain quality employees. The County Day Care Program was such an incentive. Many legislators who were present at the County Convention when this program was initially voted in, remember very clearly being told that this program, while not initially self-supporting, would eventually be self-supporting. The budget for this program in 1992 has an appropriation of \$178,649, with revenues estimated at \$75,000."

"This Committee recognizes and agrees that on-site day care for employees is a program with merit and shows true concern for employees and their families. We commend the County for their innovative actions at a time when the retention rate of employees in the County Nursing Home were so high. However, over the

past two years, with the depressed economy, jobless rate in this state and other relevant factors, the committee believes that the County Day Care Program needs to be reevaluated and changes made if the expense of this program is to be justified. Further, salaries at the nursing home have become much more competitive than they were in 1988. Needless to say, the major concern of this committee is to make sure that the taxpayers of Rockingham County are not paying more than is warranted for this program, and it is the opinion of at least one committee member that any cost to the taxpayer is unwarranted."

"Specifically, the committee has concerns including, but not limited to, the fees charged to the parent/employee; the use of the two buildings; the flexibility allowed to the parent/employee; and staffing scheduled. To be able to make judgements about these concerns, the committee requests that the following information be provided to them on or before May 1, 1992. Upon receipt and review of the information, the committee will submit its final report on or before May 11, 1992. The following information is required:

1. The position, qualifications, starting date, and work schedule of each day care employee since January, 1990, including the Director and Assistant Director(s).
2. Itemized salaries for each day care employee, including Director and Assistant Director(s) since the inception of the program.
3. Complete line item budgets for each and every year the day care program has been in existence (expenses and revenues).
4. A complete list of children enrolled in the program, their ages, when they attend the

program (days and times), who their parent/employee is, that employee's age, work schedule, and salary (or hourly wage).

5. Identify which parent/employee has signed a contract for their child(ren), and submit a copy of the executed contract.

It is the hope of this committee that upon review of the requested information, sufficient recommendations can be made that will enable the Rockingham County Day Care Program to continue its excellent work providing quality care to the children of County employees."

Discussion followed the report, as read by Rep. Hoelzel. A motion was made by Rep. McCain, seconded by Rep. Skinner, that having established the Child Day Care Task Force, and because of their request, he would extend the date of the finalization of the Rockingham County Day Care Program Task Force Committee's report to May 12, 1992, to afford them the opportunity to complete their work. Discussion ensued with Rep. Conroy questioning when the Executive Committee would receive this report. Rep. McCain noted that the report will be submitted to the Chairman of the Delegation for review at the next quarterly meeting. Rep. Welch queried if the information regarding the day care task force, had been forthcoming, as requested. Rep. Hoelzel stated that some of the information that has been requested has not been as complete or as detailed, as the committee requested. Rep. McCain queried Mr. Sturtevant if the Task Force Sub-Committee could have the necessary information available to them upon asking. Mr. Sturtevant stated that no one has contacted his office requesting any information. Rep. McCain stated that the requests would be forthcoming to the Administrator. Rep. McKinney queried the committee as to whether they were looking into

the fact of what else the buildings (now being utilized by day care) could be used for, as well as consideration regarding providing some benefits (day care subsidy), noting that a "perk" has now been established. Rep. Hoelzel spoke to the fact that this is a "perk" that some employees have, but not all, adding that the concern was that it did not have to be provided. She went on to state that she did not feel that the committee was looking at resolving the day care at this point. She stated that the committee is trying to make it more self supporting, so that it is not costing the taxpayer.

Rep. Chase asked what the purpose was to identify if an employee had entered into a contract with their child or children at the day care center. He stated that he was not aware that there were individual contracts for employees/children. Rep. Hoelzel stated that, after checking with other day care centers, parents do sign a contract with the day care program so that they are responsible. With this contract, she stated, the day care center can then make plans and arrangements. She went on to note that the committee did not find that there were contracts for all children at the Rockingham County Day Care Center. Rep. Welch noted his concern that the phrase "perk" is used, stating that if, in fact, county employees are paying a competitive rate, it is not a "perk." He pointed out that if employees are paying a competitive rate, it should not be called a "perk." Rep. Hoelzel did mention that there are different rates established for each employee. Rep. McCain noted that he just allowed a two week extension, stating further that during this time, all pertinent information would be gathered, with concerns and questions being answered after the finalization of the committee's report. Rep. Malcolm suggested that the day care facilities

in question could be leased out to a private day care facility. A call for the vote on the motion made by Rep. McCain/Skinner to extend the time frame for the final report regarding the Rockingham County Child Day Care Task Force Committee was voted unanimously in the affirmative.

Rep. Malcolm then reported regarding the purchase of a clock and presentation made to him by the Rockingham County Delegation. A question was raised to Executive Committee as to whether they wished to purchase the same clock for Rep. McCain. Rep. Malcolm was instructed to proceed with the purchase of a clock for Rep. McCain.

Rep. Skinner noted for the record that Rep. Elizabeth Greene was retiring and that a scholarship fund has been started in her name at the University of New Hampshire, if anyone is interested. She noted that if anyone is interested, they could contact the Elizabeth Greene Scholarship Committee.

Prior to the adjournment of the Executive Committee Meeting, Rep. James R. Rosencrantz, Sr. noted for the record that he is not the owner of James R. Rosencrantz & Son and further, that he has not bid on farm equipment as per recent newspaper accountings of Commissioner Barka. He pointed out that by doing this, it would be a conflict of interest, and wanted to make the statement so that it was a matter of record.

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

Respectfully submitted,

Carrolle A. Popovich
Administrative Assistant to the
Board of Rockingham County Commissioners/
Rockingham County Delegation

Approved by:

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

EXECUTIVE COMMITTEE MEETING
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
July 31, 1992

A scheduled meeting of the Executive Committee of the Rockingham County Delegation was held this date, July 31, 1992 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:
Honorable Representatives: McCain, McKinney, Rosencrantz, Malcolm, Conroy, Sytek, Flanagan, McCarthy, Syracuse, Lovejoy, Welch, Pantelakos, Katsakiores, H. Flanders, Connell, Palazzo, Packard.

OTHERS: Honorable Representatives: Magoon, Woods, Chase, Brown, Weyler, Hoelzel, Parr, Dowd, Barnes.

OTHERS: Mrs. Maureen Barrows, Chairman, Board of Rockingham County Commissioners; Mrs. Jane Walker, Vice Chairman, Board of Rockingham County Commissioners; Mr. Clarke R. Chandler,

Treasurer for Rockingham County; Mr. Carleton Eldredge, Esq., Rockingham County Attorney; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mr. Ernest G. Woodside, Director, Rockingham County Maintenance and Engineering Department; Mrs. Judith Gates, Administrative Assistant to the Director of Maintenance/Engineering; Mrs. Louise Nash, Administrative Assistant to the Superintendent of Corrections; Mr. Robert J. Kidder, Rockingham County Farm Manager; 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 Mr. John Hart of the Manchester Union Leader.

The Chairman of the Executive Committee, Rep. Betsy McKinney, opened the meeting at 10:00 A.M., noting that the meeting agenda was lengthy. She noted that the next quarterly budget meeting for the Executive Committee would be October 23, 1992 at 10:00 A.M. in the Commissioners Conference Room of the Rockingham County Nursing Home in Brentwood, New Hampshire.

Chairman McKinney then recognized Rep. Welch for a motion. Rep. Welch then moved that the Executive Committee go into a non-public session, under RSA 91-A:3 II (a & c), to hear matters involving compensation and subjects which, discussed in public, could affect the reputation of individuals, and further request that Rep. Hoelzel be present to submit information to the Executive Committee. The motion was seconded by Rep. Lovejoy. The Chairman asked if everyone present understood the motion. There being no one who questioned the motion as presented, the Chairman then noted that the vote to go into non-public

session would be a roll call vote. A roll call vote was taken with the Clerk recording the following: YEAS: Connell, Conroy, Flanagan, H. Flanders, Katsakiores, Lovejoy, McCain, McCarthy, McKinney, Packard, Palazzo, Pantelakos, Rosencrantz, Syracuse, Sytek, Welch. NAYS: Malcolm. The Chairman declared that the majority voted in the affirmative. Rep. Malcolm noted that he voted nay because he did not believe in non-public sessions. Ch. McKinney asked that the meeting room be cleared of all individuals except the Executive Committee members and Rep. Kathleen Hoelzel. She explained that Mr. Sturtevant would be giving anyone interested a "cook's tour" of the new construction while the non-public session was being held.

The Executive Committee meeting was reopened at 10:35 A.M., with Rep. Welch moving that under RSA 91-A:3 II that the Executive Committee seal the minutes of the previous Executive Committee due to the subject matter presented. This motion was seconded by Rep. Lovejoy. Ch. McKinney asked if anyone had any questions. No one responded. The Chairman then asked for a roll call vote. The following roll call vote was recorded: YEAS: Connell, Conroy, Flanagan, H. Flanders, Katsakiores, Lovejoy, Malcolm, McCain, McCarthy, McKinney, Packard, Palazzo, Pantelakos, Rosencrantz, Syracuse, Welch. NAYS: Sytek. The Chairman declared that the vote was an affirmative vote.

Rep. Sytek was then recognized and offered the following motion which was seconded by Rep. Lovejoy:

I move that the Executive Committee formally request of the Commissioners, an accounting of the distribution of the pay raise money that the Delegation voted in February of 1992. We would like it within one (1) week.

Rep. Sytek spoke to her motion, stating that the Executive Committee allocated a pot of money, and said that it should be merit raises. She added that the Executive Committee would like a report of those allocations to know what the distribution was. Discussion ensued with the Clerk being instructed to write a letter to the Commissioners, requesting the information. It was noted that when the information was received, it was to be directed to the Wage/Salary committee. Rep. McCain questioned if the distribution, as requested by Rep. Sytek, was by department and percentages applied. Rep. Sytek noted that she wanted to know, by employee, what the raise allocation was. She noted that it was her desire, based on the information requested, to be able to tell if the allocation made was within the parameters of what the Delegation voted. Rep. Lovejoy stated that the Executive Committee needed to know which department received raises, and the individuals who received the raises. A call for the vote on the motion was recorded as unanimous in the affirmative. Discussion ensued with regards to the possibility of setting up a subcommittee to look into the position of a finance person for Rockingham County. Rep. McCain noted that as Chairman of the Delegation, he would reinstitute the County Manager Study Subcommittee if it was the sense of the Executive Committee. He noted that he would ask for a report from them as soon as possible. Rep. McKinney asked if he would include the study to include a finance director position. Rep. McCain noted her agreement, noting that he would reinstitute the committee, asking that they submit their report by October 23, 1992. Ch. McKinney noted that the Executive Committee would probably be meeting prior to October, and asked that any reports and information should be submitted for a September, 1992 meeting.

At this point in the meeting, Chairman McKinney noted that Representative Parr had asked to speak to the Executive Committee as a personal privilege. Rep. Parr rose and thanked the Executive Committee for being so kind and nice to her, noting that she never knows when she goes to the hospital whether she'll be coming back. Rep. Parr spoke to the Executive Committee with regard to the administrative aide to the Rockingham County Commissioners/Rockingham County Delegation. Rep. Parr stated the following: "This problem that we have been having here, has been very very difficult for her, and I understand there are some people who have been very unpleasant to her. I think she has been here twenty years, she came with me when I came here twenty years ago, and I think the Executive Board should give her a round of applause for all the work that she has done for us and all the times that she has been here. Every time that I have asked her at the last minute to do something for me, and whenever I was chairman of the budget - of the delegation committee, Nat was here, she knows what difficulty we had, and how many times we had people tell us that if we didn't do this or do that, they were going to through a rock through our door. I had that told to me several times. Carrolle was always nice, she was always good, she was always kind, and she has done everything she can for our committee, and I think we should show her our support, by giving her a round of applause." It was stated that the comments made by Rep. Parr was a motion, which was seconded by Rep. Malcolm. The Executive Committee and other delegation members rose and gave Carrolle Popovich a round of applause.

Chairman McKinney then asked for a report on the water tank form Mr. Chandler. Mr. Chandler stated that he had several issues to discuss. The first item he noted, was the water tank

issue, noting that two questions arose since he last met with the Executive Committee. Mr. Chandler stated that question #1 was: Could we fund the necessary adjustments that were needed to the water treatment associated with the water tank, the filtering system, and so on, out of the new bond? Mr. Chandler replied that the answer to question #1 was yes, noting that Rockingham County was moving forward in that regard. He stated that there was not a need for any appropriate votes for that process, stating further that the money saved based on the reduced cost to do the overall project would allow Rockingham County to put those funds into that. The second question Mr. Chandler noted was with regards to a capital reserve account, as it pertained with the annual bonding process and the concern that has been expressed that Rockingham County maintain a fund that approaches approximately \$2M per year. He noted discussion at the last Executive Committee meeting regarding that topic, and various ways that it could be done. Mr. Chandler noted that one way to accomplish that was to extend the interest on top of the legal fund accounts, and keep it separate; the other was to look at establishing a capital reserve account. Mr. Chandler noted that he has looked into a capital reserve account, and asked for an opinion and the establishment of it. He noted that should Rockingham County want to establish a capital reserve account, it would be with the money that was left over from the Rockingham County Department of Corrections and the lagoon, which, he noted, represented the interest income from that. Mr. Chandler explained that the project would be fully costed out and fully expended. He added that if this were to be done, it would have to be as a result of supplemental appropriation hearing and the requirement of a vote by the full Rockingham County Convention. He stated that from his perspective, it was something that

should be done, something that should be reviewed by the Executive Board, a meeting could then be called for the Delegation to look at a supplemental appropriation to do it. Mr. Chandler stated that if it was the desire of the Executive Committee to not move forward, it would not have to be done. He stressed that it had to be done on the basis of supplemental appropriation in order to do a capital reserve account.

Mr. Chandler also spoke to Executive Committee members with regards to the current borrowing situation. Mr. Chandler noted that it was originally anticipated in July to borrow additional funds for the remainder of the year. He explained that Rockingham County currently borrows at least twice and sometimes three times per year, generally January or February, in July and again in October, depending on how income and expenses is going. Mr. Chandler stated that, as all of you are aware, a certain number of allegations relative to expenses and improprieties associated with expenses and budgets. He stated that that information was passed on by legislators and other people to our accountant, who, at this stage of the game, has not offered to release the county's annual financial statement. Mr. Chandler stated that the auditor was reviewing his position relative to the question of materiality with legal counsel in the Attorney General's Office. He stated that what it meant was that Rockingham County did not have annual financial statements from 1991. Mr. Chandler also stressed that it also meant that Rockingham County would not borrow any money until they have the financial statements. Mr. Chandler related that he was in the process of trying to "shift funds between bonds and other places, in an effort to keep this place afloat for the next several weeks." He stated that he was hoping that the financial statements and the issue with the

Attorney General would be resolved within the next week to ten days. Mr. Chandler continued noting that, once financial statements were received, within one week following that, Rockingham County would then borrow some additional money to cover the general cash flow needs. He added that, as a result of the things going on in Rockingham County, the County's financial statements had been withheld, pending an assessment relative to the materiality of the questions that have been raised. Mr. Chandler pointed out that the inference from the auditor was not the material in comparison to the total budget picture and total financial structure of the County, adding that the associated opinions for that had not been received.

Rep. Sytek questioned who was asking for the financial report from the Attorney General. Mr. Chandler explained the difference between the audited financial statements, distinct from a management letter or comments regarding the organization structure of the county. Rep. Sytek further questioned Mr. Chandler regarding the financial statements, and their non-availability relative to the borrowing process, as outlined previously by Mr. Chandler. Mr. Chandler noted that Rockingham County could do a negotiated rate sale environment on a loan. He added that historically, for the last fourteen (14) years that he has been treasurer, it has not been done. He stated that competitive sales have been done because it was not in the best interest of Rockingham County to do something on a private negotiated basis. He added that he did not feel that Rockingham County would run into any serious problem until the financial statements were received. Mr. Chandler stated further that he felt it was appropriate to tell the Executive Committee that without them, it was not his intention to borrow any money.

Rep. Flanagan asked if it was legal to withhold a financial statement, since it was due to Rockingham County. Mr. Chandler stated that he felt that an annual financial statement and report could not be received until the auditor finished the work. He stated that the work is presently not considered finished until they have knowledge that there were material situations that affect the financial statements. Mr. Chandler stated that the observations and comments that have been made and passed on to the accountant have a perceived financial impact on the financial statements of Rockingham County. He stressed that what is currently trying to be resolved was the level of financial impact.

Rep. Lovejoy questioned Mr. Chandler as to when the financial statement was actually due. Mr. Chandler explained that it was due upon completion of the audit, with no specific date when it was due from the auditor. Rep. Lovejoy asked if it was last year's audit. Mr. Chandler replied the 1991 audit. Rep. Lovejoy made the observation that it was presently July 1992, and Rockingham County still had not received the audit. Rep. McCain questioned Mr. Chandler regarding his statement as to when the financial statement or audit was due. He explained that by statute, the audit is done by statute, with the noted requirement of ninety (90) days following the close of the year. Rep. McCain stated he was aware of the statute, as he wrote the statute two years ago. He stated that the county's fiscal year ended December 31, 1991. Rep. McCain noted his conversation with the auditor, Mr. Grzelak, with the auditor's statement that "How could I close because the books weren't closed." Rep. McCain spoke to the actual law, which he stated was ninety (90) days after the close of the fiscal year. He asked Mr. Chandler if the law had changed. Mr. Chandler stated that if one

wanted to look at the historical position of Rockingham County, it had, for the last several years, never been available before the first of May, and generally was available between the first and the fifteenth of May. Mr. Chandler further noted that the reason it was last this year was due to two (2) reasons: 1. The close out of the books which the prior auditor used to do and which the current auditor does not do; 2. The auditor will not release financial statements until he can issue an unqualified opinion. Mr. Chandler stated that an unqualified opinion could not be issued until the legal issues were resolved. Rep. McCain stated that it was his understanding, through a conversation with the auditor approximately one week ago, the Deloitte-Touche report had not yet been received by him, which, he noted would be part of the financial statement. Rep. McCain noted that it now had been received, as she received a copy of that report. Mr. Chandler stressed that there was information needed by Grzelak and Company from Deloitte-Touche relative to opinions about activities in the Rockingham County Nursing Home. He stated that that was one part of the opinion that would come out of the overall analysis of Rockingham County. Rep. McKinney asked how much the interest was on the bond for the reserve account. Mr. Chandler explained that that project had not been closed down yet. He stated that it was approximately \$450,000 of which \$100,000, as discussed in the last Executive Committee Meeting, was being used to offset the buyouts of the EUA Cogenics. He stated that that left a balance of approximately \$350,000. Rep. Sytek questioned Mr. Chandler regarding his discussion and suggestions to the Executive Committee. She queried Mr. Chandler if he was suggesting that the County should set up a capital reserve fund, to set up a line in the budget to receive the interest left over from those projects.

Mr. Chandler explained that it was his suggestion that the county set up a capital reserve fund with the monies left over from the Jail and Lagoon accounts. He explained that, from the \$450,000, the Executive Committee voted previously \$100,000 to pay off a contract (EUA Cogenics). Rep. Sytek asked Mr. Chandler if he was suggesting that an account be set up to receive the interest from the balance of \$350,000. Mr. Chandler explained that when the project is closed down, sometime within the next three to four weeks while subcontractors finish, he stated he would either move the balance of the funds into the general fund to be carried as a budgetary surplus at the end of the year or move forward with the establishment of a capital reserve fund, based on those monies which were not originally anticipated to come into the budget structure. He stressed that it was his recommendation financially, in an attempt to get to get a \$2M "cushion" which is what the bonding agency wants to see, was to use that in addition to the legal funds which were set aside, as part of the base. He stated that this was something that was outside of the normal budget process. He stated that the Executive Committee could opt to move forward on a supplemental appropriate or just carry it as a surplus for 1992. Mr. Chandler explained the method of establishing a capital reserve account. He stressed that it would have to be done by supplemental appropriation. A meeting of the whole convention would have to be held.

Rep. Sytek queried if the Executive Committee needed to set up such a meeting in order to satisfy the bond rating. Mr. Chandler explained that on an annual basis in Rockingham County, there were generally two things that have worked. He noted the first as being a surplus of about \$1M, once the books were balanced and secondly, there was about \$1M in other funds that are constantly carried

forward. Rep. Sytek asked if the Capital Reserve Fund was to be used for capital projects. Mr. Chandler agreed. He added that it could be spent or just left there. Rep. McKinney noted for the record that a capital reserve fund had to be set up for a certain purpose, further noting that an itemization had to be done when monies were withdrawn. She stated that this could not be used as a "slush fund." Rep. McKinney stressed that the money that would be put aside was the taxpayer's money. Rep. McCain asked Treasurer Chandler if he would compile a one or two page report so that the Executive Committee could take it to the entire body of the delegation. He further suggested that the Executive Committee could be polled, but wanted to review a written report from the Treasurer first. Mr. Chandler noted that the balance of \$350,000 from the jail and lagoon construction projects has no impact on the 1992 taxes. Mr. Chandler stressed that the rating agency was requiring Rockingham County have a \$2M "cushion" when they went to borrow money. He stated that he was looking at ways to have the \$2M "cushion" that would have a minimum amount of impact on the taxpayer. He stated that his suggestion for a supplemental appropriation was a way of doing it. Mr. Chandler noted that Rockingham County had bonded more items over the past couple of years. Mr. Chandler stressed that, in the future, or when the next project comes about, the \$2M "cushion" will be very helpful.

Chairman McKinney noted that one of the agenda items noted on the July 31st agenda was the audit report. She explained that the Chairman of the Delegation as well as herself came to the Commissioners Office one day and was told that the audit was not available, because it had not been completed. She stated that, although there was some controversy, it was felt that if the audit report was not available

for the Executive Committee, the auditor was going to be invited to the Executive Committee Meeting. She added that the financial report has not been completed to date, noting that the profit and loss statement still has not been completed to date. Rep. McKinney stated that what was available was the management letter and comments. She stated that she picked up her copy, and asked if copies of the information could be made available to each Executive Committee member. She noted that while the Executive Committee members broke for lunch, copies of the information would be made and distributed to them for discussion after lunch. She commented that, after reviewing the information, it was the feeling that the committee to review a county manager or financial person should be reinstated. She added that most of the management comments included in the report were bad, stating that there was not much internal control. Rep. McKinney stressed that the county has grown, stressing the need to keep up-to-date with the record keeping process.

Discussion then ensued with regards to a request from Department of Corrections employees who asked to be placed on the July 31st Executive Committee agenda. Chairman McKinney noted that on Wednesday, the employees at the Rockingham County Department of Corrections voted in a union, adding that the information coming before the Executive Committee was a mute question, stating that it would be part of negotiations. At this point in the meeting, Mr. Butch Whitehouse and Mr. Steve Warnock spoke to the Executive Committee members regarding Group II retirement. Mr. Warnock noted that the union had voted last Wednesday, but information and discussion with regard to the Group II retirement had transpired quite some time before the union vote. Mr. Warnock stressed that the plan, as

presented, could save the county a minimum of sixty thousand dollars (\$60,000.) per year. He stressed that he was a taxpayer, and this plan could save the taxpayers money. He stated that there would also be a savings for the correctional officers in the amount of approximately twenty to twenty five thousand (\$20,000-\$25,000) per year total. He added that this represents approximately twelve dollars (\$12.00) biweekly in a paycheck. Mr. Warnock went on to note that the plan would not cost the county, the Department of Corrections and would not cost the taxpayers anything. He stressed the fact that the plan would benefit the county, the taxpayer and the employee. He explained further that the plan would provide a better retirement plan, would show an increase in the employees paycheck in the amount of approximately twelve dollars (\$12.00) and the county would be saving approximately twenty one dollars (\$21.00) bi-weekly. Mr. Warnock stated that he didn't see any reason that the plan, as presented, that benefits everybody and did not hurt anybody, should not be implemented. He added that everyone was in support of the plan. Mr. Warnock pointed out that the plan would draw a better employee for Rockingham County and would give a long term employee, who was looking for good benefits. He noted that the Group II retirement plan also includes police officers and Rockingham County Sheriffs. He stressed that the plan, as presented, would be a savings all around.

Rep. Lovejoy stated that she received the information presented in the mail and, as a member of the Rockingham County Jail/House of Correction Committee, she was incensed that the committee did not know about this before it came to the Executive Committee, adding that she would vote against it. Rep. McKinney questioned if there was a buy-in for the plan. Mr. Warnock explained that it was his

understanding that a buy-in was not available at this time. He added that in the past, the Retirement Board has allowed other groups to buy-in, through special legislation. He added that that is not available at this time, so there would not be any buy-in costs. Mr. Warnock noted that it would be a matter of the Commissioners and Executive Committee recommending to the full Convention, and moving from Group I to Group II. Mr. Warnock stated that a mailing was first done in May of 1992, and another in July of 1992. Rep. McCain questioned what the Commissioners position was regarding the request. He asked if the Commissioners had voted the request. Mr. Warnock noted that the proposal was brought to the Commissioners, adding that a meeting was held with the Commissioners to discuss the proposal. Mr. Warnock stated that Roy Morrisette was asked to do an analysis of the Group II retirement, which was done, noting that the information was available on the last page of the information presented. Mr. Warnock stated that through the analysis, it was noted that the plan would save the county, in the first five months, twenty one thousand four hundred thirteen dollars sixty cents (\$21,413.60). Mr. Warnock stated that the Commissioners were given time to review the proposal, and contacted the Commissioners a second time regarding the proposal. He mentioned a recent newspaper article that noted that "the Commissioners had no plans to talk about the retirement issue." Mr. Warnock stated that correctional officers felt it was being made into a dead issue, which could afford the county a great savings.

A question was raised with regarding the savings portion of the plan. Mr. Whitehouse stated that if the Group II retirement plan, the county would be exempt from the social security payments. He noted that the savings

would be realized from the 6 1/2% that the county would not have to fund for the social security payments. Mr. Whitehouse explained that currently, Rockingham County, as the employer, contributes to social security. He added that if the Group II retirement was voted, the county would be exempt from the social security payment, noting that it would not have to be funded. Rep. Sytek stated that she was sympathetic to the request, stating that she did not understand why this had not been formalized. She asked if the Executive Committee had the authority to authorize this request. She added that the Executive Committee and Delegation appropriated the money, but it was up to the Commissioners to administer it. Rep. McKinney noted that eventually, this would have to be approved by the Executive Committee, and then it would go before the Delegation. She added that the process should first start with the Commissioners. Rep. McKinney stated that perhaps the union vote was a reason that the plan as presented, was not voted or recommended by the Commissioners. Commissioner Walker pointed out that Group II retirement also requires that employees be in a much stricter physical condition. She added that if the employee cannot meet that physical condition, they can no longer be an employee. Commissioner Walker pointed out that if some of the employees could not meet the physical requirements, as required for Group II, it could present a problem. Rep. Welch stated that it was his understanding that there was a couple of employees that may not be able to make the physical requirement, adding that he thought there was a two (2) year time frame in which to qualify. Mr. Warnock stated that an employee would have two (2) year to pass the minimum requirements, noting that one of the "worst candidates" at the Jail/House of Correction, signed the petition for Group II.

He added that when you have to deal with all calibers of inmates, it was important to have individuals who were in "respectably good condition" as correctional officers, noting the benefit to the Jail as well as the county. Rep. Pantelakos stated that she did not understand why the Commissioners would deny the majority of the individuals who requested to go into Group II, just because a few would not pass the physical requirements. Rep. McKinney stated that she did not think that that was the only reason that the Commissioners have not voted for the request at this time. Rep. McKinney stated that the Executive Committee could take the information under advisement, but noted that it was back to the Commissioners for their consideration. Mr. Warnock stated that both Butch Whitehouse and himself have worked on the Group II proposal, adding that, as far as the union was concerned, it had nothing to do with the Group II proposal, adding that the decision to go with a union had no bearing on the proposal. He urged the Executive Committee to consider the proposal.

Mr. Whitehouse explained that relevant legislation was also distributed to each Executive Committee member. He noted that the legislation would require the Commissioners and the Executive Committee to come to an agreement. He added that the Executive Committee would have to make a recommendation to the Delegation, noting that it was a "joint venture." Rep. McKinney stated that she did not feel that the Executive Committee would not have an objection to the proposal, stressing the need to find out what the buy-in was. A question was raised as to whether the proposal would be a bargaining issue. Rep. McKinney suggested that the Rockingham County Department of Corrections Sub-Committee could look into the issue further as well as the retirement board regarding the cost factors. Rep. Palazzo

questioned if it was possible to make a motion to compel the Commissioners to allow the correctional officers to go into Group II. Rep. Palazzo was told that the Executive Committee did not have that kind of authority, but did have authority with regards to the budgetary process, to insure that the budgetary money was spent correctly. Chairman McKinney stated that she felt the matter at hand was a personnel matter, adding that it may be a negotiating matter. She added that once the employees discuss this further with the union, an agreement is reached and a budget is discussed next year, with the approval of the Executive Committee, it could then be voted. Rep. Palazzo questioned if the plan was a bargaining issue. Rep. McKinney asked if it was. Mr. Warnock stated that he was told that it was not a bargaining issue by the union that represents employees at the Rockingham County Jail/House of Corrections. Rep. McKinney stated that she felt it was an employee/employer relations issue. Rep. McCain stated that he was in support of the idea, noting that he felt that it was important to follow the law, at it was written. He noted the process that should be followed to review the plan. Rep. McKinney suggested that the costs for the buy-in should be reviewed, so that the Executive Committee could be prepared and ready when the discussion came to them. Rep. Pantelakos stated that she disagreed that the issue at hand was an employee/employer issue. She stressed that it was a taxpayer's issue, stating that it could save the taxpayers money. Rep. Welch stated that he wanted to go on record of being in favor of the proposal. He added that it would also give a better grade of employee working at the Rockingham County Jail/House of Correction. Rep. McCain stated that as Chairman of the Delegation, he would ask the Rockingham County Jail/House of Correction Sub-Committee to look into the

proposal. He stated that as a result of many issues to come before the Delegation, there would be a need to have another full Delegation meeting soon, at which time this topic could be discussed. He noted that he would direct the Jail/House of Correction Sub-Committee to look into the Group II retirement proposal, and that they report to the Executive Committee prior to the next county meeting which would be in approximately four (4) to five (5) weeks. Mr. Warnock and Mr. Whitehouse thanked the Executive Committee for their time, and offered assistance to anyone who needed help reviewing the proposal as submitted.

Discussion then ensued with regards to an agenda item, Special Budget Item. Rep. McCain stated that he asked that this be placed on the agenda, so that it could be discussed at the Executive Committee Meeting. He noted that an issue arose with regard to telephone charges. Rep. McCain asked if the Executive Committee wanted him to reimburse the county for calls which were made with regard to delegation work that he had made as Chairman. He offered to reimburse for the charges, adding that one of the Commissioners felt the charges were illegal. He went on to note that he was not aware that he could not talk with those involved regarding county related issues. Rep. McCain explained that he was looking to the Executive Committee for their review and consideration with regards to the telephone expenses that he has incurred as Chairman of the Delegation. Rep. McCain offered to pay for the telephone bill, stressing that the expenditure was not high. He stated that, to date, the Delegation has only spent three hundred dollars (\$300) from the beginning of the year for all delegation related calls. Rep. Chase stated that when he was Delegation Chairman, he was issued a telephone credit card that he utilized, and further noted that he was not required to keep a running list of the

calls he made as Delegation Chairman. He stated that because he was not required to keep a running list, he did not feel that the present chairman should have to either, and stressed that he would not support any motion to have the Chairman pay for the telephone bill relative to county delegation business. Rep. Flanagan stated that the Chairman has been working in the interest of the county, and urged all Executive Committee members to support this request. Chairman McKinney questioned Rep. Flanagan regarding whether she had the same privileges of the utilization of a telephone credit card when she was Delegation Chairman. Rep. Flanagan stated that she, too, had the same privileges. Rep. Malcolm then moved that the county pay for the cost of the telephone charges incurred by the Delegation Chairman. This motion was seconded by Rep. Welch and so voted unanimously in the affirmative.

Rep. Katsakiores questioned Rep. McCain with regards to statutory support for Rep. McCain. Rep. McCain stated that he had statutory support, noting that the constitution stated that all of the election questions and qualifications of a representative, after he/or she has been elected, are resolved by petition to the elections committee of the House of Representatives. He stated further that he has spoken with the Speaker of the House, as late as Wednesday, July 29, 1992, as well as Caroline Gross, stating that they did not have any questions filed with them. Rep. McCain went on to state that they are of the opinion that he was still a legal resident. He added that the supervisors of the checklist were originally given the question when it was raised. He stated that he has not been contacted by them and told that he was not a registered voter in Brentwood. Rep. McCain further commented that when he went to the

Rockingham County Attorney, making reference to a letter he sent to Mr. Eldredge dated May 8, 1992, thanking him for his opinion that he did not have to resign. Rep. McCain stated that he had copies of letters dated May 15, 1992 (press release) which he intended to send out to every member of the delegation regarding him stepping down. Rep. McCain pointed out that after he was told that he didn't have to step down, and when problems arose for the administrative assistant, he decided to stay. Rep. McCain stressed that he was told by the Rockingham County Attorney that he did not have to resign, and respected that decision. Rep. McCain added that no one, other than two (2) people who have called until approximately two (2) weeks ago, an individual called and asked that he be removed by the House Speaker. He explained that the individual was told that they should file a petition which would be considered by the elections committee, which was done similar with Rep. McGovern. Rep. McCain stated that he believed that, although the Commissioners were calling for his resignation, they had copies of letters that were sent by the Fremont Selectmen as well as another group, applauding him for his work. He stressed that he was not aware that there was anyone who has had any trouble reaching him. He added that he has used the county telephone credit card, and was prepared to review his own personal telephone bills, which also included county telephone calls, with all Executive Committee members. Rep. McCain stated that he told the Commissioners that he would be glad to come and live in his apartment in Brentwood full time, if they could provide him with an office, so that he could watch them full time every day.

At this point in the meeting, the County Attorney/Medical Examiner budget for the second quarter was reviewed. Rep. McCarthy, Co-Chairman of this committee reviewed his

committee report. He noted that the committee met Wednesday, July 29, 1992, referring to the committee report for the second quarter. He noted that the Rockingham County Attorney's budget continued "on-line" with an overall expenditure rate of 48.39% of appropriations. He added that there were potential problems in the medical examiner's budget. He added that this was mentioned in the first quarterly review of the budget, noting the same problem areas - views and autopsies. He noted that views were expended at 107.19% and autopsies were expended at 87.13%. Rep. McCarthy pointed out that the two areas were areas that there was no control. Rep. McCarthy went on to state that through mid-July, there had been one hundred fifty nine (159) views at one hundred dollars (\$100) per view. He stated that if the trend continued, there would be a need for more funding in that particular area. Rep. McCarthy stated that the County Attorney stated that he would attempt to try to get some sort of projection on views for the remainder of the fiscal year.

Rep. McCarthy noted that an area that has come up, making reference to correspondence addressed July 17, 1992, was a recommendation in the amount of twenty three thousand seven hundred fifty dollars (\$23,700) for the implementation of the District Court Pilot Program in Rockingham County. He noted that this was created by the legislature, House Bill 677-FN, enacted by both Houses, effective July 1, 1992. He noted that the subcommittee discussed the proposal, noting that a vote was taken (five to nothing) for non support the request for the additional funds. Rep. McCarthy stated that the reason was due to the fiscal impact note that was on the Bill. He read the following: "Fiscal Impact: The judicial Branch indicated that this bill, as amended by the House, will increase state

expenditures by \$201,582 in each of the fiscal years 1993 and 1994. There is no fiscal impact on state, county or local revenues or on county and local expenditures." He added that, for that reason, the committee voted non support of the request. He added that, subsequent to his report, that same item was on the agenda under New Business, stating that the Rockingham County Attorney may want to speak to the item. Rep. Lovejoy asked if she could ask Rep. Chase a question, noting that he was on the Medical Examiner Sub-Committee several years ago. She was allowed to question Rep. Chase. Rep. Lovejoy questioned Rep. Chase if the Executive Committee voted a flat fee for every viewing. Rep. Chase stated that the fee was set at \$100 per viewing. Rep. McCain moved that the agenda be amended to bring the special item into discussion by the Rockingham County Attorney at this time. This motion was seconded by Rep. Conroy. A call for the vote was recorded in the affirmative. Discussion ensued with regard to the salary, benefits and clerical support for a new prosecutor. Mr. Eldredge stated that the Bill had already been enacted when he first heard about it. He was asked to appear at the Supreme Court to talk with Associate Justice Batchelder, who had been assigned by the Supreme Court to work on this implementation. He stated that it was recognized that this proposal would put a burden on his office. He stated that the Salem court was not set up for jury trials, adding that Portsmouth was geared up to do jury trials. He explained that juries had been drawn in Exeter and convened in Portsmouth. Mr. Eldredge stated that he believed that the proposal was a movement in the right direction. He stressed that it would take all misdemeanor cases out of the superior court. He stated that of these cases, there was a very small percentage of them that get appealed.

Mr. Eldredge stated that he felt it was infeasible to take an attorney from his office because his staff is already overburdened. He stated that his plan would be to hire a "novice" attorney that would be trained, with a "seasoned" person placed in the district court program. He stated that he thought it would be a good idea. Rep. McKinney asked what would happen if Rockingham County did not participate. Mr. Eldredge noted that a pilot program could not be run without prosecutors. Mr. Eldredge noted that the courts have ruled that they will not allow jury trials to be conducted by police prosecutors, they want lawyers. Rep. McCain questioned the expense to the county. Rep. Syracuse noted his conversation with the prime sponsor of the House Bill, Rep. Murphy. He reviewed the testimony and discussion relative to the Bill. He stated that the overall outcome of the Bill was to reduce the work load, adding that the proposal of the pilot program would mean the need to hire staff, thus adding more "holes" in the program. He stated that, because it would be an additional expense, he had a great deal of difficulty supporting the proposal. Mr. Eldredge stated that nobody familiar with prosecuting problems of this county, participated in the enactment of the Bill. He added that it was helices to sit here and say that the Bill would not increase the funding and work load in this county for lawyer/prosecutors.

Rep. Connell noted that it came down to a question as to whether Rockingham County could be sure that there would be more people opting for jury trials in the first instance than presently appeal from convictions. Mr. Eldredge made reference to the process and procedure followed in Massachusetts for a jury trial. He explained the new system would reduce the number of jury trials. Rep.

Syracusa stated that he felt it was strange that no one from Rockingham County was on this committee. He added that he did not feel that there was sufficient information to make a decision. He stressed the need for additional information. Rep. Syracuse then moved to table for more information until the October meeting of the Executive Committee. This motion was seconded by Rep. Lovejoy. A call for the vote on the motion was recorded in the affirmative with four (4) negative votes recorded. Rep. Welch then moved, duly seconded by Rep. McCarthy that the report of the Rockingham County Attorney/Medical Examiner, as presented by Rep. McCarthy for the second quarter, be accepted. A call for the vote on the motion was so voted in the affirmative.

Rep. McCarthy noted that she was in receipt of a letter from Rep. Benton, the Chairman of the Treasurer/Deputy Sub-Committee. She noted that the letter noted that this department was at 40% of their budget for the second quarter. Rep. McKinney noted that Rep. Benton's letter commented on the expenditures of the audit budget. The letter noted that the Commissioners initially recommended \$14,528 for services in 1992. It was noted that that amount was approved and adopted. The letter stated further that subsequently, the Commissioners negotiated, and the budget was increased by \$3,300 for special tasks, making the auditors budget \$17,828 for the year. Rep. McKinney noted that the regular audit was performed, with the addition of other items, noting that invoices totalled \$14,400, as per the report of Rep. Benton. It was noted that this sum was 81% of the audit expense. A motion was then made by Rep. Malcolm, seconded by Rep. Pantelakos that the report of the Treasurer/Deputy for the second quarter, as submitted by Rep. Benton be adopted. The motion was so voted unanimously in the affirmative.

Rep. Barnes then discussed and reviewed the Sheriff's Department budget for the second quarter. Rep. Barnes noted that he met with the High Sheriff, and didn't feel that there was a need to hold a meeting. He added that telephone charges for the Sheriff's Department were at 47.49% as of the second quarter. Rep. Barnes noted that every item within the Sheriff's Department budget, with the exception of one item, was 50% or less. Sheriff Vetter spoke to the overexpended line item, noting that it was line item 4140-35. He stated that he was \$5,240 overexpended. Sheriff Vetter stated that this topic was discussed at the April meeting of the Executive Committee. Sheriff Vetter explained that the Executive Committee did give him permission to overexpend that amount of money for the computer networking system within his office. He added that the funds for this would be made up elsewhere from another line item within his budget. He added that a second line item that was allowed to be overexpended at the April meeting was line item 4140-08 - Grant Salaries/Outside Details. Sheriff Vetter explained that, five days prior to the meeting in April, his department received a DWI grant in the amount of \$5,000 which will be expended by the end of the year, and will show that he was overexpended by at least \$5,000 on the grant as well as presidential details. Sheriff Vetter stated that the Executive Committee gave him permission to overexpend on line item 4140-08, any amount that would be reimbursed by grants or outside details. Rep. McKinney questioned the revenue portion of the Sheriff's Department. She asked if the Sheriff's Department was putting expenses against revenues in the Civil portion of his budget. Sheriff Vetter reviewed line item 4012-03. He explained that attachment process done through the Registry of Deeds, and the billing process through the Deeds Office. Rep. McKinney

questioned why expenditures were expended from the revenues portion of the budget. Sheriff Vetter stated that the way the particular accounting situation was set up, it was allowed. Sheriff Vetter stated that he had some accounts that have been in his Civil Office for over a year, which are normally written off. He stated the process and procedure followed with the old auditor regarding writing off bad debts. He stated that because there were so many of them, he asked the new auditor to review with him and his staff, their recommended process and procedure for writing off the bad debts. He stated that although he asked the auditor to review this with him, he had not seen him, and asked the Executive Committee to urge the auditor to come over to his office so that he could zero out the bad debts that his office is holding.

Rep. Barnes stated that, although he previously had made a statement that the Sheriff's Department was only overspent on two items, he pointed out that, after going through the report, there were several items within this budget which were well over the 50% mark. He reviewed 4140-35 - Office Equipment line item. Sheriff Vetter explained that insurances and bonds were over because they were paid on a one time basis.

Sheriff Vetter also brought to the attention of the Executive Committee, information relative to cruiser replacements, as it pertained to his budget. Rep. Barnes noted that presently, there were three (3) vehicles that had over 100,000 miles on them; five (5) vehicles with 90,000-100,000 miles on them; four (4) vehicles with 80,000-90,000 miles on them; and three (3) vehicles with 70,000-80,000 miles on them. Rep. Barnes noted that the Sheriff's Department currently had nineteen (19) vehicles in their

fleet - four (4) of which had mileage under 70,000 miles.

Rep. McCain queried the Sheriff if there were any items within his budget that gave him concern that may go over the bottom line at the end of the year. Sheriff Vetter noted that he has expensed a lot of money on vehicle maintenance, and possibly the overtime portion of the budget. Sheriff Vetter spoke to a recent problem with one of the cruisers, noting that the engine blew. He added that he would be purchasing a rebuilt engine to replace the old one, with the hopes that the maintenance mechanic can rebuild the old one when he has time, to utilize it when the next engine blows. A motion was then made by Rep. Conroy, seconded by Rep. Welch, that the Sheriff's Department report, as submitted and discussed by Rep. Barnes, be approved for the second quarter. A call for the vote on the motion was so voted in the affirmative.

Discussion then ensued with regards to the Registry of Deeds budget. It was noted that there was no one available to speak to this budget. Rep. McKinney noted that revenues were up in this budget for this quarter. Rep. Malcolm asked if the revenue had been received from Seabrook. Rep. Pantelakos then moved, seconded by Rep. Palazzo, that the Register of Deed's budget for the second quarter be accepted. This motion was voted in the affirmative, with one opposing vote.

Maintenance Department - Rep. Malcolm reported that this budget was over in the fuel line item. He noted that the subcommittee cut this line item within the budget for 1992. He stated that it was expected that this line item would be on target at the end of the year. Rep. Malcolm also noted the irrigation maintenance and supplies line item was also

over, due to the fact that it was not known what would be needed within this line item for the year. A motion was then made by Rep. Chase, seconded by Rep. Pantelakos, that the Maintenance Department budget report for the second quarter be accepted. A call for the vote on the motion was recorded in the affirmative.

Public Assistance/Special Grants - Rep. Flanagan moved, seconded by Rep. Lovejoy, that this portion of the budget be accepted as noted for the second quarter. Discussion ensued with Rep. Sytek noting that this portion of the budget represented \$3M, adding further that presently, this portion was approximately 10% over at the second quarter. She stressed that with that fact, the county has big problems. Rep. McKinney stated that although the Executive Committee has repeatedly been told that there can be nothing done about Old Age Assistance and Public Assistance, the audit report reflects problems in these areas. Rep. McCain stated that on checking on this portion of the budget, and the comments made in the audit report, he stated that a special committee should check on these issues, relative to the Old Age Assistance portion of the budget, as well as other areas within this budget. Rep. McKinney asked if this special committee could be instituted and report back to the Executive Committee by mid-September. Rep. McKinney stressed the importance of reading the management letter of the audit report. Rep. McKinney noted that for many years, the December bills were paid in January, and then placed in the following year's budget. She stated that that process just postpones it year after year, which gives false statements for the financial conditions. Rep. McCain commented that the statement of no control in the Old Age Assistance and Public Assistance portion of the budget is incorrect. He

stressed the point that the Executive Committee does have control over these areas, stating that he will direct the new study committee to look into these areas. Rep. McKinney noted that the motion, as noted by Rep. Flanagan/Lovejoy should have the stipulation that the Executive Committee approves the Public Assistance/Special Grants for the second quarter, as it was presented as of June 30, 1992. A call for the vote on the motion, with the stipulations as noted by Rep. McKinney, was voted unanimously in the affirmative.

Rockingham County Nursing Home - Rep. H. Flanders noted that although he did not attend the committee meeting, he did review the bottom line of the budget, noting that it was in good shape. Rep. McKinney stated that she had hoped that Mr. Sturtevant would be available to give a report on the new construction. Rep. Hoelzel, liaison for the construction at the Rockingham County Nursing Home was progressing well. She added that there have been some change orders as a result of construction. She added that it was hoped that residents would be moved into the new building by Christmas. Rep. Hoelzel further noted that she attends all construction meetings, pointing out that the construction was going very well. There being no questions with regard to Rep. Hoelzel's report, Rep. Malcolm moved, seconded by Rep. McCarthy, to accept the second quarterly budget for the Rockingham County Nursing Home as presented. The motion was so voted in the affirmative.

Department of Corrections - Rep. Brown noted that the bottom line of this budget was on target. He noted that there were some line items within this budget that were overexpended, noting medical expenses and medication. He made reference to recent correspondence concerning this area. Rep.

Brown explained that medications were up 20%, estimating that this portion of the budget would be more over expended by the end of the year. Rep. Brown also spoke to overages due to inmates being admitted to hospitals. He further explained that there would be an overage in paper products due to the fact that the jail kitchen didn't go on-line right away, thus the need for additional paper products. Rep. Brown also reviewed the line item regarding the costs of inmates in other facilities. He explained that inmates that are ordered by the courts, are placed in other facilities. He stated that overall, the bottom line figure of this budget was right on target. Rep. Pantelakos asked if Rockingham County currently furnishes approximately \$200/per day for snacks. Mrs. Louise Nash, Administrative Assistant, explained that the Jail/House of Corrections supplies bread and that muffins are delivered in the mornings only. She stated that machine milk is available to inmates all day, as well as coffee. She stated that there is a bread supply for inmates who wish to make toast. Rep. Pantelakos questioned if those items would run approximately \$200 per day. Mrs. Nash noted that she did not have sufficient information with her to reply to the question. Mrs. Nash noted that presently the total inmate count was approximately 164. Rep. Katsakiores questioned the medical expenses portion of the budget. He asked if inmates abuse the privilege of medical attention. Mrs. Nash explained that inmates are seen by nurses and are referred to the doctor. She added that there were occasions that inmates have been sent to the emergency rooms. She stressed the fact that the nurses within the facility do a very good job making determinations as to who needs medical attention. Rep. Katsakiores stated that he concluded that the Jail/House of correction does everything that can be done. Mrs. Nash stated that when inmates enter the

hospital and stay for surgery, the county is responsible for the bills incurred. She added that these bills were very justifiable. Mrs. Nash explained that there were some inmates presently incarcerated within the facility that were dying of cancer, and some that were on very expensive medications. Rep. Lovejoy stated that, as a member of the jail committee, the county has to take care of the medical bills or could end up with litigation.

Rep. Welch stated that in cases where inmates have insurance coverage, the insurance takes care of the majority, with the county taking care of the balance. Rep. Rosencrantz spoke about a call he recently received with regard to an inmate who was complaining of pains in their stomach. He noted that the individual in question was finally taken to the hospital and was diagnosed with appendicitis. He asked if inmates are seen on a regular basis. Mrs. Nash stated that the jail has "med call" for inmates, also noting the process and procedure followed to see the doctor. She stated that the doctor comes into the facility two to three times per week. Mrs. Nash added that if there was a question, such as appendicitis, the nurse would make the referral to the doctor, who would send them to the emergency room. Rep. Welch stated that the personnel within the Jail/House of Correction were very sensitive to these types of problems. A motion was then made by Rep. McCain, seconded by Rep. Malcolm, that the second quarter report for the Rockingham County Jail/House of Correction, as presented by Rep. Brown, be accepted. This motion was so voted in the affirmative.

The meeting then recessed for lunch at 12:30. Chairman McKinney noted that the meeting would reconvene at 1:00 P.M.

Rep. Woods, Chairman, Rockingham County Child

Day Care Task Force Committee, then met with Executive Committee members and noted that the committee stands behind their report as written and presented. She offered to answer any questions relative to the report. Rep. Woods stated that although the full Board of Commissioners did not respond to the day care report, she was in receipt of a report which was given to her earlier in the morning from Commissioner Walker. Rep. Woods related that a meeting did take place with the Director of the program, along with Mr. Sturtevant and the Board of Rockingham County Commissioners to discuss her committee's report. She noted that she was in receipt of the minutes of that meeting, adding that the report from Commissioner Walker was compiled from those minutes. Rep. Woods stressed that the Executive Committee was fortunate that four (4) of the five (5) members of the day care task force committee were also in attendance at the July 31st meeting.

Rep. Woods reported that the task force committee liberally praised the child day care program. She added that the committee thought it was a worthwhile program, but felt that the worthiness of the program did not entitle it to "carte blanche." Rep. Woods noted the fact that although there was worthiness to the program, the task force felt it was beginning to "run amock," and was costing the taxpayers too much money. Rep. Woods added that the task force wanted to see the program under control, so that it could continue to serve not only employees and their children but also the entire county. She added that if the program continues spending the amount of money it has been, the committee felt they could not support it. Rep. Woods noted that it was the hope of the committee that they present their information, so that those involved would see it as an opportunity to make the necessary

changes so that the program could proceed.

Rep. Woods also noted that the committee had concerns with the bookkeeping portion of the program, stressing that the committee had some serious concerns about this aspect of the program. Rep. Woods noted that the committee was very dismayed when they saw the type of records that were kept, and hoped that this would change. It was the hope of the committee that this area would be a priority for change. Rep. Woods noted that she assumed the response received from Commissioner Walker was from the Board of Commissioners. Commissioner Walker noted that she reviewed the fifteen (15) pages of minutes of the meeting with the Director, Mr. Sturtevant and the Board of Commissioners and compiled a report for herself. She noted that the three commissioners have not sat down to do a report, adding that was why she only put her name on the report. Commissioner Walker stated that she was available to discuss her report. Rep. Woods noted that she did not want to comment on any of the items included within the report from Commissioner Walker. Rep. Woods stated further that she expected someone from the Executive Committee to inform her with regards to the response of the Commissioners.

Rep. McKinney questioned the committee's report with regards to grandchildren attending the center. Rep. Woods noted that it was her impression that the program was for the children of county employees. She added that he received the information requested, it became apparent to committee members that some of the children attending were not children of employees. Rep. Woods noted that it was not the intention of the committee to say what was wrong or right, the committee just wanted to know who was the program for, with the thought and consideration that perhaps the program

should be opened up further to others. Commissioner Walker noted that one of the grandparents in question has custody of the grandchild. She added that some of the nieces and nephews who attend the program possibly live in the same house, thus giving a family connection. Rep. Woods stressed that the bottom line of her committee's report was that the committee needed to see that the program was being run as efficiently as possible.

Rep. Woods went on to stress the importance of on-site day care but stressed that although the program had its worthiness, that didn't give it "carte blanche." Rep. Lovejoy asked if there was any way that the program could be self supporting. She made reference to the Derry School system and their day care center at South Grange School. Rep. Lovejoy noted that that program was self supporting, asking if that program was self supporting, why couldn't the Rockingham County Child Day Care Program. Rep. Woods noted that the committee spoke with many day care programs with regards to their operation. Rep. Woods noted that it was very difficult for a program such as the child day care program at Rockingham County, to make money. Rep. Woods added that the program could be self supporting. Rep. Woods went on to note that although she was not a representative when the program was started, she as well as every other member of the task force was told by everyone they spoke with remembers clearly that they were told that the program would be a self supporting program. Rep. Woods noted that this has been contradicted by individuals in the Commissioners office. Rep. Woods stressed that every individual that the committee spoke with, clearly remembers being told that the program would be self supporting.

Rep. Welch made reference to Page two of the committee's report, stating that the report

indicated that the program costs the taxpayers \$100,000 per year. He asked if this money was over and above the revenue received. Rep. Woods noted that it was, indeed, over and above the revenue. Rep. Welch questioned if a comparison was done with other day care centers in other areas of the county. Rep. McKinney noted that the figures given did not reflect the nursing costs. Rep. Woods noted that the statement was addressed in her committee report. She related that the nursing costs of today's present day economy, does not factor into the program at this point. Rep. McCain asked Rep. Woods if she felt a copy of the minutes of the July 2, 1992 meeting would be beneficial to each Executive Committee member. Rep. Woods agreed that it would be helpful. Rep. McCain asked that the administrative aide mail out a copy of the minutes to each Executive Committee member.

Rep. Malcolm stated that the child day care program should not have anyone who is not an employee's child or is in their legal custody, adding that county government should not be competing with private enterprise. Rep. Malcolm noted that he did not feel that the program should be for outsiders, only for employees. Rep. Malcolm noted that if any changes were to be made, they should be made by the Delegation, not the Director of the Commissioners. Rep. Malcolm stressed that the Executive Committee was the policy board for the Delegation.

Rep. Pantelakos asked if the program was competing against private enterprise. She stated that we are utilizing the taxpayers money to subsidize the program, stressing that it was wrong to do it. Rep. Woods stated that she understood the sentiments expressed by Rep. Pantelakos. She added that private day care centers are currently lowering their rates, as

well as doing anything they can just to stay in business.

Rep. Conroy noted that at the public hearing the Delegation learned that all of the salaries paid to individuals at the child day care center were at least \$2.00/per hour higher than other day care centers. Rep. Welch pointed out that after doing a quick calculation, the county is subsidizing at the rate of approximately \$2,000/per child/per year.

Rep. Woods spoke to a comment regarding the response that the program was a "football". She stressed that many comments were made regarding the program being a "football" and that her task force were "political pawns". She stressed the fact that her committee took their job very seriously. Rep. Syracuse spoke to the fact that the program was a benefit for employees who had children in the program, but was not a benefit for those employees who did not. He stressed the need to be fair to all employees.

Rep. Sytek stated that should the program not continue, the parents who utilize the program should receive some notification that the service might not be provided. Discussion ensued with the notation that the space utilized by the program could be leased out to a private provider. Rep. Sytek stressed the importance of sending out a letter to employees who utilize the program, giving them the knowledge that the program may not exist next year, or that it might go to privatization. Rep. Woods stated that it was her feeling that this could be an opportunity for the Commissioners as well as the Rockingham County Child Day Care Program. She added that problems have not been addressed for several years, agreeing that parents should be notified that there may not be day care available in the

future. She stated that it should be made very clear that day care cannot be done, but rather, giving the Board of Commissioners the opportunity to resolve the problems. Chairman McKinney asked the Executive Committee how they felt about drafting a letter to the Board of Commissioners, expressing the fact that the cost of the Rockingham County Child Day Care Center was prohibitive as it presently stood, and, unless the Board controlled costs, the Board should look for some way to privatize the program. Commissioner Walker asked if she could answer some of the questions which were raised. She was informed she could, and explained that Rockingham County funds non-county specials, specifically noting day care associations throughout Rockingham County, for other people's children. Commissioner Walker stated that if there was a willingness to subsidize county employees the same as non-employees, the cost factor would be reduced somewhat. She spoke to the salaries of employees within the Rockingham County Child Day Care Program, noting the rationale that aides who work in the child day care were placed on the same pay scale of aides who work with the adult day car. Commissioner Walker stated that the rationale was that the aides who work with children should be on the same par with the aides who work with the elderly. Commissioner Walker also spoke to a concern regarding non-county employees utilizing the program. She stated that when she questioned that rationale, she was told that those non-employees were participants in the health care plan offered by Rockingham County. Commissioner Walker added that, as participants in the county's health care plan, they were allowed to utilize the day care program. Commissioner Walker also spoke to the statement that the program was a "football." She explained that it was her hope that with the study, a decision could be made, as was done

with the Rockingham County Farm. Commissioner Walker pointed out that every year, questions came up about the program, and parents were not sure, and still are not sure that the program would be available next year. Commissioner Walker stressed the fact that the close security and the comfort of employees knowing that the program would continue or not continue, would be beneficial, rather than going back and forth, with the employees not knowing if the program would continue. Rep. Woods responded, stating that no day care facility was safe from closing.

Rep. Welch stated that he thought the county was not supposed to be in competition with private enterprise. He stated that he was told that one of the reasons that the program was implemented was due to the lack of day care facilities nearby. Rep. Welch stressed that, after reading the report, it appears that the county was trying to justify the expense of filling up the program. Rep. Malcolm queried if the costs of space, electrical and other expenses had been factored into the cost factor. Rep. McCain spoke about the statements made by Commissioner Walker with regards to subsidy. He then moved that the Chairman write a letter to the Board of Rockingham County Commissioners, stating that the Executive Committee is not satisfied with their lack of response regarding the Rockingham County Child Day Care Task Force Committee report, and that the three commissioners respond so that the Executive Committee could have some kind of idea by September 18, 1992. This motion was seconded by Rep. Lovejoy. A call for the vote on the motion was recorded as unanimous in the affirmative.

Rep. Ednapearl Parr then reviewed her subcommittee's report regarding Capital Projects/Budget Sub-Committee. Rep. Parr noted

that the 1989, 1990, and 1991 budgets were discussed, as they pertained to her subcommittee recommendations. She reviewed the following recommendations, and asked that the Executive Committee vote on them separately. The first recommendation was to close out the 1989 capital budget and that any money left over would go for the back flow valve, as per the recommendation of Mr. Woodside. Rep. Parr made reference to Item #4 (underground leaky tanks). Rep. Parr stated that the other equipment would also need to be taken care of, in the amount of \$5,000, leaving a balance of \$19,146 to go over to the 1989 budget. A motion was then made by Rep. Parr, seconded by Rep. Welch, to approve \$19,146.18, money which was left over from the 1989 budget to be used, as per the first recommendation of Mr. Woodside. A call for the vote on the motion was so voted in the affirmative.

The second portion of her committee's recommendation, was to take the surplus from the 1990 budget, to be earmarked to any item in the budget that pertains to the items left in the capital budget. Rep. Parr explained that this sum would be \$65,548.24. Mr. Woodside explained that the remaining money would be pending any anticipated amounts pending. He stated that the motion should state that: any money left after surplus of the anticipated expenses to be expended, be used for any of the items that were deleted. Rep. Parr then moved, seconded by Rep. Welch, that the surplus from the 1990 budget be earmarked towards any item or items in the budget that pertain to the items left in the capital budget (monies left after surplus of the anticipated expenses). Discussion followed with Mr. Woodside explaining that the reason some of the items were initially deleted was because when the original appropriation was made for the oil tanks, and the remaining items were not

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finished due to budgetary constraints. A call for the vote on the motion was so voted in the affirmative.

Cooperative Extension Service - Rep. Connell reported that this budget was on line for the second quarter, noting that the budget was very modest, and was under 50% for the second quarter. He reviewed payroll and operating expenses, adding that there was no cause for alarm. Rep. Connell moved, seconded by Rep. Rosencrantz, that the second quarterly budget report for the Cooperative Extension Service, as presented by Rep. Connell be accepted. This motion was so voted in the affirmative.

Rockingham County Farm - Rep. Rosencrantz reported that the farm was in real good shape for the second quarter. He noted that the farm was currently at 55%, adding that the budget reflected some line items that were one time expenses which showed up in the second quarter. There were some line items within this budget that were on time expenses. Rep. Rosencrantz noted that the revenues were in good shape, adding that the farm would not be selling any hay for the year, due to the fact of the bad weather. He stated that all of the hay at the farm would be put into haylage for silage for the animals at the farm. Rep. Rosencrantz noted that he was unable to check on some of the items within this budget due to the fact that the bookkeeper was on vacation. Rep. Rosencrantz also noted the fact that the fuel line item was high for the second quarter. He asked why this line item was so high. Mr. Woodside stated that normally propane tanks are filled in the month of December, but for some reason, it was done. A big bulk drop came in in January. He also noted that many gas heaters, which were not running at full capacity, were recently repaired. He added that these heaters run dirty until they are cleaned. Rep. Rosencrantz then moved, seconded

by Rep. Welch that the farm budget for the second quarter, as presented by Rep. Rosencrantz, be accepted. A call for the vote on the motion was so voted unanimously in the affirmative.

Classified Salary Sub-Committee - Rep. Hoelzel, Chairman of the Classified Salary Sub-Committee, then spoke to action taken at the Executive Committee earlier this morning. She noted that the action of the Executive Committee would take care of some of the concerns. She expressed another concern relevant to a statement made by Commissioner Walker. She stated that non-county employees were under the county's insurance. Rep. Hoelzel questioned why this had occurred. She stated that this was an issue that her committee would review and report back to the Executive Committee. Rep. McKinney spoke specifically to the Rockingham County Nutrition Program being under the county's insurance. She stated that she was assuming that these employees were paying for their own insurance. Rep. Hoelzel stated that her committee would check on this, as it was part of the benefit package offered to county employees. Discussion ensued with regards to why the Rockingham County Nutrition Program was under the county's insurance. It was noted that children from the Rockingham County Nutrition Program were utilizing the county day care program, with the notation that because they come under the county's insurance, they could utilize the day care program. Rep. Hoelzel asked that, in order for the Rockingham County Nutrition Program to enter the county's insurance program, did this have to be by a vote of the Commissioners. Rep. McKinney noted that this should have been done. Rep. Hoelzel stated that she would trace back the minutes of Commissioner's meetings where this was allowed. Rep. Hoelzel stated that it was her

understanding that the Rockingham County Nutrition Program personnel were under the county's health insurance plan.

Delegation - Rep. McCain then reviewed the Delegation expenses for the budget period ending June 30, 1992. He noted that they were at 45.63%. He noted that per diem payments were low as was travel reimbursement. He commented that telephone expenses were high, adding that he would put a muzzle on that item. Rep. McCain also noted that postage was up, but that he would keep an eye on it. Rep. McCain further noted that office supplies were bought in bulk. He noted that the Delegation paid for the coffee for today's meeting and the muffins were paid for by Commissioner Walker, at her own expense. He explained that after checking on these expenditures, the coffee and assorted goodies at meetings were charged to the Delegation. He pointed out that he cut this particular line item back last year because it wasn't fully utilized. Rep. McCain pointed out that a portion of last year's billing for this line item were paid in the 1992 Delegation budget. Rep. McCain outlined the amounts charged to the Delegation/Executive Committee for coffee/meals. He stated that he spoke to past Delegation chairmen, Reps. Boucher and Chase and Flanagan. He stated that he thought it was a donation, but learned that the Delegation pays for coffee. Rep. Parr noted that when she was Delegation chairman, the delegation did not pay this expenditures, it was absorbed by the Rockingham County Nursing Home. She stated that she was shocked to find out that the Delegation gets charged for coffee. Rep. McCain stated that, since he was at 89% of meal money, which he cut in the 1992 budget, coffee will be limited. Rep. McCain stated that the Executive Committee did vote in a previous meeting that the additional expense of a recent legal case (Weasel case) could be

charged to the contingency fund. He explained that although this billed amount was charged to the Delegation budget, it should have been charged to the Contingency Fund. He noted that somehow, this bill was charged to the wrong budget item. Rep. McKinney then moved, seconded by Rep. Welch, that the Executive Committee accept the Delegation's budget report for the second quarter, as presented by Chairman McCain. This motion was so voted unanimously in the affirmative.

Rep. McKinney noted that the total expenditures, to date, were \$18,449,738.49. Rep. Rosencrantz moved, seconded by Rep. Welch, that the Executive Committee accept the total expenditures, as reported in the second quarterly budget report as \$18,449,738.49. A call for the vote on this motion was so voted in the affirmative.

Rep. McCain asked if the Executive Committee wanted an update on the Water Treatment/Water Tower facilities at the Rockingham County Complex. Mr. Woodside explained that bids went out to fifty-three consulting engineers for the water treatment. He noted that twenty-one engineers went to the pre-bid meeting. Of the twenty-one, nine (9) bids were received. Mr. Woodside noted that bids were received from a low of \$19,000 to a high of \$94,000. He added that the bids were under review at this time. Mr. Woodside noted that an award would be done in approximately two (2) weeks, pending the vote of the Commissioners.

Mr. Woodside also reported regarding the dam. He stated that he was in the final stages of drafting up modifications and upgrade for the repair of the dam. He stated that, as of today's date, Rockingham County received FEMA money as a result of Hurricane Bob in the amount of \$57,000 for the repair to the dam to

offset the \$179,000 which was budgeted.

The revenues portion of the budget were then reviewed. Rep. McKinney noted the revenues for the second quarter as \$9,439,084.85. Rep. Welch then moved, duly seconded by Rep. Rosencrantz, that the Executive Committee accept the revenues for the second quarter, as noted in the second quarter budget at \$9,439,084.85. Rep. Katsakiores questioned what the procedure was for incurred departmental revenues. He asked if the county had a policy for this. Rep. McKinney noted that this should be addressed at the September 18th meeting, adding that this was raised as a result of the recent audit report. A call for the vote on this motion was so voted in the affirmative.

Rep. Rosencrantz then spoke to the Executive Committee regarding an inmate who was employed at the Rockingham County Farm prior to being incarcerated. He explained that presently, this individual works at the Rockingham County Farm, as he is incarcerated. Rep. Rosencrantz stated that after speaking with the Rockingham County Farm Manager, Mr. Kidder would like to hire this individual once they are released. Rep. Rosencrantz stated that the individual in question would be released in September, noting that the job description for the individual requires the need of a valid drivers license. He questioned if the Executive Committee could vote to waive the portion of the job description for the need of a license, or vote to have the Commissioners waive the portion of the job description which would call for a valid drivers license, just until the individual in question could get their license back. He stated that, because he was not on good terms with the Commissioners, and due to their slurring remarks, he asked the Executive Committee for some direction. It was noted

that a waiver was done for a Commissioner's son. Rep. Lovejoy questioned if the County would be liable should a problem occur. Rep. McKinney pointed out that the request would be to ask the Commissioners to waive the job description requirements for the need of a license. Discussion followed with Rep. Malcolm moving, seconded by Rep. Rosencrantz, that the Executive Committee supports the idea of asking the Board of Commissioners to waive the job description requirements for the individual in question. Discussion followed with Rep. Sytek stating that she didn't feel it was within the jurisdiction of the Executive Committee to do this. A call for the vote on the motion was recorded in the negative. The motion was defeated.

Rep. Malcolm then spoke briefly regarding the county booklets printed every year. It was his suggestion that due to the fact that none seem to be available when requested, they be divided up equally among the three Commissioners as well as the Delegation for distribution. Commissioner Walker explained that she delivers County booklets to every town within her district.

It was noted that the next meeting of the Executive Committee would be September 18, 1992.

There being no further business to come before the meeting, Rep. Rosencrantz moved, seconded by Rep. Welch, to adjourn the meeting. This motion was so voted unanimously in the affirmative at 1:55 P.M.

Respectfully submitted,

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

**ROCKINGHAM COUNTY EXECUTIVE COMMITTEE
OF THE DELEGATION**

**Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
October 8, 1992**

A scheduled meeting of the Executive Committee of the Delegation was held this date, October 8, 1992 after the public hearing at 7:00 P.M. In attendance were the following Representatives: Laura Pantelakos, George Katsakiores, Janet Conroy, Natalie Flanagan, Frank Palazzo, Patricia Skinner, Betsy McKinney, Sherman Packard, James Rosencrantz, Andrew Christie, Donna Sytek, John Sytek, David Welch, John McCarthy, Anthony Syracuse, Kathleen Hoelzel, Kenneth Weyler. Also present were Commissioner Walker, Roy Morrisette, Director of Personnel, Rockingham County, William Sturtevant, Administrator, RCNH, Warren Henderson, and Steve Dunfey.

The meeting was called to order by Representative McKinney to discuss Supplemental Budget Appropriations.

Representative Sytek inquired as to what would happen if additional revenues did not come in to the County's budget, specifically Jail revenues.

Commissioner Walker responded that a balanced budget is what the County needs to insure what will happen. Occasionally, this requires the County to hold spending in certain departments. Representative Syracuse queried why payments are delayed. Mr. Morrisette responded that delayed bills are always paid in January, yet timeline payments are always made each calendar year.

Representative Conroy moved and Representative

Pantelakos seconded the motion to increase revenue lines and adding Construction bond money to the revenue line. A two thirds (2/3) vote on Bond Issue monies will be needed on Saturday October 17, 1992 by the full Delegation. A quorum will be necessary for this meeting at 9:00 A.M. on Saturday, October 17, 1992 held in the Hilton Auditorium. There was a request made to have members of the Delegation contacted by telephone to insure there will be a quorum present on this date. The Delegation will be voting on the Supplemental Budget Appropriations which involves appropriating \$700,000 to the Old Age Assistance line item and \$400,000 to the Board And Care of Children. The motion is to close out the Jail fund at \$400,000 and increase the Revenue of the Registry of Deeds by \$600,000 and to increase Rockingham County Nursing Home by \$100,000.

The meeting was adjourned by Representative McKinney.

Respectfully submitted,

Laura Detwiler,
Temporary Administrative Assistant
to the Rockingham County
Commissioners/Delegation

ROCKINGHAM COUNTY PUBLIC HEARING
Rockingham County Nursing Home
October 8, 1992 at 7:00 P.M.

A public hearing on the Supplemental Budget Appropriation/ Revenues was scheduled for this date, October 8, 1992 at 7:00 P.M. in the Hilton Auditorium in Rockingham County Nursing Home in Brentwood, New Hampshire. In attendance were the following Executive Board members:

Representatives Betsy McKinney, Janet Conroy, Donna Sytek, Natalie Flanagan, Pat Skinner, Sherman Packard, Dave Welch, Frank Palazzo Sr., Anthony Syracuse, John McCarthy, and Laura Pantelakos; Commissioners: Maureen Barrows, and Jane Walker. Also present were Mr. Roy Morrisette, Director of Personnel of Rockingham County and Mr. William Sturtevant, Administrator, Rockingham County Nursing Home. The following Representatives were present: Kenneth Weyler, Charles Vaughn, Andrew Christie, Elizabeth Greene, Kathleen Hoezel, Leroy Thayer, Arthur Smith, Bernard Raynowska, Donald Roulston, and George Katsakiores. Mr. John Hart was present as a member of the press, Bob Lynder was affiliated with radio, Steve Dunfey, a candidate for Commissioner from District I and Warren Henderson, a candidate for Commissioner from District II.

The meeting began at 7:00 P.M. with Janet Conroy calling the meeting to order. The purpose of the hearing was to discuss Supplemental Budget Appropriation/Revenues. Rep. Conroy read the Statement Pursuant to RSA 24:14-a which was posted 9/22/92. Rep. Conroy also read the memo from the Board of Rockingham County Commissioners which detailed the following motion from September 14, 1992:

The Board of Rockingham County Commissioners apply to the Rockingham County Convention for a supplemental appropriation of \$1.1M for the following purposes: To increase the new line item in Revenue which would be the close out of the Jail of \$400,000; to increase the Registry of Deeds revenue by \$600,000; and to increase the Rockingham County Nursing Revenue by 100,000 This would be allocated to the line item Old Age Assistance- \$700,000 and the Board and Care of Children line item - \$400,000 and

that the appropriate letter be written and given to the Chairman of the Delegation Friday at the Executive Board meeting.

After reading this memo, Representative Conroy solicited the public for any comments and then opened the floor to the Representatives. Representative Vaughn asked for some clarification of how this situation came about. Chairman McKinney explained that they did not budget enough money for certain accounts and that certain revenues are over what was estimated.

Representative Sytek then took the floor and informed the public that the State mandates that the County pay a share of its expenditures. One of them is the Old Age Assistance component(of which the county pays 50%). She said that the County estimates their bill when they budget, but this year they were off target. The other area where the County did not budget enough money for their share of the bill was in the Board and Care of Children Component (of which the county is responsible for 25%). She explained how the County is responsible for a percentage of the state's bills and that there is no way to control these expenditures.

After Representative Sytek concluded, Representative Conroy opened the floor again to speakers and there being none, the meeting was adjourned.

Submitted by,

Laura Detwiler,
Temporary Administrative Assistant to the
Rockingham County Commissioners/ Delegation

ROCKINGHAM COUNTY FULL DELEGATION MEETING
Rockingham County Nursing Home
Hilton Auditorium
Brentwood, New Hampshire
October 17, 1992 9:00 A.M.

A scheduled meeting of the Rockingham County Delegation was held this date, October 17 1992 at 9:00 A.M. in the Hilton Auditorium in the Rockingham County Nursing Home, Brentwood, New Hampshire. In attendance were the following Representatives John Barnes, Richardson Benton, Jeffrey Brown, Marilyn Campbell, David Connell, Janet Conroy, Patricia Cote, Carmela Dipietro, Sandra Dowd, Leroy Dube, Natalie Flanagan, David Flanders, John Flanders, Elizabeth Greene, John Hoar, Kathleen Hoelzel, Robert Johnson, Celeia Kane, George Katsakiores, Phyllis Katsakiores, Thaddeus Klemarczyk, Virginia Lovejoy, Joseph Macdonald, William McCain, Cynthia McGovern, Betsy McKinney, Sherman Packard, Frank Palazzo, Laura Pantelakos, James Rosencrantz, George Rubin, Joseph Schanda, Merilyn Senterr, Russell Seward, Arthur Smith, Anthony Syracuse, Donna Sytek, John Sytek, Margaret Terninko, Leroy Thayer, Calvin Warburton, David Welch, Henry Wells, Kenneth Weyler, and Deborah Woods.

The meeting was called to order at 9:05 A.M. by Representative William McCain, Chair, to vote on the Supplemental Budget Appropriations.

Representative McCain noted that Old Age Assistance (line item 014190-86) was originally appropriated at \$7,590,000. The Delegation will add \$700,000 to that line item if the motion is passed. The new total will then be \$8,290,000 (line item 014190-86).

The Board and Care of Children (line item 014191-86) was previously \$1,080,000. The appropriation is to add \$400,000 to that line

item creating a new total of \$1,480,000.

The original appropriations amounted to \$35,932,362. The delegation will be adding \$1,100,000 to the budget making the new total \$37,032,362.

Revenues for real estate transfers (line item 01-4011-01) amounted to \$1,350,000. The motion will be to add \$600,000 making the new projection for real estate transfer to be \$1,950,000.

Revenues for the Rockingham County Nursing Home (line item 015020-01) were previously at \$11,517,408. There is a motion to add \$100,000 to that line item for a total of \$11,617,408. The jail lagoon bond previously had no money. A motion is being made for a new line item to be created of \$400,000. That would be in the General Government area for revenues. The original projection for General Government revenues was \$21,357,687. The amendments will bring the total to \$21,757,687. The total revenue which was originally \$35,978,662 has been amended by the addition of \$1,100,000 and now amounts to \$37,078,662.

Representative McCain opened the floor for questions. Representative Dave Welch queried if there was any effect on the increase in the budget. Mr. McCain responded that there was no increase in taxes. The appropriations of \$400,000, \$700,000 and \$100,000 did not involve any new tax money.

Representative Welch wanted to be reassured that the revenue is coming from within the County. Representative McCain responded that the revenue is existing revenue which is surplus.

Representative Dube stated that \$400,000

which is left over from the bond issued would ordinarily be put under the general funding wouldn't it? Representative McCain responded that it had been discussed doing it that way, and the County Treasurer looked at the possibility of building up a special reserve which would help the bond rating and borrowing ability. However, at this time, it has been decided that the County needs to go forward with these appropriations.

Representative asked, can we accrue that because the increase is so drastic does that mean there are more people seeking Old Age Assistance? Representative Sytek explained that Old Age Assistance really consists of three programs. The program that is the most expensive is the intermediate nursing care which is based on actual cost. Anything that is related to medical care, especially nursing home care, the cost has gone through the roof. So, in addition to a larger caseload there are additional costs. The County is required by state law to pay half the expenses.

Representative McCain opened the floor for more questions. There being none, Representative Lovejoy took the roll call. There were forty-five (45) Representatives present which amounted to a quorum. Mr. McCain explained that the motions needed to be approved by two-thirds of the quorum. For a motion to pass, thirty people needed to vote in the affirmative.

Representative Conroy moved and Rep. McKinney seconded that Old Age Assistance be amended to add \$700,000 to the line item for the 1992 appropriation making the new total \$8,290,000. The motion was voted unanimously in the affirmative.

Representative Conroy moved and Rep. McKinney

seconded, a motion to add \$400,00 to Board and Care for a new total of \$1,480,000. No discussion. Motion approved.

Representative Conroy made a motion to amend the grand total for 1992 of \$35,932,362 by \$1,100,000 for a new figure of \$37,032,362. Seconded by Representative McKenney. No discussion. Motion approved.

Chairman McCain presented the Revenue portion of the budget. Item 014011-01 - Real Estate Transfer was previously estimated at \$1,350,000. Representative Conroy moved to amend the figure of \$1,350,000 to add \$600,000 for a new figure of \$1,950,000. Seconded by Representative McKenney. No discussion. Motion approved with Representative Ruben opposed.

Representative Conroy moved to amend the Rockingham Nursing County Nursing Home figures for 1992 from \$11,517,408 to add \$100,000 for a new figure of \$11,617,408. Seconded by Representative McKenney. No discussion. Motion approved.

The next item for vote and discussion is the diversion of \$400,000 from the Jail/Lagoon account to the General Fund which will require a minimum of 30 votes to pass. Representative Conroy made a motion to divert \$400,000 from the Jail/Lagoon account for general use. Seconded by Representative McKenney. No discussion. At this point roll call was taken by Representative Welch to record the vote. Motion approved.

Representative Conroy moved to amend the General Government line item figure of \$21,357,687 by \$1,000 for a new figure of \$21,757,687. Seconded by Representative McKenney. No discussion. Motion approved with

Representative Ruben opposed. Representative Conroy moved to amend the total Revenue line item of \$35,978,662 by adding \$1,100,000 for a new figure of \$37,078,662. Seconded by Representative McKenney. No discussion. Motion approved with Representative Ruben opposed.

Representative Ruben requested that he be allowed to speak by unanimous consent. No objection.

Representative Ruben wanted to go on record to express his displeasure with the behaviour of the Delegation, in general. He states, "Our County is in extremis...fussing with each other,..calling each other names..going to court..and the people of this county are not being served by that kind of diatribe." As a result of this dissatisfaction with County government, he will introduce legislation in the forthcoming session that will look very carefully at all of the county organizations and activities throughout the State of NH to avoid the conflict that had previously been displayed in Rockingham County. Representative Ruben called on every representative to look at this carefully in order to have a more effective government between the State and the cities and towns of New Hampshire.

Representative McKenney moved to adjourn. Seconded by Representative Sytek.

Submitted by,
Rhonda Rancourt
Temporary Secretary to the
Rockingham County Board of Commissioners

Approved by,
Hon. Patricia M. Skinner
Clerk, Executive Committee
of the Delegation

ROCKINGHAM COUNTY EXECUTIVE COMMITTEE
OF THE DELEGATION

Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
October 23, 1992

A scheduled meeting of the Executive Committee was held this date, October 23, 1992 in the Commissioners Conference Room of the Rockingham Nursing Home in Brentwood, New Hampshire. In attendance were the following Executive Committee Members: Betsy McKinney, David A. Welch, Patricia M. Skinner, James R. Rosencrantz, Ken Malcolm, Sherman Packard, George N. Katsakiores, Janet M. Conroy, William F. McCain, Laura Pantelakos, Virginia Lovejoy, Natalie Flanagan, Frank Palazzo, Anthony Syracuse and Donna Sytek. Also in attendance were the following Representatives: Kathleen Hoelzel, Ted Klemarczyk, John Barnes, Richardson Benton and Jeffrey Brown.

The following were also in attendance: Commissioners Maureen Barrows, Chairman; Jane Walker, Vice Chairman; Ernest Barka, Clerk; William Sturtevant, Administrator, Rockingham County Nursing Home; Ernest Woodside, Director of Rockingham County Maintenance and Engineering Department; Patricia Donovan, Superintendent, Department of Corrections; Roy E. Morrisette, Director of Personnel and Mr. Beaulieu, Candidate for Representative.

The meeting was called to order by Rep. Betsy McKinney to discuss the Third Quarter Budget Review.

Before discussion of the budget there was a review of the Seawall Dedication in Hampton by Rep. Malcolm. This was followed by a conference call to Representative Edna Pearl

Parr who is currently in the hospital.

REPORT FROM THE TREASURER

Representative Benton reported that as of October 1st only one-half of the \$48,000 total budget has been expended. The largest item in the Treasurer's budget is Item #38 - legal, Bond and Bank fees which account for \$32,000. Due to a lawsuit not occurring with the Town of Seabrook it has not been necessary to use these funds. Rep. Benton explained that unless something happens in the next two months there should be approximately \$10,000 left over.

REPORT FROM THE AUDITOR

Representative Benton reported that the Auditor's budget has been over-expended by \$1700. It was reported that this budget was approved by the Board of Commissioners and that Mr. Grzelak has done an excellent job of increasing the efficiency of the financial operations in the County.

Rep. McCain made a motion to accept the report by Rep. Benton and it was seconded by Rep. Packard. The motion was approved by affirmative vote.

Rep. Benton extended his thanks to the members of the delegation as this will be his final meeting.

REPORT FROM THE JAIL

Representative Brown reported that line #6100-57.02 - Inmate Medical - is running over budget. This is due to the fact that it is difficult to predict the number of inmates who will need medical attention. He suggested that this line item not be cut in next year's budget. The next line item discussed was #6100-

78.00 which covers the cost of inmates at other facilities. These placements of inmates are court ordered and create a financial burden for the county. So far this year, it has cost \$53,796 just for males in other facilities. One way to help prevent the bottom line from going over is to ask the courts to be more considerate to the taxpayers of the County when making the decisions on placement rather than the convenience of the inmates' families. Currently, there are eight positions open but only three will be filled by Mrs. Donovan.

The next issue discussed was Federal prisoners. The projected revenue was for \$200,000, however, at this time the revenue has only reached \$23,790. One reason for this is that the County's fee of \$65 for Federal prisoners is not competitive with the State Prison's fee of \$47. Rep. Brown suggested that the County renegotiate. He also added that some revenue has been lost due to the Commonwealth of Massachusetts opening a Federal facility at Fort Devens. Rep. Malcolm asked what it cost the County to keep a prisoner. Commissioner Barrows responded that the average daily rate is \$65. Rep. McCain moved to accept the jail report and it was seconded by Rep. Malcolm. It was then approved by a vote in favor from all.

REPORT FROM THE COMMISSIONERS

Representative Klemarczyk announced that the budget was on-line considering there were rate increases for unemployment insurance and expenses for the telephone and office supplies are over expended. For point of interest Rep. Sytek asked if interest on temporary loan would be spent completely considering the low interest rate and the possibility of no payment this year. She also asked if we could encumber to next year. These questions will have to be addressed by the County Treasurer. Rep.

Klemarczyk also reported that the budgets for General Government and Personnel are on line. Rep. McCain moved to accept the reports and it was seconded by Rep. Malcolm. It was approved by an affirmative vote from all.

REPORT FROM COUNTY ATTORNEY/MEDICAL EXAMINER

Rep. Syracuse reported that the overall bottom line on the County Attorney's budget was running at 78%. He then went on to comment that the \$10,000* that was transferred to the Medical Examiner's budget was not reflected as of yet but that it should be enough to carry them through the rest of the year.

Rep. Welch made a motion to accept the report which was then seconded by Rep. Malcolm. The motion was approved.

*(It should be noted that only \$5,000 was actually transferred from the "Contingency Fund" to the Medical Examiner/Views and Exec Comm. 9/18/92 page 12 of the minutes).

REPORT FROM THE REGISTRY OF DEEDS

The Committee viewed the report from the Registry in the absence of Rep. Hoar and noted the bottom line was running at 71%. Rep. Sytek moved to accept the report and it was seconded by Rep. Skinner. The motion was approved.

REPORT FROM MAINTENANCE

Rep. Packard stated that many of the new line items are over extended. He explained that it was difficult to project the disbursement for these new items when the budget was written. He also said that the fuel cost was higher than anticipated. Nonetheless, the bottom line of the budget was running at 78.15%. Mr. Woodside believes the department will still be under

budget at year's end. Rep. McCain moved to accept the report and it was seconded by Rep. Malcolm. The motion was approved by a vote in the affirmative.

REPORT FROM PUBLIC ASSISTANCE

Rep. Sytek commented that the budget did not reflect the additional appropriation voted in on September 18th but felt confident the budget was on line. Rep. Welch made a motion to accept the report. Rep. Skinner seconded the motion and it was approved.

NON-COUNTY SPECIALS

Rep. Flanagan informed the Committee that the budget was on line. There was a motion to accept the report from Rep. Sytek and it was seconded by Rep. Malcolm. The motion was voted in the affirmative.

REPORT FROM THE NURSING HOME/CONSTRUCTION PROJECT

Kathleen Hoelzel reported that the new construction was coming along very well and it is expected that the residents will be in the addition before Christmas. The bottom line looks good at 74%. Mr. Sturtevant stated that although there were a couple of line items over extended, the overall budget is expected to have approximately \$20,000 left over. He mentioned also that a committee was deciding which residents were best suited for the new wing. Full capacity is expected in January. Rep. Packard moved to accept the report and it was seconded by Rep. Pantelakos. The motion was accepted by a unanimous vote.

REPORT FROM THE SHERIFF'S DEPT.

Rep. Barnes was asked to report on the

Sheriff's Dept. He informed the Committee that on line item #4140-08.00 there is an over-expenditure of \$4174, however, the revenue on this line item is \$4437. The Executive Committee approved the line item in April of 1992. Rep. Barnes explained that Travel Reimbursement, which is at 98.4%, was spent on a conference in September. No further spending for this line item is anticipated before January. He also explained that the bulk of office supplies, which is at 92.5%, was purchased early and is not expected to exceed the appropriation. Office equipment (224%) is due to the purchase of a computer which was granted in June. Rep. Barnes informed the Committee that cruiser maintenance (83%) is over the expected 75% because of the high mileage on 15 of the cruisers. The Sheriff's overall budget is at 73.18%.

Rep. Barnes went on to discuss the Dispatcher's budget. The line item for overtime is over expended (117%) due to one resignation and extended sick leave for another employee. The vacant position has now been filled. Rep. Barnes requested a breakdown of the overtime to see if it has been evenly distributed. Rep. Packard moved to accept the report and it was seconded by Rep. Sytek. The motion was accepted by unanimous vote. The vote was followed with an appeal by Rep. Welch to change the radio frequency to provide service for officers when they are located in the southern hemisphere of the County. Currently, these officers are without coverage which creates a Public Safety issue. He explained that Seabrook has donated the necessary equipment to change over the frequencies but it is not being utilized.

REPORT FROM THE FARM

Rep. Rosenkrantz reported that the Farm is in

good shape partly due to revenues being in order and a good manager. The bottom line is between 76-77%. Rep. Skinner queried as to the competitiveness of the meat market. Rep. Rosencrantz responded that the prices were in line with other markets and the quality is top choice. Robert Kidder, Farm Manager, informed the Committee that the stock is at an adequate level to sustain the needed supply. He added that the crops have provided an abundant supply to feed the cattle and that is was also a good year for vegetables with the exception of vine crops. Rep. McCain made a motion to accept the Farm report and it was seconded by Rep. Skinner. The motion was accepted with an affirmative vote by all.

COOP. EXTENSION SERVICES

Rep. McKinney stated on behalf of Dave Connell that the budget will not go over - the bottom line is at 63%. Rep. Syracuse moved to accept the report and it was seconded by Rep. Skinner. The motion was accepted.

REVENUES

The Executive Committee accepted the estimates submitted on revenues. Rep. Skinner moved to accept the revenue report and it was seconded by Rep. Welch. The motion was accepted.

COUNTY FISCAL OFFICER

Rep. Rosencrantz queried as to whether the County was hiring a Fiscal Officer or a bookkeeper. Commissioner Barrows explained that they would like to hire both. Upon recommendation from both auditors, there should be a bookkeeper/account clerk hired immediately since we are entering the budget season. The position of Fiscal Officer is essential but, if financially necessary, could be postponed until

January. The job descriptions and qualifications were agreed upon by both auditors with the exception of the benefits package which is not in line with County policy. Included in the discussion was the fact that the appropriated funds, \$10,000, should be sufficient for both positions until the end of the year.

The Deputy Treasurer's position is being reclassified as a Treasury function position per the recommendation of the auditors. This is because there are not enough people to delineate the duties.

Discussion continued with two different points of view being evident. Some of the members of the Committee felt that the Fiscal Officer should be hired first and oversee the hiring of a bookkeeper; other members advocated the recommendation of the auditors - to hire a bookkeeper immediately.

Commissioner Barrows commented that the job description is the same as was agreed upon by the Executive Committee and the Commissioners. She also stated that they were not creating a new department. Commissioner Walker disagreed, stating that the Subcommittee agreed the Fiscal Officer should oversee the central business office and be in charge of all County bookkeeping.

Rep. Malcolm made a motion to redirect the \$10,000 to hire a Fiscal Officer and not a bookkeeper. Rep. Katsakiores made a motion for an amendment to such and follow the recommendations of the auditors in hiring a bookkeeper first and initiate the hiring of a Fiscal Officer. Rep. Welch seconded the amendment. It was defeated by a unanimous vote of no.

A subsequent vote was taken on the original motion presented by Rep. Katsakiores. It was defeated by a majority opposing vote, with the exception of a vote in favor by Rep. Malcolm.

Rep. McCain suggested hiring a temporary bookkeeper to help during the budget season. Mr. Morrisette explained that the duties of this bookkeeper would be primarily payroll and accounts payable which currently are the duties of Charlene Roche. It is the intent of the auditors to train Charlene on closing the books. Rep. McCain made a motion to reconsider the decision on 9/18/92 to appropriate \$10,000 from the contingency fund for the purpose of hiring a Financial Officer. The motion was seconded by Rep. Lovejoy and approved by an affirmative vote by the majority. Rep. Rosencrantz voted no. Rep. McCain then moved that the motion be modified in the following manner:

- 1) A sum of \$3500 be appropriated to the Commissioners' fund for the purpose of hiring temporary accounting services to be determined by the Commissioners in order to facilitate training and conversion of the systems for the balance of the year.
- 2) A sum of \$5000 be appropriated for the purposes of searching and hiring a Fiscal Officer per the job description set forth in the original motion.

The motion was seconded by Rep. Syracuse. An affirmative vote was voiced by all with the exception of Rep. Packard.

It was mentioned that there will be a Memorial for Mrs. Benton on Sunday, October 25th at 2:00 P.M.

Rep. Sytek voiced concern over the need of

adequate staffing for the Delegation due to the absence of Carrolle Popovich. Rep. Sytek then made a motion to request the Commissioners to provide the Delegation with an adequate staff to handle Delegation matters. The motion was accepted by a unanimous vote.

Rep. McKinney moved to adjourn the meeting and it was seconded by Rep. Sytek. The meeting was adjourned.

Respectfully submitted,

Rhonda Rancourt,
Temporary Administrative Assistant
to the Rockingham County
Commissioners/Delegation

Approved by:

Hon. Patricia M. Skinner
Clerk, Executive Committee
of the Delegation

ROCKINGHAM COUNTY FULL DELEGATION MEETING
Hilton Auditorium
Rockingham County Nursing Home
Brentwood, New Hampshire
December 9, 1992

A scheduled meeting of the Full Delegation of Rockingham County was held this date, December 9, 1992 at 7:30 P.M. in the Hilton Auditorium of the Rockingham County Nursing Home. In attendance were the following Executive Committee Members: Janet M. Conroy, Natalie S. Flanagan, George Katsakiores, Betsy McKinney, Kenneth W. Malcolm, Sherman A. Packard, Laura C. Pantelakos, James R. Rosencrantz, Patricia

M. Skinner, Anthony Syracuse, Donna P. Sytek and David A. Welch. Also present were the following Representatives: Kathryn Aranda, Janet S. Arndt, Marjorie Battles, Jon P. Beaulieu, Daniel P. Blake, William P. Boucher, Sherman E. Chester Sr., Andrew Christie, Martha F. Clark, Vivian R. Clark, Betsy Coes, Charles H. Cote, Patricia L. Cote, Harold G. Crossman Jr., William H. Crum Jr., Carmela Dipietro, Sandra K. Dowd, Patricia A. Dowling, Herbert R. Drake, Leroy S. Dube, Charles H. Felch Sr., David A. Flanders, John W. Flanders Sr., Bonnie Groves, Robert G. Hazelton, Thomas C. Hemenway, Robert A. Johnson, William Johnson, Cecelia D. Kane, Phyllis Katsakiores, Thaddeus Klemarczyk, Arthur P. Klemm Jr., Fred A. Kruse, Rebecca Lee, Marian E. Lovejoy, Don J. Miller, Richard Noyes, Patricia M. O'Keefe, Robert A. Pullman, Ed M. Putnam II, Bernard J. Raynowska, Eugene Ritzo, Tom St. Martin, Joseph Schanda Sr., Merilyn P. Senter, Arthur W. Smith, Joe E. Stone, Donald C. Stritch, Margaret B. Terninko, Charles L. Vaughn, Calvin Warburton, Bill E. Williamson, Deborah L. Woods and Carol A. Yennaco. Also in attendance were Commissioner Jane Walker, Vice Chairman; William Sturtevant, Administrator, Rockingham County Nursing Home; Erika Mantz of Foster's Daily Democrat and Steve Haverman of the Portsmouth Herald.

The meeting began at 7:30 P.M. with the Vice Chairman Representative Janet M. Conroy calling the meeting to order. Those in attendance participated in the Pledge of Allegiance followed by a moment of prayer offered by Representative Calvin Warburton.

Next, Mr. William Sturtevant, Administrator of the Rockingham County Nursing Home, addressed the assembly by informing them of the Giving Tree which is set up in the lobby of the Nursing Home. The Giving Tree contains cards representing an item that would be a gift for

one of the residents. Mr. Sturtevant mentioned that gifts or money to buy gifts would be greatly appreciated.

Following Mr. Sturtevant, Roll call of the Delegation was taken by Rep. Skinner.

ELECTION OF CHAIRMAN

Rep. Conroy, Vice Chairman, proceeded to open the floor for nominations for Chairman of the newly elected delegation. Rep. Skinner moved to nominate Rep. Donna Sytek, commenting on her credibility and her qualifications. The motion was seconded by Rep. Malcolm. Rep. Vaughn moved to close nominations for Chairman and that the Clerk cast one vote in the affirmative for Rep. Donna P. Sytek as Chairman of the Delegation. The motion was seconded by Rep. Syracuse. Rep. Donna Sytek was elected Chairman of the new Delegation by unanimous vote.

ELECTION OF VICE CHAIRMAN

The next position to be elected was that of Vice Chairman to the Delegation. Rep. Pullman moved to nominate Rep. Kenneth Malcolm for the position. The motion was seconded by Rep. Boucher. Rep. Vaughn moved to close nominations for Vice Chairman and that the Clerk cast one vote in the affirmative for Rep. Malcolm as Vice Chairman of the Delegation. The motion was seconded by Rep. Stone. The motion was voted unanimously to elect Rep. Kenneth Malcolm as Vice Chairman of the Delegation.

ELECTION OF CLERK

Rep. Flanagan moved to nominate Rep. Patricia M. Skinner as Clerk of the Delegation commending her past performance. The motion

was seconded by Rep. Patricia Cote. Rep. Vaughn moved to close nominations for Clerk and that the Clerk cast one vote in the affirmative for Rep. Patricia M. Skinner as Clerk of the Delegation. The motion was seconded by Rep. Senter. Rep. Patricia M. Skinner was elected Clerk of the Delegation by unanimous vote.

Newly elected Chairman, Rep. Donna Sytek eloquently spoke to the Delegation expressing her appreciation. She then explained that the next positions to be elected were that of the Executive Committee whereupon 15 members would be elected consisting of five members from each Commissioner's district. Rep. Sytek then turned the floor to Rep. Natalie Flanagan, Chairman of the Nominating Committee, to present the nominees for Executive Committee as selected by the Nominating Committee.

Rep. Flanagan moved to nominate the following members for District One: Rep. Anthony Syracuse, Rep. Laura C. Pantelakos, Rep. Leroy S. Dube, Rep. Andrew Christie Jr. and Rep. Natalie S. Flanagan. The motion was seconded by Rep. Boucher. Rep. Vaughn moved to close nominations which was seconded by Rep. Felch. The motion to elect the aforementioned as Executive Committee members for District One was carried by unanimous vote.

Rep. Flanagan moved to nominate the following for District Two as selected by the Nominating Committee: Rep. Jon P. Beaulieu, Rep. Margaret B. Terninko, Rep. Thaddeus Klemarczyk, Rep. Kenneth L. Weyler and Rep. Calvin Warburton. Seconding the motion was voiced by Rep. Putnam. Rep. Vaughn moved to close nominations which was then seconded by Rep. Malcolm. The motion to elect the members for District Two as presented by the Nominating Committee was approved by unanimous vote.

Next, Rep. Flanagan moved to nominate Executive Committee members for District Three as selected by the Nominating Committee. They were as follows: Rep. Beverly A. Gage, Rep. Janet M. Conroy, Rep. Betsy McKinney, Rep. Arthur W. Smith and Rep. Sherman A. Packard. The motion was seconded by Rep. Boucher. Rep. Vaughn moved to close nominations for District Three which was seconded by Rep. Dowling. Rep. Pullman, however, nominated Rep. George Katsakiores. Rep. Vaughn requested that Rep. Katsakiores identify himself. As a result, Rep. Skinner declared there would be a ballot vote. Members of the Delegation proceeded to cast their votes for District Three. At 8:05 P.M. Rep. Skinner declared that the polls were closed. While the votes were being counted Rep. Donna Sytek asked that members recognize Commissioner Jane Walker who proceeded to address the Delegation. First, she introduced the newly elected Commissioner to District Two, Mr. Warren Henderson. She then extended an invitation to all members of the Delegation to attend the ribbon cutting ceremony for the new addition at the Rockingham County Nursing Home. The ceremony will be held Monday, December 14th at 9:00 A.M. in the atrium of the Nursing Home. Rep. Donna Sytek addressed members of the Delegation again by asking them to read the information handed out to them on the Sub-Committees. The handouts contained a cover sheet in which members could indicate their preferences to willingly serve on a Sub-Committee. She asked that the cover sheets be filled out and submitted that same evening.

The voting results for Executive Committee members from District Three were then announced by Rep. Skinner. Elected members were: Rep. Janet M. Conroy, Rep. Betsy McKinney, Rep. Arthur W. Smith, Rep. Sherman Packard and Rep. George Katsakiores.

Chairman for the Executive Committee was the next position to be elected. Rep. Flanagan moved to nominate Rep. David A. Welch as Chairman which was seconded by Rep. Syracuse. Rep. David Flanders moved to close nominations for Chairman which was seconded by Rep. Boucher. Rep. David A. Welch was elected Chairman of the Executive Committee by unanimous vote.

Rep. Flanagan moved to nominate Rep. Deborah L. Woods as Vice Chairman of the Executive Committee. The motion was seconded by Rep. Vaughn. Rep. Malcolm moved to close nominations for Vice Chairman which was seconded by Rep. Senter. Rep. Deborah L. Woods was elected Vice Chairman of the Executive Committee by unanimous vote.

Next, Rep. Flanagan moved to nominate Rep. Patricia M. Skinner as Clerk of the Executive Committee. The motion was seconded by Rep. Welch. Rep. David Flanders moved to close nominations for Clerk which was seconded by Rep. Conroy. By unanimous vote Rep. Patricia M. Skinner was elected as Clerk of the Executive Committee.

Following the elections Rep. Donna P. Sytek informed the Delegation that the Sub-Committees will meet the week of January 18th through the 22nd. On January 21st at 7:00 P.M. a public hearing will be held on the proposed budget. There will be a meeting of the Executive Committee on February 6th at 10:00 A.M. This meeting will be held prior to the Full Delegation meeting in which there will be a vote on the County budget.

Rep. Donna P. Sytek thanked the Nominating Committee for their assistance and selections. The Chairman addressed the Delegation by

expressing that she was looking forward to working with everyone. She then asked if there were any further announcements.

Rep. Malcolm approached the Delegation by asking for donations for a gift for Rep. William McCain. It was decided that this would be discussed further at a future meeting.

Rep. David Welch spoke to members of the Delegation regarding the Delegation's files. He assured them that there was no need to be alarmed over the new location of the files and that he would go over the details with them at a later date.

Following completion of the announcements Rep. Vaughn moved that the meeting be adjourned and it was seconded by Rep. Flanders. The meeting was adjourned.

Respectfully submitted,

Rhonda Rancourt
Temporary secretary to the
Board of Rockingham County
Commissioners/Delegation

Approved by:

Hon. Patricia M. Skinner
Clerk, Rockingham County Delegation

ROCKINGHAM COUNTY EXECUTIVE COMMITTEE
OF THE DELEGATION

Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
December 18, 1992

A scheduled meeting of the Executive Committee was held this date, December 18, 1992 in the Commissioners Conference Room of the Rockingham Nursing Home in Brentwood, New Hampshire. In attendance were the following Executive Committee Members: Representatives Donna P. Sytek, Jon P. Beaulieu, Andrew Christie Jr., Janet M. Conroy, Natalie S. Flanagan, George Katsakiores, Thaddeus Klemarczyk, Betsy McKinney, Kenneth W. Malcolm, Sherman A. Packard, Patricia M. Skinner, Anthony Syracuse, Margaret B. Terninko, Calvin Warburton, David A. Welch and Deborah L. Woods.

The following were also in attendance: Commissioners Maureen Barrows, Chairman; Jane Walker, Vice Chairman; Warren Henderson, Commissioner Elect; Clarke Chandler, Treasurer; Patricia Kelley, Treasurer Elect; Wayne Vetter, High Sheriff; William Sturtevant, Administrator, Rockingham County Nursing Home; Roy E. Morrisette, Director of Personnel; Steve Haberman of The Portsmouth Herald and Kathy Malone of Global Communications.

The meeting began at 10:00 A.M. when the Chairman, Representative Welch called the meeting to order.

Roll call was taken by Representative Patricia Skinner.

Rep. Sytek stated that upon discussion with Rep. Welch it was decided that a line item for coffee should not be included in the budget. Members of the Delegation will make contributions for the coffee.

REPORT FROM THE COUNTY TREASURER

Mr. Chandler addressed the assembly with an explanation of the reason for the meeting which occurs annually. He explained that every December the County Treasurer is required to testify to the Executive Committee that there will be an insufficient amount of money in the Treasury for the next year and that there is a need to borrow. Deficits accumulate during the year due to the fact that tax money owed to the County is not collected until December. Authorization from the Executive Committee provides the Treasury with the authority to borrow money for the next year.

The amount to be borrowed for 1993 is \$25M. Mr. Chandler went on to explain that in 1992 the County borrowed three times: \$9M was borrowed in February; \$5M in July; and \$2.5M November for a total of \$16.5M. There was a budget surplus of \$800,000 for 1992 which will be gone before the end of 1992. Mr. Chandler continued by stating the County will need to borrow in an effort to prepare for two things. The first is the fact that as of December 31st he (Mr. Chandler) will no longer be Treasurer, and secondly, so that there will be money in the bank for the new Treasurer, Patricia Kelley. The borrowed money enables the County to meet payroll and expenses as of January 1, 1993.

Mr. Chandler proceeded by explaining that there are three issues pertaining to 1993's budget that need to be brought to attention. They are as follows: 1) The \$750,000 surplus is gone. 2) The principal payment of \$685,000 for the new addition at the Jail. 3) The Old Age Assistance board and care account was raised to \$1.1M which is not funded by revenues which would continue.

The total of the above, being approximately

\$2.4M, based on the 1992 taxes, would be an increase of about 15 percent. Mr. Chandler stated that the current interest rate on tax anticipation notes is approximately 3.10%. He projected that the interest rates in 1993 would remain somewhere between three and four percent.

Rep. Flanders queried whether it interfered with the County by the towns paying their taxes every six months. Mr. Chandler responded that it wasn't significant enough to make a difference. He stated that it allows the towns to produce earnings by holding the tax money which in turn can be used to benefit the towns.

Rep. Malcolm questioned the Treasurer on what protection there is for towns and the County for funds in the banks that exceed \$100,000. The Treasurer explained that funds could be put into accounts of \$100,000 increments.

Mr. Chandler stated that an arrangement has been made with Fleet Bank to do cash management. He stated that it would be done with purchase agreements. He stated that they are not perfect. The major way to protect against any difficulties is to make sure that whoever is in this job, that it is their responsibility to stay on top of all reports and analysis.

Representative Malcolm questioned Mr. Chandler about what the collateral entails. Mr. Chandler responded by saying that some towns are able to buy certificates of deposit and ask the bank to use it as collateral and set it aside for the benefit of the town. Mr. Chandler suggested that some things should be collateralized and some things not. Being protected is the main thing. The risk in doing this is what the bank gives you for interest. If you're taking the collateral away from use

in the bank, the interest rates will be higher, and the money less. Mr. Chandler suggested that the treasurer should always be aware of the bank's status. He stated that usually if a bank is going under, you have notice except with a certificate of deposit, which you could get stuck on. The way the county does business, you would know who you are doing business with and what kind of trouble they are in. He stated that they have no instruments that go for more than twelve months at a time, so the risk factor is low.

Representative Patricia Kelley asked why the budget is asking for \$25M compared to last year when they only asked for \$20M. Mr. Chandler replied that they asked for \$20M last year but only received \$16.5M. He said the provision is to try to stay reasonably level with the projection for taxes. He stated that it is not an obligation to borrow that much. He said the Commissioners have to order the treasurer to borrow the money. The Commissioners have the right to cut the amount of money being borrowed.

Representative Kelley asked if the nursing home addition is still on bond. Mr. Chandler replied that it is. He stated there are two bonds, one that will come up in the middle of '93. The other one will mature the end of '93. The expectation is that the county will probably go to bond at the end of '93 if the whole project is finished, or the Spring of '94. Mr. Chandler said that the county has already been authorized to borrow \$6.7M to do this and that it would not cost that much.

A motion was made by Patricia Skinner, Clerk of the Delegation. She moved that the money in the treasury of the county seemed insufficient to meet the demands beginning Jan. 1, 1993. Approval is hereby given to the treasurer,

under the order of the County Commissioners, to borrow up to \$25M under RSA 29:8. Delegation Chairman Donna Sytek seconded the motion.

The clerk then called the role for a vote. It was a unanimous vote. Representative Patricia Skinner then expressed thanks to the Treasurer for his service to Rockingham County. There was applause.

BUDGET REVIEW

Next on the agenda was the review of the budget. Representative Donna Sytek stated that the last Delegation or Executive Committee approved a motion that would require the Executive Committee to be aware when a line was over extended by \$1,000. She asked Roy Morrisette, Director of Personell, to find out whether that had happened and how close they were to meeting the budget. Roy stated that the Medical Examiner was the only one that had over extended and the rest looked O.K. He stated that on the revenues, they were still being worked on. He said that there are a couple of areas that they're watching, such as the Superior Court lease and the Nursing Home which still has some funds that are due. He stated they are pushing to make sure that they do get the funds before the closing period. The amount that was anticipated for federal prisoners did not come near what was anticipated. They received nothing on new esceat funds - they projected \$60,000. In these two areas the revenues are questionable, as of the current payroll date.

Representative Betsy McKinney stated that the last time she looked at the contingency fund, there was \$42,000. Roy stated that there was a vote in September to transfer \$40,000 to legal fees.

Representative Betsy McKinney asked how they would make the Old Age Assistance budget. Roy stated that it is reflecting overage, but the board and care will be under. Between the two they will balance out.

Representative Syracuse asked if there would be additional charges to the Medical Examiner budget. Roy responded yes, that there would be additional charges adding to the negative balance for the year despite the transfer from the Contingency Fund.

Representative Donna Sytek asked if the budget would break even at the end of the year. She asked if the December bills would end up being paid in January. Roy stated yes.

REPORT FROM HIGH SHERIFF

Sheriff Vetter stated that he had some other business to bring up. Representative Welch stated that they were ready for other business. Sheriff Vetter stated that in November he noticed a flaw in his dispatcher phone system. He stated that a company called Global Communications was hired to examine and change the phone system in the nursing home. He stated that a company out of Concord called ICS got the contract and have now replaced the company that had the past phone service. He stated that when they changed the system in the nursing home, they shut his emergency dispatcher down for four and one half hours. He stated that they had to tone out all police and fire stations in the county and have them go manual on there own phones at the police and fire stations. The company that took over had no idea that the lines would run through the nursing home. He stated that the line from the jail runs through a tunnel to the nursing home then back through the tunnel to his dispatch center. Since the shutdown of four and one half hours, there has been another one of

thirty-five minutes and a recent one of about five minutes. With the new system, any time there is a power outage, the emergency dispatch lines will be down for a minimum of two and a half minutes. The only way to correct this is to take the lines from the jail and run them directly to his office. The cost for this proposal is \$14,978.00.

He spoke with the Commissioners and there is \$6,100.00 left in the Contingency Fund. He would like to receive this money and take the remainder of the \$9,000.00 out of his budget for this project.

Representative Welch stated that he knew of the shutdown and was notified. Sheriff Vetter said he was not notified. He said he was told that they would be swapping over on December 3rd or 4th, not on the day of the meeting. He had no idea that the lines were going to be down for his use. In the meantime, there was a situation in North Hampton where the officer called his dispatcher, but the phone kept ringing. He was then contacted by radio, and then realized that phones were down. He said the people changing over the system had no idea that it would affect everyone's lines.

Representative Welch stated that it was known. Welch stated that he wanted it done at the time they did the jail. He stated that there was notification that the lines would be down. Sheriff Vetter stated that the phone company told them it would be on Dec. 3, not the same day of the meeting.

Representative Syracuse asked how the proposed change would fix the automatic shutdowns. Sheriff Vetter stated that he has back-up generators, and a battery pack set-up in case the ignitions on the generators don't start. The new system would put a by-pass on

the line so that if there is a power outage, there is some relay that automatically cuts in and makes the phone ring.

Representative Beaulieu asked about the state-wide 911 coming in and what affect it would have on the dispatcher system. Sheriff Vetter stated that it wouldn't affect it. He stated that they would have the main terminal for 911 because of all the towns they cover.

Representative Welch asked about Atkinson withdrawing from dispatching because of failure to get good communications, and he asked what point are we going to agree to establish communications with the southern tier. Sheriff Vetter stated that it would mean appropriating some funds and putting a transmitter site in Atkinson. He stated that Atkinson may go to Plaistow. He stated that the town of Rye would like to come to their dispatch center. The Rye selectman called him to a meeting and inquired about it. He stated that the town of Rye pays \$682,000 a year in taxes and they want to know what they get for their taxes.

Representative Sytek asked if there was any reason why this couldn't wait and become part of the normal budget. Sheriff Vetter replied no, except the fact that if they do lose power and receive an emergency call and someone gets injured. He stated that if there is money left in the Contingency Fund and he has money left in his budget he would like to do it now. He stated that if he waits until next year, it increases his budget line item by a four or five percent increase. He stated that it throws the budget out of continuity with the rest of the budgets.

Representative Klemarczyk inquired about the maintenance on the system and if it would involve extra money. The sheriff replied that

it has a one-year warranty and then a maintenance contract agreement would be set up.

Representative Donna Sytek stated that the expenditures are on target and it may look like we have surplus to cover this, but we don't know what the revenues are. The revenues could come in at less than we thought.

Representative Smith asked if the system was down and there was an accident, would the county be liable. Sheriff Vetter replied absolutely. The amounts could be astronomical, even though it may never happen.

He stated that if it goes into a '93 budget, we're facing an increase in the tax level by \$14,000.00.

Representative Flanagan asked if the Sheriff considered it an emergency situation. The sheriff stated yes, the telephone company is telling him the shutdown lasts approximately two and a half minutes, but everybody feels it will be a lot longer than that. He stated that the night it broke down, it cost all the police stations overtime. He stated that the second time it happened, Bill Harvey, Special Deputy Sheriff from Kingston, had a portable radio and he was talking by radio to Sheriff Vetter's dispatcher, and they were sending the cruisers where to go. This all happened in a couple of minutes. He stated that if he doesn't get the money left over from this year, he will have a harder time in 1993.

Representative Welch asked if this was something that could go out to bid. Sheriff Vetter stated that at the recommendation of Global Communications, this was the way they suggested to correct this problem. He stated that you could put it up to bid, or waive the bid since this company is already here. The bid process takes a long time. He stated the company says

the same system is in the Merrimack Sheriff's office and has been for two and a half years. The Sheriff in Merrimack says not one thing has gone wrong with it. It can also be moved if necessary.

Representative Betsy McKinney asked if it is necessary now. She said that there was \$100,000 left in the budget for the Sheriff. She was not including the payroll. Sheriff Vetter stated that the actual funds left over were \$26,000. He had a destroyed cruiser, after that the funds left are \$14,000. He will be turning in \$5,000 back at end of year. He will be receiving an insurance check for the cruiser.

Representative McKinney asked if his payroll was over \$55,000 per week. Sheriff Vetter stated that one payroll is about \$55,000.

Representative McKinney made a motion that if the Sheriff can find the money in his budget, not using the Contingency Funds, that he be allowed to purchase the back-up system. Representative Conroy seconded the motion. It was then stated if he doesn't, then it will become a priority for next year. Representative Welch stated that the phone sytem was looked at a couple of years ago, and those involved were in favor of it, but it didn't happen then. Sheriff Vetter clarified that he has about \$7,000 and a grant for \$12,000. He stated that he will either find extra money in the grant, or not turn in any extra money.

Representative Andrew Christie asked if the insurance money goes to general fund. It was a unanimous vote on the decision.

Representative Welch brought up the subject of the files being located in the horse barn. He stated the files have not been disturbed. He

stated that Representative Donna Sytek and himself have access to the files and there is a key that is not to be given out. They have not yet established a procedure for this yet. Representative Sytek stated that if anyone needs it, they are to call her or Representative Welch or Representative Skinner and they will authorize the swithcboard to release the key to get in.

Representative Malcolm showed the gift that was bought for Representative Bill McCain at \$35.00. He stated that it cost \$2.50 a line for engraving, bringing the total cost to \$50.00. He told the others to decide what to print on it.

Representative Skinner stated that the Executive Committee budget day is a long day, and should they bring their lunch. Representative Sytek stated no, she had budgeted \$600.00.

Representative Welch asked if there was anything else to discuss. Representative Klemarczyk suggested they adjourn. Representative McKinney seconded the motion. Everybody was in favor.

Respectfully submitted,

Vicki Munroe
Temporary Secretary to the
Board of Rockingham County Commissioners

Approved by:

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

**ROCKINGHAM COUNTY COMMISSIONERS
ANNUAL REPORT - 1992**

The Rockingham County Commissioners are the chief elected officials responsible for the management of county government agencies as well as fiscal matters for all county activity. It is their responsibility to authorize all purchases and payments on behalf of the county. Any purchase in the amount of \$1,000 or more must be submitted to public bid.

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 completion of the House of Corrections addition and renovations this year now provides adequate facilities for several years to come, and has space for housing Federal prisoners, which bring in additional revenues.

With the Waste Water Treatment Plant Spray Irrigation System completed and operating this year, the facility will take care of the County's needs for many years.

The construction and renovations to the County Nursing Home was started and Phase One was completed and in operation in early December. The renovations will be completed by midyear, 1993.

In an effort to get the County onto GAAP accounting procedures and put into place policies and procedures for all departments, the Commissioners approved, and started the hiring process for a Fiscal Officer, who will be over the Central Business Office and ultimately coordinate the accounting for all of Rockingham County Government. The Fiscal Officer will also write policies and procedures

for all phases of the fiscal operations of the county.

The Commissioners requested the Cooperative Extension Service to assist them in doing a complet analysis of the farm operation and make recommendations for how to make the farm more cost effective in the raising of beef and pork for consumption by the County Nursing Home and House of Corrections inmates and staff. As a result of this report, the Delegation continued to fund the beef and pork operation at the farm for the next year.

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

ROCKINGHAM COUNTY COMMISSIONERS

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

**ROCKINGHAM COUNTY NURSING HOME
1992 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, 1992.

The year has been exciting and challenging for all personnel, residents and families.

The highlight of the year was the ground breaking and opening of the John C. Driscoll Building, a 50-bed replacement for the Mitchell Building.

We were visited twice this year by the Bureau of Health Facilities Administration to complete the Annual Survey of long-Term Care Facilities, as required by the federal government. The results of the February visit were excellent, the facility was noted to have two deficiencies that were easily corrected and had no adverse effect on resident care. The second visit took place in December. The result was deficiency free, the first such survey for the Rockingham County Nursing Home.

The opening of the Driscoll Building brought with it many challenges. The movement of residents to balance the care needs of each nursing unit was a unique challenge. While one might expect that closing 40 beds and opening 50 beds would be a simple task of moving residents, it did not work out as such.

The morning of December 14, 1992 was full of anticipation as we were to cut the ribbon and welcome our first residents to the new building. By the evening of December 22, 1992, we had completed the initial move of 120

residents within the Home. This task could only have been accomplished with the assistance of families and residents as they were requested to make adjustments to their daily routines. However, without the coordination of the staff on duty over the period, this project would not have been accomplished.

At this time I wish to recognize the team responsible for the design and construction of the Driscoll Building - the architectural firm of Aring Schroder Architects and Stabile Constructions. Without their valued support and that of all the subcontractors, we would not have the fine building we occupy today. We look forward to a successful completion of the renovations of the Mitchell, Fernald and Blaisdell Buildings.

As noted in the 1991 Annual Report, we had processed the applications for all Certified Nursing Assistants, with few exception each application was approved. Those applications that were initially rejected were resubmitted, resulting in all nursing assistants receiving certification.

As of December 31, 1992 the average age of all residents in the facility was 85.6 years. There are currently 107 residents age 85 or older, 36.90% of the Home's population.

Mary Fowler, Central Supply Assistant, and Nancy Anderson, 3-11 Receptionist for the Nursing Department, were selected as CO-Employees of the Year. Each were recognized at the Annual Staff Appreciation Reception in May as part of our celebration of National Nursing Home Week. They were also nominated in September to the New Hampshire Association of Counties, with Ms Anderson selected, among all nominations, as the Nursing Home Employee of the Year for the State of New Hampshire.

Mrs. Joan Skinner, Director of Nursing Services, retired July 31, 1992, following thirteen years of service to the County. We wish Mrs. Skinner the best of luck as she faces new challenges in her life.

The second year of the "Giving Tree" was a successful as the first. Many individuals and community organizations assisted in a bountiful Christmas for all residents. Thank you to all those who participated.

The Home, residents and staff, participated in the 250th Birthday for the Town of Brentwood. A float designed and built by staff on their own time took honors in the parade. The grounds of the Home hosted the participants of the Firemen's Parade in June, and the Concert and Fireworks in October. The Home was invited to participate in the Annual Exteter Christmas parade, again taking honors.

Our fund raising events sponsored by "E.F.F.O.R.T.S.," continued to be as successful as in the past. It is hoped that the annual Yard Sale will resume in 1993.

A word 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 quality of 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 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 1992**

TOTAL CENSUS	JANUARY 1, 1992	287
TOTAL ADMISSIONS		116
TOTAL DISCHARGES		153
TOTAL DEATHS		119
TOTAL CENSUS	DECEMBER 31, 1992	278
TOTAL RESIDENT DAYS:		105,276
DAILY AVERAGE CENSUS.....	287.63	
HIGHEST CENSUS.....	290.00	
LOWEST CENSUS.....	267.00	

DAILY AVERAGE:

MITCHELL BUILDING (357 DAYS)	38.78
FERNALD BUILDING.....	83.27
BLAISDELL BUILDING.....	107.27
DRISCOLL BUILDING (18 DAYS)	37.33

AVERAGE AGE OF RESIDENTS DEC. 31, 1992..	84.1
AVERAGE AGE OF RESIDENT'S DEATH	86.50
AVERAGE AGE OF ADMISSION	80.85
AVERAGE LENGTH OF STAY - 2 YRS, 5 MOS, 15 DAYS	

**ROCKINGHAM COUNTY NURSING
HOME ANNUAL REPORT 1992
KARL SINGER, M.D. - MEDICAL DIRECTOR**

The trends which we have seen over the last few years, sicker patients and shorter stays, continued to accelerate during the past year. This was particularly evident in the last two

months of 1992 when there were 37 deaths in November and December. This, added to the addition of ten beds, meant a very large number of new patients during the first part of 1993. The emotional toll of seeing so many residents pass away and the need to learn and adjust to a substantial number of new, very sick residents, has made it a challenge for all of the staff.

It seems likely that the current trends will continue for the foreseeable future as people are able to stay out of nursing homes for longer periods of time, and only enter for the terminal weeks or months of their lives.

The staff has done an excellent job adjusting to the increased work load. We will continue to review the services which are provided so that we can maintain a facility which delivers caring and appropriate services to increasingly frail, elderly people in the last days and weeks of their lives.

**ROCKINGHAM COUNTY FARM
1992 ANNUAL REPORT**

The Rockingham County Farm continues to supply beef, pork and fresh vegetables to the Rockingham County kitchen. This year the farm supplied 51,699 pounds of beef, 38,273 pounds of pork and 9,328 pounds of fresh vegetables and 3,033 ears of sweet corn to the Rockingham County Nursing Home Dietary Department.

This year the farm put in 221 loads of first cut haylage and 3,500 bales of hay, as well as 230 tons of corn silage.

This year the farm made two major repairs. The first job we replaced the shut-off valve that holds back the liquid manure under the finishing barn. We also rebuilt the

ventilation system inside the finishing barn. For land improvements we planted forty-one acres of corn land to sorghum with a clover timothy mix. By doing this, we will build a lot of nutrition back into the soil that has been used up over the years.

The farm continues to work with the Rockingham County Cooperative Extension Service. This year we planted luffa inside our row coverhouse. This was the first time luffa has ever been grown in New England.

The farm continues to have many visitors. For the second year in a row we hosted a Conservation Day put on by the Rockingham County Conservation District. Two livestock classes from the University of New Hampshire toured the Rockingham County Farm.

The farm continues to utilize inmates for doing all kinds of jobs like painting the buildings, mowing lawns, odd carpentry jobs around the farm, working in the gardens and doing routine chores of caring for the hogs and cattle on the farm. We continue to encourage good working habits and give responsibilities to the inmates that work on the farm.

I would like to thank William Sturtevant, Rockingham County Nursing Home Administrator, Ernest Woodside, Director of Maintenance, Mrs. Patricia Donovan, Department of Corrections Superintendent, and members of their staff for their assistance and cooperation.

Also, thank you to the Farm Committee and Cooperative Extension Service for their continued hard work and support for keeping the farm operating.

Respectfully submitted,
Robert J. Kidder
Rockingham County Farm Manager

**DEPARTMENT OF HUMAN RESOURCES
ANNUAL REPORT - 1992**

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 paid expenses for an average of three hundred twenty five children on a monthly basis; the cost averaging \$120,000.00 per month.

This department is also responsible for the payment of bills for Old Age Assistance. This program provides cash grants to income-eligible elderly persons. The state makes the payment and bills the county for 50% of the cost. Rockingham County had approximately 260 clients per month at a total average cost of \$15,000.00.

The Aid to the Permanently and Totally Disabled is a program which provides cash grants to income-eligible persons who have severe physical or mental disabilities. The state bills the county for 50% of the costs. This program serves approximately 625 people, at a total average monthly cost of about \$59,000.00.

The Intermediate Nursing Care line item of the budget represents the most costly portion of this department's budget. The program pays for medical services to patients in private nursing homes, as well as the Rockingham County Nursing Home, with costs split - 50% federal, 19.25% state, and 30.75% county. There was an average case load of 800 patients, at an average monthly cost of \$572,000.00

Rockingham County receives \$212,000.00 per year from the budget of the Division of Children and Youth Services to be granted to community prevention programs. It is the purpose of these programs to provide services which will prevent children and families from becoming involved in the juvenile justice system, or to provide judges with alternatives to costly placements or services once a juvenile petition has been filed.

Rockingham County's Parent-Child Mediation Programs, and their dedicated community volunteers, continue to provide mediation to families who are experiencing difficulties with their adolescents. The programs have met with more than fifty families during the year, receiving referrals from the courts, school guidance departments, DCYS, and police departments. There is no fee for this service to families. The first school mediation programs in the state were begun this year in two area schools. Training of students was conducted so that they may mediate disputes among their peers.

Grant funds were also allocated to a drug/alcohol abuse 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 has also been a highly successful grant-funded program in diverting potential CHINS and delinquency cases from court involvement. The worker meets 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 petitions, and a 40% diversion rate for delinquency cases at arraignment.

I would like to express my appreciation to the Rockingham County Board of Commissioners for their support of this department and our efforts to support community-based programs which benefit youth and their families. The innovative programs which Rockingham County funds have resulted in fewer juveniles in the court system per capita than any other county in the state.

I would also like to extend thanks to the state representatives who served on the Study Committee for review of this department's budget, as well as the subcommittee members. They have shown genuine interest and knowledge in the functions of the Department of Human Resources, and in providing for the needs of the citizens of Rockingham County.

Diane D. Gill, Director
Department of Human Resources

**OFFICE OF THE REGISTER OF DEEDS
1992 ANNUAL REPORT**

To The Honorable Board of Commissioners:

The 1992 figures reflect what appears to be the gradual beginning of an upturn in the New Hampshire economy. This has kept the Registry extremely busy this year. The employees have done a yeoman's job keeping up with the constant flow of new work. Because most of the employees have been with the Registry at least ten years, it was a difficult year to be fully staffed for vacations or when someone was unfortunately ill. In the middle of December

another employee was hired to bring our numbers up to sixteen full-time people.

The number of recordings was up 26% over the preceding year. This figure was reflected in the receipts turned over to the County each month.

The copy department continues to be an extremely busy area. Over \$357,000 worth of copies were made in 1992. This was up 31% over last year. Approximately \$36,000 was earned through our FAX copies.

Thank you for the continued cooperation of the Board of Commissioners and the County Delegation.

Respectfully submitted,

Betty Waitt Luce,
Register of Deeds

1992 STATISTICS

Number of Recordings	61,974 Documents
Number of Copies Made	289,993 Pages
FAX Copies Sent	12,300 Pages
1992 Receipts	\$ 2,157,919.25
1992 Expenditures	\$ 581,926.08

ROCKINGHAM COUNTY SHERIFF DEPARTMENT ANNUAL REPORT 1992

The Civil Division served 18,469 civil papers in 1992 and the revenue received for this service was \$413,033.

The Criminal Division processed approximately

1,970 warrants resulting in 699 arrests and 1,393 cleared by departmental action. There were over 387 other services performed by the department such as interdepartmental investigation, polygraphs and related activities. Prisoner transports totaled 3,045 with 2,943 in-state transports and 102 out-of-state. Mandated Involuntary Emergency Admissions to State Mental Facilities totaled 123 for 1992.

In 1992 the Communications Center is still averaging 750-800 log entries during a 24-hour period. A second Zetron encoder to tone out various Fire Departments and Police Units has been added as a backup system to the primary consoles. The advantage of having this backup system will minimize down time during violent weather patterns.

Once again I would like to extend my sincere thanks to my staff and to all local and state law enforcement agencies for their fine cooperation and efforts. It is their teamwork that helps keep crime at a minimum in Rockingham County. Also I would like to thank the County Commissioners, the Sheriff's Sub-Committee, the Members of the Executive Committee and the Rockingham County Representatives for their cooperation and guidance in making 1992 another successful year.

Respectfully submitted,
Wayne E. Vetter-High Sheriff of Rockingham Cty.

**ROCKINGHAM COUNTY DEPARTMENT OF CORRECTIONS
ANNUAL REPORT 1992**

**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, 1992.

This year marked the completion of the Department of Correction's construction project. We have increased the number of cells from 86 to 196. Should we become overcrowded, we have the capacity to hold 336 inmates by double bunking.

A special note of appreciation to the Board of Commissioners, the Construction Committee, the Delegation, and Director of Maintenance for the support given throughout the construction project.

Rockingham County truly has a Correction Facility it can be proud of. Those who toured our facility during the Open House on February 21st were impressed with the layout, the cleanliness throughout the building and the professionalism of our staff.

In 1992, seven (7) officers attended the New Hampshire Association Correctional Academy. Upon successfully completing the Academy, they were all certified by the N.H.A.C. Certification Board.

This year the Academy initiated a Distinctive Graduate Award to be given at each graduation. I am very proud to announce the First Award (at the 36th Academy) was presented to C.O. Wayne Burner, Rockingham County. A distinct honor to C.O. Burner and to Rockingham County.

Seventy four percent (74%) of our correction staff are certified through the Corrections Academy and the N.H.A.C. Certification Board. One hundred percent (100%) of our certified staff have met or exceeded the required twenty (20) hours of training for 1992.

A note of appreciation to Lt. Albert Wright for his commitment to our in-house training program, enabling our Correctional Officers to meet their 20 hours of training for continued certification.

Thank you to Chaplain Walter Johnston who continues to address all the spiritual needs of the inmates.

We wish to thank all the volunteers, individuals, as well as groups who continue to do so much each and every year for our inmate population.

A word of thanks to Mr. William Sturtevant, Nursing Home Administrator; Mr. Roy Morrisette, Director of Personnel; Mr. Robert Kidder, Farm Manager; Sheriff Wayne Vetter; Carleton Eldredge, County Attorney; and members of their respective departments for their assistance and cooperation throughout the year.

Thank you to Mr. Ernest Woodside and his staff at the Maintenance Department for their work in keeping this facility well-maintained.

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

A fond farewell and best wishes to Commissioner Maureen Barrows. Success in your future endeavors.

Welcome aboard to Commissioner Elect Warren Henderson. May your term(s) as County Commissioner be both enlightening and rewarding.

This report would not be complete without recognizing the professional and dedicated line of Officers, Control Operators, Supervisors, and Administrative Staff for their performance and support throughout the year. My personal thanks to each and every one of you.

Patricia M. Donovan, Superintendent
Rockingham County Department of Corrections

**END OF YEAR REPORT
JANUARY 1 - DECEMBER 31, 1992**

WORK RELEASE

Inmates Participating in Court-Ordered Work Release	50
Inmates Remaining on Program Until Release	44
Inmates Removed from Program for Non-Compliance	3
Inmates Off Program for Other Reasons	3
1 - Medical Disability	
1 - Layoff (Economy)	
1 - Detainer Brought Forward	
Success Rate - 1992	94%

EDUCATION

Inmates Attending G.E.D. Classes	121
Inmates Receiving G.E.D. Certificates	20
Inmates Beginning the Exam Process	3

PROGRAMMING

DECISIONS: Six inmates completed a ten-week session March-May. The fall session was cancelled due to a lack of volunteers. The economy has had a major impact on the time available to individuals who would normally volunteer - extended work hours or second jobs.

INTERNS

One (1) UNH student completed an internship at this facility.

One (1) Notre Dame College post-graduate student is presently serving an internship under the guidance of the Substance Abuse Counselor.

COUNSELING

The Substance Abuse Counselor has added Narcotics Anonymous (NA) to the program. Presently it is held one time each week for the sentenced inmates. A schedule space has been held for a pre-trial NA group as soon as a volunteer is available.

PASTORAL SERVICES

The facility Chaplain is available thirty (30) hours per week.

The Archdiocese of Manchester had to withdraw the Catholic priest assigned to this facility. We have been supported since then by St. Michael's Church in Exeter. Clergy offer Mass once each week to all interested inmates.

A scheduled Bible Study is available to every block.

ANNUAL COUNT - 1992

	<u>PRE-TRIAL</u>	<u>SENTENCED</u>	<u>TOTAL</u>
Inmate Count on January 1, 1992	94	70	164
Inmate Count on December 31, 1992	87	56	143
Number Committed from January 1- December 31, 1992	1,958	481	2,439
Average Daily Count For:			
		1986	85
		1987	108
		1988	111
		1989	130
		1990	164
		1991	149
		1992	149
First Offenders Booked During 1992 -		1293	(53%)
Repeat Offenders Booked During 1992 -		1146	(47%)
Males Booked During 1992 -		2210	(91%)
Females Booked During 1992 -		229	(9%)
Average Age of Inmates Booked - 1992 -		28	Years

**DISTRIBUTION OF COMMITMENTS BY COMMUNITY FOR
1992**

<u>TOWN</u>	<u>NUMBER</u>	<u>TOWN</u>	<u>NUMBER</u>
Atkinson	19	Newcastle	0
Auburn	12	Newfields	6
Brentwood	24	Newington	40

Candia	15	Newmarket	51
Chester	6	Newton	43
Danville	11	North Hampton	32
Deerfield	40	Northwood	36
Derry	95	Nottingham	14
East Kingston	4	Plaistow	94
Epping	133	Portsmouth	103
Exeter	36	Raymond	125
Fremont	9	Rye	15
Greenland	39	Salem	162
Hampstead	27	Sandown	16
Hampton	173	Seabrook	72
Hampton Falls	11	South Hampton	1
Kensington	7	Stratham	89
Kingston	67	Windham	19
Londonderry	33		

AGENCIES

Hillsborough County Sheriff's Department ..	1
New Hampshire State Police	134
Probation/Parole	6
Rockingham County Sheriff's Department	583
Self Turn-Ins	28
Somersworth Police Department	1
United State's Marshals	13
Bondsman	1

SUMMARY OF ADMISSIONS - 1992

Acts Prohibited	2	Conduct After Acc.	21
Agg. Fel.Sex.Asslt.	38	Contempt of Court	54
Assault: 1st Degree	24	Criminal Liability	5
Assault: 2nd Degree	39	Criminal Mischief	50
Assault: Simple	149	Criminal Restraint	2
Assault on Pol.Off.	2	Criminal Threaten.	34
Arson	6	Criminal Trespass	61
Attempted Theft M/V	1	Default	77
Bail Jumping	10	Disobey. Pol. Off.	70
Bail Revoked	10	Disorder.Conduct	74
Bank Robbery	1	Domestic Violat.	11
Burglary	109	D.W.I. Sentenced	110

D.W.I. Pre-Trial	204	Oper.aft.Rev/Sus.	223
Endang.Welfare/Chld	4	Oper. Solid Waste	
Escape	5	Dump w/o Permit	1
Extortion	1	Oper. w/o License	28
False Alarms	1	Open Container	14
False Imprisonment	3	Overnight Holds	44
False Rep. to Police	51	Perjury	2
False Prescriptions	2	Poss. Burg. Tools	14
Federal Prisoners	10	Poss. Hypodermic	12
Felon in Poss.Firearm	5	Poss. Prop. w/o	
Felon Sexual Assault	36	Serial Number	4
Forgery	64	Prohib. Sales	8
Fugitive from Just.	55	Prowling	4
Frau.Use of Cr.Card	5	Protect. Custody	141
Habitual Offender	47	Rec.Stolen Prop.	107
Harassment	12	Reckless Conduct	18
Hindering Apprehens.	7	Reck.Oper. of M/V	2
Hit & Run	1	Resisting Arrest	107
Illegal Dumping	1	Riot	4
Indecent Exposure	5	Robbery	35
Int.w/Burial Grnd.	3	Shoplifting	95
Int.w/Pol. Dog	2	Tamp. w/Pub.Recrds	1
Illegal Poss. Weapon	10	Theft	108
Issuing Bad Checks	22	Theft: Motor Veh.	5
Kidnapping	7	Theft:Unauth.Take.	64
Littering	2	Theft: Firearm	1
Manslaughter	2	Transp. Alcohol	2
Manuf.Cont.Drugs	2	Transp. Cont.Drugs	1
Motor Veh.Violation	27	Unlaw. Poss. Alc.	122
Murder: Attempted	3	Viol. Prot. Order	1
Murder: 1st Degree	3	Warrants	164
Murder 2nd Degree	2	Welfare Fraud	4
Negligent Homicide	2	Willful Conceal.	1
Non-Payment Fines	48	Witness Tamper.	4
Non-Support	8	Viol.Prob/Parole	130

**UNH COOPERATIVE EXTENSION - ROCKINGHAM COUNTY
ANNUAL REPORT - 1992**

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 programs, information in Agriculture, Family Development, Forestry, Expanded Food and Nutrition Education Program, Sea Grant and 4-H Youth Development. In 1992, 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.

Robyn Wojtusik
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 is a non-formal educational program which emphasizes project and life skill development. Volunteers are the foundation of many activities including 4-H club management, short term projects, school enrichment programs and special interest activities. Youth (8-18) and Cloverbuds (507) can participate in 4-H as organized clubs, independent members, family units and/or special interest groups. In addition to over 800 youth in 4-H club

programs, over 10,000 youth benefitted from 4-H in school enrichment programs that supplement curriculum taught in the classroom. 4-H offers 50 different project categories that emphasize growth from beginner to advanced levels in skills and knowledge. Major projects include: Environmental Education, Agriculture, Mechanical Science, Foods and Nutrition, Clothing and Textiles, Heritage Related Arts, Money Management, Leadership, Health and Safety and Citizenship. Life skill development goes hand-in-hand with project competence. Members acquire skills in self-esteem, relationship leadership, communication, group process, decision making and management.

Many youths and adults from local elementary schools participate in the Tidal Teaching program at the 4-H Aquaculture Marine Lab in Seabrook. The Adventures in Marine Science summer program was conducted in 1992 at the Lab for middle school age youth. The group explored the tidal habitat and conducted water quality tests and took a trip to the Isle of Shoals.

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. Popular short courses have included the babysitter's short course, Safe at Home, and the High School Financial Planning Program. Thanks to a grant 4-H Summer Happenings clubs were organized in Derry, Exeter, Stratham, Portsmouth, Danville, Salem, Auburn, Epping and Raymond.

4-H youth and volunteers 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; Officers Leadership Training; Crafts Workshops; Home Economics Business and Industry Discovery Tours; State 4-H Teen Conference; National 4-H Congress; Citizenship Washington Focus and many, many more. These programs all serve to prepare youth through experiential education for their futures. 4-H helps youth become competent coping and contributing members of global society.

Family & Community Development

The Family & Community Development program assists individuals and families in the areas of Foods & 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 included child care providers, parents, single parents, teachers, employees, volunteers and seniors. Programs were conducted in cooperation with over 50 organizations, business, schools, or agencies.

Nutrition & Food Safety: About 310 adults attended programs that promoted nutrition wellness, and food safety. A new program focused on food safety for managers or restaurants, grocery stores, and high school cafeterias. Other programs emphasized low-fat eating behaviors, the dietary guidelines, nutrition for children and adolescents, new food labeling, and food preservation. Support

was also provided for the N.H. Schools Celebrate Wellness Project to seven Wellness Teams implementing wellness programs for teachers, students, or community residents.

Human Development & Family Issues: Education workshops reached 259 adults including employees of businesses in Rockingham county, senior citizens, parents, grandparents, and child care providers. Child development newsletters were sent to over 500 parents. A new program, Supportive Connections: Workshop for Single Parents, provided information and support to parents, children, grandparents, and teachers. Parenting topics on Effective Discipline and Stress Management were also well attended programs.

Consulting assistance was provided to Portsmouth Middle School in the implementation of "Project Safeguard," a one-day conference for parents and their children to increase communication and understanding. Aproximately 400 parents and adolescents participated. Inquiries have been made by other Rockingham county middle schools.

Safe at Home, a program designed to teach 3rd - 5th grade children how to be safe and feel comfortable when they are home alone, was provided to 110 children in five different elementary schools in Rockingham County. This was the first year of implementation.

The newsletter, "Working Parent," developed to meet the needs of parents in the workplace, is being provided to 119 companies in Rockingham County. Each month we send a master, from which copies are made for interested employees in the company. Other popular human development related workshops included Stress Management, Overcoming the Myths of Aging, Helping Your Child to be Safe at Home, and

Handling Stress When Your Income Drops.

Family Resource Management: Information on spending/savings plans, credit organizing financial records, insurance, and consumer education was received by 112 individuals in a five-session money management class entitled "Taking Charge of Your Finances." In addition, 31 limited-income individuals received information on basic money management.

A newly implemented seven-week program, Financial Empowerment for Women, provided an opportunity for 109 midlife and older women to become more knowledgeable and confident in the area of money management.

Two Extension Educators, one from Family Development and one from 4-H & Youth Development, combined efforts to train over 20 high school teachers to implement a "High School Financial Planning Program" in nine Rockingham County High Schools. This program teaches high school students to better manage their money and set financial goals for the future.

Thousands more were reached through publications, phone calls, fact sheets, news articles, radio spots, and cable interviews on issues of money management and consumer education.

Leadership Development: The Family Community Leadership Project enabled FCL trainers to gain leadership and presentation skills on such topics as Local Government, Dealing with Difficult People, Managing Conflict, and Recognizing Volunteers.

The Expanded Food & 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 its programs. In Rockingham County EFNEP works with WIC participants, Head Start, the food stamp program, CAP agencies, NH Job Training Council, city and state welfare, several state and local social service agencies, youth organizations, schools, recreation centers, and food pantries.

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 1992 (projected enrollment was 25-30 clients). Thirty-five children participated in group-taught programs.

Special projects this year included a youth gardening group from the Community Child Care Center in Portsmouth and an adult gardening group from New Generation (a group home for pregnant women 18 years of age and over located in Greenland). The primary focus was to improve families consumption of fruit and vegetables and explore the potential for saving money with home gardening, learn the nutritional importance of fruits and vegetables, and explore the potential for

saving money with home gardening.

EFNEP continues to serve the community as a resource and information contact for Rockingham County, providing information on community resources, USDA guidelines and information, and several Extension publications. EFNEP also works with Community Action Programs county-wide in developing and distributing thousands of recipes on the use of USDA surplus foods.

EFNEP also offers a free 12-lesson nutrition correspondence course designed to provide basics of nutrition and ways to save money at the supermarket and in meal planning. Fourteen (14) new families this year.

NATURAL RESOURCES

Agricultural Resources

Agriculture continues to play an important role in the economic and social well being of Rockingham County. Extension Educators-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 growers, as well as established producers, are provided with research based information to assist in production and marketing decisions. Sophisticated tools such as computer generated small fruit and vegetable crop budgets and soil/pesticide interaction programs are aimed at improving crop productivity and prevent groundwater contamination.

Agricultural producers worked with Agricultural

Educators to form an agricultural promotion group to promote the local agribusiness industry. Twenty-five members participated and a brochure was developed and distributed throughout the county to increase awareness among consumers. The advertisement and promotion benefits were valued at a minimum of \$800 and a total of \$20,000 was potentially saved by the participants in this group.

Urban Audiences: An increasing urban population continues to create interesting educational challenges. Last year residents from every town and city in Rockingham County requested information.

1992-93 marks the beginning of the Master Gardener Program. Fifteen Rockingham County residents are receiving 50 hours of horticultural training and they each will return 30 hours of volunteer service during the 1993 season. In this manner, we are able to extend the programs of Cooperative Extension throughout the county.

Agricultural Educators were also responsible for coordinating the collection of over 58,000 pounds of surplus fruits and vegetables from growers and farmers' markets for distribution to needy Rockingham County families. This effort will be expanded for the 1993 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. Extension staff worked with dairy farmers and sweet corn growers and sampled over 238 acres of field corn to determine soil nitrate levels. Approximately

175 acres required no additional nitrogen fertilizers, saving Rockingham County farmers \$4,000. In addition to this saving, the possibility of environmental pollution by nitrate leaching was decreased.

Education programs in the solid waste issue continue in the area of municipal, on-farm and backyard composting. As \$20,000 grant from the Governor's Recycling Program was used to investigate on-farm composting of organic materials such as food wastes, leaves, manures, newspaper and cardboard. Such demonstrations will help New Hampshire reach its goal of reducing the total amount of the solid waste stream by 40%, thereby reducing the amount of material that is landfilled or incinerated.

FORESTRY

The UNH Cooperative Extension Forestry Program in Rockingham County reflects the needs of landowners and communities in New Hampshire's most rapidly urbanizing county. Today our programs involve assistance to traditional landowner and forest industry as well as a variety of urban and community audiences.

Landowner Assistance - Rockingham County has a significant forest resource base that contributes millions of dollars each year to local economies. A major focus of our Extension forestry effort is the promotion of good stewardship of the forest resource which supports this important industry. This is achieved by providing landowners with guidance through one-on-one meetings, development of brief forest management guidelines and referrals to private licensed foresters. UNH Cooperative Extension is a co-sponsor of the Tree Farm Program which recognizes forest landowners who have accomplished a high level of good forest practices on their properties.

Rockingham County has a very active Tree Farm Program with more than 180 landowners certified as Tree Farmers. 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. Each year we co-sponsor training workshops for community volunteer board members (Conservation Commissions, Planning Boards, etc.) with the Rockingham Conservation District and Rockingham Planning Commission.

Urban Audience - Rockingham County's urban audience continues to be a major focus of our forestry program efforts. Our office responds to numerous shade tree related questions each year. We also provide communities with shade tree related assistance such as community tree programs and assistance to public works departments with tree removal and maintenance related programs.

SEA GRANT AND MARINE RESOURCES

The University of New Hampshire Sea Grant College Program is one of 30 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 UNH 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 - decisions that meet local, regional and national needs, and that bring economic and

social benefits to people.

Sea Grant Extension has conducted program this year working with commerical fishermen, marinas, recreational fisherment, 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.

The Yankee Fishermen's Cooperative completed its first year of operation. Sea Grant helped this group of fishermen get started and continues to help them.

This year Sea Grant Extension in partnership with the New England Fisheries Development Association has been investigating the possibility of developing a hagfish fishery in New England. Using monies received from National Maine Fisheries Service Saltenstall/Kennedy Program a local fisherman outfitted his vessel with 100 traps. Several thousand pounds of hagfish were caught, frozen, and shipped to processors in Korea and Washington state. The initial response to our East Coast hagfish has been very encouraging. Sea Grant will continue to work on this project with the possibility of starting a new fishery in New Hampshire and the Gulf of Maine region.

Sea Grant Extension helped Dr. Joh Lien from Memorial University in St. John's, Newfoundland, Canada, conduct a research project in New Hampshire using acoustical devices on gill nets to reduce the take of harbor propoise. Four local fishermen used Dr. Lien's devices for 60 fishing days. The result of the experimnet were very encouraging. Ten harbor porpoise were caught in the fishermen's nets without the devices and none were caught.

with nets with alarms. Sea Grant will continue to be involved in the gillnet/marine mammal interaction program.

Dr. Ken Baldwin, an ocean engineer from UNH, has received a NMFS Saltonstall/Kennedy grant for \$180,000 to conduct research on the gillnet/marine mammal problem using acoustical devices. Dr. Baldwin's interest in this problem was a direct result of his work with the Harbor Porpoise Working Group and Sea Grant Extension.

The Sea Grant Educator continues to be the New Hampshire contact person for the Northeast Regional Aquaculture Center.

**ROCKINGHAM COUNTY ATTORNEY
ANNUAL REPORT - 1992**

In 1992 the high volume of criminal cases went unabated. The nine regular assistant county attorneys each, on the average, carry caseloads of 300 or more cases. They are committed, dedicated and talented lawyers who are grossly underpaid. The County is fortunate that assistant county attorneys are staying with us as long as they have.

In 1992 the office held its own with reference to caseload; 2,583 new cases were entered into the system, and 2,550 cases were disposed of. Following are the numbers of cases entered in 1992 in certain categories:

Sexual Assaults	262
Drug Offenses	365
Issuing Bad Checks	88
Forgeries	165
Burglaries	312
Negligent Homicide	12
Assaults	197
Habitual Offenders	121
Thefts	411
DWI	141
DWI Second Offense	61
Welfare Fraud	10

The office, working with the New Hampshire District Court, has undertaken administration and prosecution of misdemeanor jury trials in the pilot program at Portsmouth District. To help meet the manpower needs for the pilot program, we have engaged a part-time trial attorney on a per diem basis. Hopefully, by October 1, 1993, a full-time additional attorney will join the staff.

The limited resources both in this office and the superior court continue to dictate ongoing stress for those engaged in the administration of justice in Rockingham County. The "bind" I mentioned in the 1991 report is still with us. We are looking for relief when and if the new courthouse is completed in Brentwood.

Resources allocated to the county attorney's office continue to seriously lag behind needs.



GRZELAK AND COMPANY, P. C.

CERTIFIED PUBLIC ACCOUNTANTS

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MEMBERS
American Institute of Certified
Public Accountants (AICPA)
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, 1992, 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.

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, 1992, 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 & Co., P.C. CPAs

GRZELAK AND COMPANY, P.C.
Certified Public Accountants

March 15, 1993
Laconia, New Hampshire

EXHIBIT A
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
 December 31, 1992

	<u>Governmental Fund Types</u>		<u>Proprietary Fund Types</u>		<u>Fiduciary Funds</u>	<u>Account Group</u>	<u>Totals Memorandum Only</u>
	<u>General</u>	<u>Capital Projects</u>	<u>Enterprise Funds</u>	<u>Internal Service Funds</u>	<u>Trust and Agency Funds</u>	<u>General Long-Term Debt</u>	
N4 Cash and cash equivalents	\$8,781,397	\$ 287,838	\$ 1,283,654	\$ 1,127,743	\$ 39,361		\$11,519,993
Restricted cash			52,164				52,164
Accounts receivable	53,795		1,109,555				1,163,350
Due from other governments							
Due from other funds	546,033						
Inventory	340,902			111,938			
Prepays			130,573				657,971
Deferred financing			496,758				471,475
Patient personal funds			7,907				496,758
Fixed assets, net			257,960				7,907
Construction in progress			11,233,153				257,960
Amount to be provided for retirement of long-term debt			52,274				11,233,153
	<u>\$9,722,127</u>	<u>\$ 287,838</u>	<u>\$14,623,990</u>	<u>\$ 1,239,681</u>	<u>\$ 39,361</u>	<u>\$13,537,597</u>	<u>\$13,537,597</u>
TOTAL ASSETS							<u>\$39,450,602</u>

LIABILITIES AND FUND EQUITY

Liabilities

Accounts or claims payable	\$ 972,374	\$ 4,265	\$ 58,470	\$ 820,041	\$	\$ 1,855,150
Accrued liabilities			1,062,970			1,062,970
Due to other funds	14,504		546,033	111,938		672,475
Due to inmates					20,847	20,847
Patient deposits			257,960			257,960
Deferred revenue	75,770				75,770	75,770
Notes payable	7,024,519		5,000,000			12,024,519
Current portion long-term debt			248,549			248,549
Compensated absences					422,597	422,597
Capital lease obligation			42,453			42,453
Long-term debt obligation			386,451		13,115,000	13,501,451
Liabilities	<u>8,087,167</u>	<u>4,265</u>	<u>7,602,886</u>	<u>911,979</u>	<u>20,847</u>	<u>30,184,741</u>

Fund Equity

Contributed capital			2,665,015			2,665,015
Retained earnings			4,303,933			4,303,933
Fund Balances:						
<u>Reserved</u>						
Inventories	340,902					340,902
Encumbrances	143,085					143,085
Donor restricted			52,164			52,164
Contingencies	600,000					600,000
Continuing appropriation	213,088					213,088
<u>Unreserved</u>						
Undesignated	337,885	283,573	0	307,702	18,514	947,674
Fund Equity	<u>1,634,960</u>	<u>283,573</u>	<u>7,021,112</u>	<u>307,702</u>	<u>18,514</u>	<u>9,265,861</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$9,722,127</u>	<u>\$ 287,838</u>	<u>\$14,623,998</u>	<u>\$1,239,681</u>	<u>\$ 39,361</u>	<u>\$ 39,450,602</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, 1992

	Governmental Fund Types			Fiduciary Fund Types	Totals Memorandum Only
	General	Special Revenue	Capital Project	Expendable Trust Fund	
REVENUES					
Taxes	\$19,908,437				\$ 19,908,437
Interest	144,937				144,937
Charges for services					
Deeds	2,157,917				2,157,917
Sheriff's department	618,003				618,003
Maintenance	465,623				465,623
Commissioners					
County Attorney	1,146				1,146
Highway clean-up					
County jail	99,596				99,596
County farm	177,455				177,455
Extension service	165				165
Human services	239,411				239,411
Personnel services	32,825				32,825
Other	259,114		119,134	149	378,397
OTHER FINANCING SOURCES					
Operating transfers in	500,000				500,000
Bond/Note proceeds					
TOTAL REVENUES AND OTHER FINANCING SOURCES	24,604,629	0	119,134	149	24,723,912

EXPENDITURES

Current:					
Public assistance	\$ 9,593,205	\$	\$	\$	\$ 9,593,205
Department of corrections	3,632,414				3,632,414
Maintenance department	1,819,654				1,819,654
General government	331,617				331,617
Commissioners	208,227				208,227
Personnel services	48,651				48,651
Sheriff's department	1,661,776				1,661,776
Register of deeds	581,910				581,910
County attorney	806,164				806,164
Medical examiner	67,838				67,838
Cooperative extension service	289,188				289,188
County farm	236,802				236,802
Treasurer and Deputy	38,242				38,242
Delegation expenses	18,927				18,927
Human service non-county	161,750				161,750
Other					
Capital outlay	167,510		607,113		774,623
Debt service:					
Principal	985,000				985,000
Interest	1,113,747				1,113,747
<u>OTHER FINANCING USES</u>					
Operating transfers out	<u>2,409,915</u>		<u>529,551</u>		<u>2,939,466</u>
TOTAL EXPENDITURES AND OTHER FINANCING USES	<u>24,172,537</u>		<u>1,136,664</u>	<u>0</u>	<u>25,309,201</u>
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	432,092	0	(1,017,530)	149	(585,289)
UNRESERVED-UNDESIGNATED FUND BALANCES - JANUARY 1	215,666	0	1,301,103	6,516	1,523,285
CHANGES IN RESERVES	(309,873)				(309,873)
UNRESERVED-UNDESIGNATED FUND BALANCES - DECEMBER 31	<u>\$ 337,885</u>	<u>\$ 0</u>	<u>\$ 283,573</u>	<u>\$ 6,665</u>	<u>\$ 628,123</u>

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, 1992

<u>REVENUES</u>	<u>Budget</u>	<u>Actual</u>	Variance (Unfavorable) <u>Favorable</u>
Taxes	\$19,908,437	\$19,908,437	\$ 0
Interest	200,000	144,937	(55,063)
Charges for services			
Deeds	1,950,000	2,157,917	207,917
Sheriff's Department	692,000	618,003	(73,997)
Maintenance	439,273	465,623	26,350
Commissioners	2,500	0	(2,500)
County Attorney	0	1,146	1,146
Highway Clean-up	45,000	0	(45,000)
County Jail	252,000	99,596	(152,404)
County Farm	107,900	177,455	69,555
Extension Service	0	165	165
Human Services	344,303	239,411	(104,892)
Personnel Services	37,446	32,825	(4,621)
Other	299,764	259,114	(40,650)
 <u>OTHER FINANCING SOURCES</u>			
Operating Transfers In	400,000	500,000	100,000
Bond/Note Proceeds	<u>0</u>	<u>0</u>	<u>0</u>
 <u>TOTAL REVENUES AND OTHER FINANCING SOURCES</u>	 <u>24,678,623</u>	 <u>24,604,629</u>	 <u>(73,994)</u>

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
(Continued)**

For the Year Ended December 31, 1992

	<u>Budget</u>	<u>Actual</u>	<u>Variance (Unfavorable) Favorable</u>
<u>EXPENDITURES</u>			
Current:			
Public Assistance	\$10,213,676	\$ 9,593,205	\$ 620,471
Department of Corrections	3,951,678	3,632,414	319,264
Maintenance Department	1,849,948	1,819,654	30,294
General Government	340,444	331,617	8,827
Highway Clean-up	44,644	0	44,644
Commissioners	215,228	208,219	7,009
Personnel Services	49,656	48,651	1,005
Sheriff's Department	1,708,331	1,661,776	46,555
Register of Deeds	605,494	581,910	23,584
County Attorney	809,717	806,164	3,553
Medical Examiner	53,450	67,838	(14,388)
Extension Service	289,820	289,188	632
County Farm	209,785	236,802	(27,017)
Treasurer and Deputy	48,703	38,242	10,461
Delegation Expense	23,155	18,935	4,220
Human Service Specials	173,310	161,750	11,560
Capital Outlay	279,000	167,510	111,490
Debt Service:			
Principal	985,000	985,000	0
Interest	1,154,000	1,113,747	40,253
Other	46,300	0	46,300
<u>OTHER FINANCING USES</u>			
Operating Transfers Out	<u>2,409,915</u>	<u>2,409,915</u>	<u>0</u>
<u>TOTAL EXPENDITURES AND OTHER FINANCING USES</u>	<u>25,461,254</u>	<u>24,172,537</u>	<u>1,288,717</u>
<u>EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</u>			
	(782,631)	633,308	1,415,939
<u>UNRESERVED-UNDESIGNATED FUND BALANCE - JANUARY 1</u>			
	782,631	215,666	(566,965)
<u>CHANGE IN RESERVES</u>			
	<u> </u>	<u>(309,873)</u>	<u>(309,873)</u>
<u>UNRESERVED-UNDESIGNATED FUND BALANCE - DECEMBER 31</u>			
	<u>\$ 0</u>	<u>\$ 539,101</u>	<u>\$ 539,101</u>

EXHIBIT D
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

**COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
RETAINED EARNINGS/FUND BALANCES - ALL PROPRIETARY FUND TYPES**
For the Year Ended December 31, 1992

	<u>Enterprise Fund</u>	<u>Internal Service Fund</u>	<u>Total Memorandum Only</u>
<u>OPERATING REVENUES</u>			
Patient service revenue	\$10,450,355	\$	\$ 10,450,355
Charges to other funds		1,555,635	1,545,635
Other	<u>1,117,913</u>	<u>127,327</u>	<u>1,245,240</u>
Total operating revenue	11,568,268	1,672,962	13,241,230
<u>OPERATING EXPENSES</u>			
Nursing services	6,623,260		6,623,260
Ancillary services	1,749,207		1,749,207
Dietary services	2,274,567		2,274,567
General services	1,761,724		1,761,724
Administrative services	862,678		862,678
Claims and premiums		1,906,667	1,906,667
Interest	67,513		67,513
Provision for bad debt	89,126		89,126
Depreciation	457,790		457,790
Other		<u>3,874</u>	<u>3,874</u>
Total operating expenses	<u>13,885,865</u>	<u>1,910,541</u>	<u>15,796,406</u>
OPERATING INCOME (LOSS) BEFORE OPERATING TRANSFERS	(2,317,597)	(237,579)	(2,555,176)
Operating transfers	<u>2,409,915</u>		<u>2,409,915</u>
NET INCOME (LOSS)	92,318	(237,579)	(145,261)
RETAINED EARNINGS/ FUND BALANCE - JANUARY 1	<u>4,211,615</u>	<u>545,281</u>	<u>4,756,896</u>
RETAINED EARNINGS/ FUND BALANCE - DECEMBER 31	<u>\$ 4,303,933</u>	<u>\$ 307,702</u>	<u>\$ 4,611,635</u>

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

EXHIBIT E
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

COMBINED STATEMENT OF CASH FLOWS - ALL PROPRIETARY FUND TYPES
For the Year Ended December 31, 1992

	<u>Enterprise Fund</u>	<u>Internal Service Fund</u>	<u>Total Memorandum Only</u>
<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>			
Operating income (loss)	\$(2,317,597)	\$ (237,579)	\$ (2,555,176)
Adjustments:			
Depreciation	457,790		457,790
Amortization of deferred financing costs	2,637		2,637
Changes in assets and liabilities:			
Accounts receivable	162,490	50,764	213,254
Inventories and prepaids	253,889		253,889
Accounts payable and accrued expenses	<u>(580,730)</u>	<u>(30,929)</u>	<u>(611,659)</u>
Net cash provided (used) by operating activities	<u>(2,021,521)</u>	<u>(217,744)</u>	<u>(2,239,265)</u>
<u>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</u>			
Proceeds from notes payable	5,000,000		5,000,000
Contributed capital by County	320,388		320,388
Bond principal payments	(310,000)		(310,000)
Capital lease payments	(13,427)		(13,427)
Operating transfers in (out)	<u>2,409,915</u>		<u>2,409,915</u>
Net cash provided (used) by noncapital financing activities	<u>7,406,876</u>	<u>0</u>	<u>7,406,876</u>
<u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>CASH FLOWS FROM INVESTING ACTIVITIES</u>			
Additions of fixed assets	<u>(4,101,701)</u>		<u>(4,101,701)</u>
Net cash provided (used) by investing activities	<u>(4,101,701)</u>	<u>0</u>	<u>(4,101,701)</u>
<u>EXCESS OF CASH PROVIDED OVER (UNDER) CASH USED</u>	1,283,654	(217,744)	1,065,910
BEGINNING CASH	<u>0</u>	<u>1,345,487</u>	<u>1,345,487</u>
ENDING CASH	<u>\$ 1,283,654</u>	<u>\$ 1,127,743</u>	<u>\$ 2,411,397</u>

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

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1992

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, 1992 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, 1992

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.

As more fully described in Note 7, several self-insured risk management programs are operated by the County and are accounted for through Internal Service funds in accordance with GASB Statement 10, "Accounting and Financial Reporting for Risk Financing and Related Insurance Issues."

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1992

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, 1992

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, 1992

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, 1992, 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, 1992

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 \$ 457,790 for the year ended December 31, 1992.

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, 1992, however, vested benefits in the amount of \$ 422,597 were reported in the Long-Term Debt Account Group at December 31, 1992.

The Nursing Home Enterprise Fund has accrued compensated absences as required by generally accepted accounting principles as a fund liability as of December 31, 1992.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1992

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, 1992

NOTE 2 - CASH ON DEPOSIT AND INVESTMENTS

Deposits. At December 31, 1992, 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	0.00- 3.71%	Time & Demand	\$ 8,781,397	\$ 9,221,166	\$ 8,680,004
Capital Projects	2.25%	Time & Demand	287,838	795,038	695,038
Proprietary Funds	Var %	Demand	2,411,397	2,411,468	2,045,686
Trust and Agency	Var %	Time & Demand	<u>32,361</u>	<u>43,660</u>	<u>0</u>
			<u>\$11,519,993</u>	<u>\$12,471,332</u>	<u>\$11,420,728</u>

Of the bank balances amount, \$ 575,599 represents the amount covered under a Master Repurchase Agreement with Fleet Bank. Under the agreement, the bank agrees to transfer to the County securities or financial instruments against the transfer of funds by the County, with a simultaneous agreement by the County to transfer to the bank such securities at a date certain or on demand (usually overnight) against the transfer of funds by the 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 and reported in the Long-term Debt Account Group or in the Rockingham County Nursing Home Enterprise Fund, are as follows:

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1992

<u>Purpose</u>	<u>Interest Rates</u>	<u>Amount</u>
<u>Long-Term Debt Account Group</u>		
Jail Improvement Bond	6.00%	\$ 600,000
Public Improvement Bond	VAR %	<u>12,515,000</u>
		<u>\$ 13,115,000</u>
<u>Nursing Home Enterprise Fund</u>		
General Obligation	5.50%	\$ 35,000
General Obligation	6.775%	<u>600,000</u>
		<u>\$ 635,000</u>

Annual debt service requirements at December 31, 1992 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>
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
1997	930,000	519,856	1,449,856
Thereafter	<u>8,380,000</u>	<u>2,345,874</u>	<u>10,725,874</u>
	<u>\$13,115,000</u>	<u>\$5,883,618</u>	<u>\$18,998,618</u>

Future annual principal maturities of bonds payable at December 31, 1992 for the Nursing Home Enterprise Fund are as follows:

<u>December 31</u>	<u>Principal</u>
1993	\$ 235,000
1994	200,000
1995	<u>200,000</u>
	<u>\$ 635,000</u>

Changes in Long-Term Liabilities. During the year ended December 31, 1992, the following changes occurred in liabilities reported in the General Long-Term Account Group and the Enterprise Fund:

	<u>Balance</u>			<u>Balance</u>
	<u>January 1</u>	<u>Additions</u>	<u>Reductions</u>	<u>December 31</u>
Total Long-Term Debt	<u>\$15,045,000</u>	<u>\$ 0</u>	<u>\$ 1,295,000</u>	<u>\$13,750,000</u>

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1992

NOTE 4 - ENTERPRISE FUND - FIXED ASSETS

At December 31, 1992, fixed assets and accumulated depreciation of the Rockingham County Nursing Home were as follows:

Land	\$ 196,187
Buildings	9,048,971
Improvements	3,953,621
Movable equipment	<u>1,338,258</u>
	14,537,037
Less accumulated depreciation	<u>(3,303,884)</u>
	<u>\$11,233,153</u>

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, 1992, pension expense was \$ 145,145 and \$ 184,994 for governmental and enterprise funds, respectively.

At December 31, 1992, 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.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes To Financial Statements

December 31, 1992

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 \$ 687,997 of taxes paid by the Town of Seabrook to Rockingham County. This asserted amount 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.

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 insurance risks, property liability risks and for the protection of assets. During the year ended December 31, 1992, the County implemented early adoption of Governmental Accounting Standards Board Statement 10, "Accounting and Financial Reporting for Risk Financing and Related Insurance Issues," [hereinafter referred to as "GASB #10"] and established risk management fund types (accounted for and reported in an Internal Service Fund) to account for and finance its uninsured risks of loss retained (below stop loss thresholds purchased from commercial carriers) for employee health, dental, unemployment and workers compensation. Settled claims have not exceeded purchased coverages for the past three years.

All funds of the County participate and make payments to the risk management Internal Service Funds. The claims liabilities of the funds of \$ 820,041 reported in the Internal Service Fund at December 31, 1992 is based on the requirements of GASB #10, which requires that a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated. Changes in the Internal Service Fund's claims liability amount represents the current year effect of claims and changes in estimates, net of claims payments. With the adoption of GASB #10, effective January 1, 1992, beginning fund equities and balances of previously recorded statutory trust funds (reclassified to risk management Internal Service Funds) were restated to reflect the portion of claims liabilities outstanding at January 1, 1992.

SCHEDULE 1
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

STATEMENT OF ESTIMATED AND ACTUAL REVENUES - GENERAL FUND
 For the Year Ended December 31, 1992

	<u>REVENUES</u>		OVER (UNDER) BUDGET
	<u>ESTIMATED</u>	<u>ACTUAL</u>	
<u>GENERAL GOVERNMENT</u>			
Taxes	\$19,908,437	\$19,908,437	\$ 0
Interest	200,000	144,937	(55,063)
Other			
Superior Court - Lease	238,264	236,206	(2,058)
Telephone	1,500	1,072	(428)
Escheat Funds	60,000	0	(60,000)
Miscellaneous	0	21,836	21,836
	<u>20,408,201</u>	<u>20,312,488</u>	<u>(95,713)</u>
<u>DEEDS</u>			
Registry of Deeds	1,950,000	2,157,917	207,917
Miscellaneous	0	0	0
	<u>1,950,000</u>	<u>2,157,917</u>	<u>207,917</u>
<u>SHERIFF'S DEPARTMENT</u>			
Salary Reimbursement	175,000	168,100	(6,900)
Equipment Grant	3,773	0	(3,773)
Civil	475,000	405,833	(69,167)
Dispatch - Salary Reimb.	22,000	22,000	0
Miscellaneous	0	22,070	22,070
Dispatch Reserve	16,227	0	(16,227)
	<u>692,000</u>	<u>618,003</u>	<u>(73,997)</u>
<u>MAINTENANCE</u>			
Gas Reimbursement	24,750	0	(24,750)
Reimbursements Nursing Home	412,523	455,427	42,904
Miscellaneous	2,000	10,196	8,196
	<u>439,273</u>	<u>465,623</u>	<u>26,350</u>
<u>COMMISSIONERS</u>			
Miscellaneous	2,500	0	(2,500)
	<u>2,500</u>	<u>0</u>	<u>(2,500)</u>
<u>COUNTY ATTORNEY</u>			
Miscellaneous	0	1,146	1,146
	<u>0</u>	<u>1,146</u>	<u>1,146</u>

SCHEDULE 1
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

STATEMENT OF ESTIMATED AND ACTUAL REVENUES - GENERAL FUND
 For the Year Ended December 31, 1992
 (Continued)

	<u>REVENUES</u>		OVER (UNDER) BUDGET
	<u>ESTIMATED</u>	<u>ACTUAL</u>	
<u>HIGHWAY CLEAN-UP</u>			
Grant Revenues	\$ 45,000	\$ 0	\$ (45,000)
	<u>45,000</u>	<u>0</u>	<u>(45,000)</u>
<u>COUNTY JAIL & HOUSE OF CORRECTIONS</u>			
Federal Prisoners	200,000	38,155	(161,845)
Telephone	26,000	23,146	(2,854)
Work Release/Board	24,000	24,502	502
Miscellaneous	2,000	13,793	11,793
	<u>252,000</u>	<u>99,596</u>	<u>(152,404)</u>
<u>COUNTY FARM</u>			
Rent	4,800	4,800	0
Grants	500	0	(500)
Sales	96,600	134,696	38,096
Lease	6,000	8,250	2,250
Miscellaneous	0	29,709	29,709
	<u>107,900</u>	<u>177,455</u>	<u>69,555</u>
<u>EXTENSION SERVICE</u>			
Miscellaneous	0	165	165
	<u>0</u>	<u>165</u>	<u>165</u>
<u>HUMAN SERVICES</u>			
Incentive Reserve/Deferred	150,628	0	(150,628)
Board & Care of Children	1,500	100	(1,400)
State Incentive Funds	192,175	208,954	16,779
Miscellaneous	0	30,357	30,357
	<u>344,303</u>	<u>239,411</u>	<u>(104,892)</u>
<u>PERSONNEL SERVICES</u>			
Miscellaneous	37,446	32,825	(4,621)
	<u>37,446</u>	<u>32,825</u>	<u>(4,621)</u>

SCHEDULE 1
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

STATEMENT OF ESTIMATED AND ACTUAL REVENUES - GENERAL FUND
 For the Year Ended December 31, 1992
 (Continued)

	REVENUES		OVER (UNDER)
	ESTIMATED	ACTUAL	BUDGET
<u>OTHER FINANCING SOURCES</u>			
Operating Transfers In	\$ 400,000	\$ 500,000	\$ 100,000
Bond/Note Proceeds	<u>0</u>	<u>0</u>	<u>0</u>
	<u>400,000</u>	<u>500,000</u>	<u>100,000</u>
<u>TOTAL REVENUES AND OTHER FINANCING SOURCES</u>	<u>\$24,678,623</u>	<u>\$24,604,629</u>	<u>\$ (73,994)</u>
<u>UNRESERVED FUND BALANCE USED TO REDUCE TAXES</u>	<u>782,631</u>		
<u>TOTAL REVENUES, OTHER FINANCING SOURCES AND UNRESERVED FUND BALANCE</u>	<u>\$25,461,254</u>		

SCHEDULE 2
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

STATEMENT OF APPROPRIATIONS AND EXPENDITURES - GENERAL FUND
 For the Year Ended December 31, 1992

	<u>EXPENDITURES</u>		(OVER) UNDER BUDGET
	<u>APPROPRIATIONS</u>	<u>ACTUAL</u>	
<u>PUBLIC ASSISTANCE</u>			
Old Age Assistance	\$ 8,190,000	\$ 7,957,164	\$ 232,836
Board & Care of Children	1,680,873	1,403,034	277,839
Mediation Programs	342,803	233,007	109,796
Miscellaneous	0	0	0
	<u>10,213,676</u>	<u>9,593,205</u>	<u>620,471</u>
<u>DEPARTMENT OF CORRECTIONS</u>	<u>3,951,678</u>	<u>3,632,414</u>	<u>319,264</u>
<u>MAINTENANCE DEPARTMENT</u>	<u>1,849,948</u>	<u>1,819,654</u>	<u>30,294</u>
<u>GENERAL GOVERNMENT</u>			
Insurance	170,000	164,340	5,660
Retirement	18,000	17,672	328
Audit Fees	14,520	31,232	(16,712)
Legal Fees	7,500	63,136	(55,636)
County Dues	8,924	8,964	(40)
Software Maintenance	3,500	618	2,882
Property Taxes	23,000	21,531	1,469
Contingency	95,000	24,124	70,876
	<u>340,444</u>	<u>331,617</u>	<u>8,827</u>
<u>HIGHWAY CLEAN-UP PROJECT</u>	<u>44,644</u>	<u>0</u>	<u>44,644</u>
<u>COMMISSIONERS</u>	<u>215,228</u>	<u>208,219</u>	<u>7,009</u>
<u>PERSONNEL SERVICES</u>	<u>49,656</u>	<u>48,651</u>	<u>1,005</u>
<u>SHERIFF'S DEPARTMENT</u>			
Law Enforcement	1,203,780	1,187,615	16,165
County Dispatch Center	454,364	426,110	28,254
Radio Shop	50,187	48,051	2,136
Miscellaneous	0	0	0
	<u>1,708,331</u>	<u>1,661,776</u>	<u>46,555</u>
<u>REGISTER OF DEEDS</u>	<u>605,494</u>	<u>581,910</u>	<u>23,584</u>
<u>COUNTY ATTORNEY</u>	<u>809,717</u>	<u>806,164</u>	<u>3,553</u>

SCHEDULE 2
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

STATEMENT OF APPROPRIATIONS AND EXPENDITURES - GENERAL FUND
 For the Year Ended December 31, 1992
 (Continued)

	<u>EXPENDITURES</u>		<u>(OVER)</u> <u>UNDER</u> <u>BUDGET</u>
<u>APPROPRIATION</u>	<u>ACTUAL</u>		
<u>MEDICAL EXAMINER</u>	\$ 53,450	\$ 67,838	\$ (14,388)
<u>COOPERATIVE EXTENSION SERVICE</u>	289,820	289,188	632
<u>COUNTY FARM</u>	209,785	236,802	(27,017)
<u>TREASURER AND DEPUTY</u>	48,703	38,242	10,461
<u>DELEGATION EXPENSES</u>	23,155	18,935	4,220
<u>HUMAN SERVICE NON-COUNTY SPECIAL</u>			
Retired Senior Volunteer	0	7,000	(7,000)
Child Care Association	25,000	25,000	0
Area Homemakers	44,000	33,000	11,000
Rockingham VNA	43,000	43,000	0
Womens Resource Center	5,000	5,000	0
A Safe Place	15,000	18,750	(3,750)
Emergency Fire Training	11,310	0	11,310
Conservation District	30,000	30,000	0
	173,310	161,750	11,560
<u>CAPITAL OUTLAY</u>	279,000	167,510	111,490
<u>ENCUMBERED FUNDS</u>	46,300	0	46,300
<u>DEBT SERVICE</u>			
Principal - Long-Term Debt	985,000	985,000	0
Interest - RAN's	450,000	333,292	116,708
Interest - Long-Term Debt	704,000	780,455	(76,455)
	2,139,000	2,098,747	40,253
<u>OTHER FINANCING USES</u>			
Operating Transfers Out	2,409,915	2,409,915	0
	2,409,915	2,409,915	0
<u>TOTAL EXPENDITURES AND</u>			
<u>OTHER FINANCING USES</u>	\$25,461,254	\$24,172,537	\$1,288,717

SCHEDULE 3
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

GENERAL FUND
STATEMENT OF CHANGES IN UNRESERVED-UNDESIGNATED FUND BALANCE
For the Year Ended December 31, 1992

Statement of Change in Fund Balance

<u>Unreserved - Undesignated Fund</u> <u>Balance - January 1</u>	\$ 215,666
<u>Unreserved - Undesignated Fund</u> <u>Balance - December 31</u>	<u>337,885</u>
<u>Change in Unreserved -</u> <u>Undesignated Fund Balance</u>	<u>\$ 122,219</u>

Analysis of Change

<u>Revenue Surplus(Deficit) (Schedule 1)</u>	\$ (73,994)
<u>(Over) Under Expended Balance of</u> <u>Appropriations (Schedule 2)</u>	1,288,717
<u>Unreserved - Undesignated Fund Balance</u> <u>Used to Reduce Taxes</u>	(782,631)
<u>Change in Reserves</u>	<u>(309,873)</u>
<u>Change in Unreserved -</u> <u>Undesignated Fund Balance</u>	<u>\$ 122,219</u>

SCHEDULE 4
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

COMBINING BALANCE SHEET - CAPITAL PROJECTS FUNDS
December 31, 1992

	<u>Project Administration</u>	<u>Maintenance Projects</u>	<u>Waste Water Project</u>	<u>Jail Project</u>	<u>Totals Memorandum Only</u>
<u>ASSETS</u>					
Cash	\$ 122,190	\$ 161,383	\$ 0	\$ 4,265	\$ 287,838
Due from other funds					
Interest receivable					
Other assets					
Total assets	<u>\$ 122,190</u>	<u>\$ 161,383</u>	<u>\$ 0</u>	<u>\$ 4,265</u>	<u>\$ 287,838</u>
 <u>LIABILITIES AND FUND BALANCE</u>					
<u>Liabilities</u>					
Accounts payable					
Due to other funds					
Other liabilities					
Total liabilities	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,265</u>	<u>4,265</u>
<u>Fund Balance</u>					
<u>Reserved</u>					
Reserve for encumbrances					
<u>Unreserved</u>					
Undesignated	<u>122,190</u>	<u>161,383</u>	<u>0</u>	<u>0</u>	<u>283,573</u>
Fund Balances	<u>122,190</u>	<u>161,383</u>	<u>0</u>	<u>0</u>	<u>283,573</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 122,190</u>	<u>\$ 161,383</u>	<u>\$ 0</u>	<u>\$ 4,265</u>	<u>\$ 287,838</u>

SCHEDULE 5
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 CAPITAL PROJECTS FUNDS

For the Year Ended December 31, 1992

	Project Administration	Maintenance Projects	Waste Water Project	Jail Project	Totals Memorandum Only
<u>REVENUES</u>					
From other governments	\$ 119,134	\$	\$	\$	\$ 119,134
Other revenues	119,134	0	0	0	119,134
Total revenues	<u>119,134</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>119,134</u>
<u>EXPENDITURES</u>					
Capital outlays	91,574	114,704	31,870	368,965	607,113
Other	91,574	114,704	31,870	368,965	607,113
Total expenditures	<u>91,574</u>	<u>114,704</u>	<u>31,870</u>	<u>368,965</u>	<u>607,113</u>
Excess of revenues over (under) expenditures	<u>27,560</u>	<u>(114,704)</u>	<u>(31,870)</u>	<u>(368,965)</u>	<u>(487,979)</u>
<u>OTHER FINANCING SOURCES/USES</u>					
Transfers to other funds	(269,253)	(4,730)	(255,568)	(529,551)	(529,551)
Total other financing sources (uses)	<u>(269,253)</u>	<u>0</u>	<u>(4,730)</u>	<u>(255,568)</u>	<u>(529,551)</u>
Excess of revenues and other sources over (under) expenditures and other uses	<u>(241,693)</u>	<u>(114,704)</u>	<u>(36,600)</u>	<u>(624,533)</u>	<u>(1,017,530)</u>
Fund balance - January 1	363,883	276,087	36,600	624,533	1,301,103
Fund balance - December 31	<u>\$ 122,190</u>	<u>\$ 161,383</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 283,573</u>

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SCHEDULE 6
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

COMBINING BALANCE SHEET - INTERNAL SERVICE FUNDS
 December 31, 1992

	Health Insurance Risk Mgmt Fund	Dental Insurance Risk Mgmt Fund	Workman's Comp Insurance Risk Mgmt Fund	Unemployment Insurance Risk Mgmt Fund	Total Memorandum Only
Current Assets					
Cash and cash equivalents	\$ 31,143	\$ 3,604	\$ 1,091,602	\$ 1,394	\$ 1,127,743
Accounts receivable		111,938			111,938
Due from other funds					
Other current assets					
Total current assets	<u>31,143</u>	<u>115,542</u>	<u>1,091,602</u>	<u>1,394</u>	<u>1,239,681</u>
Total assets	<u>\$ 31,143</u>	<u>\$ 115,542</u>	<u>\$ 1,091,602</u>	<u>\$ 1,394</u>	<u>\$ 1,239,681</u>
<u>LIABILITIES AND FUND EQUITY</u>					
Current liabilities					
Claims liability	\$ 223,966	\$ 33,824	\$ 562,251	\$	\$ 820,041
Due to other funds	111,938				111,938
Other					
Total current liab	<u>335,904</u>	<u>33,824</u>	<u>562,251</u>	<u>0</u>	<u>931,979</u>
Total liabilities	<u>335,904</u>	<u>33,824</u>	<u>562,251</u>	<u>0</u>	<u>931,979</u>
Fund equity					
Retained earnings	(304,761)	81,718	529,351	1,394	307,702
Total fund equity	<u>(304,761)</u>	<u>81,718</u>	<u>529,351</u>	<u>1,394</u>	<u>307,702</u>
Total liabilities and fund equity	<u>\$ 31,143</u>	<u>\$ 115,542</u>	<u>\$ 1,091,602</u>	<u>\$ 1,394</u>	<u>\$ 1,239,681</u>

SCHEDULE 7
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

COMBINING STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCES
 INTERNAL SERVICE FUNDS

For the Year Ended December 31, 1992

	Health Insurance Risk Mgmt <u>Fund</u>	Dental Insurance Risk Mgmt <u>Fund</u>	Workman's Comp Insurance Risk Mgmt <u>Fund</u>	Unemployment Insurance Risk Mgmt <u>Fund</u>	Total Memorandum Only
Charges to other funds	\$ 825,422	\$ 200,391	\$ 482,782	\$ 37,040	\$ 1,545,635
Reimbursements/Refunds	109,249	144			109,393
Interest	2,624	2,966	11,955	180	17,725
Other revenues	123		86		209
Total revenues	<u>937,418</u>	<u>203,501</u>	<u>494,823</u>	<u>37,220</u>	<u>1,672,962</u>

EXPENSES

Claims and premiums	1,288,625	187,886	183,533		1,660,044
Third parties	154,381		54,242	38,000	246,623
Other expenses	833	499	2,477	65	3,874
Total expenses	<u>1,443,839</u>	<u>188,385</u>	<u>240,252</u>	<u>38,065</u>	<u>1,910,541</u>

OTHER FINANCING SOURCES (USES)

Transfers in (out)					
Total other financing sources (uses)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Excess of revenues and other financing sources over (under) expenditures and other financing uses (506,421) 254,571 (845) (237,579)

Fund balances - January 1 201,660 274,780 2,239 545,281
 (As Restated - Note 7)

Fund balances - Dec 31 \$ (304,761) \$ 81,718 \$ 529,351 \$ 1,394 \$ 307,702

SCHEDULE B
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

COMBINING BALANCE SHEET - FIDUCIARY FUND TYPES

December 31, 1992

	<u>Expendable Trust Fund</u>	<u>Inmates Account</u>	<u>Agency Funds Inmates Account</u>	<u>Commissary Account</u>	<u>Totals Memorandum Only</u>
Cash	\$ 6,665	\$ 20,847	\$ 11,849		\$ 39,361
Due from other funds					
Other assets					
Total assets	<u>\$ 6,665</u>	<u>\$ 20,847</u>	<u>\$ 11,849</u>		<u>\$ 39,361</u>

LIABILITIES AND FUND BALANCE

<u>Liabilities</u>					
Accounts payable	\$	\$			\$
Due to other funds					
Due to inmates		20,847			20,847
Total liabilities	<u>0</u>	<u>20,847</u>		<u>0</u>	<u>20,847</u>
<u>Fund Balance</u>					
Reserved					
Reserve for encumbrances					
Unreserved					
Undesignated	6,665			11,849	18,514
Fund Balances	6,665	0		11,849	18,514
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 6,665</u>	<u>\$ 20,847</u>	<u>\$ 11,849</u>		<u>\$ 39,361</u>