

**ROCKINGHAM COUNTY
NEW HAMPSHIRE**

**1994
ANNUAL REPORT**

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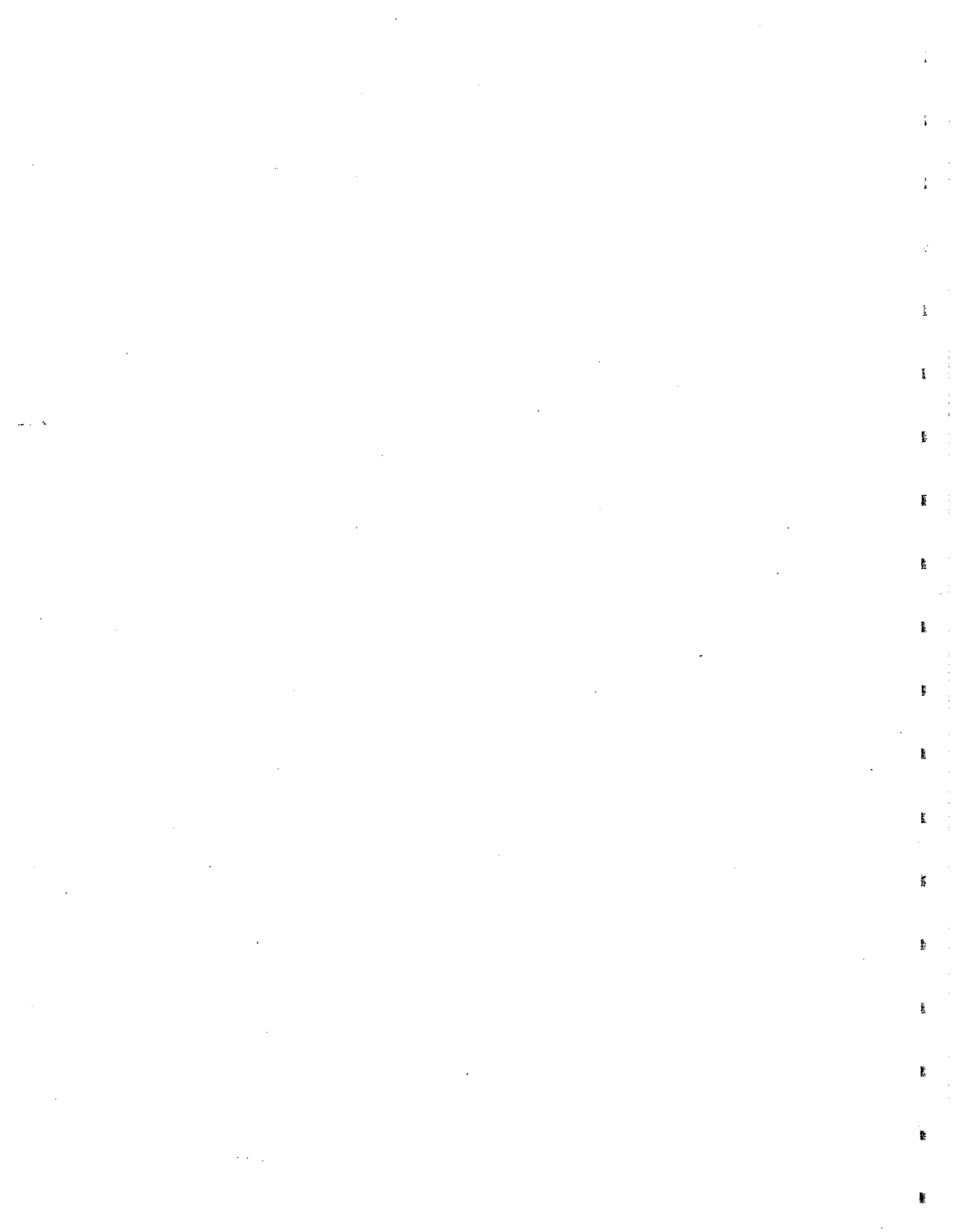
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DISTRICT 1

Jane Walker, Vice Chairman

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

DISTRICT 2

Warren Henderson, Clerk,

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

DISTRICT 3

Ernest P. Barka, Chairman,

Derry	Londonderry	Salem	Windham
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TREASURER

Patricia O. Kelly, Londonderry

COUNTY ATTORNEY

Carleton Eldrege, Esquire

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, Brentwood

REGISTER OF PROBATE

Charles Thayer

ROCKINGHAM COUNTY CONVENTION

Honorable Donna P. Sytek
Chairman
9 Garrison Road
Salem, NH 03087
Telephone: 893-8889

Honorable Kenneth W. Malcolm
Vice Chairman
8 Bourn Avenue
Hampton, NH 03042
Telephone: 926-3034

Honorable Richard Noyes
Clerk

Telephone:

ROCKINGHAM COUNTY EXECUTIVE COMMITTEE

Honorable David A. Welch
Chairman
P.O. Box 570
9 Fifth Street
Kingston, NH 03848
Telephone: 642-4402
FAX: 642-5883

Honorable Sherman Packard
Vice Chairman

Telephone:

Honorable Richar Noyes
Clerk

Telephone:

DISTRICT 1

Honorable Andrew Christie, Jr.
185 Kensington Road
Hampton Falls, NH 03844
Telephone: 926-7106

Honorable Leroy S. Dube
12 North Avenue
Plaistow, NH 03865
Telephone: 382-8562

Honorable Natalie Flanagan
132 Maple Avenue
Atkinson, NH 03811
Telephone: 362-5583

Honorable Laura C. Pantelakos
528 Dennett Street
Portsmouth NH 03801
Telephone: 436-2148

Honorable Anthony Syracuse
28 Harrison Avenue
Portsmouth, NH 03801
Telephone: 431-4790

DISTRICT 2

Honorable Jon P. Beaulieu
157 Smith Road
Chester, NH 03036
Telephone: 483-8792

Honorable Betsy Coes
P.O. Box 46
Newfields, NH 03856
Telephone: 772-9751

Honorable Thaddeus Klemarczyk
16 McKinley Street
Exeter, NH 03833
Telephone: 772-3445

Honorable Calvin Warburton
P.O. Box 365
Raymond, NH 03077
Telephone: 895-4711

Honorable Kenneth L. Weyler
23 Scotland Road
Kingston, NH 03848

DISTRICT 3

Honorable Janet M. Conroy
16 High Street
Derry, NH 03038
Telephone: 432-5925

Honorable George Katsakiores
1 Bradford Street
Derry, NH 03038
Telephone: 434-9587

Honorable Betsy McKinney
120 Litchfield Road
Londonderry, NH 03053
Telephone: 432-5232

Honorable Sherman A. Packard
72A Old Derry Road
Londonderry, NH 03053
Telephone: 432-3391

Honorable Arthur W. Smith
29 Grove Avenue
Salem, NH 03079
Telephone: 893-3842

REPRESENTATIVES TO GENERAL COURT

DISTRICT 1

(Northwood)
Robert A. Johnson

DISTRICT 2

(Nottingham)
Margaret A. Case

DISTRICT 3

(Epping)
William F. Williamson

DISTRICT 4

(Epping, Northwood, Nottingham)
Richard 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)

Donald W. Gorman

DISTRICT 9

(Danville, Sandown)

Patricia L. Cote

DISTRICT 10

(Chester, Fremont)

Jon P. Beaulieu

DISTRICT 11

(Chester, Danville, Fremont, Sandown)

Charles H. Cote

DISTRICT 12

(Raymond)

Thomas C. Hemenway Marian E. Lovejoy Calvin Warburton

DISTRICT 13

(Derry)

Kathryn Aranda Janet M. Conroy

Sandra K. Dowd Patricia A. Dowling

Robert Fesh George N. Katsakiores

Phyllis M. Katsakiores Rebecca E. Lee

Maurice McDonald Don J. Miller

Robert A. Pullman

DISTRICT 14

(Atkinson)

Natalie S. Flanagan

DISTRICT 15

(Hampstead)

Vivian R. Clark Edward M. Putnam

DISTRICT 16

(Plaistow)

Leroy S. Dube Merylyn P. Senter

DISTRICT 17

(Atkinson, Hampstead, Plaistow)

Bill Johnson Peter M. Simon

DISTRICT 18

(Brentwood, Kingston, Newton)

Marjorie Battles John W. Flanders

David A. Welch Kenneth L. Weyler

DISTRICT 19

(Newfields, Newmarket)

Albert W. Caswell Betsy Coes Joseph Schanda, Sr.

DISTRICT 20

(Exeter, Kensington)

Sherman E. Chester, Sr. Carmela M. DiPietro

David A. Flanders Thaddeus Klemarczyk

James R. Rosencrantz

DISTRICT 21

(E. Kingston, Seabrook, South Hampton)

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

DISTRICT 22

(Hampton, Hampton Falls)

Andrew Christie, Jr. Bonnie Groves

Sharleene P. Hurst Kenneth W. Malcolm

Katherin Pratt

DISTRICT 23

(Greenland)

David L. Richards

DISTRICT 24

(New Castle, Rye)

Herbert R. Drake Eugene Ritzo

DISTRICT 25

(North Hampton, Stratham)

Louis Gargiulo George R. Rubin Deborah L. Woods

DISTRICT 26

(Salem)

Stephen W. Bucu Marilyn R. Campbell

Beverly A. Gage Fred A. Kruse

Richard Noyes Bernard J. Raynowska

Arthur W. Smith Donna P. Sytek

John J. Sytek

DISTRICT 27

(Windham)

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

DISTRICT 28

(Salem, Windham)

Arthur P. Klemm, Jr.

DISTRICT 29

(Londonderry)

Daniel P. Blake William P. Boucher

Martin N. Bove Robert G. Hazelton

Karen K. Hutchinson Betsy McKinney

Sherman A. Packard

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)

Juanita L. Bell Anthony Syracuse

DISTRICT 34

(Newington, Portsmouth Wards 1,3,4)

Cecelia D. Kane

DISTRICT 35

(Portsmouth Ward 5)

Cynthia A. McGovern Charles L. Vaughn

DISTRICT 36

(Portsmouth Wards 2,5)

James R. Splaine

ROCKINGHAM COUNTY
1994 ADOPTED BUDGET

APPROPRIATIONS:

Rockingham County Nursing Home	14,182,184.00
Public Assistance:	
Old Age Assistance.....	8,353,194.00
Board & Care of Children.....	1,643,450.00
Grant Programs.....	332,823.00
Department of Corrections	4,167,256.00
Maintenance Department	2,211,571.00
General Government:	
Payment on Bonds.....	500,000.00
Payment on Jail/Lagoon.....	775,000.00
Interest on Jail/Lagoon.....	648,918.00
Interest on Temporary Loan.....	420,000.00
Interest on Bonds/Notes.....	45,500.00
Interest Temporary Bond.....	170,000.00
Driscoll Principal and Interest.....	1,015,666.00
Insurance.....	384,600.00
Accrued Retirement.....	18,000.00
Audit Fees.....	16,000.00
Legal Fees.....	25,000.00
Judgments.....	6,850.00
NH Association of Counties/Dues.....	8,964.00
Software Development/Maintenance.....	5,000.00
Property Taxes.....	23,000.00
Land Survey.....	1.00
Union Negotiations.....	15,000.00
Commissioners	143,814.00
Personnel.....	50,551.00
Fiscal Officer.....	181,768.00
Treasurer & Deputy.....	87,264.00
Sheriff:	
Law Enforcement.....	1,232,677.00
County Dispatch.....	500,107.00
Radio Shop.....	59,504.00
Outside Detail.....	54,451.00
Airport Duty.....	633,316.00
Register of Deeds.....	680,427.00
County Attorney.....	910,905.00
Medical Examiner.....	66,000.00
Cooperative Extension Services.....	297,955.00
County Farm	10,843.00
Delegation.....	20,413.00
Non-County Specials:	
Child Care Association.....	25,000.00
Area Homemakers.....	44,000.00
Rockingham County VNA.....	43,000.00

Conservation District.....	50,000.00
A Safe Place.....	20,000.00
Emergency Fire Training	8,250.00
Women's Sexual Assault Support Services	5,000.00
Capital Improvements:	
Vehicle Purchase or Lease	114,525.00
Window Replacement - RCNH	30,000.00
Dump.....	200,000.00
Ice Pond Dam.....	179,000.00
Computer Deeds/Cty Attorney	25,000.00
TOTAL APPROPRIATIONS.....	\$40,626,447.00

ESTIMATED REVENUES:

Rockingham County Nursing Home.....	12,806,558.00
Register of Deeds	2,100,000.00
Maintenance	627,851.00
Sheriff.....	1,336,284.00
Interest Earned	130,000.00
Farm/Land Management.....	32,401.00
Grants/Mediation.....	317,166.00
Superior Court	247,000.00
Department of Corrections	86,000.00
Personnel.....	36,250.00
Treasurer.....	14,337.00
Commissioners	2,000.00
1993 Seabrook Taxes	121,696.00
Miscellaneous & Telephone.....	1,500.00
Fund Balance Reserved	357,031.00
Fund Balance Unreserved.....	1,111,921.00
TOTAL ESTIMATED REVENUES.....	\$19,325,995.00

TOTAL APPROPRIATIONS..... \$40,626,447.00

TOTAL REVENUES..... \$19,325,995.00

AMOUNT TO BE RAISED IN TAXES - 1994..... \$21,300,452.00

MINUTES
ROCKINGHAM COUNTY FULL DELEGATION
February 5, 1994
Hilton Auditorium
Rockingham County Nursing Home
Brentwood, New Hampshire 03833

A scheduled meeting of the Rockingham County Full Delegation met on this date, February 5, 1994 at 10:00 AM in the Hilton Auditorium of the Rockingham County Nursing Home in Brentwood, New Hampshire.

Representative Donna Sytek, Chairman on the Rockingham County Delegation called the meeting to order at 10:00 AM and called on Rep. Warburton to provide the invocation and Rep. Skinner, Senior Member of the Delegation, lead the Delegation in the Pledge of Allegiance. The clerk called the roll and those in attendance were: Rep.'s Janet Arndt, Marjorie Battles, Ron Beaulieu, Juanita Bell, Daniel Blake, William Boucher, Marilyn Campbell, Margaret Case, Sherman Chester, Andrew Christie, Martha Clark, Vivian Clark, Betsy Coes, Janet Conroy, Patricia Cote, Harold Crossman, Carmela DiPietro, Sandra Dowd, Patricia Dowling, Hebert Drake, Leroy Dube, Charles Felch, Bob Fesh, Natalie Flanagan, David Flanders, John Flanders, Robert Hazelton, Sharleene Hurst, Robert Johnson, Cecelia Kane, George Katsakiores, Thaddeus Klemarczyk, Fred Kruse, Rebecca Lee, Marian Lovejoy, Betsy McKinney, Kenneth Malcolm, Don Miller, Richard Noyes, Sherman Packard, Ed Putnam, Bernard Raynowska, James Rosencrantz, George Rubin, Marilyn Senter, Patricia Skinner, Arthur Smith, James Splaine, Joseph Stone, Donald Stritch, Anthony Syracuse, Donna Sytek, John Sytek, Calvin Warburton, David Welch, Kenneth Weyler, William Williamson, Deborah Woods and Carol Yennaco. Rep. Sytek announced that a quorum was present. Rep. Sytek thanked the Executive Board for their work this year and that it has been a smoother year this year due to the cooperation between the County Commissioners and the Executive Committee. Additionally, she adds, there has been professionally staff on-board to help with the budgeting process that has made it easier this year.

Rep. Sytek referenced the budget packets that will be used throughout this meeting and stated that the packets incorporate the recommendations for salary increases for all employees except for the House of Correctionis who are covered under separate contract.

Rep. Welch moved to accept the Commissioners recommendations with regard to the \$.20 COLA and 4% merit to be applied to salaries of the classified workers of Rockingham County. The amount accepted equals \$305,480 and is accepted with the understanding that the average amount raised for merit equals 2.5% average by department. The motion was seconded by Rep. Skinner, voted on and carried.

Rep. Welch moved to accept the proposal by the Health Committee, as adopted by the Commissioners, which includes a \$347,000 cut in health costs plus covering more of the costs of family and two-person health coverage. The motion was seconded by Rep. Malcolm, voted on and carried

Rep. Welch moved to approve the dental plan as presented by the Commissioners. The motion was seconded by Rep. Malcolm, voted on and carried

Rep. Welch moved that the positions for the terms of office in 1995-1996 for the Treasurer be salaried at \$5,000; for the County Attorney at \$50,000; for the County Sheriff, \$45,000; for the Register of Deeds for \$40,000; and for the County Commissioners for the current level of \$15,000. The motion was seconded by Rep. Malcolm, voted on and carried.

Rep. Welch moved that the benefits for full-time elected officials, including Commissioners, will include dental benefits (single), mileage payments at the current rate except for officials who use a county provided vehicle which includes gasoline provided by the county, a retirement plan per state statutes, health benefits (single) as provided regular employees of the county, and a buyout option for health insurance as described below.

Any full-time elected official of Rockingham County, who is entitled to health insurance, but who is covered by similar insurance because his or her spouse has a family membership, shall receive with his or her regular pay, and in addition thereto, an amount equal to one-half the cost of a single person premium for that pay period.

The motion was seconded by Rep. Syracuse, voted on and carried.

Rep. Welch moved the amount of \$143,814 for the Commissioners office budget, seconded by Rep. Conroy. The motion was voted on and adopted.

Rep. Welch moved the amount of \$87,264 for the County Treasurer's budget, seconded by Rep. Weyler. The motion was voted on and adopted.

Rep. Welch moved the amount of \$181,768 for the Fiscal Officer budget, seconded by Rep. Weyler. The motion was voted on and adopted.

Rep. Welch moved the amount of \$910,905 for the County Attorney's budget, seconded by Rep. Malcolm. The motion was voted on and adopted.

Rep. Welch moved the amount of \$680,427 for the Register of Deeds budget, seconded by Rep. Malcolm. The motion was voted on and adopted.

Rep. Welch moved the amount of \$1,232,677 for the Law Enforcement section of the Sheriff's budget, seconded by Rep. Malcolm. The motion was voted on and adopted.

Rep. Welch moved the amount of \$500,107 for the Dispatch section of the Sheriff's budget, seconded by Rep. Christie. The motion was voted on and adopted.

Rep. Welch moved the amount of \$59,504 for the Radio section of the Sheriff's budget, seconded by Rep. Wood. The motion was voted on and adopted.

Rep. Welch moved the amount of \$633,316 for the Manchester Airport Duty section of the Sheriff's budget, seconded by Rep. Skinner. Rep's. Blake and Boucher spoke against the motion. Rep. Boucher moved that the Deputy Sheriff's line item of Manchester Airport Duty budget be reduced from \$282,195 to \$132,195, duly seconded. Rep. Boucher spoke to his motion and stated that his arbitrary motion in reducing that the budget by \$150,000 is not a good motion, but he wishes to make a point of the Sheriff's low bid. Rep. McKinney spoke against the motion because

this budget is under contract, it is reimbursable as revenue, and it was additional items that Manchester wanted in their contract and she does not think the Sheriff's department should be placed to bid with the Town of Londonderry. Rep. McKinney reported that the deputies at the airport are not only a credit to the Town of Londonderry but to the whole county - they are Rockingham County Sheriffs.

A vote was taken on Rep. Boucher's motion and the motion failed. A vote on the original motion to approve the budget for the Manchester Airport Duty section of the budget was taken and the motion was carried.

Rep. Welch moved the amount of \$54,451 for the Outside Detail section of the Sheriff's budget, seconded by Rep. Malcolm. Rep. Welch stated that this amount would be compensated by revenue coming into the county. The motion was voted on and adopted.

Rep. Welch moved the amount of \$66,000, seconded by Rep. Malcolm. The motion was voted on and carried.

Rep. Welch moved the amount of \$2,147,894 for the Maintenance Department budget, seconded by Rep. Miller. Rep. Sytek stated that the Maintenance budget was done in two sections this year. She added that the farm budget has been moved to the Land Management section of the budget. The motion was voted on and adopted.

Rep. Welch moved the amount of \$63,677 for the Land Management budget, seconded by Rep. Miller. Rep. Packard, upon questioning from Rep. Conroy, explained this budget. He stated that this section was formerly part of the farm operations. He reported that the Farm Manager is no longer working for the county and there is a spray irrigation system in place which means that the land must be maintained by planting specific crops to prevent soil erosion. The motion was voted on and adopted.

Rep. Welch moved the amount of \$10,329,467 for the Human Services budget, seconded by Rep. Malcolm. The motion was voted on and adopted.

Rep. Welch moved the amount of \$195,250 for the Non-County Specials budget, seconded by Rep. Christie. Rep. John Sytek spoke against the motion with the intention of lowering the amount of the first line item of the Non-County Specials, Rockingham County Conservation District - Line Item #01-4214-01.00, by \$10,000. Rep. Sytek announced that the question would be divided and the Rockingham County Conservation District will be taken up at this point. Rep. John Sytek moved to amend the Rockingham County Conservation District amount to \$40,000, seconded Rep. Dowling. Rep. John Sytek spoke to the motion and the subject of Non-County Specials as a whole. Rep. John Sytek stated that Non-County Specials are contributions that the county makes to organizations that the county judges to be worthwhile but which are not mandated by statute to provide appropriations for and that over time several organizations have been de-funded which has left the current group of organizations. Rep. Sytek added that he is concerned with the "door opening" that this \$10,000 represents. Rep. John Sytek wanted it made clear that he is not moving to de-fund the organization nor is he saying that its programs are not worthwhile - his focus is the proper way to fund this organization. Rep. Sytek stated that though the District is set up by state law, there is no mandate for funding it and it is primarily a broker of services, like a real estate agent, and does essentially no hands-on work. He adds that many of the Non-County Specials seek funding from local towns as well as on the county level - a blending of money sources - and every

one of the other Non-County Specials receives funding from the towns, on some level, from the towns they serve which is not done by the Conservation District and which he would like to see happen. Rep. Sytek urged the Delegation to vote for \$40,000 as the appropriate number for funding.

Rep. Coes spoke against the motion and stated that the Executive Committee after lengthy debate and a motion against reconsideration held firm to the original figure of \$50,000 and that she has a list of the services provided by the District and would like it to be known that each and every town in the county used the District several times for a total of 780 times that the District provided assistance to individual towns. Rep. Coes stated that their brokered services totaled 157 and only covered a smattering of towns, so brokered services are not a large part of the services they provide. Rep. Campbell spoke against the motion and agreed with Rep. Coes adding that they are a valuable source of information for the entire county. Rep. Syracuse spoke to Non-County Specials and said that the bottom line of this section of the budget has been reduced overall by about \$2,800 and that county government has some responsibility to this group and he urges support for Non-County Specials. A vote was taken on the motion to reduce the amount for the Rockingham County District from \$50,000 to \$40,000. The Chair was in doubt on the results of the voice vote and called for a show of hands and the motion failed to carry.

The Chair called for a vote on the original motion to fund the Non-County Specials budget for \$195,250. Rep. Fesh asked the Chair the rationalization for the approval of an extra \$5,000 for A Safe Place. He stated that this group requested \$15,000, approved by the Commissioners and the Subcommittee and the Executive Committee approved \$20,000. Rep. Donna Sytek stated that she made the motion and she will answer it, if there are no objections from anyone, from the Chair. Rep. Sytek stated that the Executive Committee had been holding the agencies to the line by not giving more to these groups than last year and the Executive Committee voted to almost double the grant to one agency and she felt it appropriate to give A Safe Place an opportunity to receive additional funding that they would have requested had they not been told to not ask for more money this year. Rep. Sytek stated that this group is expanding programs in Plaistow and Salem and domestic violence is a front-burner issue this year and is something she is not embarrassed to ask for. The motion was voted on and adopted.

Rep. Malcolm moved the amount of \$596,225 for Capital Improvements, seconded by Rep. Malcolm. The motion was voted on and adopted.

Rep. Welch moved the amount of \$14,182,184 for the Nursing Home budget, seconded by Rep. Malcolm. The motion was voted on and adopted.

Rep. Welch moved the amount of \$4,167,256 for the House of Correction budget which includes the contracted amount of salaries for the employees, seconded by Rep. Christie. Chairman Sytek referenced the information on a separate sheet which involved salary increases due to the approval of the union contract for the Correctional Officers. Rep. Sytek noted that the Correctional Officers will get a 2% increase retroactive from July 1, 1993 and another 2% on July 1, 1994; \$5.00 a week for hazardous duty pay in 1993 and \$7.50 in 1994. Rep. Sytek stated that this contract has not yet been approved by the Commissioners but she is asking for authorization of the funding in anticipation of the approval of the union contract. Comm. Walker stated that the contract has been ratified but not signed yet. Rep. Welch withdrew his motion to take up a vote for allowing the Correctional Officers to enter into Group II retirement since the budget contains the figures contingent upon their being in Group II. Rep. Welch withdrew his motion and Rep. Malcolm

withdrew the second. Rep. Welch moved that the Correctional Officers at the Rockingham County Jail be granted the benefits of Group II retirement, seconded by Rep. Malcolm. The motion was voted on and passed. Rep. Welch moved the amount of \$4,167,256 for the House of Corrections budget, seconded by Rep. Christie. The motion was voted on and adopted.

Rep. Welch moved the amount of \$10,843 for the Rockingham County Farm budget, seconded by Rep. Packard. Rep. Sytek stated that this money is for the severance and benefits given to the Farm Manager when he left county employment. The motion was voted on and adopted.

Rep. Welch moved the amount of \$297,955 for the UNH Cooperative Extension, seconded by Rep. Blake. The motion was voted on and adopted.

Rep. Welch moved the amount \$4,014,499 for General Government, seconded by Rep. Christie. The motion was voted on and adopted.

Rep. Welch moved the amount of \$29,053 for the Personnel Office budget, seconded by Rep. Skinner. Rep. Sytek announced that there was a sheet distributed reflecting the numbers in the motion which involve reducing the salary of the Personnel Director by 50%. Comm. Henderson spoke about the numbers and stated that a change of this nature could require re-advertising the position because of the change in funding. Comm. Henderson said that if the salary were cut, the possibility of paying additional compensation to the incumbent for his salary and benefits if he chose not to stay with the county added together would alter the figures presented before the Delegation today and would require additional calculation to provide the correct figures. Rep. Sytek asked how soon those numbers could be received and the Fiscal Officer asked for a clarification of exactly what was desired from the Chair. Comm. Walker stated that this was for funding a position, not a person, and whether the Commissioners choose to make a recommendation for funding from another source and ask the Executive Committee for a transfer of money into that line item into another line item could be taken up at future Executive Committee meetings. She added that the Executive Committee wants to fund a position at half the salary and she doesn't see how any other scenario could be put into place because it is up to the Commissioners to vote on what they want to do.

Rep. Warburton moved a substitute motion of \$50,551, seconded by Rep. Campbell. Rep. Warburton spoke to his motion and stated that this reduction in the Personnel Officer was done because many of the duties put into the position since 1978 are no longer part of the responsibilities of the office. However, he added, the present occupant of the office has taken on additional responsibilities at the request of the Commissioners over and over again and has performed valuable work. Rep. Warburton stated that there is no accurate description of the current responsibilities of this position available and he thinks the position should be fully funded and ask the Commissioners to provide an updated job description which could be adjusted at a later date. Rep. Warburton added that he thinks it is poor policy to cut the full amount in half. Rep. Katsakiores spoke to the motion and stated that he rose in support of Rep. Warburton's substitute motion and that something was going on here which he is not aware of and members of the Delegation are not aware of and the ramifications and intent of this in the final analysis are unknown. Rep. Katsakiores stated that when he voted to support a Fiscal Officer in this county he did not understand that to mean another position would be eliminated and he thought the Fiscal Officer was necessary for the county for efficiency and expediency with regard to the finances and he supported it. But, he added, this kind of action bothers him, not because of the money but because of the improper way it is being handled. Rep. Katsakiores stated that it is the

Commissioners responsibility to make a determination as to whether an office should be held and funded or not and they can ask for transfer of funds into that position and the proper course of action from the Delegation is to ask for either a study by the Commissioners or a subcommittee of the Delegation to study the issue and come back with the results at a later date to make a determination as to whether or not this particular position should continue. Rep. Katsakiores said he worries that when dealing with personnel that someone should be available to deal with people's grievances and concerns and that there be someone with the ability to communicate with these people. Rep. Katsakiores recommends moving forward to adopt the substitute motion, get a study committee and get it done properly to address at a later date. Rep. Campbell supports Rep. Warburton's motion and she has tried to keep abreast of what is happening on the county level but she thinks this is a situation that she doesn't like and that there is an attempt here to get rid of someone. Rep. Campbell referenced a letter she had in support of the work Mr. Morrisette has done over the years from Mr. Eldredge, Mrs. Luce, Mr. Vetter, Mrs. Donovan, Mr. Sterns, and Mr. Woodside. Rep. Campbell stated that she thinks this is a poor way of trying to eliminate a position and she would hope that Rep. Warburton's motion would be supported. Rep. Beaulieu stated that those of you may not be aware of the facts that in this particular situation the personnel job functions have changed - "He's lost over 50% of his duties" - and he personally cannot go back to his constituents and say he is willing to fund a \$50,000 position with a 50% loss in function. He adds it is not good management to reward someone for doing nothing and this is basically what you have here. Rep. Beaulieu said that the Delegation is being asked to spend money for something they are not getting because his job functions have changed and changed tremendously. Rep. Katsakiores said that when this job was created and opened the job description required that it deal with at least seven areas of personnel matters and in the interim period of 1978 to the current time this particular position and this particular individual took on additional duties dealing with bookkeeping and finances voluntarily - it was not in the specs, not in the job description originally - over the years to help manage the affairs of the county. Rep. Sytek asked Rep. Katsakiores to confine his remarks to the position, not the individual. Rep. Katsakiores asked that this be done right. Rep. Coes stated she had a hard time voting on this and all that is going on behind it and the biggest problem she has is that we are voting to cut or not to cut a position which is not, to her belief, adequately described. She added that she believed the last time this job description was done was in 1984 and to say that he has lost 50% of his work or not, she doesn't know because she has not seen an updated job description which makes her uncomfortable to cut it at this point. Rep. Kruse stated that the county needed this position and as an organization that wants to be responsible, wishes to be professional, this is the one step that would make that impossible for it to happen. Rep. Kruse stated that if you wanted to eliminate a personnel director you can do that with his budget and if there is a problem with the way a job is being performed take the action to straighten it out, don't eliminate your organization or the ability to handle the job, deal with the organizational problem. Rep. Kruse stated that this is a move of desperation and is what he would call an emasculation. Rep. Sytek stated there was no motion to eliminate a position. Rep. Kruse said he understood that but that you would in effect do that. Rep. Dowd stated that she did not know how she was going to vote on this and asked the Executive Committee to explain their decision to not totally fund this. Rep. Sytek responded that the Committee had the same discussion that is taking place now and that the majority of the Committee felt that the position had changed enough, that the responsibility had been moved to other lines in the budget, and that full funding of this line, since it did not include the same responsibilities at it did last year, it was not felt that the same amount should be funded this year because of the significant change in job responsibilities. Rep. Klemarczyk stated that the Delegation has heard the words of the Commissioners with regard to this job description and he thinks it is proper, since it is in their hands, that this be resolved by the Commissioners and he would like at this time, to move the question. Rep. Welch stated that

what a lot of people who are not on the Executive Committee may not know is what went on throughout the past year. Rep. Welch said that the effectiveness of the Executive Committee has not all been because of cooperation amongst the top elected officials of the county. At this point in the meeting several members of the assembled Delegation expressed that there was a motion on the floor to move the question. Rep. Sytek stated that she did not hear that and after this she would take the previous question. Some members of the Delegation expressed disagreement and said it was non-debatable. Rep. Welch said that what he wanted to bring out was the fact that the Delegation has heard some talk about the Commissioners handling the job and Rep. Welch pointed out that the legislature currently has a proposal because of the effects of the Fiscal Officer not being able to perform her duties and certainly the Delegation has the authority, under the statutes, to ask for certain information. We were denied that benefit when it came to the County Farm. Rep. Welch said that we asked for financial help and it has been apparent we could not function without bringing forth the statutes and our statute basically allows, if passed, no changes to the job description of fiscal officer without approval. Rep. Welch said you have to ask why we are doing this and one of the reasons is because we have to in order to protect the position which has allowed us to close the books this year within a few weeks and has allowed other functions to take place to give us the information needed in a timely fashion. He added this has never been accomplished in this county before and the result of the fiscal officer position is that many of the duties that were formerly part of the personnel officer which was "slash" office manager have been not taken over, but have been transferred because that position no longer covers the preparation of the budget. Fully half the job, he adds, and in fact, by the information we have before us, more than half of the job was involved with these matters and it does not make good sense, and we were convinced, at least the majority of us on the Executive Committee were convinced that sufficient duties have been removed from the job and the position description is over ten years old, should have been updated by now, and it is not being done. Rep. Welch said that the Executive Committee feels that the position had sufficient argument to recommend funding at the 50% level and this does not do much more than reorganize how it is being done. He stated that the County Commissioners indicated they are going to fund half of another position to help in that office; reorganization takes place from time to time and it does not make sense to keep positions that are no longer fully functional and that is the rationale behind the vote and he recommends voting against the substitute motion. Rep. Sytek stated that there was a motion for previous question and called for a vote from all those of the opinion debate should be eliminated. The motion passed - debate was limited. Rep. Sytek called for a vote on the substitute motion from Rep. Warburton to fund the Personnel Officer's budget at \$50,551. Rep. Campbell requested a roll call vote. The motion passed with a vote of 34 ayes and 23 nays. The results of the vote were: Ayes: Rep.'s Arndt, Battles, Bell, Campbell, Case, Christie, Martha Clark, Vivian Clark, Coes, Crossman, DiPietro, Dowling, Fesh, Flanagan, David Flanders, Hazelton, Hurst, Robert Johnson, Kane, Katsakiores, Klemarczyk, Kruse, Lovejoy, McKinney, Miller, Noyes, Raynowska, St. Martin, Senter, Smith, Splaine, Stritch, Warburton, and Williamson. Nays: Beaulieu, Chester, Conroy, Patricia Cote, Dowd, Drake, Dube, Felch, John Flanders, Lee, Malcolm, Packard, Putnam, Rosencrantz, Rubin, Skinner, Stone, Syracuse, Donna Sytek, John Sytek, Welch, Woods and Yennaco. Rep. Chester changed his vote from aye to nay before the vote was announced because he thought the motion included a study

Rep. Case moved that a study be done to examine the position of Personnel Officer in Rockingham County and report back to the Delegation at the next meeting, seconded by Rep. Christie. Rep. Smith asked who had the authority to appoint the committee and Rep. Sytek responded, the Chair. The motion was voted on and carried

Rep. Welch moved the amount of \$20,413 for the Rockingham County Delegation budget, seconded by Rep. Malcolm. The motion was voted on and adopted.

Rep. Welch moved to adopt the following resolution: "Pursuant to RSA 24:14, I, the County Convention hereby require that the County Commissioners obtain prior written approval from the Executive Committee before overspending any line item by more than \$1,000. Once the aggregate overexpenditure in any line item reaches \$1,000 the County Commissioners are required to identify the line items whose appropriations will be reduced to cover the overexpenditure and obtain written approval from the Executive Committee before transferring to or from any line item. In any event, no department shall overspend their department's bottom line without the Executive Committee's approval." The motion was seconded by Rep. Malcolm, voted on, and adopted.

Rep. Welch moved that in accordance with RSA 24:13, the County Convention authorize \$40,626,447 in appropriations for the use of the county during 1994, seconded by Rep. Malcolm. The motion was voted on and adopted.

Rep. Welch further moved that \$21,300,452 be raised in new county taxes, \$17,857,043 be accepted as an estimate of revenues and that \$1,468,952 be accepted as the fund balance for a total of \$40,626,447 in resources. The motion was seconded by Rep. Christie and adopted.

Rep. Sytek stated that the County Treasurer, Mrs. Patricia Kelley, initiated an employee incentive program and the savings from the line item would be transferred to the salary line item to be paid out. Rep. Sytek stated that the Delegation needs to approve the spending of some of the salary line for this program. Rep. Welch moved that the County Convention provide the Executive Committee with the authority to transfer funds during 1994 from operating lines to salary lines for incentive plan payments once the County Commissioners vote to approve the policies and procedures for implementation of the program. The motion was seconded by Rep. Malcolm. Discussion ensued on how the program would work, how the financial aspect of the program would occur and who would be eligible for the award. Rep. moved to amend the motion to exclude elected officials and department heads from receiving an award through the program, seconded by Rep. Malcolm. The motion was voted on and was adopted. The main motion was voted on and carried.

Rep. Malcolm presented the minutes of the Long Range Planning Committee which contained the following issues: The nursing home parking lot which would be taken out of the bond for the nursing home; the county radio needs is a separate committee with Rep. Kruse as Chairman; the Carlisle building needs work; the costs of the courthouse remodeling still needs to be done and it is requested that there be as-built plans for all county buildings; the Ice Pond Dam will be taken care of in the spring of 1994; the Water Treatment Plant will be on-line by March, 1994; a ten-year projection was asked for on the population and needs of the nursing home, and the consensus of the committee was to sell the courthouse to the Town of Exeter for \$1 when the new courthouse is built.

Rep. Warburton moved for a standing vote of appreciation for two people. Rep. Donna Sytek who has done an excellent job in chairing the Convention and who has put in countless hours of time tracking down the finances in the county and for Rep. David Welch who has provided such great leadership for the Executive Committee and has also put in countless hours. There was a standing ovation for Rep. Warburton's motion.

There being no further business to come before the Rockingham County Full Delegation, Rep. Sytek moved to adjourn, seconded by Rep. Welch. The meeting was adjourned at 12:30 PM.

Approved by,

Rep. Patricia Skinner, Clerk
Rockingham County Executive Committee/Delegation

MINUTES - 1ST QUARTER

ROCKINGHAM COUNTY EXECUTIVE COMMITTEE

April 15, 1994

Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire 03833

A scheduled meeting of the Rockingham County Executive Committee met on this date, April 15, 1994 at 8:30 AM in the Commissioners Conference Room of the Rockingham County Nursing Home in Brentwood, New Hampshire. Those in attendance were the following:

Executive Committee Membership: Honorable Representatives David A. Welch, Chairman, Executive Committee; Patricia Skinner, Clerk, Executive Committee/ Delegation; Ron P. Beaulieu; Betsy Coes; Janet M. Conroy; Natalie S .Flanagan; George Katsakiores; Thaddeus Klemarczyk; Sherman A. Packard; Anthony Syracuse; Donna P. Sytek; Calvin Warburton; Kenneth L. Weyler.

Others Present: Rockingham County Commissioners Jane Walker and Warren Henderson; Honorable Representatives John Flanders; James Rosencrantz; Patricia Kelley, Rockingham County Treasurer; Theresa Young, Fiscal Officer; Jayne Jackson, Staff Accountant/Central Business Office; Jude Gates, Administrative Assistant/Maintenance Department; Ernest Woodside, Director of Maintenance; Mike Morin, Deputy Treasurer; Deputy Mike Alden, Sheriff's Department; Don Reddin, Administrative Assistant/Sheriff's Department; Rebecca Tarleton, Sheriff's Department; Robin Wojtuski, Director of UNH Cooperative Extension; Diane Gill, Director of Human Services; Denise Breidegam of *Foster's Daily Democrat*. Mr. John Hart of the *Union Leader*; and Pam Calzini, Temporary Administrative Assistant to the Rockingham County Commissioners/ Delegation.

Chairman David Welch called the meeting to order at 9:00 AM. Roll Call was taken by the Clerk and a quorum was present. The purpose of the meeting was to review and discuss the Rockingham County Budget for the first quarter of 1994.

Rep. Calvin Warburton presented the subcommittee report for the Register of Deeds and stated that this office is in good shape for the first quarter, noting that several of the health insurances were drawn down to 100%.

Rep. Sytek commented on the new format the Fiscal Officer had created for the budget which contained a column for the first quarter of 1993 for comparison and noted that the budget report would be even better if it contained the actual figures as well. Rep. Sytek asked when the Group II insurance would be completed and Comm Walker replied that she had sent the form to the state and it is now in the hands of the insurance people.

Rep. John Flanders presented the subcommittee report for the House of Corrections and stated that the budget for the first quarter was in order and commended Mrs. Patricia Donovan for her effective management of the budget.

Rep. Pat Skinner presented the report for the Sheriff's Department and stated that all line items are on line. She reported that the Sheriff was in Washington, D.C. taking an FBI course and that Deputy Mike Alden was in attendance if there were any questions. Rep. Sytek questioned the telephone line item, 01-4140-32.00, and asked if it would run short and Deputy Alden explained that this may run short due to the communications changes in Candia. Rep. Skinner reminded the Committee that they had been warned of this during the budgetary process and that the Sheriff's department was looking to get the best possible and least expensive way of handling this issue. Rep. Welch noted that his understanding of the issue is that the lease rates of the communication line were being looked at but the installation rates had not been considered.

Rep. Janet Conroy presented the subcommittee report for the Commissioners and the Personnel office. Rep. Conroy stated that the Commissioners budget appears to be in the normal range and her only question was on the printing line item for the Personnel officer which was at 114%. Comm. Walker responded that most of those expenses were for application and evaluation forms which are purchased in large quantities. Rep. Welch cited an article in the Exeter Newsletter which stated that a recent workman's compensation settlement was included in the 1994 budget and he is assuming that this was an inaccuracy. Comm. Walker responded that he was correct that the settlement came from the workman's comp. fund which had sufficient monies to handle this expenditure.

Rep. Kenneth Weyler presented the subcommittee report for the Treasurer and the Fiscal Officer and reported that the budget is on schedule for this quarter. Rep. Weyler also reported on the Personnel Office study committee and stated that the committee has met twice and questionnaires have been sent to department heads, nine counties and three large cities to gather ideas. Rep. Weyler stated that the replies have been slow coming in with responses from six counties, one city and five of the departments. Rep. Weyler reported that surprisingly four out of the six counties who responded to the questionnaire, including Hillsborough, do not have a Personnel Officer but they do have at least one or two people who work in these areas although some of these people may also handle payroll duties. Rep. Weyler stated that increasingly the Personnel function is driven by federal statutes such as the Disability Act, Equal Opportunity, and the Family Leave Act and this may need to be the new emphasis on the department. Rep. Warburton asked why Dover was not included as one of the cities since Dover is self-insured. Rep. Weyler said he was not aware that Dover was self-insured and he would send a questionnaire to them.

Rep. Welch cited the minutes of a Commissioners' meeting and asked about the checking account for the Sheriff's department. Deputy Treasurer Mike Morin explained that the account was established for investigations in conjunction with NESPIN (New England State Police Investigation Network) and that it would eliminate having cash in the Sheriff's office. Mr. Morin stated that the Treasurer, himself, the Sheriff and Deputy Golden would have signatory authority and that all information from the checking account would come to the Fiscal Office for reconciliation. Rep. Sytek asked if money was being spent that was not appropriated and was there a vote to authorize this? Rep. Sytek said if an agency is spending money, the Executive Committee should know about it. Comm. Walker stated that checks would be written without the authorization of the County Commissioners which is against state law. Mrs. Young explained that a lot of these

transactions would be confidential and that NESPIN sent several pages of regulations that must be complied with before the account can be opened and that the account is subject to their auditors. Deputy Alden had left the meeting but returned to answer the Committee's questions on this issue. He reported that he was not involved with this initially and that it had been setup by the Sheriff but his understanding was that local police departments involved in spending this money are not qualified under NESPIN to receive funding but the county is qualified and it is a service the county is giving to these smaller departments who do not have a full time detective or a means of accepting the funds. Deputy Alden stated that it is supposed to be an outside checking account with authorized persons and audited and maintained by the federal government. Rep. Sytek stated that she wants to ensure that the letter and the spirit of the law is being taken care of and that the Executive Committee wants to be informed of these decisions beforehand.

Rep. Betsy Coes, Chairman of the County Attorney's subcommittee reported that she called the County Attorney but she has had no response from him. Rep. Coes stated that she had a question on the postage line item but that all other line items appeared to be on-line. She will be meeting with the County Attorney on Monday and will ask him about the postage line item.

Rep. Sherman Packard presented the subcommittee report for the Maintenance Department and stated that overall the department is in good shape. Rep. Packard stated that there were some overruns in Maintenance Overtime, due to this past winter's weather; service contracts which are paid immediately at the first of the year; fuel line items; equipment breakdowns and ground and road supplies due to the weather this winter. Rep. Skinner asked about the electricity line item for the farm since the farm has been phased out and Mr. Woodside responded that this is for lights along the Ladd Farm road and that historically this has always been charged to the Farm along with expenses for the office of the federal inspector for the slaughterhouse.

Rep. Dowd was not in attendance to give the subcommittee report for Human Services so the Committee briefly reviewed the budget. Rep. Sytek expressed concern over the line item for court ordered services for juveniles which is only at 10% but does not reflect a true picture of this line item. Rep. Sytek warned that this is a line item which needs to be watched. She stated that two years ago there was a special meeting held in order to provide sufficient funds for this line item. Mrs. Diane Gill stated that all four categories in the Old Age Assistance category come in one month behind and compounding that state office personnel has been cut back and the bills are running almost two months behind. Rep. Sytek asked Mrs. Gill if she had received her computer and if a decision on where her office would be located has been made? Comm. Walker responded that the Space Needs Committee has not met yet. Mrs. Theresa Young stated that one of the employees of Human Services has been coming to the Commissioners offices to use a computer which has not been the best arrangement. Comm. Walker stated that when a decision is made on the children's day care, other decisions can be made.

Rep. Flanagan presented the subcommittee report for the Nursing Home/Day Care budget in the absence of Rep. Woods. Rep. Flanagan reported that the nursing home budget is on-line with a few line items that are over due to purchases that are made or paid for on the first of the year. Rep. Flanagan reported that the day care sent sixty bid letters and received five responses with two potential applicants at this point. Comm. Walker reported that the Commissioners did site visits with each one being very different and they are in the process of analyzing each bid. Once that decision is made it will free up other space problems in the county. Comm. Henderson stated that the two applicants under consideration are Leap Into Learning from Portsmouth and the Seacoast Learning Collaborative which has multiple sites in this part of Rockingham County. Comm.

Henderson stated that if the Seacoast Learning Collaborative gets the bid they will most likely offer care to some, if not all, of the children currently in the county's day care program. Comm. Henderson said the question is how much presence they want to have in the county.

Comm. Henderson reported that for the second year in a row the nursing home has received zero deficiencies from the state. Comm. Henderson stated that this was a difficult task to accomplish and one that the nursing home director tries to avoid taking credit for but which deserves credit along with all of the staff of the nursing home. Comm. Henderson stated that the Commissioners have extended their congratulations for that honor. Rep. Welch stated that one of the things looked at is the rapport the staff has with the residents and that was also noted.

Rep. Sytek stated that she met with John Disco from the NH Association of Counties and there is agreement between the federal government, the state and counties to increase the county's return on Medicaid beds because the care given at the county is considered more expensive due to the medical conditions of the patients at the nursing home. Rep. Sytek stated that Rockingham County will be receiving \$1.2M which will be used to reduce taxes. Comm. Walker noted that it was Mr. Sturtevant who originally learned of this at one of the conferences he attended and he brought it back to the Association of Counties for implementation.

Rep. Flanders moved to have the Delegation write a letter to the Director and Personnel of the Nursing Home in appreciation of the work that they have done which resulted in zero deficiencies. The motion was seconded by Rep. Weyler and voted on unanimously in the affirmative.

Rep. Klemarczyk reported on the budget for Cooperative Extension in the absence of Rep. Felch and stated that the budget is on-line for the first quarter. Rep. Klemarczyk reported that there is an increase in the office equipment, maintenance contracts and office supply line items which is due to payments made at the first of the year. Rep. Klemarczyk stated that the copier which has been giving them problems is still holding up at this point.

The Executive Committee next discussed Capital Improvements and asked Mr. Woodside about the parking lot for the nursing home. Comm. Walker stated that Mr. Woodside is in the process of preparing the specifications for the bid and work is slated to begin after the fourth of July. Mr. Woodside explained that he has been concerned about drainage and the way in which islands will be installed. Mr. Woodside stated that the drainage is located underneath the nursing home building and when the parking lot is designed it must take this fact into consideration.

Mr. Woodside presented an update on the water treatment plant and stated that the Commissioners approved an additional four items that were needed to control the water from the well and the tower as well as new lines and since the original plan was designed with regard to the softening system, the state now requires that the water be pH tested. This is an additional request that had not been considered before. Mr. Woodside stated that the budget is on-line and the facility is on-line although he prefers that visitors wait until everything is balanced. Mr. Woodside said that the county now has the biggest water softener treatment plant in the State of New Hampshire.

Rep. Welch commended the Commissioners on the recent announcement of surplus jail equipment which the Town of Kingston was able to use.

Rep. Sytek reported that the Delegation Committee will meet in Concord at a later date in order to vote on the approval of a surcharge for the special equipment account for the Register of Deeds

and to discuss a request for reconsideration of the salaries for elected officials which must be done before June 1, 1994.

Rep. Sytek reported on revenues and stated that the Manchester Airport's revenue exceeds their expenditures but that is due to a delay in billing; that revenue from work release is higher because more inmates are on the program and the slaughterhouse lease will contain a shortfall because the slaughterhouse operator had been asked to leave by the Commissioners. Comm. Henderson reported that the Commissioners are soliciting bids for another slaughterhouse operator.

Comm. Walker reported that the county borrowed \$6.6M at a rate of 4.59% which was a percentage point lower than the jail and that Moody's has given the county a "AA" rating.

Rep. Skinner moved to adjourn at 10:25AM, seconded by Rep. Coes and voted on in the affirmative. There being no further business to come before the Executive Committee, Rep. Skinner moved to adjourn, seconded by Rep. Coes. The meeting adjourned at 9:45 AM.

Approved by,

Rep. Patricia Skinner, Clerk
Rockingham County Executive Committee/Delegation

**MINUTES -
ROCKINGHAM COUNTY EXECUTIVE COMMITTEE
May 23, 1994
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire 03833**

A scheduled meeting of the Rockingham County Executive Committee met on this date, May 23, 1994 11:00 AM in the Commissioners Conference Room of the Rockingham County Nursing Home in Brentwood, New Hampshire. Those in attendance were the following:

Executive Committee Membership: Honorable Representatives David A. Welch, Chairman, Executive Committee; Patricia Skinner, Clerk, Executive Committee/ Delegation; Ron P. Beaulieu; Andrew Christie, Jr., Betsy Coes; Janet M. Conroy; Leroy Dube, Natalie S. Flanagan; George Katsakiores; Thaddeus Klemarczyk; Arthur W. Smith Anthony Syracuse; Donna P. Sytek; Calvin Warburton; Kenneth L. Weyler, Deborah Woods,

Others Present: Rockingham County Commissioners Jane Walker, Warren Henderson, and Ernest Barka. Honorable Representatives Sandra Dowd and Kathryn Aranda, Theresa Young, Fiscal Officer; Jayne Jackson, Staff Accountant/Central Business Office; Mike Morin, Deputy Treasurer; Denise Breidegam of *Foster's Daily Democrat*, Mr. John Hart of the *Union Leader*; Mr. Ed Puffer of the *Derry News* and Martha Golden, Administrative Assistant to the Rockingham County Commissioners/ Delegation.

Chairman David Welch called the meeting to order at 11:00 AM. Roll Call was taken by the Clerk and a quorum was present

Chairman Welch introduced Martha Golden as the new Administrative Assistant and introductions were made by the Executive Committee.

The agenda of the meeting was as follows:

1. DCYF Flexible Funding Account
2. To hear the Economic Development Proposal for Derry.
3. Approve over-expenditures

Theresa Young, Fiscal Officer explained the Flexible Funding Account and the involvement of the State of New Hampshire Dept. of Health and Human Services. She explained the need of creating a trust fund to facilitate the speed with which the funds are released to those families in the DCYF program in the most urgent need, and to fully comply with the rules. The money from the State is sent to the County which with a matching share must be set up as a trust fund with three people to act as trustees.

1. One member of the County Delegation as appointed by Donna Sytek, County Delegation Chairman.
2. One member to be appointed from the County Commissioners and
3. One Treasurer

Mrs. Young explained that the money from the State is here now in the amount of \$7,500.00 and combined with the County's share of \$2,500.00, that is already appropriated in the budget process, equals \$10,000.00. Discussion followed. Rep. Sytek expressed her concerns of off budget items. Chairman Welch called for a motion to be made. Rep. Sytek made the motion to approve the authorization to create a Trust Fund for DCYF, seconded by Rep. Skinner. Discussion followed. Rep. Syracuse questioned the time frame to be involved with the funding. Rep. Sytek made an amendment to the motion that there would be a temporary time frame involved with the Trust Fund until the adoption of the next budget. Second by Rep. Christie. The amendment carried with all in favor. The motion as amended for the DCYF Flexible Funding Account carried with all in favor. Rep. Sandy Dowd as Chairman of the Sub-Committee was appointed by Rep. Sytek as the member of the Delegation to serve as the representing trustee.

In a change of the agenda, Mrs. Young requested a transfer of \$1,000.00 excess line item for Human Services of which two items needed attention. One being the service agreement of \$800.00 for the computer system for Human Services and the second being Incentive Grant Funding in the amount of \$200.00 for advertising. Rep. David Welch commented on the need for the second computer service contract, due in large part to the fact that the tunnel between Human Services and the main complex was filled in without a conduit having been installed prior to the closure. Representative Sytek made the motion to approve the transfer of \$1,000.00 for the use as stated. Rep. Klemarczyk seconded and the motion carried unanimously.

Chairman Welch made note of the change in the wording of the original agenda item #2 from "to act on" to "will hear", due to the fact that the Commissioner Office had not yet heard the plan and had not yet made a formal proposal before the Executive Committee.
for the Economic Development Proposal for Derry

Rockingham County Commissioner Henderson presented a 6 page packet to all present that outlined the Derry Economic Development Proposal, and he introduced Mr. Ken Ortmann from the Office of State Planning and Mr. Ron Hilfiker Executive Director of the Derry Development and Preservation Corp. The proposal is to make use of the funding from HUD to municipalities of the state to promote economic development and to create new jobs, with 51% of the jobs created to go to low to moderate individuals. The funding as outlined by OSP rules, is handled as grants to the municipality to be transferred as a sub-grant to a private non-profit corporation to be loaned to the business. The business may either be a start up company or an expansion of an existing business. The program is called the Community Block Grant Program or CDBG. It is administered in the State of New Hampshire by the Office of State Planning, and has been in existence since 1989 with approximately \$5,000,000.00 currently being used in NH for economic development. The OSP has established guidelines for the allotment of the revolving loan funding. Municipalities with a population of less than 10,000 may receive \$350,000.00 and to municipalities with a population of 10,000 or more to receive up to \$500,000.00. The State of New Hampshire considers Rockingham County to be a municipality. The DDPC wishes to expedite the funding process in order to hold on to an un-named high-tech company that has approached them regarding the possibility of their locating in Derry as opposed to a location south of NH. This company would initially provide 55 new jobs. Due to the fact that Derry has used most of their allotment, they wish to make a co-application with Rockingham County, at the suggestion of the OSP.

The Town of Derry and Rockingham County would enter into a inter-municipal agreement as envisioned under 53A. They would become joint applicants to the OSP for the money in order to fund the portion of the capitalization of the start up company. Provided all criteria are met of the agreement of the various offices that need to approve it, the money would go to the Town of Derry as the lead participant. The Town of Derry would give the money to the DDPC as the local non-profit because the local non-profit must receive the money. The corporation loans it to the company and the company pays it back. The same is also true for the county. The money comes to Rockingham County, is transferred to the Rockingham Economic Development Committee and in turn is loaned to the business with the money to be paid back by the company. The money that is paid back becomes the basis for a revolving loan fund. It stays and is available to other companies to make use of, and would become a continually available source of economic capitalization.

The program involving Rockingham County is a bit different.

1. limited to this transaction
2. the county will incur no unreimbursable costs
3. the county will incur no uncovered liability

The contract can stipulate that any costs that could come to the county, will go to Derry. The only way there can be any liability by the municipality is in the case of neglect, malfeasance or fraud. The case of DYNACO in Derry was cited and the solution that was arrived at due to that company leaving the state

There are very little costs, mainly administration of the grant by the town and of the loan by the corporation. The Town of Derry will provide the administration and provide reports to the County sufficient to meet the needs of the county for as long as the county is involved.

The authorization would be conditional, and be limited to this transaction., with no un reimbursable costs and no uncovered liability. If these tests cannot be met there would be no agreement. There is an ultimate safeguard, being that inter-municipal agreements under 53A are only ratified if and when all agencies involved have approved and if they in turn are approved by the Office of the Attorney General.

The county will get upon repayment of the loan, 1/2 half of the money that was loaned with 1/2 half of the money going to the town.

Chairman Welch began the questioning with a question regarding the repayment of the loan and the issue of some of the money being used for administrative costs to which Commissioner Henderson replied "yes," and explained the rules permit the drawing down of the funding to permit for administrative costs so either the municipality or the corporation can use the funds to provide proper administrative oversight. Rep. Betsy Coes questioned how regional would overlap with county and the difference of these two groups of people. Comm Henderson explained the charter of the corporation is to promote business throughout Rockingham County and limited to Rockingham County only. Rep. Skinner questioned if other towns had been approached, namely Windham and Salem to which Comm. Henderson responded that Salem has been involved but he was not sure of Windham's involvement, and he explained that many of the towns had become involved and explained some of the Articles of Incorporation. He further explained that the location of the meetings has moved from town to town throughout the county to enable more towns to become involved. Rep Wood questioned the possibility of one town going to another town and not involving the county. Comm. Henderson explained that most towns do not have the mechanism in place to facilitate this funding process and it does require a vote by the Delegation and would therefore require a vote before Town Meeting. By going to the County the process is expedited with less time involved. Rep Conroy questioned the limit by the county to this transaction only. Comm. Henderson explained that in order for this particular transaction to go forward the County's share is needed and this will end with this transaction, however there will be money available if other towns require assistance.

Much general discussion followed consisting of questions and concerns of other members of the Executive Committee, with answers by Commissioner Henderson, Mr. Ortmann and Mr. Hilfiker.

Chairman Welch explained that if the Rockingham County Commissioners approve the plan at their meeting scheduled for 2:00 PM on May 23, 1994, that the Executive Committee could raise further questions prior to their 10:00 AM meeting on May 26, 1994 at 9:30 AM in Concord and vote on the proposal and then present it to the full Delegation between sessions at 12:00 PM. in Representatives Hall. The vote will take place in Room 305 at 9:30 AM provided the wording is correct on the motion.

There being no further business to come before the Executive Committee, Rep. Skinner moved to adjourn at 12:45 PM, seconded by Rep. Klemarczyk and voted on in the affirmative.

Approved by:

Rep Patricia Skinner, Clerk
Rockingham County Executive Committee/Delegation

MINUTES
ROCKINGHAM COUNTY EXECUTIVE COMMITTEE
MAY 26, 1994
ROOM 305 LOB
CONCORD, NH

A scheduled meeting of the Rockingham County Executive Committee met on this date, May 26, 1994 at 9:30 Am in Room 305 LOB in Concord, New Hampshire. Those in attendance were the following:

Executive Committee Membership: Honorable Representatives David A. Welch, Chairman, Executive Committee; Patricia Skinner, Clerk, Executive Committee/Delegation; Ron P. Beaulieu, Andrew Christie, Jr., Betsy Coes, Janet M. Conroy, Leroy Dube, Natalie S. Flanagan, George Katsakiores, Thaddeus Klemarczyk, Sherman Packard, Laura Pantelakos, Arthur Smith, Donna P. Sytek, Kenneth L. Weyler.

Others present: Rockingham County Commissioners Jane Walker and Warren Henderson, Mrs. Theresa Young, Fiscal Officer; Mrs. Jayne Jackson, Staff Accountant; Mr. John Burns, Derry Development and Preservation Corporation; Mr. Paul Laden ; and Mrs. Martha Golden, Rockingham County/Delegation Administrative Assistant.

Chairman Welch called the meeting to order at 9:30 AM. Roll Call was taken by the clerk and a quorum was present.

Chairman Welch explained that Theresa Young, Fiscal Officer had been asked at the Executive Meeting held At the Rockingham County Complex in Brentwood on May 23, 1994 to address the following questions .

1. Does the Delegation need to meet and vote on the proposal today (5-26-94)? The answer was no. The delegation will have to meet after a required public meeting is held by Rockingham County and Derry. OSP rules state the Delegation must authorize the County to apply for the proposed activities that may include reimbursable liabilities and expenses.
2. Does the Delegation need to appropriate funds for this project? The answer was that no appropriations will be needed, as the check will be written to the Town of Derry. Some reimbursable costs could already be absorbed in the budget, i.e.: legal costs and delegation meetings, items that have already been appropriated for in the budget.
3. Is the County fiscally impacted with regards to a federal compliance audit? Yes, but not by this contract, it is due to the fact that the County is already subject to an audit because of the FEMA funding for this year. In future years there would be an audit only if the reimbursable costs exceed \$25,000.00 from all federal sources. To be conservative the County, should require the Town of Derry provide a copy of their annual audited financial statements
4. How else is the County impacted? As long as the grant is active, the County will be subject to monitoring by OSP to ensure compliance with such issues as EEO, ADA, fair housing, etc.

5. Does the County have a say in how the inter- municipal agreement is written? Yes, both Rockingham County and Derry are the negotiating parties for the contract, and can require the non-profit organizations or the Town Derry to put the agreement together for review and revisions by the municipalities. The County should have a legal review. The municipalities are also responsible for the determination of the repayment of the loans along with other stipulations they feel to be necessary. The OSP is encouraging the regionalisation of the use of the repaid loans into further revolving loans, as it is easier for them to monitor.

6. Could the County get the repayment of the loan as Derry needs the allocation only to attract the business in question? The answer to this question is that it would highly unlikely as the application for the grant has to include how and who will receive the payments. In addition, the entity receiving the money must have the capacity and ability to manage a revolving loan fund. The County is not currently involved in any type of this program and no interest has ever been expressed. OSP would likely turn the grant down if this were the case.

7. Is there a possible conflict of interest if the repayment came back to the Rockingham Economic Development Corp., as Warren Henderson is the Chairman of REDC and also a County Commissioner? The federal regulations will need further review on this matter. There has not time to completely go through the information. OSP did know of Commissioner Henderson's position and they felt it permissible to proceed.

8. What should be done at the meeting on 5-26-94? The Executive Committee should vote to approve the concept of the proposal so that negotiations and contract writing may begin. A public meeting must be held prior to the vote of the Delegation.

Brief discussion followed.

Rep. Wyler felt that there would be conflict of interest only if the money were to come to Warren Henderson personally. Mrs. Young explained that funds to family, businesses etc. are considered to be a conflict of interest. Commissioner Henderson explained the flow of the funding, as outlined in the original proposal paperwork.

Rep. Wyler questioned the possibility of the \$500,000 accumulating from year to year. Commissioner Henderson explained that \$500,000 is the annual allocation. John Burns, of DDPC, explained that this is the only way many small towns may access this funding. They do not have the program in place in their town, but the process may be facilitated with the help of the County.

Rep. Sytek stated her desire for a copy of the agreement before a vote could even be considered, and Mrs. Young restated that today's meeting is to approve the concept only. Rep. Welch questioned the rules governing the handling of administrative costs of the funding. Commissioner Henderson explained that OSP is used most often for specific costs compensation. This assures proper administration and adequate funding. Commissioner Henderson further stated that \$25,000 to \$35,000 will be held back from the loan for administration costs by Derry. The County will have a detailed accounting of the administrative costs by OSP.

June 23, 1994 will be the deadline for any additional information to be received by the Executive Committee and will be the date the Rockingham Delegation will vote on the Derry / Rockingham County CDBG Loan Fund Proposal. The Executive Committee must have more information before a vote is made.

John Burns of DDPC stated that the time is short as the current funding will run out on the calendar year, June 23, 1994 is not too late however. He apologized for the late notification of Derry's need. Derry had no other allocation to use due to an error on their part in the use of their 1994 allocation. They will have no further funding until 1995 and the company would have made a decision by that time to locate elsewhere. He feels this agreement between Rockingham County and the Town of Derry is the only way to bring 55 high tech computer jobs to the area.

Rep. Skinner questioned the criteria for the job selections and if there would be state funded job training for low to moderate income employees. Mr. Burns explained that the training would be in-house and the hiring would, for the most part, be from the defense and computer industries. He introduced Mr. Paul Laden as the president of the proposed business.

Chairman Welch asked Mrs. Young to gather more information regarding this issue.

Chairman Welch made the motion to approve the concept of a Derry and Rockingham County joint proposal, subject to public hearings by both the Town of Derry and Rockingham County, Rep. Skinner seconded. The motion passed with all voting in the affirmative.

There being no further business to come before the Executive Committee, Chairman Welch moved to adjourn the meeting at 10:10 AM, seconded by Rep Skinner with all voting in the affirmative. The Executive Committee will reconvene at 3:00 PM or at some point in the day. They will inform the Commissioners of their decisions to this point.

The Rockingham County Executive Committee reconvened in Room 100 of the State House during the afternoon of May 26, 1994.

Chairman Rep. Welch opened the meeting in order that discussion be heard regarding the repayment of funds to Rockingham County of the CDBG funding. The allocation for 1994 would be used by the Town of Derry. Discussion by Representatives Skinner, Sytek, Katsakiores, Weyler, Malcolm and Smith followed regarding the distribution of the funds.

It was moved by Rep. Sytek and seconded by Rep Weyler that the County's allocation of the Community Development Block Grant funds be paid back to the Town of Derry, the Rockingham Economic Development Corporation or the Commission. The vote was 17 in favor and 1 against. Rep George Katsakiores abstained from voting.

Further information and the exact wording of the contract between Rockingham County and the Derry Economic Development Commission will be forthcoming.

Rep. Sytek stated that she will schedule a full Delegation meeting sometime during a session break on or before June 22, 1994 which is the day the Representatives will be back in Concord to address the vetoes.

There being no further business to come before the Executive Committee, Chairman Welch moved to adjourn, seconded by Rep. Skinner with all voting in favor

Approved by,
Rep. Patricia Skinner, Clerk
Rockingham County Executive Committee/Delegation

MINUTES -2ND QUARTER
ROCKINGHAM COUNTY EXECUTIVE COMMITTEE
JULY 21, 1994
HILTON AUDITORIUM
Rockingham County Nursing Home
Brentwood, New Hampshire 03833

A scheduled meeting of the Rockingham County Executive Committee met on this date, July 21, 1994 at 9:00 AM in the Commissioners Conference Room of the Rockingham County Nursing Home in Brentwood, New Hampshire. Those in attendance were the following:

Executive Committee Membership: Honorable Representatives David A. Welch, Chairman, Executive Committee; Patricia Skinner, Clerk, Executive Committee/ Delegation; Jon P. Beaulieu; Betsy Coes; Janet M. Conroy; Natalie S. Flanagan; George Katsakiores; Thaddeus Klemarczyk; Betsy McKinney, Kenneth Malcolm, Sherman A. Packard; Laura Pantelakos, Arthur Smith, Anthony Syracusa; Donna P. Sytek; Calvin Warburton; Deborah Woods

Others Present: Rockingham County Commissioners Ernest Barka, Jane Walker, and Warren Henderson; Honorable Representative John Flanders; Theresa Young, Fiscal Officer; Jayne Jackson, Staff Accountant/Central Business Office; Jude Gates, Administrative Assistant/Maintenance Department; Ernest Woodside, Director of Maintenance; Mike Morin, Assistant Treasurer; High Sheriff Wayne Vetter, Sheriff's Department; Diane Gill Director of Human Services; Denise Breidegam of *Foster's Daily Democrat*, Mr. Jack Spillane of the *Portsmouth Herald*; and Martha Golden, Administrative Assistant to the Rockingham County Commissioners/ Delegation.

Also present was Mr. Tom Battles

Chairman David Welch called the meeting to order at 9:00 AM. Roll Call was taken by the Clerk and a quorum was present. The purpose of the meeting was to review and discuss the Rockingham County Budget for the second quarter of 1994.

Rep. Janet Conroy presented the subcommittee report for the Commissioners and the Personnel office. Rep. Conroy stated that the Commissioners budget appears to be in the normal range and her only question was on the printing line item for the Personnel officer which has spent \$620.30. Rep. Conroy further explained that most of those expenses were for application and evaluation forms which were purchased in large quantities earlier in the year.

Rep. Betsy McKinney presented the subcommittee report for the Treasurer and the Fiscal Officer and reported that the budget is on schedule for this quarter.

Rep Betsy Coes, Chairman of the County Attorney/Medical Examiner subcommittee reported that the Medical Examiner's figure were all in line. The County Attorney's postage was greatly overspent. She has checked with department personnel and the overage is due to a purchase of postage from the Stratham Post Office that has been returned. The issue would be resolved soon.

and the next quarterly figures would reflect the correction. There should be approximately \$2,310.71 credited to the account.

Rep. Calvin Warburton presented the subcommittee report for the Register of Deeds and stated that this office is in good shape for the second quarter, Rep Warburton stated that the Workman's Compensation was slightly high, but not of a concern.

Rep. Pat Skinner presented the report for the Sheriff's Department and stated that the only area of concern was on the telephone line item 01-4014032. The new receivers are in place on Tower Hill in Candia. There have been additional costs of over \$1,100.00, which are for a one time installation fee. The line costs are the area of concern. The dept. is paying \$441.00 per month for the line fee. The Sheriff did not include this in his budget. There was a special committee set up for the Radio Committee, Sheriff Vetter had told the committee the money would be found by the Delegation for this item. Rep. Welch is aware of the fee. The cost over-run by the end of the year will be about \$3,600.00 Equipment repair is at 125% and is over-expending, with luck nothing will break during the next 6 month period. The Sheriff has inquired as to a \$1,000.00 over-expenditure for this line. The money cannot be spent unless it has been appropriated, and it was not appropriated.

The radio cost are 98% expended. There will be no more dispatch training for the rest of the year. The airport budget for outside detail is currently on-line.

There will be a major problem in the future, Liberty Mutual Workman's Comp coverage has been canceled effective August 17, 1994, due to the fact the County is self-insured. Sheriff Vetter explained his conversations with Dick Martin of Garand Insurance in Manchester, currently carrying Rockingham County's Workman's Comp, regarding the passage of legislation relating to Workman's Comp. Any municipality has a separate policy for this coverage as is the case at the Manchester Airport. This can no longer be done unless a new Federal ID # is applied for. The airport would have to be a separate entity from the county. The entire system would have to be changed. Other municipalities that have been faced with this situation have all gone with the self-insured route. The policy will be canceled on August 17, 1994 as the guidelines of the policy are not met under the new state statute. Theresa Young explained that a new Federal Id is not a guarantee. Rep. Warburton inquired as to the possibility of the airport taking over the Workman's Comp. Sheriff Vetter replied that was not an option.

Rep. Syracuse asked Sheriff Vetter for his recommendations. Sheriff Vetter stated that the county needs the coverage and the cleanest way to do it is to put departments on the County policy.

Chairman Welch asked the Commissioners for their recommendation. Commissioner Henderson replied that there had not been any discussion on the matter. Commissioner Walker stated that due to the immediacy of the cancellation date, it would be safer to have all departments on the county policy, as opposed to not being covered at all. Sheriff Vetter added that Liberty Mutual is able to extend the coverage for one month if necessary.

Rep. Sytek stated her understanding of the way a self-insured fund works, being that the allocated amount is paid into a fund, remaining until there is a claim. Further discussion followed.

Rep. Sytek made the motion that the Executive Committee approve changing the airport detail worker's comp coverage from private insurance to self insured by the county. Rep. Skinner

seconded. Rep. Sytek asked how these would be paid. Sheriff Vetter answered that it would be totally reimbursed by the airport. Discussion followed.

Rep Sytek withdrew the original motion, seconded by Rep. Skinner in order that Theresa Young may put together a recommendation. Rep. Skinner stated that the sub committee will meet prior to the next Executive Committee meeting relative to this matter.

Rep. Sytek questioned Sheriff Vetter if the shortfall of \$3,600.00 can be made up from within his budget. The Sheriff responded that he will try, but will not know for sure for the next three months. Sheriff Vetter also mentioned the special details the sheriff's dept. is currently involved with that are earning \$497.00 per week in revenue. Rep. Sytek responded that the over-expenditures cannot be approved if the money has not been spent yet, and due to the fact that the special details were unforeseen the revenue cannot be used for any other use than revenue over-expenditures, and revenue is not anticipated to over-expend. Sheriff Vetter explained that the special duties would have to stop within the next week and be turned back over to the state.

Rep. Sherman Packard presented the subcommittee report for the Maintenance Department and stated that overall the department is in good shape. The one item of note is the \$1.00 appropriated and \$125.00 spent. This was for oil for the slaughter house. The Land Management budget is in good shape, barring any breakdowns. The 1994 hay crop is being sold and vegetables are being sold to the Nursing Home.

Rep. Sandra Dowd was not present to report for Human Services/ Old Age Assistance. Chairman Welch asked Diane Gill for a report due to the serious nature of the shortfalls in the Human Services budget. Mrs. Gill told the Executive Committee that the Commissioners and herself have been watching the budget lines very closely. The Old Age Assistance budget is doing well. Intermediate Nursing Care budget will be over, the predicted 5% rate increase was not appropriated this year and this accounts for the over run. APDT is the area of major problems. This is a result of House Bill 613 and 614, expanding the guidelines for qualifying for benefits, to be more in line with the Federal guidelines. The case load has increased tremendously as a result. The DCYF line item is very high. There are currently 29 children in state facilities at a cost of \$250/day, in addition to all the other children being cared for. There is no way at this time to predict just how far the line will over-expend. Rep. Welch requested copies of the monthly reports be sent to Rep. Sytek and to himself. Commissioner Walker stated that the Association of Counties is involved. All counties in the state are having the same problem and there is a lack of data to help predict the shortfalls. Social Security statistics will be available to be used as information and hopefully before the next cycle or next year there will be more certain information with which to work.

Rep. Welch and Rep. Sytek determined that a subcommittee will be assigned to monitor this issue. Rep. Dowd will chair, with Rep. Welch and Sytek. They will report to the Executive Committee.

Rep. Ken Malcolm reported for Capital Improvements/Long Range Planning. Repairs are being done to the parking lots and completion of the project is on schedule. The radio project has been assigned to a different committee. The Ice Pond Dam permits have been approved. The dam project has a 45 day time frame, and due to the time held up by the state it will hopefully stay on schedule. The dump is closed, sealed and approved.

Rep. John Sytek was not present to report on Non-County Specials. Rep. Donna Sytek reported that all was well.

Rep. John Flanders presented the subcommittee report for the House of Corrections and stated that the budget for the second quarter is in order. There is an over-expenditure on line 6,- Jail overtime. He stated that this is due to the difficulty of hiring of new personnel. Rep. Flanders called attention to the fact that Mr. MacDonald is again in the jail. There are problems associated with him as an inmate. The possibility exists of a considerable bill for his care and should be made note of. Commissioner Henderson stated that the large portion of Mr. MacDonalds bill is for labor and medications. Rep. Welch questioned the possibility of his needing surgery at Beth Israel Hospital. Mrs. Donovan explained that she has checked with his doctors and the surgery can wait until his release.

Rep. Flanders announced that Mrs. Donovan will be retiring as of October and he wanted to personally state that for the eight years he has worked with her on the jail committee, that it has been a pleasure working with her. He commended Mrs. Patricia Donovan for her service to the county and that she will be missed upon her retirement. Rep. Sytek thanked Mrs. Donovan on behalf of the Executive Committee for her twenty years of service to Rockingham County.

Rep. Woods presented the subcommittee report for the Nursing Home/Day Care budget. Rep. Welch asked Commissioner Walker the date set for the union vote. Commissioner Walker stated the date for the election is August 25, 1994. There are 218 employees qualified to vote. The polling times will be 6-8 AM, 10 AM -12 PM and 2-4 PM Rep. Welch expects to be present for the vote. Rep. Woods reported that the Nursing Home staff eligible to vote are LPN's, N/A's, P/T's and O/T's. RN's, Housekeeping and clerical will not be voting. It is felt that the vote will be very close.

Rep. Woods reported that the budget is on-line with a few line items that are over due to purchases that are made or paid for on the first of the year. There are two requests for over-expenditures at this time. One is for Line Item # 5160.82 for \$2,300 for repairs to a washing machine, and the second is for \$800 for dish-washing supplies, also to come from Line Item # 5160.82. Mr. Sturtevant is watching the Pharmacy. Line Item #5180.32 may go over \$20,000. One explanation is that a new drug currently being used is very expensive. There is not a request for over-expenditure at this time. The transition of the County Day Care to Seacoast Learning Collaborative was very smooth, and is complete. All employees were offered employment with SLC and all but one are working for SLC. Rep. Woods thanked the Commissioners, staff, children and parent's for the smooth change.

Rep. Welch questioned the Commissioners in regard to the proposal for the equipment purchase by SLC. Commissioner Walker explained that SLC offered \$5,200 for the listed inventory. It was felt by the Board to be a fair price and the offer has been accepted

Rep. Felch was not present to report on the budget for Cooperative Extension. Rep. Welch and stated that the budget is on-line for the second quarter. Due to equipment purchases in the early part of the year, the budget is at 42% and is expected to maintain for the remainder of the year.

Rep. Sytek reported for the Delegation. The budget is on track. There was a question of the secretarial salary overtime of \$4.20. It was money owed to Carrolle Popovich. She was paid out of Workman's Comp but there was also a salary settlement charged to this line in the budget. Rep.

Sytek questioned the settlement for the secretary from Workman's Comp. Commissioner Walker stated that the settlement was in the amount of \$55,000.00 with the condition that she not apply for work with Rockingham County Government in the future. The amount was arrived at by salary and a proposed 2% raise as approved by the Delegation. Rep. Welch questioned the legal fees for this settlement and Commissioner Walker replied that the related legal fees had been \$28,000. There are currently no civil suits associated with this issue.

Rep. Sytek reported on Revenues. General Government will not be accrued until later in the year. \$121,000 is still in dispute with the Town of Seabrook. This involves valuation of the Seabrook Nuclear Power Plant. The counties share is contingent upon that case. The 1994 Town Meeting in Seabrook appropriated the money to pay the County, but the Town has not paid. Commissioner Henderson explained that the County is making one last attempt to talk to Seabrook prior to seeking legal action.

Rep. Sytek commended the Fiscal Office for the Interest Earned line coming in ahead of estimates. The department is making very wise decisions as to placement of money in order to maximize interest earned. The escheat funds are at \$46,000, well ahead of the -0- budgeted and will help to offset some of the other budget shortfalls. The Sheriffs outside details money was posted in error to a wrong line. This will be corrected and will be reflected with the next report. The Child Care Center revenue, expected to be \$55,000, was actually \$45,000, but expenses were reduced. The net result was a loss of \$35,000, instead of the estimated \$50,000. The Grant for the Proportionate Shares Receipts of \$1.2 Million for the Nursing Home was received by all counties. This money was not anticipated nor appropriated and cannot be used without some future action. Rep. Sytek has received a letter from the Town of Hampton Slectmen requesting that the \$1.2 million be used to reduce their taxes immediately.

The jail will not be used quite as extensively by the Federal government, and will cause a shortfall in the line. The estimate had been for \$40,000, now estimated to receive \$32,000.

The jail telephone service has been changed and the savings will compensate for the previous shortfall. There will be no revenue from the slaughterhouse resulting in an \$8,000 shortfall. There has been sale of some farm equipment, thus generating revenue.

Rep. Welch began the work on the Line Item Transfers. There was a question of the lack of signatures by all commissioners on some of the requests. It was explained that some of the requests had just arrived and some had been missed inadvertently. Two signatures are all that's required, but Rep. Welch would like to know why a signature may be missing for what ever reason.

Rep. Sytek moved to approve the Commissioner's request for line item transfer in the amount of \$2,683.00 for an increase in NHACO dues. This transfer is from line 01-9100-01-00 to 01-42106-01.00. Rep. Skinner seconded. All voted in favor.

The request for line item transfer by the County Attorney's office had not been reviewed by the Commissioners and was passed over by the Executive Committee. The request of the Medical Examiner to transfer from line # 01-4150-51.00 to line 3 01-4150-34.00 in the amount of \$2,500.00 was moved by Rep. Malcolm and seconded by Rep. Coes, with all voting in favor.

Rep. Skinner moved to approve the request of the Sheriff's Dept. to transfer from line 01-4140-19.01 to 01-4140-36 the amount of \$1,000.00 for equipment repair. Rep. Pantelakos seconded and all voted in the affirmative.

Rep. Welch asked Mr. Woodside to explain the line transfer request for maintenance.

Mr. Woodside explained the urgency of the request for funding to repair the air conditioning for the jail (\$10,000.) and Court House (\$20,000). He provided a spreadsheet with all areas for transfer to gain the needed \$30,000 for the total of the repairs. Rep. Malcolm moved to accept the request to transfer for the Maintenance Dept., seconded by Rep. McKinney. Following brief discussion, the vote was unanimous in agreement to approve.

Rep. Sytek moved to approve both requests for line item transfers for the Nursing Home, with Rep. Skinner seconding. All voted in favor unanimously.

Commissioner Henderson requested \$5,000.00 line item transfer for the study of possible uses of the soon to be vacated Courthouse. Following much discussion the motion was made by Rep. Malcolm to table consideration of the item regarding the \$5,000.00 over-expenditure for the Court House until the next quarterly meeting and a report from the long-term planning committee could be made. Rep. Pantelakos seconded. The motion carried unanimously.

Rep. Sytek made the motion to reconsider the previous action, whereby the Executive Committee approved a concept of looking into an inter-municipal agreement with the Town of Derry. At that time the Executive Committee recommended the distribution of the proceeds be 100% to the Rockingham County Economic Development Corporation, by a vote of 17-1. Rep. Skinner seconded.

Mr. Ron Hilfiker, Executive Director of the Derry Development and Preservation Corporation introduced Mr. Fred Forman as the legal counsel for the Town of Derry. Mr. Hilfiker made reference to the recently mailed informational packet received by all Executive Committee members.

Rep. Welch suggested that Mr. Hilfiker address the area of the payback of the loan funds and the original vote of 17-1 in Concord that took place on May 26, 1994, whereas all loan fund proceeds would come back 100% to the Rockingham Economic Development Group

Mr. Hilfiker spoke on the short and long term benefits associated with the joint plan, for both Derry and Rockingham County. The initial option for pay back had seemed to be a fair split with the payback of the funding going 50/50 between the two non-profits.

Mr. Hilfiker explained the concept of the loan money. The funding is not "real" money. It is an allocation that is granted on a yearly basis. If the allocation is not used within the calendar year it does not accumulate, and is "lost". The Derry group had wanted to use the Rockingham County 1994 allocation as their 1994 allocation had already been used. By sharing with Rockingham County, they had hoped to finance a start up company in Derry to provide 55 jobs over the next three years. Derry does have other options however if the County does not want to be part of the process. Discussion followed.

Rep. Malcolm asked how the Commissioners had voted. Commissioner Henderson replied that all three Commissioners had approved the initial concept. Rep. Pantelakos asked if approval of the plan by the Executive Committee would increase the personnel for the county and add more departments? Commissioner Henderson replied that REDC would handle the paperwork and does not advocate the county becoming that involved in the process.

The original motion to reconsider the vote of 5-26-94 was voted on with all in favor.

The motion was made by Rep. McKinney to reconsider the question of entering into an inter-municipal agreement w/ Derry. Rep. Pantelakos seconded. The motion did not carry on a voice vote.

Rep. Sytek made the motion to move the original question of May 26, 1994, to approve the concept of an inter-municipal agreement between Derry and Rockingham County. Rep. Skinner seconded. The vote was even by a voice vote. The motion failed on a roll call. The vote was 8 NAY-6 YEA, with Reps. Flanagan, McKinney, Malcolm, Packard, Pantelakos, Skinner, Sytek, and Warburton voting NAY. Reps. Beaulieu, Coes, Conroy, Klemarczyk, Smith and Woods voted YEA. Rep. Katsakiores abstained from voting. The Chairman did not vote.

Mr. Hilfiker thanked the Executive Committee for their time. Brief discussion followed regarding the possibility of this proposal being dealt with again in the future, and that it would require an additional vote of the Executive Committee to be considered.

Rep. Welch returned to the original agenda and called on Theresa Young for her presentation.

Mrs. Young requested a motion to consider the authorization of the Fiscal Office to make transfers between the Health Fund and the operating budget.

Rep. Sytek made the motion to authorize the Fiscal Office to make interfund transfers between the Health fund and the operating budget as needed to accommodate employees choices of health buyouts versus health insurance. The transfers accomplish proper accounting and ensure that salary lines are not overspent as a result of the employees change in choice. The motion was seconded by Rep. Skinner. All voted in the affirmative.

Jayne Jackson presented the report of the Health funds. Mrs. Jackson explained the plotting of the progress of the funds year to date and referred to the pages in the quarterly report containing the information. Worker's Comp. Fund had a retained earning figure of \$545,000 as of this time last year. This years figure is \$754,000. Part of this figure is \$150,000 to be paid back to the Worker Comp fund. Using these figures, the projection for 1994 for retained earnings combined with expected revenues is \$519,000. This figure includes not paying back the \$150,000.

The trial balance shows a \$2,200 accounts payable figure. This is for the health care personnel that visits the staff every two weeks from Exeter Hospital. The interest revenue is due to investment practices of the Fiscal Office and Treasurers Office. Rep. Flanders asked how the Commissioners authorize the transfer of funds. Mrs. Jackson explained that the transfers are done verbally at the Commissioners meeting and that it is written as part of the documentation of the meeting in the minutes of the meeting. It is formally voted on at the Commissioner meeting and becomes part of the record.

The Health fund figure for the second quarter of 1993 was a \$1,500.00 deficit in retained earnings. It was also projected at that time there would a deficit for the 1993 year end figures. The Executive Committee voted a supplemental appropriation to subsidize the Heath Fund deficit. The Health Fund started 1994 with a \$58,000 retained earning deficit. A write off of the \$150,000 loan from Workers Comp would have left a surplus of \$91,000. The projections for 1994 are for retained earnings of \$126,000.

The Health Fund reflects the EPA runout. Accounts payable for the Blue Choice show it as being two months in arrears, by agreement with Blue Choice, due to the EPA runout.

The Dental Fund's second quarter 1993 retained earnings figure was \$131,000. 1994 started with \$90,000 retained earnings and the projection for year end is \$198,000. The funds have shown a substantial increase in investment earnings.

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Rep. Klemarczyk asked of the status of the manufactured housing that is vacant. Commissioner Walker explained that there had been some interest by Kingston but that the buildings had to belong to the county for eighteen months before anything could be done with them, of which a year has gone past. There has been no concrete interest to date. There has been a suggestion to donate the buildings to fire training.

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There being no further business to come before the Executive Committee, Rep. Skinner moved to adjourn, seconded by Rep. Coes. All voted in the affirmative. The meeting adjourned at 12:45 PM.

Approved by,

Rep. Patricia Skinner, Clerk
Rockingham County Executive Committee/Delegation

MINUTES -3RD QUARTER
ROCKINGHAM COUNTY EXECUTIVE COMMITTEE
OCTOBER 21, 1994
HILTON AUDITORIUM
Rockingham County Nursing Home
Brentwood, New Hampshire 03833

A scheduled meeting of the Rockingham County Executive Committee met on this date, October 21, 1994 at 9:00 AM in the Hilton Auditorium of the Rockingham County Nursing Home in Brentwood, New Hampshire. Those in attendance were the following:

Executive Committee Membership: Honorable Representatives David A. Welch, Chairman, Executive Committee; Patricia Skinner, Clerk, Executive Committee/ Delegation; Jon P. Beaulieu; Betsy Coes; Janet M. Conroy; Natalie S. Flanagan; George Katsakiores; Thaddeus Klemarczyk; Betsy McKinney, Kenneth Malcolm, Sherman A. Packard; Laura Pantelakos, Arthur Smith, Anthony Syracuse; Donna P. Sytek; Calvin Warburton; Deborah Woods

Others Present: Rockingham County Commissioners Ernest Barka, Jane Walker, and Warren Henderson; Honorable Representative John Flanders; Theresa Young, Fiscal Officer; Jayne Jackson, Staff Accountant/Central Business Office; Jude Gates, Administrative Assistant/Maintenance Department; Ernest Woodside, Director of Maintenance; Mike Morin, Assistant Treasurer; High Sheriff Wayne Vetter, Sheriff's Department; Diane Gill Director of Human Services; Denise Breidegam of *Foster's Daily Democrat*, Mr. Jack Spillane of the *Portsmouth Herald*; and Martha Golden, Administrative Assistant to the Rockingham County Commissioners/ Delegation.

Also present was Mr. Tom Battles

Chairman David Welch called the meeting to order at 9:00 AM. Roll Call was taken by the Clerk and a quorum was present. The purpose of the meeting was to review and discuss the Rockingham County Budget for the third quarter of 1994.

Rep. Janet Conroy presented the subcommittee report for the Commissioners and the Personnel office. Rep. Conroy stated that the Commissioners budget appears to be in the normal range and her only question was on the printing line item for the Personnel officer which has spent \$620.30. Rep. Conroy further explained that most of those expenses were for application and evaluation forms which were purchased in large quantities earlier in the year.

Rep. Betsy McKinney presented the subcommittee report for the Treasurer and the Fiscal Officer and reported that the budget is on schedule for this quarter.

Rep. Betsy Coes, Chairman of the County Attorney'/Medical Examiner subcommittee reported that the Medical Examiner's figure were all in line. The County Attorney's postage was greatly overspent. She has checked with department personnel and the overage is due to a purchase of postage from the Stratham Post Office that has been returned. The issue would be resolved soon and the next quarterly figures would reflect the correction. There should be approximately \$2,310.71 credited to the account.

Rep. Calvin Warburton presented the subcommittee report for the Register of Deeds and stated that this office is in good shape for the second quarter. Rep Warburton stated that the Workman's Compensation was slightly high, but not of a concern.

Rep. Pat Skinner presented the report for the Sheriff's Department and stated that the only area of concern was on the telephone line item 01-4014032. The new receivers are in place on Tower Hill in Candia. There have been additional costs of over \$1,100.00, which are for a one time

installation fee. The line costs are the area of concern. The dept. is paying \$441.00 per month for the line fee. The Sheriff did not include this in his budget. There was a special committee set up for the Radio Committee, Sheriff Vetter had told the committee the money would be found by the Delegation for this item. Rep. Welch is aware of the fee. The cost over-run by the end of the year will be about \$3,600.00. Equipment repair is at 125% and is over-expending, with luck nothing will break during the next 6 month period. The Sheriff has inquired as to a \$1,000.00 over-expenditure for this line. The money cannot be spent unless it has been appropriated, and it was not appropriated.

The radio cost are 98% expended. There will be no more dispatch training for the rest of the year. The airport budget for outside detail is currently on-line.

There will be a major problem in the future, Liberty Mutual Workman's Comp coverage has been canceled effective August 17, 1994, due to the fact the County is self-insured. Sheriff Vetter explained his conversations with Dick Martin of Garand Insurance in Manchester, currently carrying Rockingham County's Workman's Comp, regarding the passage of legislation relating to Workman's Comp. Any municipality has a separate policy for this coverage as is the case at the Manchester Airport. This can no longer be done unless a new Federal ID # is applied for. The airport would have to be a separate entity from the county. The entire system would have to be changed. Other municipalities that have been faced with this situation have all gone with the self-insured route. The policy will be canceled on August 17, 1994 as the guidelines of the policy are not met under the new state statute. Theresa Young explained that a new Federal ID is not a guarantee. Rep. Warburton inquired as to the possibility of the airport taking over the Workman's Comp. Sheriff Vetter replied that was not an option.

Rep. Syracuse asked Sheriff Vetter for his recommendations. Sheriff Vetter stated that the county needs the coverage and the cleanest way to do it is to put departments on the County policy.

Chairman Welch asked the Commissioners for their recommendation. Commissioner Henderson replied that there had not been any discussion on the matter. Commissioner Walker stated that due to the immediacy of the cancellation date, it would be safer to have all departments on the county policy, as opposed to not being covered at all. Sheriff Vetter added that Liberty Mutual is able to extend the coverage for one month if necessary.

Rep. Sytek stated her understanding of the way a self-insured fund works, being that the allocated amount is paid into a fund, remaining until there is a claim. Further discussion followed.

Rep. Sytek made the motion that the Executive Committee approve changing the airport detail worker's comp coverage from private insurance to self insured by the county. Rep. Skinner seconded. Rep. Sytek asked how these would be paid. Sheriff Vetter answered that it would be totally reimbursed by the airport. Discussion followed.

Rep. Sytek withdrew the original motion, seconded by Rep. Skinner in order that Theresa Young may put together a recommendation. Rep. Skinner stated that the sub committee will meet prior to the next Executive Committee meeting relative to this matter.

Rep. Sytek questioned Sheriff Vetter if the shortfall of \$3,600.00 can be made up from within his budget. The Sheriff responded that he will try, but will not know for sure for the next three months. Sheriff Vetter also mentioned the special details the sheriff's dept. is currently involved

with that are earning \$497.00 per week in revenue. Rep. Sytek responded that the over-expenditures cannot be approved if the money has not been spent yet, and due to the fact that the special details were unforeseen the revenue cannot be used for any other use than revenue over-expenditures, and revenue is not anticipated to over-expend. Sheriff Vetter explained that the special duties would have to stop within the next week and be turned back over to the state.

Rep. Sherman Packard presented the subcommittee report for the Maintenance Department and stated that overall the department is in good shape. The one item of note is the \$1.00 appropriated and \$125.00 spent. This was for oil for the slaughter house. The Land Management budget is in good shape, barring any breakdowns. The 1994 hay crop is being sold and vegetables are being sold to the Nursing Home.

Rep. Sandra Dowd was not present to report for Human Services/ Old Age Assistance. Chairman Welch asked Diane Gill for a report due to the serious nature of the shortfalls in the Human Services budget. Mrs. Gill told the Executive Committee that the Commissioners and herself have been watching the budget lines very closely. The Old Age Assistance budget is doing well. Intermediate Nursing Care budget will be over, the predicted 5% rate increase was not appropriated this year and this accounts for the over run. APDT is the area of major problems. This is a result of House Bill 613 and 614, expanding the guidelines for qualifying for benefits, to be more in line with the Federal guidelines. The case load has increased tremendously as a result. The DCYF line item is very high. There are currently 29 children in state facilities at a cost of \$250/day, in addition to all the other children being cared for. There is no way at this time to predict just how far the line will over-expend. Rep. Welch requested copies of the monthly reports be sent to Rep. Sytek and to himself. Commissioner Walker stated that the Association of Counties is involved. All counties in the state are having the same problem and there is a lack of data to help predict the shortfalls. Social Security statistics will be available to be used as information and hopefully before the next cycle or next year there will be more certain information with which to work.

Rep. Welch and Rep. Sytek determined that a subcommittee will be assigned to monitor this issue. Rep. Dowd will chair, with Rep. Welch and Sytek. They will report to the Executive Committee.

Rep. Ken Malcolm reported for Capital Improvements/Long Range Planning. Repairs are being done to the parking lots, and completion of the project is on schedule. The radio project has been assigned to a different committee. The Ice Pond Dam permits have been approved. The dam project has a 45 day time frame, and due to the time held up by the state it will hopefully stay on schedule. The dump is closed, sealed and approved.

Rep. John Sytek was not present to report on Non-County Specials. Rep. Donna Sytek reported that all was well.

Rep. John Flanders presented the subcommittee report for the House of Corrections and stated that the budget for the second quarter is in order. There is an over-expenditure on line 6.- Jail overtime. He stated that this is due to the difficulty of hiring of new personnel. Rep. Flanders called attention to the fact that Mr. MacDonald is again in the jail. There are problems associated with him as an inmate. The possibility exists of a considerable bill for his care and should be made note of. Commissioner Henderson stated that the large portion of Mr. MacDonalds bill is for labor and medications. Rep. Welch questioned the possibility of his needing surgery at Beth Israel Hospital.

Mrs. Donovan explained that she has checked with his doctors and the surgery can wait until his release.

Rep. Flanders announced that Mrs. Donovan will be retiring as of October and he wanted to personally state that for the eight years he has worked with her on the jail committee, that it has been a pleasure working with her. He commended Mrs. Patricia Donovan for her service to the county and that she will be missed upon her retirement. Rep. Sytek thanked Mrs. Donovan on behalf of the Executive Committee for her twenty years of service to Rockingham County.

Rep. Woods presented the subcommittee report for the Nursing Home/Day Care budget. Rep. Welch asked Commissioner Walker the date set for the union vote. Commissioner Walker stated the date for the election is August 25, 1994. There are 218 employees qualified to vote. The polling times will be 6-8 AM, 10 AM -12 PM and 2-4 PM. Rep. Welch expects to be present for the vote. Rep. Woods reported that the Nursing Home staff eligible to vote are LPN's, N/A's, P/T's and O/T's. RN's, Housekeeping and clerical will not be voting. It is felt that the vote will be very close.

Rep. Woods reported that the budget is on-line with a few line items that are over due to purchases that are made or paid for on the first of the year. There are two requests for over-expenditures at this time. One is for Line Item # 5160.82 for \$2,300 for repairs to a washing machine, and the second is for \$800 for dish-washing supplies, also to come from Line Item # 5160.82. Mr. Sturtevant is watching the Pharmacy. Line Item #5180.32 may go over \$20,000. One explanation is that a new drug, currently being used is very expensive. There is not a request for over-expenditure at this time. The transition of the County Day Care to Seacoast Learning Collaborative was very smooth, and is complete. All employees were offered employment with SLC and all but one are working for SLC. Rep. Woods thanked the Commissioners, staff, children and parent's for the smooth change.

Rep. Welch questioned the Commissioners in regard to the proposal for the equipment purchase by SLC. Commissioner Walker explained that SLC offered \$5,200 for the listed inventory. It was felt by the Board to be a fair price and the offer has been accepted.

Rep. Felch was not present to report on the budget for Cooperative Extension. Rep. Welch and stated that the budget is on-line for the second quarter. Due to equipment purchases in the early part of the year, the budget is at 42% and is expected to maintain for the remainder of the year.

Rep. Sytek reported for the Delegation. The budget is on track. There was a question of the secretarial salary overtime of \$4.20. It was money owed to Carrolle Popovich. She was paid out of Workman's Comp. but there was also a salary settlement charged to this line in the budget. Rep. Sytek questioned the settlement for the secretary from Workman's Comp. Commissioner Walker stated that the settlement was in the amount of \$55,000.00 with the condition that she not apply for work with Rockingham County Government in the future. The amount was arrived at by salary and a proposed 2% raise as approved by the Delegation. Rep. Welch questioned the legal fees for this settlement and Commissioner Walker replied that the related legal fees had been \$28,000. There are currently no civil suits associated with this issue.

Rep. Sytek reported on Revenues. General Government will not be accrued until later in the year. \$121,000 is still in dispute with the Town of Seabrook. This involves valuation of the Seabrook Nuclear Power Plant. The counties share is contingent upon that case. The 1994 Town Meeting in

Seabrook appropriated the money to pay the County, but the Town has not payed. Commissioner Henderson explained that the County is making one last attempt to talk to Seabrook prior to seeking legal action.

Rep. Sytek commended the Fiscal Office for the Interest Earned line coming in ahead of estimates. The department is making very wise decisions as to placement of money in order to maximize interest earned. The escheat funds are at \$46,000, well ahead of the -0- budgeted and will help to offset some of the other budget shortfalls. The Sheriffs outside details money was posted in error to a wrong line. This will be corrected and will be reflected with the next report. The Child Care Center revenue, expected to be \$55,000, was actually \$45,000, but expenses were reduced. The net result was a loss of \$35,000, instead of the estimated \$50,000. The Grant for the Proportionate Shares Receipts of \$1.2 Million for the Nursing Home was received by all counties. This money was not anticipated nor appropriated and cannot be used without some future action. Rep. Sytek has received a letter from the Town of Hampton Slectmen requesting that the \$1.2 million be used to reduce their taxes immediately.

The jail will not be used quite as extensively by the Federal government, and will cause a shortfall in the line. The estimate had been for \$40,000, now estimated to receive \$32,000.

The jail telephone service has been changed and the savings will compensate for the previous shortfall. There will be no revenue from the slaughterhouse resulting in an \$8,000 shortfall. There has been sale of some farm equipment, thus generating revenue.

Rep. Welch began the work on the Line Item Transfers. There was a question of the lack of signatures by all commissioners on some of the requests. It was explained that some of the requests had just arrived and some had been missed inadvertently. Two signatures are all that's required, but Rep. Welch would like to know why a signature may be missing, for what ever reason.

Rep. Sytek moved to approve the Commissioner's request for line item transfer in the amount of \$2,683.00 for an increase in NHACO dues. This transfer is from line 01-9100-01-00 to 01-42106-01.00. Rep. Skinner seconded. All voted in favor.

The request for line item transfer by the County Attorney's office had not been reviewed by the Commissioners and was passed over by the Executive Committee. The request of the Medical Examiner to transfer from line # 01-4150-51.00 to line 3 01-4150-34.00 in the amount of \$2,500.00 was moved by Rep. Malcolm and seconded by Rep. Coes, with all voting in favor.

Rep. Skinner moved to approve the request of the Sheriff's Dept. to transfer from line 01-4140-19.01 to 01-4140-36 the amount of \$1,000.00 for equipment repair. Rep. Pantelakos seconded and all voted in the affirmative.

Rep. Welch asked Mr. Woodside to explain the line transfer request for maintenance

Mr. Woodside explained the urgency of the request for funding to repair the air conditioning for the jail (\$10,000.) and Court House (\$20,000). He provided a spreadsheet with all areas for transfer to gain the needed \$30,000 for the total of the repairs. Rep. Malcolm moved to accept the request to transfer for the Maintenance Dept., seconded by Rep. McKinney. Following brief discussion, the vote was unanimous in agreement to approve.

Rep. Sytek moved to approve both requests for line item transfers for the Nursing Home, with Rep. Skinner seconding. All voted in favor unanimously.

Commissioner Henderson requested \$5,000.00 line item transfer for the study of possible uses of the soon to be vacated Courthouse. Following much discussion the motion was made by Rep. Malcolm to table consideration of the item regarding the \$5,000.00 over-expenditure for the Court House until the next quarterly meeting and a report from the long-term planning committee could be made. Rep. Pantelakos seconded. The motion carried unanimously.

Rep. Sytek made the motion to reconsider the previous action, whereby the Executive Committee approved a concept of looking into an inter-municipal agreement with the Town of Derry. At that time the Executive Committee recommended the distribution of the proceeds be 100% to the Rockingham County Economic Development Corporation, by a vote of 17-1. Rep. Skinner seconded.

Mr. Ron Hilfiker, Executive Director of the Derry Development and Preservation Corporation introduced Mr. Fred Forman as the legal counsel for the Town of Derry. Mr. Hilfiker made reference to the recently mailed informational packet received by all Executive Committee members.

Rep. Welch suggested that Mr. Hilfiker address the area of the payback of the loan funds and the original vote of 17-1 in Concord that took place on May 26, 1994, whereas all loan fund proceeds would come back 100% to the Rockingham Economic Development Group

Mr. Hilfiker spoke on the short and long term benefits associated with the joint plan, for both Derry and Rockingham County. The initial option for pay back had seemed to be a fair split with the payback of the funding going 50/50 between the two non-profits.

Mr. Hilfiker explained the concept of the loan money. The funding is not "real" money. It is an allocation that is granted on a yearly basis. If the allocation is not used within the calendar year it does not accumulate, and is "lost". The Derry group had wanted to use the Rockingham County 1994 allocation as their 1994 allocation had already been used. By sharing with Rockingham County, they had hoped to finance a start up company in Derry to provide 55 jobs over the next three years. Derry does have other options however if the County does not want to be part of the process. Discussion followed.

Rep. Malcolm asked how the Commissioners had voted. Commissioner Henderson replied that all three Commissioners had approved the initial concept. Rep. Pantelakos asked if approval of the plan by the Executive Committee would increase the personnel for the county and add more departments? Commissioner Henderson replied that REDC would handle the paperwork and does not advocate the county becoming that involved in the process.

The original motion to reconsider the vote of 5-26-94 was voted on with all in favor

The motion was made by Rep. McKinney to reconsider the question of entering into an inter-municipal agreement w/ Derry. Rep. Pantelakos seconded. The motion did not carry on a voice vote

Rep. Sytek made the motion to move the original question of May 26, 1994, - to approve the concept of an inter-municipal agreement between Derry and Rockingham County. Rep. Skinner seconded. The vote was even by a voice vote. The motion failed on a roll call. The vote was 8 NAY-6 YEA, with Reps. Flanagan, McKinney, Malcolm, Packard, Pantelakos, Skinner, Sytek, and Warburton voting NAY Reps. Beaulieu, Coes, Conroy, Klemarczyk, Smith and Woods voted YEA. Rep. Katsakiores abstained from voting. The Chairman did not vote.

Mr. Hilfiker thanked the Executive Committee for their time. Brief discussion followed regarding the possibility of this proposal being dealt with again in the future, and that it would require an additional vote of the Executive Committee to be considered.

Rep. Welch returned to the original agenda and called on Theresa Young for her presentation.

Mrs. Young requested a motion to consider the authorization of the Fiscal Office to make transfers between the Health Fund and the operating budget.

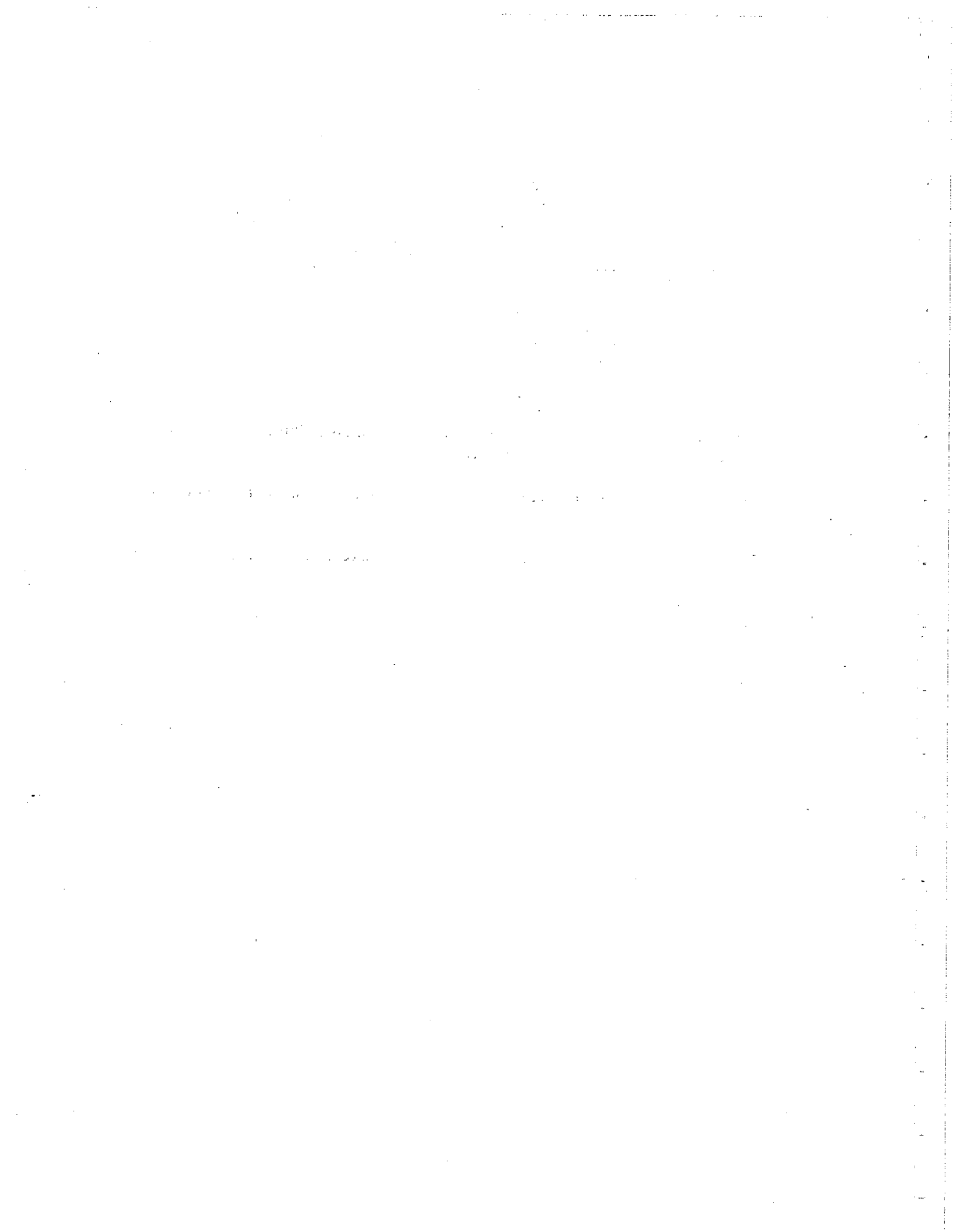
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There being no further business to come before the Executive Committee, Rep. Skinner moved to adjourn, seconded by Rep. Coes. All voted in the affirmative. The meeting adjourned at 12:45 PM.

Approved by,

Rep. Patricia Skinner, Clerk
Rockingham County Executive Committee/Delegation

MINUTES

ROCKINGHAM COUNTY EXECUTIVE COMMITTEE

NOVEMBER 4, 1994

HILTON AUDITORIUM

Rockingham County Nursing Home

Brentwood, New Hampshire 03833

A scheduled meeting of the Rockingham County Executive Committee met on this date, November 4, 1994 at 2:00 PM in the Hilton Auditorium of the Rockingham County Nursing Home in Brentwood, New Hampshire. Those in attendance were the following:

Executive Committee Membership: Honorable Representatives David A. Welch, Chairman, Executive Committee; Patricia Skinner, Clerk, Executive Committee/ Delegation. Jon P. Beaulieu; Andrew Christie, Betsy Coes; Janet M. Conroy, Leroy Dube, Natalie S. Flanagan; George Katsakiores; Thaddeus Klemarczyk; Betsy McKinney, Kenneth Malcolm, Sherman A. Packard; Laura Pantelakos, Arthur Smith, Anthony Syracuse; Donna P. Sytek; Calvin Warburton; Deborah Woods

Others Present: Rockingham County Commissioners Ernest Barka, Jane Walker, and Warren Henderson; former Commissioner Maureen Barrows Attorney Steven Schulthess Honorable Representative Rosencrantz; Mr. Michael Morin; Assistant Treasurer and Mrs. Martha Golden, Administrative Assistant to the Rockingham County Commissioners/ Delegation.

Chairman David Welch called the meeting to order at 2:00 PM. A verbal Roll Call was taken by the Clerk and a quorum was present.

Chairman Welch stated that there were two items to be considered by the Executive Committee. The first being a request by the Treasurer's office for approval to borrow up to \$25,000,000. Mr. Morin explained that this is a formality under RSA 29:8 that occurs every year. This request is normally done in December but as the next Executive Committee meeting will be held late in December approving now will allow the Treasurer's office a better time frame. The Treasurer or Deputy Treasurer must come before the Executive Committee to attest to the fact that the money in the Treasury will be insufficient beginning January 1, 1995. Mr. Morin asked for approval to borrow upon orders of the Commissioners for the following year.

Rep. Sytek made the motion that the money in the Treasury of the County, being insufficient to meet demand beginning January 1, 1995, that approval is given to the Treasurer, upon the order of the County Commissioners to borrow up to \$25,000,000.00 under RSA 29:8 as amended. Rep. Skinner seconded. Chairman Welch called for discussion. There was none. The vote was unanimous in the affirmative.

Chairman Welch called for the next order of business which comes under Chapter 29-A-Defense and Indemnification of County Officers and Employees. Chairman Welch stated for the record that due to his possible involvement in the pending action, he would act only as a moderator for the purpose of the following discussion.

Rep. Skinner has received the proper notification requesting indemnification by the two County employees and all the paperwork was received within the proper time frame.

Rep. Sytek made the motion, for the purpose of discussion on the floor, that the recommendation be made to the County Convention that they vote to defend and indemnify Maureen Barrows and Ernest Barka in the matter of Carrolle Popovich. Rep. Christie seconded. Rep. Welch stated that the information packet that all Executive Committee members received contains the pertinent information necessary for discussion on this matter.

Rep. Sytek introduced Attorney Steve Schulthess from Devine Millimet as being the author of the letter in the packet.

Rep. Sytek stated, in reference to the Statute, that when a County employee is sued, the Commissioners decide whether or not the County will indemnify, but it appears that when the Commissioners themselves are sued the full County Convention must determine if their actions were within their official capacity and that their acts were not wanton and reckless. There is no question if their actions were within the official capacity of the job, but there is a question of what would indicate a wanton and reckless act.

Attorney Schulthess stated that the Statute is generally well written, but offers very little guidance in the determination of wanton and reckless. The only real guidance that he can offer is that this case, while not directly related to the underlying Worker's Compensation case does parallel the factual information from the Worker's Comp case. The Worker's Comp case was processed through the Administrative Procedures of New Hampshire through the Labor Department. There was an appeal which was ultimately withdrawn with the consent of the Claimant/Plaintiff, Carrolle

Popovich with the consent of her attorney. This information is a legal issue and it is believed that the findings in the case will stand from the Worker's Comp case. There were no factual findings in the Worker's Comp case of wanton and reckless conduct, in fact there were findings to the contrary.

Attorney Schulthess stated that there are a couple of options the available to the Executive Committee in finding a definition of wanton and reckless. One option for the Executive Committee is to rely on the previous findings that involved three full days of testimony before the Labor Department. Another option is to find another mechanism for deciding the issue. One option is to agree in this case that there are three distinct defendants as named in the case filed at the Federal Court. He stated that the distinction is important to note that the three are Rockingham County, Commissioner Ernest Barka and former Commissioner Maureen Barrows as defendants in their official capacity. Under the type of Federal action that was commenced, Section 1983 Civil Rights Actions, when one alleges a claim against a county official in an official capacity, it has been determined to be a suit against the county. The County claim against Rockingham County and the two claims against Commissioner Barka and former Commissioner Barrows, in their official capacities must be defended by the County. The only real claims at issue are the personal liability claims against the two Commissioners. The substance of defending the claims is indistinct because of the nature of the defense and is more an issue of the cost factor.

Rep. Sytek asked if based on the statute, that the decision could be made to defend but not indemnify. If a judgment is found against the defendants can payment be refused. Attorney Schulthess replied that the wording specifically states " shall " on both accounts of defense and indemnification and therefore both have to be covered..

Rep. Sytek asked what would happen if the motion was voted down. Attorney Schulthess replied that he has been retained by the County Commissioners to look at the impact to Rockingham County and has reviewed the case purely for Rockingham County and has not reviewed the case based upon personal claims on the individual cases. One issue that remains is that if indemnification and defense is denied by the Executive Committee, they can then turn to the County Commissioners to vote on the same provision. His reason for this is based on a two tier system that is in place in the statute. Attorney Schulthess stated that both Commissioner Barka and former Commissioner Barrows could conceivably go to the County Commissioners and ask for coverage relative to the personal claims as not being claims against the County Commissioners as indicated in the statute and then ask for relief there. Attorney Schulthess stated that a fair interpretation of the statute indicates coming to the Executive Board first. He could not state that they would be precluded from coming to the County Commissioners if the Executive Committee votes not to cover them. There is no guidance in the statute on that point. The appellate rights for a person who goes to the County Commissioners first and is turned down has a right to appeal back to the County Delegation. He has not been informed if either of the two has personal counsel advise pertaining to this right. Like anyone under any law, they have a claim to right or entitlement of law. This would take place in Superior Court and would result in a full hearing of the issue. He apologized for not giving straight forward answers, but this is not an instance where there are straight forward answers available.

Rep. Packard asked if in the process a settlement is arranged, would it be possible for the settlement to be split where the county could be found partly to fault and the people themselves be found partly a fault, or would it all fall back to the County itself. Atty Schulthess stated that a

settlement would not be found due to guilt. There would be no findings in a settlement because the parties involved would have agreed to a resolution of the case. In the case of a trial, there could be findings against the County and the two commissioners in their official capacity, and/or findings against the two commissioners in their official capacity.

Rep. Beaulieu asked for a legal definition of "wanton and reckless".

Atty. Schulthess stated that there are different interpretations of the language for different provisions of the law. For the purpose of jury instructions, there is a provision in the law that gives one use of words and in order to interpret, the Court gives two other words that are similar but slightly different in definition. Neither egregious nor wanton normally infer intentionally and means that a conscious action was not the intention. The lowest level is known as "mens rea" or mental state negligence meaning a reasonably prudent person operating under the same circumstances would have done something that the defendant had failed to do. The next level is wanton conduct and indicates not intentional conduct but something more than intentional egregious conduct and the third level is intentional conduct and is normally found in criminal proceedings. Wanton falls between the first and third level of intention.

Rep. Packard wished to follow up on his first question and inquired if the county could be found not liable for anything and the two individuals could be. Atty. Schulthess replied in two parts. When the Commissioners originally asked him to address some issues initially, he needed to determine if there is conflict between the parties involved. He needs to be careful. If the case should go to trial there would be many defenses available, some of which would be available to the County itself other than to the other two defendants. He added that the defenses are very common and shared and in all likelihood the final decision would be all or nothing.

Rep. Dube asked if the Commissioners could authorize the defense in the event the Executive Committee does not. Atty. Schulthess stated that there is somewhat of an understanding from the Statute that the claim is in part against "the County Commissioners". The law protects the County by not allowing the County Commissioners, if named as defendants, to indemnify and defend themselves. They must come forward to the Executive Committee and ask the question. Attorney Schulthess stated that there are two claims that are not titled County Commissioner and are titled Carrolle Popovich against Ernest Barka personally and Maureen Barrows personally. He feels that it could probably be determined to not be against the County Commissioners. If their request is turned down, they could in fact turn to the County Commissioners to request defense and indemnification.

Rep. Dube asked further if the County's liability insurance covers this kind of action.

Attorney Schulthess stated that the County has a public official's policy and a comprehensive general liability policy. Both carriers have been notified and to date both have turned down coverage. For the purposes of the vote for now it would be best to assume that there is no insurance coverage. Anyone with a claimed right to insurance coverage under a policy has a right to bring an action against the insurance to declare the rights under that policy. He fully anticipates that if Fireman's Fund (public official's policy) it would be in the best interest of Rockingham County to pursue.

Rep. Dube requested further clarification regarding the possibility of the Commissioners approving the defense and indemnification if the Executive Board turns it down. Atty. Schulthess stated that according to the law and a current interpretation being non-existent, in his opinion, the two

Commissioners would have a valid argument to go before the County Commissioners and request personal defense and indemnification.

Rep. Welch called for further questioning.

Rep. Flanagan asked if she would have to go back to her constituents and ask them to fund a lawsuit for two commissioners who had conduct unbecoming an elected official. There was no answer.

Rep. Sytek inquired if triple damages could be incurred as this is a section 1983 action and if the \$1.5 million could be tripled in addition to the attorney's fees.

Atty. Schulthess stated that there would be no triple damages. Rep. Sytek restated that the final maximum exposure could be the amount of the damages plus the attorney's fees and Atty. Schulthess replied correct.

Rep. Skinner asked if Atty. Schulthess had defended the County in the Worker's Comp case with Carrolle Popovich, to which he replied that he had as the attorney for the county. He further explained that under the self-insured Worker's Compensation system there is a third party administrator that administers the claims. Therefore, he did not represent an insurance company, just the County of Rockingham.

Rep. Malcolm asked if indemnification is granted and in the course of events the two Commissioners are found guilty of actions not within the scope of their employment, if the County can come back to the two individuals and get the money back. Atty. Schulthess explained that in order for the plaintiff's claims to be meaningful and for there to be a remedy, the Court must find that it was in the scope of their employment. He further stated that every one of the claims relates of the wrongful termination of her (Carrolle Popovich) employment. The only people who could terminate employment wrongfully would be those who were acting within the scope of their employment.

Rep. Smith stated that he feels the need to be aware of the effect on the County tax base, should the case be settled or if a guilty verdict is delivered. He knows he will be asked by his constituents in Salem and would like to have an answer for them. Rep. Welch suggested that with the possibility of insurance coverage, any determination of the potential risk would be guess work. Rep. Smith asked again that if there is no insurance coverage, if anyone could tell him what the figure would be. He further stated that he would safely assume that the tax rate for Salem would increase appreciably if 1.5 million dollars were to be paid on this matter. Rep. Welch stated that the Fiscal Officer could make the calculations, given the various scenarios, and that the people assembled could not determine that. Rep. Sytek stated that the County may win and there would no cost. The Commissioners have \$25,000.00 in the budget for legal fees. Atty. Schulthess stated that the minimum to come back would be \$25,000.00.

Rep. Packard asked if Atty. Schulthess if the case could be settled quickly and if Atty. Schulthess has any idea of the time frame of this matter. Atty. Schulthess stated that no matter whatever the outcome of this meeting, the case against the county and the two commissioners must be answered by the end of November. The case in the sixty day time frame for response to the case, nothing has happened beyond that point. After the response time has been answered there will be motions to dismiss the case that may be granted or the case could last up to a year or better.

Commissioner Henderson made a point of clarification that neither Atty. Schulthess or the law firm of Devine, Millimet has been hired to represent the county in pursuing this case. Attorney Schulthess was retained to assess the situation and to instruct as to obligations and options. it has not been determined if Attorney Schulthess of his firm will represent the County in this matter. Attorney Schulthess added that , if there is insurance, the insurance company usually retains control of the representation.

Rep. Woods referred to Atty. Schulthess' letter that addressing the matter. She questioned page 3 in reference to potential cross-claims and the possibility of cross claims being filed on behalf of the defendants, and has it been considered.

Atty. Schulthess replied it relates to the Labor Departments decision on the agreement to settle was ac contract between the county and the worker. To the extent that the contract has been violated, the contractual rights to bring an action , or a "cross claim" rests with Rockingham County and not with an individual. It would be considered on behalf of the County, but not for the individuals.

Rep. Dube asked if Atty. Schulthess had represented the County in the first case and if so, who hired him.

Atty. Schulthess explained that the company called " Constitution State Services", a branch of Traveler's Insurance Co.' is the third party administrator for Rockingham County Worker's Compensation. The claims must be administered and when there are hearings there are lawyers retained. His firm has been the law firm for Constitution State Services for years and therefore because of that relationship, became the attorney for Rockingham County in this and other cases. He was the attorney for Rockingham County on the Worker's Comp case involving Carrolle Popovich. Rep. Dube asked further that if the County Attorney wouldn't act on the case. Atty. Schulthess replied no, that while the County Attorney's office could do Worker's Compensation cases, it was not because he would not act but rather a case of it not historically being the responsibility of the office.

Rep. Welch called for further questions. There were non. Rep. Welch asked that the motion be re-stated. Rep. Skinner read the motion.

"The motion before us is to recommend to the Rockingham County Convention, that we indemnify and defend Commissioner Barka and former Commissioner Barrows in the matter of Carrolle Popovich."

Rep. Sytek explained that if a vote is not taken there is a real possibility of a suit being filed against the Delegation. If the insurance company for the County does not come through, the possibility also exists for the County to sue them to make them cover the County. Action must be taken as time is running out and the County will be in default if nothing has been done by the end of November.

Rep. Welch called for a vote on the motion,

Rep. Christie called for a Roll Call vote. The clerk called the Roll. The final vote was fourteen in favor of the motion and four opposed. The Chairman did not vote. The motion passed

Rep. Sytek stated that the full Delegation would be called to vote on this matter on November 15, 1994 at 2:00PM.

There being no further business to come before the Executive Committee, Rep. McKinney moved to adjourn, seconded by Rep. Malcolm. All voted in the affirmative. The meeting adjourned at 2:55 PM.

Approved by,

 Rep. Patricia Skinner, Clerk
 Rockingham County Executive Committee/Delegation

EXECUTIVE COMMITTEE
 1993-1994

	ROLL CALL	YEAS	NAYS
Jon P. Beaulieu	X		X
Andrew Christie, Jr.	X	X	
Betsy Coes	X	X	
Janet M. Conroy	X	X	
Leroy Dube	X		X
Natalie S. Flanagan	X	X	
George Katsakiores	X	X	
Thaddeus Klemarczyk	X	X	
Betsy McKinney	X	X	
Kenneth W. Malcolm	X	X	
Sherman A. Packard	X	X	
Laura Pantelakos	X		X
Patricia M. Skinner	X	X	
Arthur W. Smith	X	X	

Anthony Syracuse	X	X	
Donna P. Sytek	X	X	
Calvin Warburton	X		X
David A. Welch			
Kenneth L. Weyler			
Deborah L. Woods	X	X	

MEETING DATE: 11-4-94

LOCATION: Hilton Auditorium-Rockingham County Nursing Home

MOTION: To recommend to the Rockingham County Delegation that we Defend and Indemnify County officers Barka and Barrows

TOTAL YEAS: 14

TOTAL NAYS: 4

TOTAL VOTES CAST: 18 The Chairman did not vote.

RECORD OF THE OFFICIAL ROLL CALL VOTE.

MINUTES

ROCKINGHAM COUNTY FULL DELEGATION

November 15, 1994

Hilton Auditorium

Rockingham County Nursing Home

Brentwood, New Hampshire 03833

A scheduled meeting of the Rockingham County Full Delegation met on this date, November 15, 1994 at 2:00 AM in the Hilton Auditorium of the Rockingham County Nursing Home in Brentwood, New Hampshire.

Representative Donna Sytek, Chairman on the Rockingham County Delegation called the meeting to order at 2:05 PM. The clerk called the roll and those in attendance were: Rep.'s Kathryn Aranda, Janet Arndt, Jon Beaulieu, Juanita Bell, William Boucher, Marilyn Campbell, Andrew Christie, Martha Clark, Vivian Clark, Betsy Coes, Janet Conroy, Patricia Cote, Harold Crossman, Patricia Dowling, Leroy Dube, Bob Fesh, John Flanders, Bonnie Groves, Robert Johnson, Cecelia Kane, George Katsakiores, Phyllis Katsakiores, Thaddcus Klemarczyk, Fred Kruse, Marian Lovejoy, Maurice McDonald Cynthia McGovern, Betsy McKinney, Kenneth Malcolm, Don Miller, Richard Noyes, Sherman Packard, Ed Putnam, Bernard Raynowska, James Rosencrantz, George Rubin, Thomas St. Martin, Marilyn Senter, Patricia Skinner, James Splaine, Joseph Stone, Donald Stritch, Anthony Syracuse, Donna Sytek, John Sytek, Calvin Warburton, David Welch, Kenneth Weyler, and William Williamson. Rep. Sytek announced that a quorum was present with fifty members in attendance.

Also in attendance were the following: Commissioners Ernest Barka, Jane Walker and Warren Henderson, Theresa Young; Fiscal Officer, Jayne Jackson; Staff Accountant, former Commissioner Maureen Barrows, Attorney Steven Schulthess; of Divine Millimet, Liane Evans of the Portsmouth Herald, Denise Breidegam of the Foster's Daily Democrat, and Martha Golden, Administrative Assistant to the Rockingham County Delegation.

Rep. Sytek introduced the matter at hand and explained that all Delegation members have received a packet with all the available pertinent information regarding the lawsuit in which current Rockingham County Commissioner Barka and former Commissioner Barrows are being sued individually and in their capacity as Commissioners by a former employee. When an action of this type takes place, the law says that it is the responsibility of the County Convention to vote on whether to defend and indemnify. The defense cannot be separated from the indemnification, as the Chapter calls for them to be done together. The Executive Committee has considered this issue at the meeting held on November 4, 1994. The vote was 14 - 4 in favor of recommending to the Delegation to authorize the defense and indemnification in this matter.

Rep. McKinney made the following motion:

I move the Rockingham County Delegation pursuant to RSA 29A: 2, to authorize the defense and indemnification of Commissioner Ernest P. Barka and former Commissioner Maureen Barrows in the matter of the lawsuit brought by Carrolle Popovich.

The motion was seconded by Rep. Christie.

Rep. Sytek called for discussion and explained that Attorney Steven Schulthess was present to answer questions

Rep. Warburton asked if the attorney present at today's meeting has been hired to represent the county. His understanding of the law is that the County Attorney should be the defense attorney unless that office refuses, then the County Attorney's Office should make a suggestion as to whom should represent the County. Rep. Warburton suggested asking the incoming County Attorney to defend the County in this matter.

Rep. Vaughn asked that if the Delegation does vote yea on the motion, would the County Attorney represent the County or would private counsel be retained. Rep. Sytek replied that she was not sure and asked the Commissioners if outside counsel has been retained. Commissioner Henderson explained that Attorney Schulthess had been retained by the Commissioners a month previously to examine the situation and to advise as to the options and obligations to the County. He was not retained necessarily to represent the County in the pursuance of the case since there were other underlying questions involved. In the time since the Executive Committee meeting of November 4, 1994, there has been an additional development and Divine Millimet has been retained to pursue the issue of coverage for the county as both insurance companies have declined to provide coverage. Legal representation is necessary in order to convince them to change their positions.

Rep. Vaughn further stated that most of the county has heard little about this case. He has not heard in either a public letter or a communication to any members of the Delegation that the issue of wanton and recklessness has been addressed by the Commissioners themselves. He also

requested an answer to the possibility that if the plaintiff should win, would the taxpayers be responsible for the payment of the award.

Commissioner Henderson referred to Attorney Schulthess for the definition of wanton and reckless.

Attorney Schulthess addressed the question by first stating that a determination of wanton and reckless conduct must first be made.

Attorney Schulthess stated that a lawsuit has been filed in Federal Court that requires an answer by the Board of Commissioners. He assumes the Commissioners will answer, officially, that the acts were not reckless and wanton and that they did not occur as alleged. The purpose of the meeting today is to consider if the County will pay for the defense and indemnification of Commissioner Barka and former Commissioner Barrows.

Attorney Schulthess went on to explain that the underlying case stemmed from a Worker's Compensation case which had a four day hearing. The result of which was a finding which stands, and states that the plaintiff in this case suffers from an underlying paranoid personality disorder and her mental stress was not caused by work activities. Those were the findings in the case and to that extent can be relied on as the basis for whether the current allegations are true or not.

Rep. Dube questioned the ability of the Commissioners to over-ride a negative vote of the Delegation. Attorney Schulthess answered that there are interpreted answers to the question and if the Commissioners could have made the decision the issue would not have come to the Delegation at all.

Rep. St. Martin asked if there is an estimate of the legal fees for outside counsel and if the County Attorney's Office has been contacted as to the possibility of defending the County.

Commissioner Henderson answered that the County Attorney may not have been notified of the lawsuit yet. The proper way to proceed has been to request coverage from the insurance companies first. He added that the Commissioners have stopped short of retaining legal counsel to this point. Commissioner Walker pointed out that there can be a cost of up to \$50,000.00 before the deductible is met.

There was further brief discussion. Rep. Flanders asked to move the question. Rep. Sytek re-read the motion. Rep. Christie called for a Roll Call Vote. The final vote count total was 35 in favor, 14 against. Rep. Welch did not vote due to a possible conflict. The motion carried.

Rep. Sytek called for the next item of business.

Rep. Welch read the following motion:

I move that the County be authorized to incur liabilities in excess of total 1994 appropriations of \$40,626,446 with the understanding that no additional taxes shall be collected.

Rep. Skinner seconded.

Rep. Sytek and Staff Accountant Jayne Jackson provided explanation of the motion.. Rep. Sytek explained that this would be a pro-forma vote so the Delegation can go on record as recognizing that more liability will be incurred for 1994 than had been appropriated.

Rep. Sytek called for the vote which was unanimous in the affirmative.
Rep. Sytek informed the members present that the organizational meeting for the new Delegation would be held on December 14, 1994 in the Hilton Auditorium at 10:00 AM. The schedule for the upcoming budget cycle was distributed.

Rep. Sytek recognized the members present whom would not be back during the next term and thanked them for their services. There was much applause.

There being no further business to come before the Rockingham County Full Delegation, Rep. Vaughn moved to adjourn, seconded by Rep. Flanders. The meeting was adjourned at 3:05 PM.

Approved by,

Rep. Patricia Skinner, Clerk
Rockingham County Executive Committee/Delegation

MINUTES
ROCKINGHAM COUNTY FULL DELEGATION
December 14, 1994
Hilton Auditorium
Rockingham County Nursing Home
Brentwood, New Hampshire 03833

A scheduled meeting of the Rockingham County Full Delegation met on this date, December 14, 1994 at 10:00 AM in the Hilton Auditorium of the Rockingham County Nursing Home in Brentwood, New Hampshire.

Representative Janet Conroy, Acting Chair on the Rockingham County Delegation called the meeting to order at 10:05 AM. Rep. David Welch delivered the Invocation. Rep. Natalie Flanagan led the Delegation in the Pledge of Allegiance. Martha Golden, Secretary to the Delegation called the Roll and those in attendance were: Rep.'s Dennis Abbott, Kathryn Aranda, Janet Arndt, Kevin Attar, Marjorie Battles, Jon Beaulieu, Franklin Bishop, William Boucher, Kevin Camm, Gregory Carson, Margaret Case, Andrew Christie, Vivian Clark, Betsy Coes, Janet Conroy, Harold Crossman, Robert Dodge, Richard Dolan, Patricia Dowling, Vivian Dunham, Leroy Dube, Charles Felch, Bob Fesh, Natalie Flanagan, John Flanders, John Gleason, Warren Goddard, Don Gorman, Robert Hawkins, Warren Henderson, Sharlene Hurst, Cecelia Kane, George Katsakiores, Phyllis Katsakiores, Jane Kelly, Fred Kruse, Jane Langley, Rebecca Lee, James Lupien, John McCarthy, Cynthia McGovern, Betsy McKinney, Kenneth Malcolm, Debbie Morris, Richard Noyes, Sherman Packard, Laura Pantelakos, Katharin Pratt, Ed Putnam, Bernard Raynowska, James Ross, George Rubin, Norma Sabella, Arthur Smith, James Splaine, Joseph Stone, C Donald Stritch, Anthony Syracuse, Donna Sytek, John Sytek, Arthur Tufts, Charles Vaughn, Albert Weare, David Welch, Kenneth Weyler, Carol Yannaco

Also in attendance were the following: Commissioners Jane Walker and Warren Henderson, Theresa Young; Fiscal Officer, Jayne Jackson; Staff Accountant, , Liane Evans of *the Portsmouth Herald*, Denise Breidegam of *the Foster's Daily Democrat*, and Martha Golden, Administrative Assistant to the Rockingham County Delegation. Rep. Conroy stated that there being 65 Delegation members present there was a quorum.

Rep. Conroy opened the floor for nominations for the Delegation Chairmanship and called on Rep. Ken Malcolm.

Rep. Malcolm nominated Rep. Donna Sytek of Salem as Chairman of the Delegation. Rep. John Flanders seconded the nomination. Rep. Conroy called for further nominations from the floor. Rep. Charles Vaughn moved that nominations be closed. Rep. Coes seconded the motion and the vote was unanimous in favor of the motion to close the nominations. Rep. Malcolm moved that the secretary cast one vote in favor of Rep. Sytek as Chairman of the Delegation. Rep. Flanagan seconded. Rep. Conroy announced Rep. Donna Sytek as the Chairman of the Delegation.

Chairman Sytek called for nominations of Vice-Chairman. Rep. Welch nominated Rep. Ken Malcolm as Vice-Chairman. Rep. John Flanders moved that nominations be closed. Chairman Sytek instructed the secretary to cast one vote in favor of Rep. Ken Malcolm of Hampton as Vice Chair.

Chairman Sytek called for nominations for the position of Clerk of the Delegation. Rep. John Sytek nominated Rep. Richard Noyes of Salem as Clerk of the Delegation. Rep. Vaughn seconded and called for nominations to be closed. Chairman Sytek called for the secretary to cast one vote in favor of the nomination of Rep. Richard Noyes:

Chairman Sytek called for nominations for officers of the Executive Committee of the Rockingham County Delegation. Rep. Boucher nominated Rep. David Welch of Kingston for Chairman of the Executive Committee. Rep. John Flanders seconded and moved that nominations be closed. The secretary was instructed to cast one vote in favor of Rep. David Welch as Chairman of the Executive Committee.

Chairman Sytek called for nominations of position of Vice-Chairman of the Executive Committee. Rep. George Katsakiores nominated Rep. Sherman Packard of Londonderry for Vice- Chairman. Rep. John Flanders seconded and moved that nominations be closed. The secretary was instructed to cast one ballot in favor of Rep. Sherman Packard as Vice-Chairman of the Executive Committee.

Chairman called for nominations for the position of Clerk of the Executive Committee.

Rep. Welch nominated Rep. Richard Noyes of Salem as Clerk of the Executive Committee. Rep. Flanders seconded the nomination. Chairman Sytek instructed the secretary to cast one vote in favor of Rep. Richard Noyes as Clerk of the Executive Committee and declared him to be elected as Clerk of the Executive Committee.

Chairman Sytek introduced Rep. Boucher as the Chairman of the Nominating Committee for the slate of Executive Committee members and explained that traditionally five members are elected from each of the three Commissioner districts.

Rep. Boucher introduced Rep. Charles Vaughn and Rep. John Flanders as the Nominating Committee. He then read the nominees from District 1 and they were as follows:

Rep. Andrew Christie
Rep. Charles Felch
Rep. Leroy Dube
Rep. Anthony Syracuse
Rep. Natalie Flanagan

Chairman Sytek called for further nominations from the floor. There were none. Rep. Natalie Flanagan seconded the nomination. Rep. John Flanders called for the nominations to be closed. The Chair instructed the secretary to cast one vote in favor of the slate as presented and declared the nominees as elected to the Executive Committee.

Chairman Sytek called for the nominations for Executive Committee from District 2. They were as follows:

Rep. Ken Weyler
Rep. Jon Beaulieu
Rep. Warren Henderson
Rep. Betsy Coes
Rep. Vivian Clark

The Chair called for nominations from the floor. Rep. Malcolm nominated Rep. John Flanders. Rep. Bishop nominated Rep. Richard Dolan. There were no further nominations. Rep. Sytek called for a election by secret ballot at 10:25 AM. The Chair appointed Reps. Christie, Malcolm and Syracuse to act as tellers for the election.

Rep. Sytek declared the Polls closed at 10:35 AM. At 11:00 AM the Chair announced the elected District 2 Executive Committee members as being:

Rep. Jon Beaulieu
Rep. Vivian Clark
Rep. Betsy Coes
Rep. Ken Weyler

and announced a tie for the fifth seat between Rep. Warren Henderson and Rep. Richard Dolan. Chairman Sytek stated that each member would be allowed to speak to be followed by another secret ballot vote for the runoff seat.

The polls opened at 11:05 AM and closed at 11:10 AM. At 11:15 Chairman Sytek announced that the vote had been cast in favor of Rep. Richard Dolan with 42 votes to Rep. Henderson's 20. The Chair called for the meeting to come to order and asked Rep. Boucher for the nominations for the District 3 positions.

Rep. Boucher nominated the following:

Rep. Betsy McKinney

Rep. Janet Conroy
Rep. Arthur Smith
Rep. George Katsakiores
Rep. Janet Arndt

The Chair called for further nominations from the floor. Rep. Robert Dodge nominated Rep. James Ross. Rep. John Flanders moved that the nominations be closed. The Delegation members were instructed to vote again by secret ballot. The polls opened at 11:20 AM and closed at 11:25 AM.

While the ballots were being counted, Chairman Sytek announced there would be a bus tour of the County Complex for those members interested. She further announced that subcommittee assignment sign up sheets would be mailed to the members in the following week. Chairman Sytek stated that in the last House session a bill passed allowing the County delegations to decide in advance how vacancies in the Executive Committee may be filled.

Rep. Welch made the motion that the Delegation authorize the Executive Committee to fill vacancies on the Executive Committee by a voice vote of the remaining members. Replacements shall be from the same Commissioner District as the seat being vacated, and to the extent possible shall be from the same party. Rep. Flanagan seconded. The vote was unanimous in the affirmative of the motion. The motion was adopted.

Rep. Welch stated that since RSA 24:15 states that "no county commissioner, or elected or appointed official shall pay, or agree to pay, or incur any liability for the payment of, any sum of money for which the county convention has made no appropriation," and made the motion that the Executive Committee of the county convention authorize the County to spend up to \$6.5 million for expenses during the months of January and February in anticipation of the subsequent approval of the 1995 budget. Further, that the \$6.5 million be allocated proportionately to line items based on 1994's approved net appropriations. Rep. Packard seconded. The vote was unanimous in approval of the motion. The motion carried.

Rep. Welch introduced Commissioner elect Thomas Battles of Kingston. Mr. Battles thanked the Delegation for being asked to be present and spoke to the Delegation of his desire to work closely with the members in the coming year.

Rep. Sytek introduced Commissioner Jane Walker of Hampton. She expressed her desire to work closely with the Delegation members in the coming year.

The result of the balloting for the District 3 seats on the Executive Committee were as follows.

Rep. Janet Arndt
Rep. Janet Conroy
Rep. George Katsakiores
Rep. Betsy McKinney
Rep. Arthur Smith

Rep. Boucher dismissed the nominating committee.

There being no further business to come before the Rockingham County Full Delegation Rep. Flanders moved to adjourn the meeting at 11:35 AM. The motion was seconded by Rep. John Flanders and voted on in the unanimous in favor of the motion.

Approved by,

Rep. Richard Noyes, Clerk
Rockingham County Executive Committee/Delegation

**MINUTES -
ROCKINGHAM COUNTY EXECUTIVE COMMITTEE
DECEMBER 14, 1994
HILTON AUDITORIUM
Rockingham County Nursing Home
Brentwood, New Hampshire 03833**

A scheduled meeting of the Rockingham County Executive Committee met on this date, December 14, 1994 at 11:45 AM in the Hilton Auditorium of the Rockingham County Nursing Home in Brentwood, New Hampshire. Those in attendance were the following:

Executive Committee Membership: Honorable Representatives David A. Welch, Chairman, Executive Committee; Sherman Packard; Vice-Chairman Executive Committee Richard Noyes; Clerk, Executive Committee/ Delegation; Jon P. Beaulieu; Betsy Coes; Janet M. Conroy; Natalie S. Flanagan; George Katsakiores; Betsy McKinney, Kenneth Malcolm, Sherman A. Packard; Arthur Smith, Anthony Syracuse; Donna Sytek; Andrew Christie, Leroy Dube, Charles Felch, Vivian Clark, Kenneth Weyler, Richard Dolan, Janet Arndt.

Others Present: Rockingham County Commissioners Jane Walker and Warren Henderson; Theresa Young, Fiscal Officer; Jayne Jackson, Staff Accountant/Central Business Office; Ernest Woodside, Director of Maintenance; William Sturtevant; Administrator of the Rockingham County Nursing Home. Mike Morin, Assistant Treasurer; and Martha Golden, Administrative Assistant to the Rockingham County Commissioners/ Delegation.

Chairman David Welch called the meeting to order at 11:30 AM. Roll Call was taken by the Clerk and a quorum was present. The purpose of the meeting was to review and discuss the Rockingham County Budget and to hear departmental line item transfer requests.

Rep. Donna Sytek made the motion to elect, as the Executive Committee Officers, the people that were elected by the full Convention being Rep. David Welch Chairman, Rep. Sherman Packard, Vice-Chairman and Rep. Richard Noyes Clerk, of the Executive Committee. The motion was seconded by Rep. Natalie Flanagan and voted on unanimously by all. Rep. McKinney made the motion that the nomination be closed and the secretary was instructed to cast one vote in favor of the slate of officers as nominated.

Rep. Welch explained that the next order of business was to handle Line Item Transfer requests

Rep. Sytek made the motion to transfer the total amount of \$4,277.00 for the Cooperative Extension Service from lines 01-8360-32.00 (\$500.00), 01-8360-33.00 (\$1800.00), 01-8360-35.00

(577.00) 01-8360-37.00 (\$400.00) and travel (\$1,000.00) to 01-8360-42.00 (computer software equipment). Rep. Smith seconded. After discussion, Rep. Welch called for the vote. The motion did not carry on a voice vote. The transfer was denied.

Rep. Smith made the motion for the Personnel Dept. to transfer a total of \$815.00 to line 01-9202-39.00(Publications) from 01-9202-44.00, \$750.00(training) and 01-9202-19.01, \$65.00(conferences). There was much discussion. The vote could not be called by a voice vote and the clerk called for a vote by show of hands. The motion did not carry.

Rep. McKinney made the motion for the Nursing Home for a sum of \$ \$17,000.00 from 5140.50 (salaries-nursing aides) to 5110.50(utilities-electric) Rep. Flanagan seconded. The vote was unanimous in favor of the motion.

Rep. McKinney made the motion for a line item transfer for the Nursing Home for the sum of \$16,500.00 to come from 5140.01 (Salaries-Nurses) to go to 5140.00-salaries. (12,500.00), 5140.30-nursing supplies(\$3,000.00), 5140.35-medical records forms(\$500.00), and 5140.36-supplies and expenses/nursing(\$500.00). Rep. McKinney seconded. The vote was unanimous in favor of the transfer.

Rep. Sytek made the motion for line item transfer for the Nursing Home in the amount of \$750.00 from 5100.67 to go to 5100.70-travel expenses(\$500.00) and 5100.35-publications (\$250.00). Rep. Christie seconded and all voted in favor of the motion. The motion carried.

Rep. Sytek made the motion for line item transfer for the Nursing Home for a total of \$3400.00 from 5100.67-advertising to 5130.38-dietary paper goods (\$2,000.00) and 5130.97-dietary equipment (\$1400.00). Rep. Christie seconded and all voted in favor of the motion. The motion carried.

Rep. Sytek made the motion for line item transfer for the Medical Examiner for \$2,000.00 from 01-4150.00-autopsies to 01-4150.52.00-transport/removals. Rep. McKinney seconded and all voted in favor of the motion. The motion carried.

Rep. Sytek made the motion for three line item transfers for the House of Corrections in the amounts of \$5,000.00 from 01-6100.08.01-doctor's salaries to 01-6100.10.01-C.O overtime, \$2,000.00 from 01-6100.78- inmates at other facilities to 01-6100.76.01-inmate work detail, and \$23,000.00 from inmates at other facilities to 01-6100.65-Jail meals. Rep. Christie seconded and all voted in favor of the motion. The motion carried.

Rep. Sytek made the motion for two line item transfers for the Maintenance Dept. In the amounts of \$4500.00 from 01-4162.52.00-RCB electricity to 01-4162-60.00-RCB Water(\$2500.00) and 01-4162-52.00 RCB Sewer(\$2,000.00) and a second request for \$500.00 to 4161-32.00 - telephone expense from 4161-33-postage (\$250.00) and 4161-44-cont.ed(\$250.00) Rep. McKinney seconded both motions and both motion were voted on in the affirmative. The motions carried.

Rep. Sytek made the motion for line item transfer request for the Maintenance Dept. for \$41,200.00 to come from 01-4163-34.00-RCB mtc supp & exp. (\$500.00), 01-4163-36.00-RCB equip repairs (1,000.00), 01-4165-34.00 jail mtc supp & exp (\$500.00), 01-4165-36.00-jail equip repair (\$1,000.00), 01-4166-31.00-Comm-radio mntc (\$1,500.00), 01-4167.37.00-Boiler plant

purch serv (\$2700.00), 01-4167-51.00-RCNH fuel (\$20,000.00), 01-4167-53.00-Admin Bldg fuel (\$500.00), 01-4167-55.00-Mntc Fuel (\$2,000.00), 01-4167-56.00-jail fuel (\$3,000.00), 01-4167-57.00-Sheriff fuel (\$500.00), 01-4171-71.00-Bldg repair metal fab (\$500.00), 01-4171-74.00-Bldg rep. Paint (\$700.00), 01-4171-75.00-Bldg Rep-Masonry (\$500.00), 01-4171-76.00-Bldg Rep. heating (\$1,000.00), 01-4171-77.00-Bldg Rep A/C refrig (\$500.00), 01-4172-35.00-Grounds & Roads equip (\$400.00) and 01-4173-47.00-gasoline (\$700.00) TO 01-4162-59.00 RCB Fuel (\$6,000.00), 01-4169-51.00-Electricity RCNH (\$20,000.00), 01-4169-54.00-Electricity-Ext. Ser (\$200.00), 01-4169-55.00-Electricity-Mntc,(\$10,000.00) and 01-4169-56.00-Electricity-Jail (\$5,000.00). Rep. Mc Kinney seconded and all voted in favor of the motion. The motion carried.

Rep. Dolan made the motion to reconsider the vote taken on the line item transfer request for the Personnel Dept. Rep. Sytek seconded. The vote was unanimous in the affirmative. The motion carried. Rep. Sytek made the motion to approve the line item transfer for the Personnel Dept as discussed earlier in the meeting. Rep. Smith seconded. After discussion with Mr. Morrisette the motion was voted on in the affirmative. The motion carried.

Rep. Weyler presented the updated report of the Personnel Study Committee. There were no questions.

There being no further business to come before the Executive Committee, Rep. Christie made the motion to adjourn, seconded by Rep. Coes. All voted in the affirmative. The meeting adjourned at 12:45 PM.

Approved by,

Rep. Richard Noyes, Clerk
Rockingham County Executive Committee/Delegation

**ROCKINGHAM COUNTY COMMISSIONERS'
ANNUAL REPORT - 1994**

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, services and payments on behalf of the county. Any purchase or service in the amount of \$1,000.00 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. In keeping with that quality service and low cost, the Nursing Home received permission to begin providing skilled nursing care to the residents effective April 1, 1995.

1994 saw an increase in efficiency and professionalism of the County's Central Business Office. The continued conversion of the County accounting system to conform to GAAP standards have added to that efficiency and professionalism.

In 1994 the County made available once again the "Diversion Grants" funded by statute, comprised of 5% of the state budget for the Diversion of Children, Youth and Family Services. As a result the demand once again quickly exceeded supply for Division Funds. While this increased demand made the decision making process more difficult, the Board believes that the people of Rockingham County are well served by this policy.

During 1994 the Commissioners continued to work toward the centralization of contracts and service contracts to provide the County with quality material and services at the lowest price possible.

The Board of Commissioners would like to wish Patricia Donvan best wishes in her retirement from the House of Corrections. Mr. Gene Charron has appointed Acting Superintendent. Mr. Charron will continue to provide the high degree of care that has always been provided to the residents.

The Board of Commissioners would like to wish Commissioner Warren Henderson success in his endeavors next year at the State level.

To all of those elected officials who will not be returning to office in 1995, Betty Luce, Carlton Eldredge, and Patricia Kelly, the Board of Commissioners would like to wish them well in whatever endeavors they pursue this 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
Ernest Barka, Chairman
Jane Walker, Vice Chairman
Warren Henderson, Clerk

ROCKINGHAM COUNTY NURSING HOME
1994 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, 1994.

The past year has been a satisfying year for all individuals who have been related to the County Nursing Home.

We were visited in 1994, by the Bureau of Health Facilities for its Annual Survey of Long Term Care Facilities, as required by the Federal Government. Survey results, were outstanding, for the second year we were free of any deficiencies. The survey team may visit anytime for the "annual visit" between nine and fifteen months of the previous visit. We anticipate a visit no later than June 30, 1995.

An effort by the State Employees Association (SEA) to organize direct care personnel in the Nursing, Occupational, Recreational and Physical Therapy Departments was unsuccessful. Although we may have won this battle we must remain constantly vigilant to any further attempts and be open to hear the concerns of all employees of Rockingham County Nursing Home.

In July, the "Employee of the Month" program began. Employees may be nominated by peers, residents, families, visitors, volunteers, or any other individual who has an interest in Rockingham County Nursing Home. Each month the selected employee receives a Savings Bond, reserved parking, a plaque and picture posted in the main lobby, a cake, and balloons. This program has been well received and is not funded by County funds. All moneys are earned through raffles and other drawings.

In September we applied for permission from the US Department of Health and Human Services to provide skilled nursing care at RCNH. This permission was granted and effective April 1, 1995, we will be providing such services to the residents of Rockingham County.

We explored the possibility of accreditation by the Joint Commission on Health Care Organizations, for Long Term Care. While we continue to have an interest in this area we have determined that it would be in the best interest of the Home to wait until we have completed our transition with Skilled Care.

Through effort of the New Hampshire Association of County Health Care Administrators, the New Hampshire Association of Counties, representatives of the State of New Hampshire, and UNH, we were able to access an additional \$1.2 million, for Rockingham County. The process for developing this sum of funds came from information gathered at meeting of the National Association of Counties.

This was the first year we did not have the County Farm to provide beef and pork to the Home. Although there were concerns of what effect this would have on the Home's budget it can be reported that the budget for provisions was under spent. This is due to the reduced prices we have been paying for beef and pork, as well as the supervision of our Dietitian Linda Andrzejewski

A successful transition privatizing the Child Day Care Center took place July 1, 1994. The County advertised for interested bidders, and received five requests for bidding documents. Two bids were received and following a complete review of the documents and site visits the Seacoast Learning Collaborative was selected by the County Commissioners to provide onsite child care services to employees of the County.

We will continue to review and where necessary rewrite all job descriptions to meet the requirements of the Americans with Disabilities Act. The policy and procedure manuals for each department are also up for review in 1995

The fourth annual "Giving Tree" was successful. Many individuals and community organizations returned gifts to assist in providing a joyous Christmas morning for all residents. Thank you again to all who participated.

The EFFORTS Committee, has continued to provide support to the residents of the Home. They have continued to purchase equipment and many special items that a resident may wish to enjoy.

A word of thanks to Mrs. Patricia Donovan, Corrections Administrator; Gene Charron Acting Administrator, 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 and its grounds well maintained.

I would also like to thank the many families and volunteers for their support and assistance.

This report would not be complete without again recognizing the fine personnel who provide quality care and quality of life to the residents of Rockingham County Nursing Home. 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
1994 ANNUAL REPORT

CENSUS 1994

TOTAL CENSUS JANUARY 1, 1994 296

TOTAL ADMISSIONS 121
TOTAL DISCHARGES 142
 Hospital/Admits & Return (22)
 *Permanent Discharges (17)
 Deaths (103)

TOTAL CENSUS DECEMBER 31, 1994 297

TOTAL RESIDENT DAYS: 108,472

DAILY AVERAGE CENSUS: 297.17
HIGHEST CENSUS 300.00
LOWEST CENSUS 281.00

DAILY AVERAGE BY BUILDING:

UNDERHILL BUILDING: 57.46
FERNALD BUILDING: 82.57
BLAISDELL BUILDING: 107.38
DRISCOLL BUILDING: 49.75

AVERAGE AGE OF RESIDENTS, DECEMBER 31, 1994: 82.86

AVERAGE AGE OF RESIDENTS AT DEATH: 82.64

AVERAGE AGE OF RESIDENT AT ADMISSION 81.10

AVERAGE LENGTH OF STAY: 2.5 YRS - 4 MOS. -14 DAYS

- * 3 residents expired while at hospital
- * 13 residents discharged to another nursing facility
- * 1 resident discharge to home

ROCKINGHAM COUNTY NURSING HOME
1994 ANNUAL REPORT

MEDICAL DIRECTOR' S REPORT

This past year was a busy and challenging year for the staff, who continue to see a very high load of extremely ill, fragile patients. Many of the patients who were admitted expired within a few days of admission, testifying to the fact that they had severe and end stage disease. This created a greater burden on the staff in terms of the amount of care require.

We continue to develop our programs to provide palliative care. We reviewed our procedures in a number of areas including medications, looking for some standardization; simplification of drug regimens and limitation of medications to one or two in a particular class. Wound care procedures were reviewed causing a change in the standard protocol.

We continue to provide a high quality of care to increasingly sicker patients. The high mortality rate reflects the fact that with improved community resources, patients are entering RCNH only in the near terminal stages of their illness.

The staff is to be congratulated on the high quality of care which they have been able to give there very sick patients.

Respectfully submitted,

Karl Singer, MD
Medical Director, RCNH

ROCKINGHAM COUNTY TREASURER
ANNUAL REPORT - 1994

The Rockingham County Treasurer's Office had a busy year in 1994 in its continued efforts to streamline the County's cash management systems and cut operating costs.

Rockingham County ended fiscal year 1994 with a slight decrease in fund balance of under \$100,000. This excellent result was achieved through constant vigilance of expenditures by the County Commissioners and all County departments.

Tax anticipation borrowings were \$18,000,000 for the year, a decrease of \$1,000,000 from 1993. With borrowing rates remaining low for most of the year, the budgeted amount of interest expense of \$420,000 was not exceeded. The actual expenditure for interest expense was \$400,540, a \$19,460 positive variance.

Interest income, budgeted at \$130,000, was exceeded by \$117,000 and totaled \$307,000. This was accomplished through constant monitoring of interest rates and investment vehicles offered by our cash management banks. The County Treasurer's Office went out to bid for cash management services for the first time in recent memory. This resulted in a change of banks and a three year contract that guarantees superior investment rates for those years.

In March of 1994, the County bonded \$6.6 million finalizing the major capital project of the last several years, a Rockingham County Nursing Home addition.

The project was bonded for 10 years at an effective interest rate of 4.59%. This favorable interest rate was gained because of the timing of the issue and the fact that Rockingham County has maintained a AA rating from Moody's Investor Services for over 20 years. A near term goal would be to strive for a rating of AAA that would guarantee the County the lowest rates available in the market.

The County continues to maintain a reserve fund of \$600,00 for the Seabrook tax abatement case of 1988. The County has also begun legal proceedings to recoup \$121,696 in 1993 taxes unpaid by Seabrook. The County continues to claim no responsibility for either action by Seabrook.

The outlook for the County remains positive from a Treasury standpoint. The Treasurer's Office continues to strive to provide the most effective cash management to the County and its constituents.

Respectfully submitted,

Michael E. Morin
Deputy Treasurer

**OFFICE OF THE REGISTER OF DEEDS
1994 ANNUAL REPORT**

As you know the Registry of Deeds had an average year with a decrease in recordings from 1993. We processed over 63,000 documents with the help of seventeen employees. Each of my employees worked over and above what is normally expected. The County is fortunate to have such dedicated and efficient employees.

The copy department continues to be an extremely busy area. Over \$295,000 worth of copies were made in 1994. Approximately \$36,000.00 was earned through our FAX copies.

Thank you for your continued cooperation.

Respectfully submitted,
Cathy Ann Stacey
Register of Deeds

1994 Statistics

Number of Recordings	63,844
Pages Filmed	338,281
Number of Copies Made	253,911
FAX Copies Sent	12,014
1994 Receipts	\$1,857,218.23
1994 Expenditures	\$659,183.58

ROCKINGHAM COUNTY SHERIFF DEPARTMENT
ANNUAL REPORT 1994

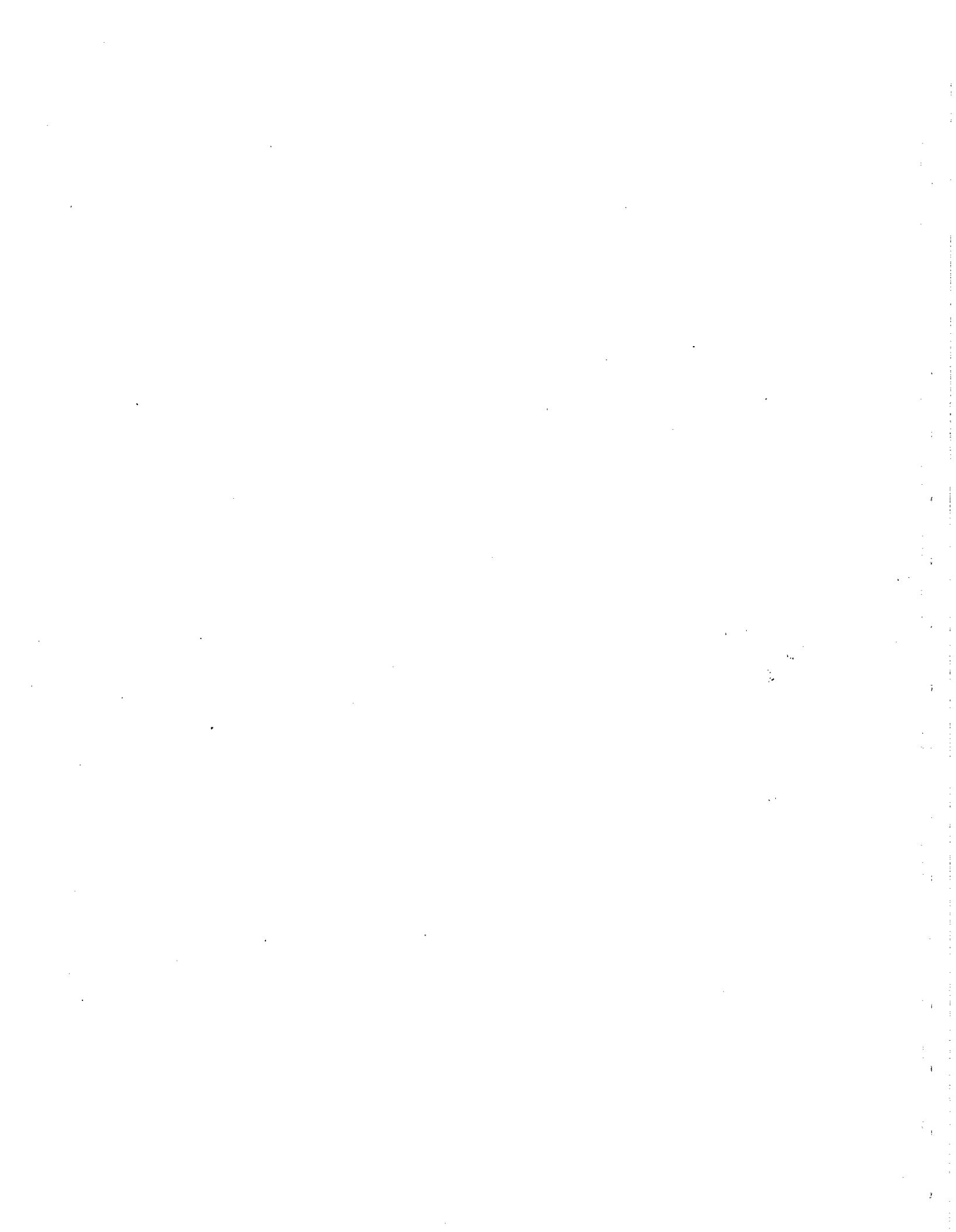
The year closed with the Civil Division serving 16,462 civil papers for 1994 and Rockingham County receiving \$335,761 in revenue for this service.

The Warrant Division processed approximately 1,592 warrants resulting in 741 arrests and 1,462 cleared by departmental action. Prisoner transports totaled 4,253 with 4111 in state transports and 142 out of state runs. The mandated Involuntary Emergency Admissions to the State Mental Facilities totaled 164 for 1994.

The Dispatch Center in 1994 continues to provide Police, Fire and Rescue services for 22 communities in Rockingham County. On a daily basis, seven days a week and 24 hours per day, the Dispatch Center assists various other Law Enforcement Agencies such as Mass Casualty when incidents occur at Pease International Tradeport and the Manchester Airport. This past year the Communications Center has added a new receiver site on Tower Hill in Auburn to enhance radio reception from the Auburn, Chester and Candia areas. Radio Transmitter sites in Hampstead and Kingston are also being implemented and should be on line early in 1995.

I would like to take this opportunity to sincerely thank my staff and all local and state law enforcement agencies for their fine cooperation and efforts to work as a team to keep crime at a minimum in Rockingham County. Also I wish to thank the County Commissioners, The Sheriff's Sub committee members, the Executive Committee and the Rockingham County Convention Representatives for their guidance and cooperation in making 1994 a very successful year.

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



ROCKINGHAM COUNTY DEPARTMENT OF HUMAN SERVICES
1994 ANNUAL REPORT

I respectfully submit to the Board of Rockingham County Commissioners the Annual Report of the Department of Human Services for the year ending December 31, 1994.

The Department of Human Services was responsible for approving payments in the amount of 11.3 million dollars for services to juveniles, the disabled and the elderly in the year 1994.

The Department of Human Services is responsible for approving for payment the court-ordered expenses of juveniles; including children in need of services, delinquents, and children who may be found to be abused or neglected. Rockingham County funds twenty-five percent of these costs, and the State of New Hampshire, Division of Children, Youth and Families, seventy-five percent. Rockingham County paid expenses for an average of 423 children on a monthly basis; the cost averaging \$172,000 monthly.

This reflects an increase of 16% in caseload and an attendant 24% increase in costs over last year. Reimbursement for juvenile's expenses was collected from parents in the amount of \$99,700.

This department is also responsible for the payment of expenses for Old Age Assistance. This program provides cash grants to income-eligible elderly persons. The county pays a fifty percent share of the total cost. Rockingham County had approximately 260 clients per month at a total average cost of \$13,000 monthly.

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 county share is fifty percent of the costs. This program serves approximately 778 persons, at a total average monthly cost of \$74,000.

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 - fifty percent federal share, 30.55 percent county share and 19.45 percent state share. There was an average caseload of 885 residents, at an average monthly cost of \$660,000.

Rockingham County receives \$400,000 per year from the budget of the Division of Children, Youth and Families 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. Thoughtful consideration needs to be given to the granting of future funds in order to target the areas which are most costly to the taxpayers of Rockingham County.

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 mediated with 106 families during the year, receiving referrals from the courts, schools, D.C.Y.F., and police departments. Peer mediation in the schools continues to expand, with seven schools currently having programs, and another six on a waiting list for training of students.

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. The Intake Worker met with a total of 263 families; 114 potential CHINS cases, and 149 delinquency cases. The success rate in diverting CHINS petitions was 75%, and 50% for diversion of delinquency cases at court arraignment.

I would like to express my appreciation to the Board of Commissioners for their support of the initiatives of this department, and to the state representatives who served on the budget sub-committee who have shown an interest in and knowledge of the functions of the Department of Human Services.

The excellent staff of this department, including the Parent-Child Mediation Program Coordinators, deserve high praise for their service on behalf of the families of Rockingham County.

Respectfully submitted;
Diane D. Gill

ENGINEERING AND MAINTENANCE SERVICES ANNUAL REPORT 1994

Another year has passed and again I am very pleased with how my department has been able to handle all aspects of the County with professionalism. This is of the utmost importance due to the nature of the complex and meeting all of the service needs of such a diverse group requiring team work in all aspects and it could not have been done without the support of all employees and staff.

This year also brought a major change for the Engineering and Maintenance Services with the take over of the Farm operations, now known as Land Management. I am very pleased with the employees who made this a success.

1994 also brought the great satisfaction of seeing some major projects completed.

The following are just some of the projects we have completed in 1994.

- Completion and close out of the RCNH construction/renovation project
- Complete redesign and landscaping/paving project
- Design and installation of RCNH parking lot lighting
- Completion of the Ice Pond Dam project
- Completion and close out of new Water Treatment Facility construction project
- Cleanup and closure of the Solid Waste Dump site
- Replacement of the 1,000 gallon hot water storage tank serving the laundry
- Replacement of old and installation of new exterior parking, roadways, and building signage
- Renovations and extensive structural repairs to Carlisle Building
- Replacement of mixing valves for RCB Deeds processing room
- Relocation of sewer lines for RCB bathrooms
- Completion of new roof project on older section of Jail/House of Corrections building
- Rebuilding of Leonard mixing valves for RCNH
- Replacement of the hot water tank for the Radio Shop
- Replacement of all windows in the Underhill Building and Blaisdell corridors and stairwells
- Installation of a new 3,000 gallon grease trap
- Replacement/upgrade of additional sewer lines
- Replacement of storm drains/manholes

In closing, I would like to thank the Board of Rockingham County Commissioners and all Department Heads for their continued support and team play; and a special thanks to all of the employees and staff for a job well done in the Engineering and Maintenance Department

Respectfully submitted,
Ernest G. Woodside, Director
Engineering and Maintenance

**Rockingham County
UNH Cooperative Extension Annual Report, 1994**

Established in 1914 and financed primarily through federal, state and county government, cooperative Extension is a part of the land grant university system comprised of 74 land-grant universities which have a responsibility for teaching, research and outreach. Each land grant university fulfills its outreach mission by extending the resources of the university to respond to the needs of citizens. Bringing knowledge to the broader community off campus is the purpose of university outreach. For example, in New Hampshire it involves generating, transmitting, applying and preserving knowledge for the direct benefit of New Hampshire citizens in ways that are consistent with the mission of the University of New Hampshire. In New Hampshire, Cooperative Extension is administered by the University of New Hampshire, has offices in each of New Hampshire's ten counties, employs 167 professional and support staff, involves more than 6,000 volunteers, has over 260,000 contacts annually with New Hampshire citizens, and receives financial support and guidance from three levels of government. It is a locally based organization that attempts to be responsive to the needs of local citizens.

Family Development

Extension Educators: Claudia Boozer-Blasco and Karen Blass

Secretary: Betty Stock

Family Focus Supportive Connections for Single Parent Families:

This program provides education for parents, youth, and communities about the challenges and rewards of living in a single parent family. Topics include adjusting to divorce, helping children cope with divorce, managing finances, reducing stress, and finding supports.

Family Focus Volunteer Project:

Child care providers, guidance counselors and other professionals have been trained as volunteers to implement parenting programs in Rockingham County. This has allowed increasing numbers of parents the opportunity to participate in our workshops and series which provide information on self-esteem, effective discipline, communication, stress management. Some volunteers have worked with single parents on issues of adjusting to divorce, identifying community support, and single parenting. This last year twenty-five volunteers were trained.

SAFE: Safety Awareness in the Food Environment

Food managers and food handlers increase their awareness of risk management when preparing foods in restaurants, schools and health facilities. Safe food handling practices are reviewed using case studies of common problems found when preparing foods in quantity.

HICEAS: Health Insurance Counseling Education Assistance:

Education support and training on Medicare, Medigap, Medicaid, and Long Term Care Insurance has been provided to volunteers as part of a statewide effort to reach senior citizens and caregivers who have insurance questions. Plans are underway to establish a counseling site in the Rockingham County Extension Office.

Project Safeguard:

Three schools implemented this successful drug prevention program which focuses on developing self-esteem, improving communication among parents and teens and providing skills for conflict

management and decision-making. Close to seventy five percent of students had at least one parent participate in the day-long conference for parents, teens and school personnel.

Financial Empowerment for Women:

Women are recognizing the need to develop financial skills now to insure adequate income later in life, when statistically it has been demonstrated that women may be managing their finances on their own. This seven-week series provides information on Developing A Spending/Savings Plan, Understanding Insurance, Effective Use of Credit, Estate Planning, Investing, Social Security and Obtaining Professional Help.

Other areas of focus:

Helping Children Cope with Divorce	Keys to Effective Discipline	The Challenging Child
Understanding Child Development	Parenting the Preschool Child	Stress Management
As a Matter of Fat	New Food Labels	Dealing with Difficult People
Conflict Creatively	Women and Investing	Managing Planning Ahead, Staying Ahead
Charge of Your Finances	Managing Debt Between Jobs	Taking

EFNEP

Expanded Food and Nutrition Education Program

Program Associate: M. Elizabeth Brink

Secretary: Jeanne Hussey
About EFNEP:

The Expanded Food and Nutrition Education program is a federally funded program that provides basic nutrition and food skills information to families, pregnant women and youth. The program is offered free 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 groups.

Vegetable Gardening Projects:

This was a collaborative effort involving EFNEP, the Master Gardener Program, and two agencies, the Community Child Care Center of Portsmouth and New Generation. The residents of New Generation experimented growing a variety of vegetables and learned new ways to prepare them. The children's garden at the Community Child Care Center won first place in their division at the first annual Seacoast Garden Trail Contest

Great Beginnings Evaluation Study:

The short term goal of the program is to provide practical nutrition and wellness to adolescent mothers because the mom's are at a greater risk for numerous health complications. The long term goals are for healthier mom's giving birth to healthier children. The benefits pass from one generation to the next.

Other areas of focus:

Intro to Dietary Guidelines & Nutrition Labeling Food Safety Issues Head Start Health
Advisory Committee
Gardening & Nutrition for Children & Adults Nutrition Correspondence Course

4-H & Youth Development

Extension Educators: Robyn Wojtusik and Lynn Garland

Secretaries: Jeanne Hussey and Anne Atwater

4-H & Youth Development offers a broad array of programs in the traditional area. There are opportunities for youth ages 5-18 to participate in 4-H clubs, camp and school enrichment programs. We also depend on a dedicated volunteers staff to work directly with youth in the club program. Many volunteers work as middle managers by organizing and managing livestock shows, food concessions and the exhibit building at the fairs, and assisting with many county, state and national events.

SPACES:

This program prepares youth ages 9-15 for a brighter future. Three realms are key to helping youth prepare for their high tech and global futures, Inner Space (personal development), Outer Space (science and technology competencies), Shared Space (global and environmental education). This past year 20 training programs were conducted reaching 245 teachers and volunteers. Over 2,700 youth were involved in the spaces program. Space dynamically grabs the attention of youth and through fun experiential learning activities helps stretch their potential.

Timberlane Community Coalition for Youth and Families:

The coalition was formed to help address issues facing youth and families in the four towns of Atkinson, Danville, Plaistow and Sandown. Collectively, the towns send around 1,800 students to the regional middle and high schools located in Plaistow. We are currently completing a needs assessment which was sent out to parents in the school district. This survey will help the coalition identify and assess needs of the entire community and from there begin to address them as appropriate. Another goal of the coalition is to identify what kinds of programs for students and families, are happening currently both within the school and community.

The Tidal Experience Program:

This six-week summer marine science program is in its third year. Once again it was conducted at the 4-H marine lab in Seabrook for youth in grades six through eight. Students for the program are selected by school counselors and teachers and while the program is free, participants must complete an application to attend. The program was funded by a grant from UNH Cooperative Extension Water Resources program.

This year, we had a diverse group of 22 youth working with two high school teachers. There was a strong emphasis on water quality and testing techniques as well as exploring and understanding many different kinds of habitats. Students learned how to use a field guide and kept personal journals about the days activities.

Other areas of focus:

Money Matters High School Financial Planning Horse Shows, Judging, Hippology, Quiz
Bowl
Favorite Foods Demonstration Day Safe-at-Home
Bicycle Safety 4-H Camps Babysitting Short Course
Embryology Craft Funshop State Teen Conference

Agriculture Resources

Extension Educators: Nancy Adams and Nada Haddad

Program Associate: Charisse LaFond

Secretary: Gail Ramsey

Alternative Farm and Forest Enterprises:

A six-week workshop series offered for those interested in establishing new natural resource enterprises/businesses. Cosponsored by the Universities of New Hampshire and Maine Cooperative Extension, this series helped both farm and nonfarm families assess their goals, financial and physical resources; explore marketing strategies, and develop a business plan

Boosting Traffic to Your Farm Stand:

This "how-to" marketing workshop featured marketing tips, advertising and promotional enhancements for farmers and others who sell produce and goods at farmstands and pick-you-own operations.

Best Management Practices:

Cooperative Extension has focused on education and assisting dairy and other commercial farms in the Great Bay hydrologic area on reducing non-point source pollution through proper use of nitrogen fertilizer, and manure management. In that respect, nitrogen soil tests were sampled from forage/field corn to determine the amount of nitrogen residue in these fields. The testing was completed on 11 farms totaling approximately 257 acres. As a result of the soil nitrogen test, additional nitrogen application was reduced by 85%, saving \$2,000.

Energy Audit Program:

An energy saving pilot program for agricultural businesses is being planned with staff and with funding from the Governor's energy program and Cooperative Extension. Greenhouses, dairy operations and apple storage facilities are being targeted, with emphasis on reducing electricity costs. An energy audit will be conducted at a Rockingham County greenhouse and at apple storage facilities, recommended changes will be implemented on a cost-share basis. These efforts will serve as models for other facilities in the county as well as in the state.

Other areas of focus:

North Country Calendar Backyard Composting Display Composting Horse Manure
Soil Test Recommendations Pasture Management Livestock Production
Insects & Weed ID Hands-on Turf Management Cut Flower Workshop
Country Living Day Integrated Pest Management Herb Workshop

Fruit Pruning Demo Pesticide Protective Equipment

Forest Resources

Extension Educator: Phil Auger

Secretary: Kay Matthews

Community Natural Resource Inventory Program:

This effort is in its fourth year and real progress is now being realized statewide. The project was initiated when Extension and the Upper Valley Land Trust coauthored a manual to provide guidance to communities involved in resource inventory projects. The process outlined in the manual offers community conservation commissions and other volunteer boards a standard approach to resource inventories and promotes use of New Hampshire's powerful Geographic Information System data base called GRANIT. The manual has been well received and this fall it is being reprinted for its third and probably last time. Quite a few communities have initiated inventory projects and many are now aware of the GRANIT system and how it can be used for improved land use planning efforts.

Forest Law Recodification:

Many folks don't realize it but timber harvesting and other related forest management activities in New Hampshire have been regulated by forest laws for decades. Part of the reason behind the public's unawareness has been that forest laws in this state have until recently been difficult to locate and often outdated. Many of these laws were written to address specific problems of eras long gone by. Most have relevance today but were never updated to reflect issues and concerns of today. Perhaps most notably, the state's forest laws were scattered about in many different locations and were never consolidated into one set of laws that relate to forestry matters. The forest law recodification effort was driven by legislative mandate to address these concerns. A round table committee made up of representative of conservation organizations, forest industries, the state Division of Forests and Lands and UNH Cooperative Extension has worked on the recodification effort for several months and recently presented a draft report to the state Forester. If all goes as planned the package of recodified laws will be reviewed, edited, and signed into law next spring.

Osprey Nesting Platform Program:

Two artificial nesting platforms were erected in the Great Bay area this fall as part of an effort to speed up the return of this great bird. Osprey were driven to scarcity over much of their range due to the effects of the pesticide DDT. Their numbers have been slowly recovering since the chemical was banned from use in this country. The project here is modeled after nesting platform efforts in other regions which have proven to speed up the osprey recovery process by offering birds ideal nesting sites. Extension and the New Hampshire fish and Game Department developed the program, found sites and made the connections. Poles were provided by the Great Bay National Wildlife Refuge and building materials for the nest frames were donated by Rand Lumber Company of Fry. Public Service Company provided a truck and line crew for a day. Additional funds for materials were donated by New Boston Elementary School students. Private landowners in Newmarket have allowed the use of their land for one platform while the other is on NH Fish and Game property. If all goes well and the nesting platforms are utilized, plans are underway to erect others at strategic locations in the Great Bay area in the coming years.

Other areas of focus:

Woodlot Management Tree Farm Program Community & Landowners Assistance
Christmas Tree Cultivation Teacher Outdoor Education with Current Use Assessment
School & Community Trail Projects Community Land Protection & Management

Sea Grant Extension

Extension Educator: Rollie Barnaby

Secretary: Kay Matthews

Commercial Fisheries:

Sea Grant has worked with commercial fishermen developing markets for underutilized species like hagfish and helped them get a better return for their products through fishing cooperatives. Extension is involved in an experiment using alarms to keep marine mammals out of groundfish gill nets.

National Marine Fisheries Service has made \$9 million available to the New England fishing industry in the form of grants. Sea Grant has helped many fishermen put together proposals to access this money. In addition, Rollie Barnaby has been serving on a committee developing a revolving loan plan for fishermen using \$1 million of Economic Development Administration money

In June, a one-day workshop was held on Collaborative Problem Solving for fishermen, fisheries managers, scientists, and educators. Since that time, several New England and state fisheries management meetings have used this approach with a facilitator. Jerry Howe a community development specialist with UNH Cooperative Extension has been working with lobster fishermen from throughout New England as a facilitator.

Aquaculture:

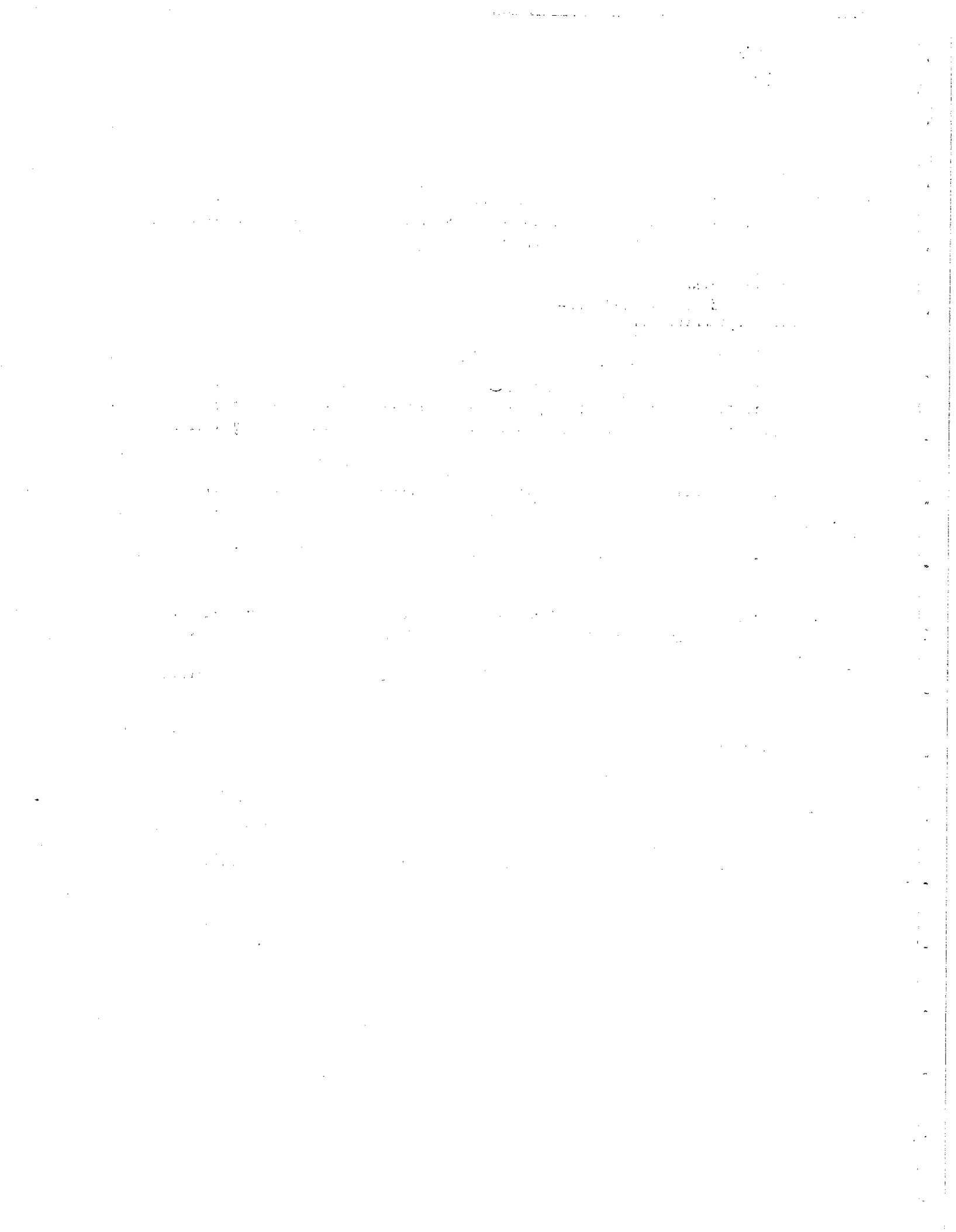
The Rockingham County UNH Cooperative Extension office and Rollie Barnaby are the Northeast Regional Aquaculture Center's state contact. Materials including fact sheets, videos, publications and bibliographies from all over the country are available here. With the decline of marine species the importance of aquaculture increases, Sea Grant is working closely with UNH faculty and private companies investigating the possibility of growing marine species in both closed systems and open ocean pens.

Harbor Management:

As a members of the New Hampshire Port Authority Board of Directors, Rollie has been active in many port and harbor projects including dredging, port expansion, mooring and harbor master issues, and marine debris projects as well.

Other areas of focus:

Maine Fishermen's Forum Boston Fish Expo Piscataqua Region Council on Marine Debris
UNH Marine Vessel Board Harbor Porpoise Working Group
Respectfully submitted,
Robin Wojtusik





Rockingham County

DEPARTMENT OF CORRECTIONS

99 North Rd.
Brentwood, N.H. 03833

PATRICIA M. DONOVAN
Superintendent

603-679-2244

ROCKINGHAM COUNTY DEPARTMENT OF CORRECTIONS

1994 ANNUAL REPORT

TO: The Honorable Board of Rockingham County Commissioners
FRM: Gene P. Charron Superintendent

I respectfully submit the Annual Report for the Rockingham County Department of Corrections for the year ending January 01, 1994 to December 31, 1994

1994 showed consistent growth, year end figures showed a 13% increase over 1993. Total commitments for 1994 was 2,904.

We were able to provide 64,000 inmate man hours to various county departments. Another 32,000 hours of labor for the inside of this facility.

This year we have 11 Officers Certified by the Association of Counties Training Academy. Seventy percent of our Staff are certified. All certified staff were re-certified for 1994. Our in-house Training Program has been quite active in providing 20 hrs for re-certification for each certified as well as Training for new hires. We have also provided training for the Sheriff's Dispatch in the area of infant and child CPR. Special Thanks to Lieutenant Wright and his crew of in-house trainers and to those outside of our agency for their help.

A special note of recognition to Superintendent Patricia Donovan who retired October 1st this year after having served 20 years with this Department. Her dedication to Corrections and to the County will be forever recognized.

We extend our appreciation to the volunteers for the various programs that are in place for the inmate population. Their dedication and tireless efforts are appreciated.



Rockingham County

DEPARTMENT OF CORRECTIONS

99 North Rd.

Brentwood, N.H. 03833

PATRICIA M. DONOVAN
Superintendent

603-679-2244

A word of thanks to all Rockingham County department heads and their respective staff for their assistance and cooperation throughout the year.

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

My sincere recognition to the Department of Corrections staff. A group of individuals who are professional, dedicated and committed to the ideals of this organization. Employees who perform on all levels, with pride and devotion. My personal thanks to each and everyone of you.

Gene P. Charron
Superintendent
Rockingham County
Department of Corrections



Rockingham County

DEPARTMENT OF CORRECTIONS

99 North Rd.

Brentwood, N.H. 03833

PATRICIA M. DONOVAN
Superintendent

603-679-2244

ROCKINGHAM COUNTY DEPARTMENT OF CORRECTIONS

ANNUAL STATISTICAL REPORT

	PRE/TRIAL	SENTENCED	TOTAL
Inmate Count 1 Jan 1994	100	88	188
Inmate Count 31 Dec 1994	85	119	204
Committed 1Jan-31Dec 1994	1943	961	2904

AVERAGE DAILY COUNT DURING			
1986			86
1987			108
1988			111
1989			130
1990			164
1991			149
1992			149
1993			178
1994	13% Increase		202

1994 AVERAGE DAILY COUNT 202 INMATES.

First Offenders Booked During 1994	52%
Repeat Offenders Booked During 1994	48%
Males Booked During 1994	88%
Females Booked During 1994	12%
Average Age of Inmates Booked During 1994	29Years



Rockingham County

DEPARTMENT OF CORRECTIONS

99 North Rd.

Brentwood, N.H. 03833

PATRICIA M. DONOVAN

Suprintendent

603-679-2244

1994 Distribution of Commitments by Community or Agency

Town	Number	Town	Number
Atkinson	___9___	Newington	___50___
Auburn	___18___	Newmarket	___60___
Brentwood	___6___	Newton	___39___
Candia	___23___	North Hampton	___33___
Chester	___10___	Northwood	___32___
Danville	___21___	Nottingham	___12___
Deerfield	___24___	Plaistow	___64___
Derry	___133___	Portsmouth	___103___
East kingston	___10___	Raymond	___173___
Epping	___145___	Rye	___13___
Exeter	___55___	Salem	___248___
Fremont	___10___	Sandown	___14___
Greenland	___31___	Seabrook	___77___
Hampstead	___30___	South Hampton	___5___
Hampton	___147___	Stratham	___50___
Hampton Falls	___76___	Windham	___24___
Kensington	___11___	Rockingham Sheriff	___632___
Kingston	___51___	N. H. State Police	___168___
Londonderry	___38___	Self Turn/In's	___249___
Newcastle	___1___	Fish/Game Dept	___0___
Newfields	___5___	Probation/Parole	___2___
Hills Cty Sheriff	___2___	Total	___2904___



Rockingham County

DEPARTMENT OF CORRECTIONS

99 North Rd.

Brentwood, N.H. 03833

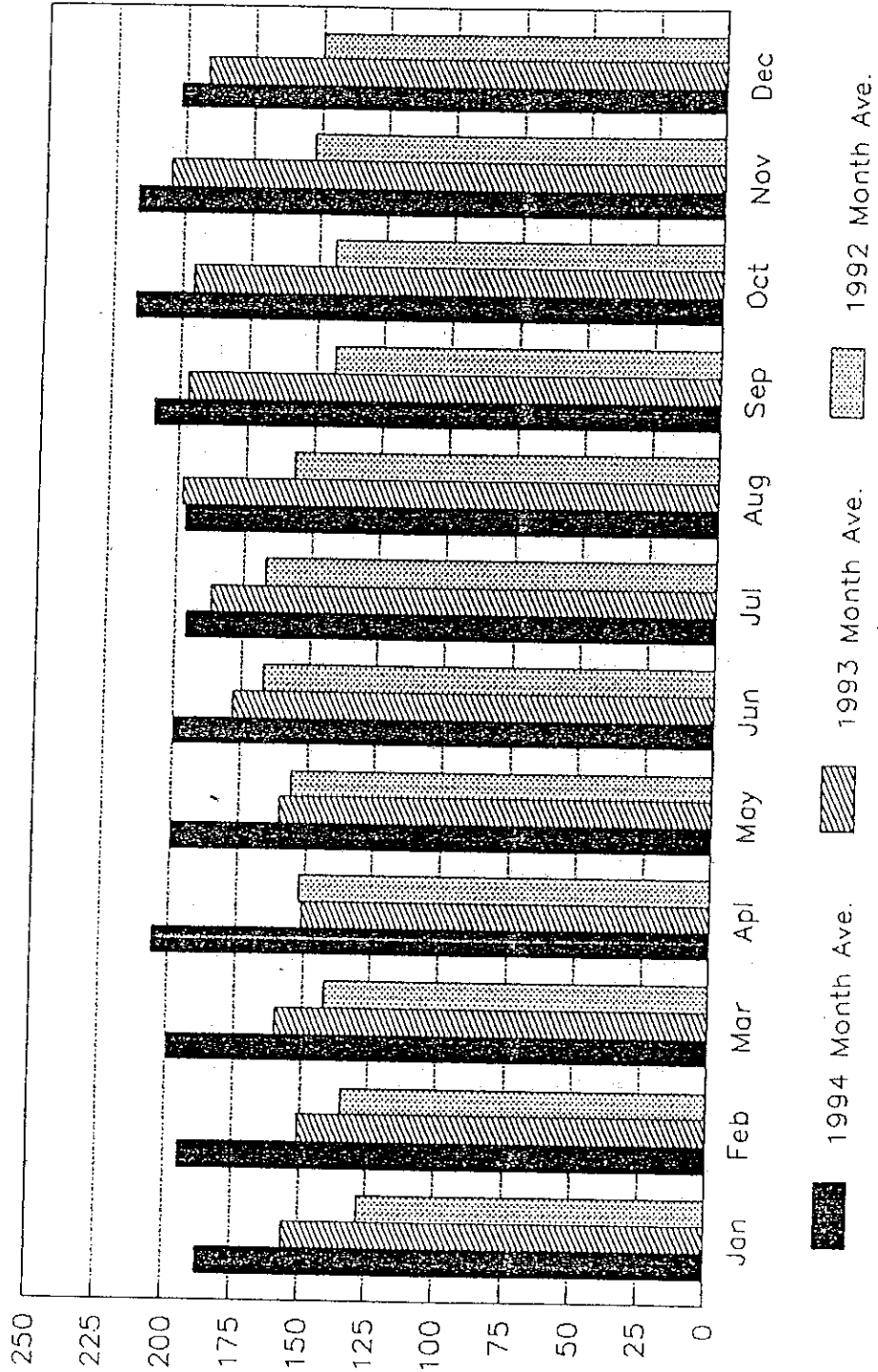
PATRICIA M. DONOVAN
Superintendent

603-679-2244

SUMMARY OF CHARGES DURING 1994

ACTS PROHIBITED	5	MURDER (1st DEGREE)	1
AGGRAVATED FEL. SEX ASSAULT	39	MURDER (ATTEMPTED)	3
ASSAULT (FIRST DEGREE)	18	NEGLIGENT HOMICIDE	4
ASSAULT (SECOND DEGREE)	26	NON PAYMENT FINES	19
ASSAULT (SIMPLE)	134	NON SUPPORT	1
ASSAULT ON POLICE OFFICER	12	OP. AFTER REVO/SUSP.	172
ARSON	6	OP. WITH OUT LICENSE	21
ATT. THEFT OF MOTOR VEHICLE	5	OPEN CONTAINER	20
BAIL JUMPING	8	OVERNIGHT HOLD	108
BAIL REVOKED	12	PERJURY	1
BURGLARY	119	POSS. BURGLARY TOOLS	17
CAPIAS	2	POSS CONTROLLED DRUGS	174
CHILD NEGLECT	1	POSS. C/D W/INTENT SELL	41
CONDUCT AFTER AN ACCIDENT	32	SALE OF CONTROLLED DRUGS	62
CONTEMPT OF COURT	62	AID IN SUICIDE	1
CRIMINAL LIABILITY	2	POSS. HYPODERMIC	19
CRIMINAL MISCHIEF	83	POSS. PROP VEH W/O S. N.	2
CRIMINAL RESTRAINT	1	PROSTITUTION	2
CRIMINAL THREAT	68	PROHIBITIVE SALES	2
CRIMINAL TRESPASS	52	PROWLING	2
CRUELTY TO ANIMAL	1	PROTECTIVE CUSTODY	251
DEFAULT	88	REC. STOLEN PROPERTY	134
DESTRUCTION OF EVIDENCE	1	RECKLESS CONDUCT	23
DISOBEY POLICE OFFICER	81	RECKLESS OPERATION	12
DISORDERLY CONDUCT	55	RESIST ARREST	108
DOMESTIC VIOLENCE	8	RIOT	1
DWI (SENTENCED)	135	ROBBERY	24
DWI (PRE/TRIAL)	257	SHOPLIFTING	269
ENDANGER WELFARE OF CHILD	4	STALKING	17
ESCAPE	13	THEFT	95
FAIL TO KEEP RECORDS	4	THEFT BY DECEPTION	1
FALSE IMPRISONMENT	6	THEFT (UNAUTH-TAKING)	74
FALSE REPORT TO POLICE	43	THEFT (FIRE ARM)	5
FALSE SCRIPS	11	TRANSPORTING C/DRUGS	8
FEDERAL CHARGES	9	UNAUTH/USE M/V	1
FELON IN POSS. OF FIREARM	8	UNLAWFUL POSS. ALCOHOL	17
FELON. SEX ASSAULT	28	VIOL. PROTECTIVE ORDER	3
FORGERY	56	WARRANTS	129
FUGITIVE FROM JUSTICE	51	WELFARE FRAUD	1
FRAUD USE OF CREDIT CARD	9	WIRE TAPPING	1
HABITUAL OFFENDER	74	WITNESS TAMPERING	12
HARASSMENT	11	VIOL. PROBATION/PAROLE	138
HINDERING APPREHENSION	4	STATE PRISON TRANSFERS	30
INDECENT EXPOSURE	5	FISH/GAME VIOLATIONS	2
ISSUING BAD CHECKS	27	LEWDNESS	1
INTERFERE W/CUSTODY	1	LOITERING	1
KIDNAPPING	1	M/V VIOLATIONS	34
		Total Charges	3729

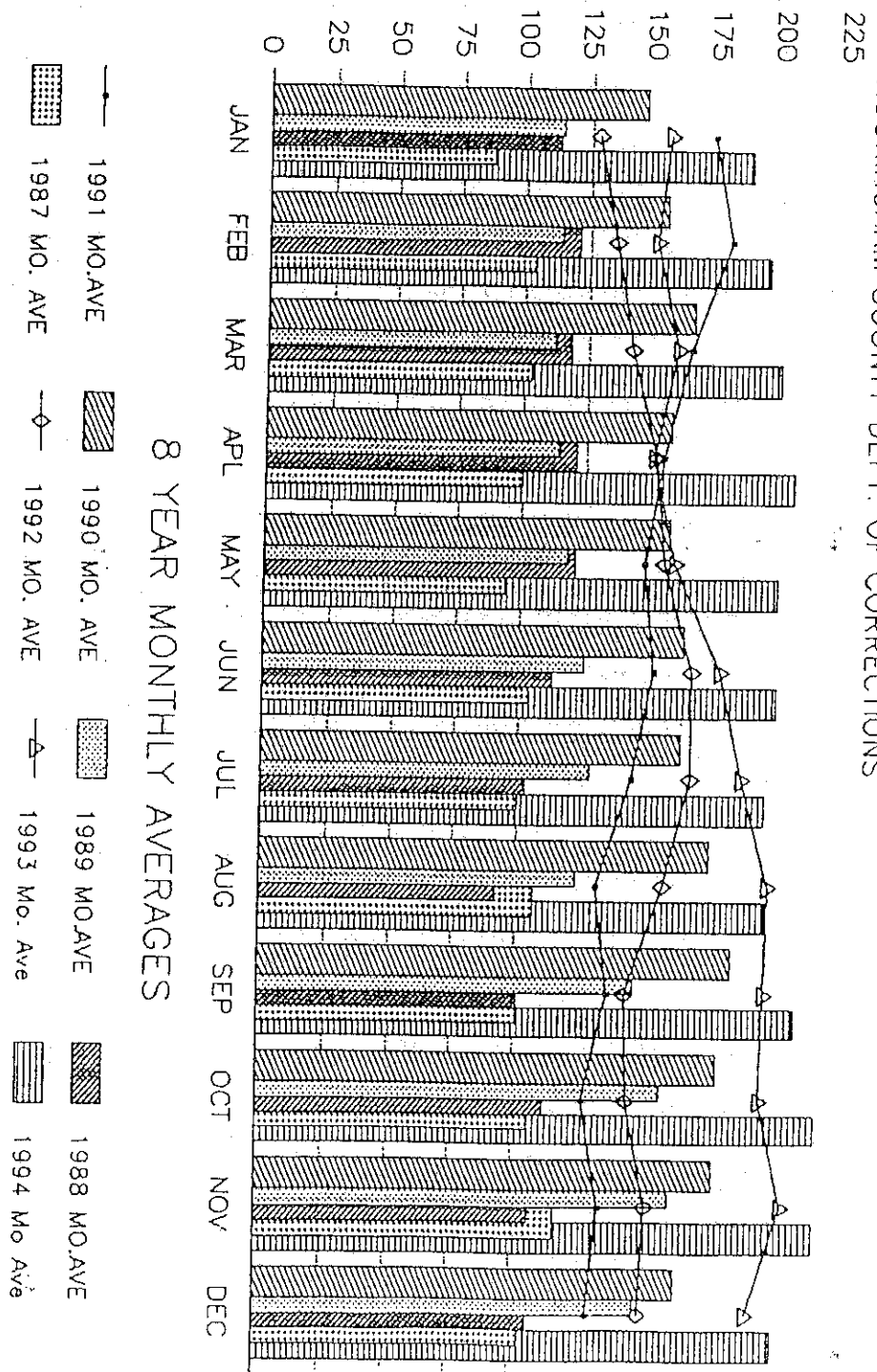
ROCKINGHAM COUNTY DEPARTMENT OF CORRECTIONS



3 YEAR MONTHLY AVERAGES

Rockingham County Department Of Corrections

ROCKINGHAM COUNTY DEPT. OF CORRECTIONS



ROCKINGHAM COUNTY ATTORNEY

ANNUAL REPORT - 1994

1994 was, ultimately, a year of change in the Rockingham County Attorney's office.

For the first time in recent memory, the County Attorney's office closed more cases than were entered. In 1994, the office closed 2,726 cases and entered 2,172. Even when the additional responsibilities created by the District Court Jury Trial Program (863 entered - 762 disposed) are included, the office still entered less cases than were disposed of.

We handle a wide variety of cases in the County Attorney's office. In 1994 there were 283 sexual assaults entered, 383 drug charges, 209 burglaries, 172 assaults, 331 thefts, about 100 habitual offenders, and 30 D.W.I.s. By far, the larger percentage of these cases entered were felonies. However, the office does handle misdemeanors in the Superior Court when the misdemeanor is a crime associated with a felony, and in the District Court under the jury program. This case load is currently handled by eleven attorneys, including the County Attorney. Our office is supported by six full-time paralegals and secretaries and one Victim/Witness Advocate.

As we look forward to 1995, the smell of real change is in the air. In the first months of 1995, the office has tackled a number of long-term institutional problems and proposed several clear cut solutions to addressing those problems. First, we have been approved to hire a new Victim/Witness Advocate. This will bring us closer to what is common in other County Attorney's offices. For example, in Strafford County, with half the population of Rockingham County, there are two Victim/Witness Advocates, in Hillsborough County, with approximately 25% more population, there are three Victim/Witness Advocates. We plan to hire this additional person next month; secure grant money to hire a third person sometime early next year; and in the meanwhile, develop a county wide volunteer program to address the needs of victims of all crimes. This would be added benefit to law enforcement agencies throughout the county, in that they would have an on-call Victim/Witness Advocate all the time.

Additionally, we have taken steps to reorganize the office. We have divided the office into four sections, including the Victim/Witness Advocate section. We have a Grand Jury section staffed by Dennis May and supported by Marsha Gordon. The Superior Court section is staffed by Stephen Keable, Abilio Mendez, Robert Ducharme, Michael Di Croce, Robert Gainor, David Mooney, Deputy County Attorney Debra Walsh and John Williams. The District Court section is staffed by Lisa Cirulli and supported by Anthony Green. The Victim/Witness Advocate section is staffed by Jean Carroll.

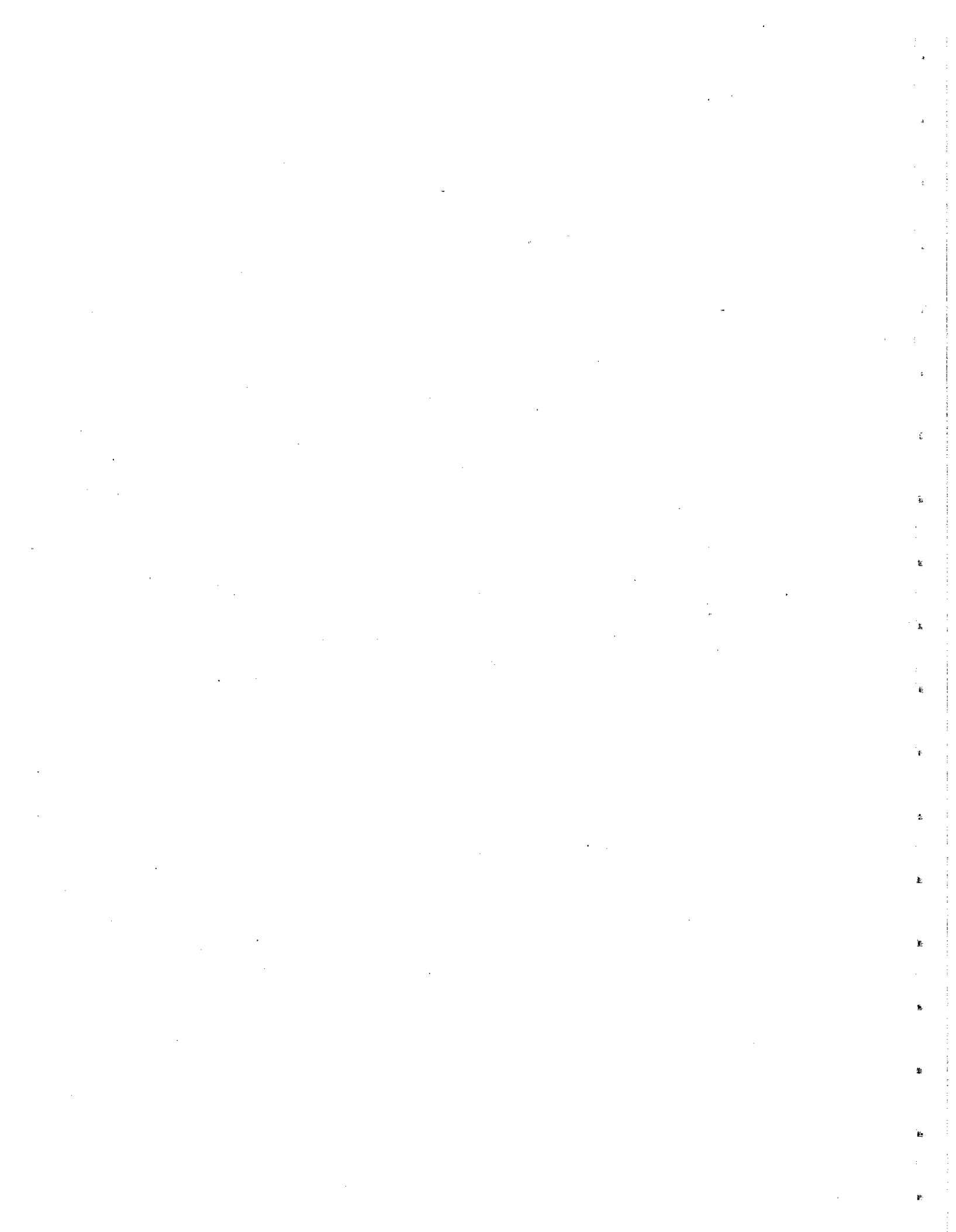
The new year also brought a new approach to training issues. Beginning March 8, 1995, the Rockingham County Attorney's office plans to sponsor a monthly training session available primarily to law enforcement agencies, but also to members of the bar. Some of the topics to be covered include Involuntary Commitment, Administrative License Suspensions, Sexual Assault Investigations, and Motor Vehicle Stops and Seizures. We are also trying to develop a Negligent Homicide Response Team made up of the entire County Attorney's office in order to provide on-site legal assistance to law enforcement agencies when they are in need. We are also establishing a Staff Duty Attorney's Program whereby law enforcement agencies, with questions regarding various matters can call our office and get an answer.

These are new and required responsibilities in addition to our everyday basics which involve extradition hearings, habeas corpus hearings, sentence reduction hearings, bail appeal issues from the District Court, and a variety of other issues that confront our office on a day-to-day basis.

Finally, the office is thankful for the support it receives from other county and state agencies, including the Commissioner's office, the Executive Committee of the Rockingham County Delegation and the full Delegation itself. Without their input, attention to what we do, and genuine caring on the behalf of the citizens of this county, we would be unable to do our job. Our thanks as well to all the members of the county system, including Commissioner Ernest Barka, Commissioner Thomas Battles, Commissioner Jane Walker, and former Commissioner Warren Henderson, Representative Donna Sytek of Salem, Chair of the Delegation, and Representative David Welch of Kingston, Chair of the Executive Committee. Additionally, the County Attorney's office has received assistance from Sheriff Wayne Vetter and his Sheriff's department, the personnel office, all the employees of the county system, the fiscal office, the corrections office, the Register of Deeds and the Director of the Nursing Home. I hope this continuing cooperation between all the agencies which act for the citizens of this county is the hallmark of 1995.

Respectfully submitted,

WILLIAM RYAN HART, JR.
ROCKINGHAM COUNTY ATTORNEY



COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Audited Financial Statements
and Other Financial Information

December 31, 1994

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

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GRZELAK AND COMPANY, P. C.

CERTIFIED PUBLIC ACCOUNTANTS

Laconia Office (603) 524-6734
FAX (603) 524-6071

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

INDEPENDENT AUDITOR'S REPORT

To the County Commissioners
County of Rockingham, New Hampshire

We have audited the accompanying general-purpose financial statements of the County of Rockingham, New Hampshire as of and for the year ended December 31, 1994, 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 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 provides a reasonable basis for our opinion.

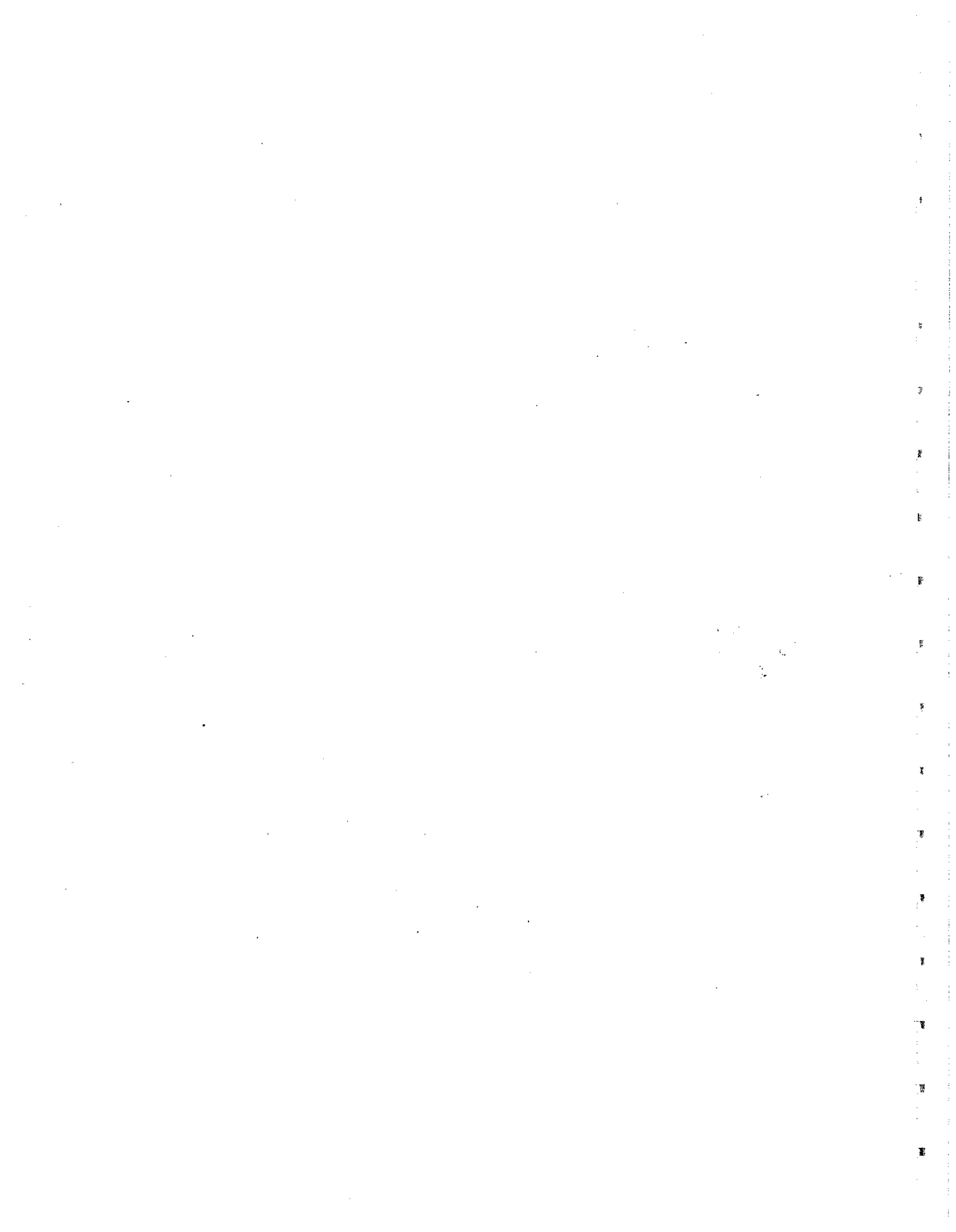
The general-purpose financial statements referred to above do not include the General Fixed Assets Account Group which should be included to conform with generally accepted accounting principles. The amounts that should be recorded in the General Fixed Assets Account Group are not known.

In our opinion, 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 the County of Rockingham, New Hampshire as of December 31, 1994, 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 individual and combining fund financial statements and schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the general-purpose financial statements of the County of Rockingham, New Hampshire. Such information has been subjected to the auditing procedures applied in the audit of the general-purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general-purpose financial statements taken as a whole.

GRZELAK AND COMPANY, P.C.
Laconia, New Hampshire

April 26, 1995



	\$	13,037	\$	44,818	\$	308,281	\$	366,136
LIABILITIES								
Accounts Payable								
Cash Overdraft								
Accrued Expenses	109,116		1,234,164					1,343,280
Deferred Revenue								
Patient or Inmate Accounts			231,863		34,996			266,859
Due to other Governments					6,954			6,954
Due to other Funds		1,967						1,967
Current Portion Long-Term Debt								
Tax Anticipation Notes								
Bond Anticipation Notes								
Capital Lease Obligations			15,396					15,396
Compensated Absences							401,443	401,443
General Obligation Long - Term								
Debt - Bonds and Notes			6,120,000				11,010,000	17,130,000
TOTAL LIABILITIES	122,153	1,967	7,646,241	308,281	41,950	11,411,443		19,532,035

FUND EQUITY								
Contributed Capital			2,623,470					2,623,470
Retained Earnings			5,133,462	1,131,672				6,265,134
Fund Balance								
Reserved								
Encumbrances	7,226							7,226
Contingencies	600,000							600,000
Donor Restricted			54,235					54,235
Inventory or Prepaids	385,852							385,852
Continuing Appropriation	171,000							171,000
Unreserved								
Designated								
Undesignated	417,298	169,730						587,028
TOTAL FUND EQUITY	1,581,376	169,730	7,811,167	1,131,672				10,693,945

TOTAL LIABILITIES AND FUND EQUITY	\$	1,703,529	\$	171,697	\$	15,457,408	\$	1,439,953	\$	41,950	\$	11,411,443	\$	30,225,980
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The notes to financial statements are an integral part of this statement.
Exhibit Page - 2

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, 1994

	Governmental Fund Types		Fiduciary Funds Expensible Trust Funds	TOTALS
	General Fund	Capital Projects Funds		
REVENUES				
Taxes	\$ 21,300,452	\$ -	\$ -	\$ 21,300,452
Interest	323,753	6,474	56	330,283
Charges for Services				
Deeds	1,858,042	-	-	1,858,042
Sheriff's Department	1,152,458	-	-	1,152,458
Maintenance	603,978	-	-	603,978
Commissioners	56	-	-	56
County Attorney	3,335	-	-	3,335
Corrections	168,525	-	-	168,525
County Farm	52,093	-	-	52,093
Extension Service	36	-	-	36
Human Services	485,281	-	-	485,281
Personnel Services	29,097	-	-	29,097
Other	482,141	-	-	482,141
	<u>26,459,247</u>	<u>6,474</u>	<u>56</u>	<u>26,465,777</u>
OTHER FINANCING SOURCES				
Operating Transfers In	6,833	75,000	-	81,833
Proceeds from Sale of Bonds	254,433	461,873	-	716,306
	<u>261,266</u>	<u>536,873</u>		<u>798,139</u>
TOTAL REVENUES AND OTHER FINANCING SOURCES	<u>26,720,513</u>	<u>543,347</u>	<u>56</u>	<u>27,263,916</u>

The notes to financial statements are an integral part of this statement.
Exhibit Page - 3

EXPENDITURES

Current					
Public Assistance	\$ 11,370,899	\$	-	-	\$ 11,370,899
Corrections	4,025,065		-	-	4,025,065
Maintenance	2,054,701		-	-	2,054,701
General Government	643,776		-	-	643,776
Commissioners	108,954		-	-	108,954
Personnel Services	50,183		-	-	50,183
Sheriff's Department	2,329,188		-	-	2,329,188
Register of Deeds	654,590		-	-	654,590
County Attorney	864,469		-	-	864,469
Medical Examiner	68,313		-	-	68,313
Cooperative Extension	287,409		-	-	287,409
County Farm	65,943		-	-	65,943
Treasurer and Deputy	80,913		-	-	80,913
Delegation	10,392		-	-	10,392
Human Service Specials	195,250		-	-	195,250
Debt Service - Principal	1,075,000		-	-	1,075,000
Debt Service - Interest	1,103,158		-	-	1,103,158
Capital Outlay	501,546		332,432	-	833,978
	25,489,749		332,432	-	25,822,181
OTHER FINANCING USES					
Operating Transfers Out	1,450,726		-	6,833	1,457,559
	1,450,726		-	6,833	1,457,559
TOTAL EXPENDITURES AND OTHER FINANCING USES	26,940,475		332,432	6,833	27,279,740
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	(219,962)		210,915	(6,777)	(15,824)
CHANGE IN RESERVES	13,624		-	-	13,624
UNRESERVED FUND BALANCE					
CHANGE, NET	(206,338)		210,915	(6,777)	(2,200)
BALANCE - January 1	623,636		(41,185)	6,777	589,228
BALANCE - December 31	\$ 417,298	\$	169,730	\$	\$ 587,028

The notes to financial statements are an integral part of this statement.

Exhibit C

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 BUDGET (GAAP) AND ACTUAL - GOVERNMENTAL FUND TYPES WITH ADOPTED BUDGETS
 For the Year Ended December 31, 1994

	<i>General Fund</i>		
	<i>Budget</i>	<i>Actual</i>	<i>Variance</i> <i>Favorable or</i> <i>(Unfavorable)</i>
REVENUES			
Taxes	\$ 21,300,452	\$ 21,300,452	\$ -
Interest	130,000	323,753	193,753
Charges for services			
Deeds	2,100,000	1,858,042	(241,958)
Sheriff's Department	1,336,284	1,152,458	(183,826)
Maintenance	627,851	603,978	(23,873)
Commissioners	-	56	56
County Attorney	-	3,335	3,335
Corrections	86,000	168,525	82,525
County Farm	32,401	52,093	19,692
Extension Service	-	36	36
Human Services	317,166	485,281	168,115
Personnel Services	36,250	29,097	(7,153)
Other	384,533	482,141	97,608
	<u>26,350,937</u>	<u>26,459,247</u>	<u>108,310</u>
OTHER FINANCING SOURCES			
Operating Transfers In	-	6,833	6,833
Other	-	254,433	254,433
	<u>-</u>	<u>261,266</u>	<u>261,266</u>
TOTAL REVENUES AND			
OTHER FINANCING SOURCES	<u>26,350,937</u>	<u>26,720,513</u>	<u>369,576</u>

The notes to financial statements are an integral part of this statement.
 Exhibit Page - 5

EXPENDITURES

Current:

Public Assistance	\$ 10,328,014	\$ 11,370,899	\$ (1,042,885)
Corrections	4,162,214	4,025,065	137,149
Maintenance	2,129,699	2,054,701	74,998
General Government	745,783	643,776	102,007
Commissioners	142,814	108,954	33,860
Personnel Services	50,551	50,183	368
Sheriff's Department	2,536,035	2,329,188	206,847
Register of Deeds	674,388	654,590	19,798
County Attorney	891,711	864,469	27,242
Medical Examiner	67,794	68,313	(519)
Extension Service	294,355	287,409	6,946
County Farm	74,520	65,943	8,577
Treasurer and Deputy	87,264	80,913	6,351
Delegation	20,413	10,392	10,021
Human Service Specials	195,250	195,250	-
Capital Outlay	596,225	501,546	94,679
Debt Service:			
Principal	1,075,000	1,075,000	-
Interest	2,372,233	1,103,158	1,269,075
Other			

	<u>26,444,263</u>	<u>25,489,749</u>	<u>954,514</u>
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OTHER FINANCING USES

Operating Transfers Out	1,375,626	1,450,726	(75,100)
	<u>1,375,626</u>	<u>1,450,726</u>	<u>(75,100)</u>

TOTAL EXPENDITURES AND OTHER FINANCING USES

	<u>27,819,889</u>	<u>26,940,475</u>	<u>879,414</u>
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EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES

	(1,468,952)	(219,962)	1,248,990
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CHANGE IN RESERVES

BALANCE - January 1		13,624	13,624
BALANCE - December 31	<u>1,468,952</u>	<u>623,636</u>	<u>(845,316)</u>
	\$ -	\$ 417,298	\$ 417,298

The notes to financial statements are an integral part of this statement.
 Exhibit Page - 6

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, 1994

	Proprietary Fund Types		TOTALS
	Enterprise Fund	Internal Service Funds	
OPERATING REVENUES			
Patient Service Revenue	\$ 11,456,437	\$ -	\$ 11,456,437
Charges to Other Funds		2,919,553	2,919,553
Other	2,862,365	177,480	3,039,845
	<u>14,318,802</u>	<u>3,097,033</u>	<u>17,415,835</u>
EXPENSES			
Nursing Services	7,296,460	-	7,296,460
Ancillary Services	1,119,090	-	1,119,090
Dietary Services	2,265,847	-	2,265,847
General Services	2,372,747	-	2,372,747
Administrative Services	848,278	-	848,278
Claims and Premiums	-	2,769,991	2,769,991
Interest	328,549	-	328,549
Depreciation	665,424	-	665,424
Other	-	-	-
	<u>14,896,395</u>	<u>2,769,991</u>	<u>17,666,386</u>
	<u>(577,593)</u>	<u>327,042</u>	<u>(250,551)</u>
INCOME (LOSS) BEFORE TRANSFERS	<u>1,375,726</u>	-	<u>1,375,726</u>
TRANSFERS IN (OUT)			
NET INCOME (LOSS)	798,133	327,042	1,125,175
ADD - Depreciation on Contributed Capital	5,943	-	5,943
FUND BALANCE - January 1	<u>4,329,386</u>	<u>804,630</u>	<u>5,134,016</u>
FUND BALANCE - December 31	<u>\$ 5,133,462</u>	<u>\$ 1,131,672</u>	<u>\$ 6,265,134</u>

The notes to financial statements are an integral part of this statement.

Exhibit E

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
COMBINED STATEMENT OF CASH FLOWS - ALL PROPRIETARY FUND TYPES
 For the Year Ended December 31, 1994

	<i>Proprietary Funds:</i>		TOTALS
	<i>Enterprise Fund</i>	<i>Internal Service</i>	
CASH FLOWS FROM OPERATING ACTIVITIES			
Operating Income(Loss)	\$ (577,593)	\$ 327,042	\$ (250,551)
Adjustments:			
Depreciation			
Changes In Assets and Liabilities:			
Accounts Receivable	665,424		665,424
Due to/from other funds	(267,497)		(267,497)
Inventories and Prepaids	(474,395)		(474,395)
Other current assets	(2,293)		(2,293)
Accounts Payable and Accrued Expenses	2,940		2,940
<i>Net Cash (Used for) Provided By Operating Activities</i>	100,931	(133,342)	(32,411)
	(552,483)	193,700	(358,783)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES			
Noncapital debt proceeds (payments)	(4,984,000)		(4,984,000)
Operating Transfers In(Out)	1,375,726		1,375,726
<i>Net Cash (Used for) Provided By Noncapital Financing Activities</i>	(3,608,274)		(3,608,274)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Capital debt proceeds (payments)	5,705,556		5,705,556
Fixed asset purchases	(1,172,515)		(1,172,515)
Contributed capital	(8,339)		(8,339)
<i>Net Cash (Used for) Provided By Capital and Related Financing Activities</i>	4,524,702		4,524,702
CASH FLOWS FROM INVESTING ACTIVITIES			
(Payments) Proceeds from investments	(500,181)	(522,486)	(1,022,667)
<i>Net Cash (Used for) Provided By Investing Activities</i>	(500,181)	(522,486)	(1,022,667)
NET INCREASE (DECREASE) IN CASH	(136,236)	(328,786)	(465,022)
CASH BALANCE - January 1	204,749	333,381	538,130
CASH BALANCE - December 31	\$ 68,513	\$ 4,595	\$ 73,108

The notes to financial statements are an integral part of this statement.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
December 31, 1994

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 disclosed. 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. These disclosures are an integral part of the County's financial statements.

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. As required by GAAP, specifically *Statement #14 of the Governmental Accounting Standards Board, "The Financial Reporting Entity"* and effective for fiscal years beginning after December 15, 1992 (i.e., calendar year 1993), these financial statements are required to present the County of Rockingham (the "*primary government*") and its "*component units*" (if any).

A *primary government* is defined by the GASB as any state government or general-purpose government. Additionally, a primary government may also consist of a special-purpose government (such as a school district) that meets all of the following criteria: (a) it has a *separately elected* governing body; (b) it is *legally separate*; and (c) it is *fiscally independent* of the other state and local governments.

A *component unit* is defined by the GASB as a legally separate organization for which the *elected officials of the primary government are "financially accountable."* The primary government is financially accountable if it *appoints a voting majority* of the organization's governing body and (1) it is able to *impose its will* on that organization or (2) there is a potential for the organization to provide specific financial *benefits* to, or impose specific financial *burdens* on, the primary government. A primary government may also be financially accountable if an organization is "*fiscally dependent*" on the primary government. *Fiscal independency* is defined by the GASB as the ability to complete certain *essential fiscal events* without substantive approval by a primary government; (a) determine its budget without another government's having the authority to approve and modify that budget, (b) levy taxes or set rates or charges without approval by another government, and (c) issue bonded debt without approval by another government.

For the year ended December 31, 1994 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, 1994

B. BASIS OF PRESENTATION - FUND ACCOUNTING

The accounts of the County are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The County has created several types of funds and a number of discrete funds within each fund type. Each fund is accounted for by a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues, expenditures/expenses. The individual funds account for the governmental resources allocated to them for the purpose of carrying on specific activities in accordance with laws, regulations, or other restrictions. Funds are classified into three broad fund categories: *Governmental, Proprietary and Fiduciary funds*.

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

Governmental Funds

Governmental funds are used to account for most of a government's programs and activities, including the collection and disbursement of earmarked monies (**special revenue funds**), and the acquisition or construction of general fixed assets (**capital projects funds**) or the accumulation of resources for the payment of principal and interest (**debt service funds**). The **general fund** is used to account for all activities of the government not accounted for in some other fund. The presentation format of the general-purpose financial statements includes all governmental fund types; funds with account balances or transaction activity for the year ended December 31, 1994 are clearly identifiable.

Proprietary Funds

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 County (**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 its 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 2, 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, 1994

Fiduciary Funds

Fiduciary funds are used to account for the *assets held on behalf of outside parties*, including other governments, *or on behalf of other funds* within a government. When these assets are held under the terms of a formal trust agreement, either a pension trust fund, a nonexpendable trust fund or expendable *trust fund* is used. The terms "nonexpendable" and "expendable" refer to whether or not a 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.

Account Groups

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, GAAP requires that capital acquisition and construction are reflected as expenditures in the 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.

Public domain ("infrastructure") general fixed assets consisting of parking lots, walkways, curbs and gutters, drainage systems and lighting systems are not required to be capitalized, as these assets are immovable and of value only to a government.

Assets that should be reported in the general fixed assets account group are **not depreciated**.

The County does not maintain a record of its general fixed assets and accordingly, a General Fixed Assets Account Group, required by Generally Accepted Accounting Principles (GAAP), is not included in these financial statements. Accordingly, this has resulted in a report modification (qualification).

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
December 31, 1994

Long-term debt is recognized as a liability of a governmental fund primarily when due. For other long-term obligations, including compensated absences, 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 debt and other obligations are reported in the General Long-Term Debt Account Group.

The General Fixed Asset and Long-Term Debt Account Groups are not "funds." They are concerned only with the measurement of financial position and not with results of operations.

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 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.

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. Licenses and permits, fines and forfeits and miscellaneous revenues, are recorded as revenues when received in cash. General property taxes and investment earnings are recorded when earned (when they are measurable and available). Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except principal and interest on debt service and other long-term obligations, which are recognized when due to be paid.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
December 31, 1994

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 when incurred.

The County may report *deferred revenue* on its combined balance sheet when a potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period or when resources are received by the government before it has a legal claim to them (such as grant monies). In subsequent periods, when both revenue recognition criteria are met, or when the County has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

D. BUDGETS

General governmental 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 County budget is formally acted upon at the County Convention. The County's General Fund Budget (the only fund with a formally adopted budget) is on a basis which is substantially consistent with both Generally Accepted Accounting Principles (GAAP) and applicable State finance-related laws and regulations.

At year end, all unencumbered "*annual*" appropriations lapse. Other appropriations which have a "*longer than annual*" authority (such as special warrant or capital related activities) may carry over at year end if the governing body intends to continue or complete the special purpose for which the funds were established.

State legislation also require *balanced budgets* and in most cases, the use of some portion of the beginning General Fund unreserved fund balance to reduce the amount of taxes to be raised. For the year ended December 31, 1994, \$1,468,952 was used to reduce taxes.

E. ENCUMBRANCES

Encumbrances accounting is utilized in the governmental funds to account for commitments relating to unperformed contracts for goods and services. Encumbrances outstanding at year end are reported as reservations of fund balance and do not constitute expenditures or liabilities of the governmental fund, but are carried forward to supplement appropriations of the succeeding year.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 NOTES TO FINANCIAL STATEMENTS
 December 31, 1994

F. CASH, CASH EQUIVALENTS AND INVESTMENTS

Cash and equivalent accounts include amounts in demand and savings account deposits as well as short-term investments (such as certificates of deposits) with a maturity date within three months of the date acquired by the County. Investments, if any, are stated at cost (for equity instruments) or amortized cost (for debt instruments). Supplemental disclosure of cash flow information for the Rockingham County Nursing Home Enterprise Fund are as follows:

Cash paid for interest	\$328,549
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G. DUE TO AND DUE FROM OTHER FUNDS

Interfund receivables and payables arise from interfund transactions and are recorded by all funds affected in the period in which the transactions are executed. *Quasi-external transactions* are accounted for as revenues, expenditures or expenses. Transactions that constitute *reimbursements* to a fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed. Nonrecurring or permanent transfers of equity are reported as *residual equity transfers*. All other interfund transfers are reported as *operating transfers*. **Individual interfund balances at December 31, 1994 were as follows:**

<u>Fund</u>	<u>Due From</u>	<u>Due To</u>
General Fund	\$ 610	\$ -
Special Revenue Funds	-	-
Capital Projects Funds	-	1,967
Enterprise Fund	1,357	-
Trust and Agency Funds	-	-
	\$ 1,967	\$ 1,967

H. 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 are accounted for utilizing the *purchase method*. Under this method, inventories are recorded as expenditures when purchased. When material (significant), General Fund inventory amounts are to be reported as General Fund assets and equally offset by a fund balance reserve.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 NOTES TO FINANCIAL STATEMENTS
 December 31, 1994

I. FIXED ASSETS

Fixed assets and accumulated depreciation of the Rockingham County Nursing Home Enterprise Fund were as follows:

	<u>Enterprise Fund</u>
Land	\$ 196,187
Buildings and improvements	14,407,638
Moveable equipment	2,431,891
	17,035,716
Less: accumulated depreciation	4,469,639
	\$ 12,566,077

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:

Buildings and improvements	10 - 30 years
Movable equipment	3 - 15 years

Depreciation expense was \$665,424 for the year ended December 31, 1994.

FASB #62, "Capitalization of Interest Costs in Situations Involving Certain Tax-Exempt Borrowings," concludes that constructed assets financed with the proceeds of tax-exempt debt should include capitalized interest only to the extent that interest cost exceeds interest earned on related interest-bearing investments acquired with the proceeds of the related tax-exempt borrowing. During 1994, \$0 in interest expense was capitalized.

J. COMPENSATED ABSENCES

County employees are sometimes entitled to certain *compensated absences* based, in part, on their length of employment. Compensated absences *that are expected to be liquidated with expendable available financial resources* are reported as an expenditure and a fund liability of the governmental fund that will pay it. Amounts of compensated absences that are *not expected to be liquidated with expendable available financial resources* are reported *in the general long-term debt account group* (and no expenditure is reported for these amounts). In accordance with provisions of Statement of Financial Accounting Standards No. 43, Accounting for Compensated Absences, no liability is recorded for nonvesting accumulated rights to receive compensatory time benefits. However, a liability is recognized for that portion of accumulating sick leave benefits that is estimated *will* be taken as "terminal leave" prior to retirement. Compensated absences of the Rockingham County Nursing Home Enterprise Fund are included in accrued expenses as a fund liability as required by generally accepted accounting principles.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
December 31, 1994

K. LONG-TERM OBLIGATIONS

Long-term obligations of the County are reported in the General Long-Term Debt Account Group. Expenditures for debt service and other long-term obligations (including compensated absences) are recorded when they are due, or when they are expected to be liquidated with the expendable available financial resources of a governmental fund. 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.

L. FUND EQUITY

For *governmental funds*: the *unreserved fund balances* represent the amount available for budgeting future operations; the *reserved fund balances* represent the amounts that have been legally identified for specific purposes and are not appropriable for expenditure; and the *designated fund balances* represent tentative plans for future use of financial resources. For *governmental and other funds*, equities can be *reserved for endowments* (the principal balances of nonexpendable trust funds plus any unspent income balances), *reserved for encumbrances* (commitments relating to unperformed contracts for goods and services), *reserved for continuing appropriation* (commitments relating to unperformed non-lapsing appropriations) or *reserved for inventory* (recorded at year end, if material, under the purchase method) or *prepaids*. For *proprietary funds*, fund equity is comprised of retained earnings and contributed capital.

M. MEMORANDUM ONLY - TOTAL COLUMNS

The combined general-purpose financial statements include total columns that are described as memorandum only. Data in these columns do not present financial position, results of operations or cash flows in conformity with generally accepted accounting principles. Interfund transactions have not been eliminated from the total column of each financial statement.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
December 31, 1994

2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Deposits and Investments. The County Treasurer is authorized by State Statutes to invest excess funds, with the approval of the Commissioners, in obligations of the United States Government, in savings bank deposits or certificates of deposit of banks incorporated under the laws of the State of New Hampshire, or in national banks located within the states of New Hampshire or Massachusetts. **For the year ended December 31, 1994, the County was in compliance with these applicable deposit and investment state laws and regulations.**

Risk Management. The County 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, if any, have not exceeded the County's coverage in any of the past three fiscal years.**

All funds of the County participate and make payments to the risk management Internal Service Funds. The claims liabilities of the funds of \$308,281 reported in the Internal Service Fund at December 31, 1994 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.

Claims, Judgments and 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 review and adjustment by grantor agencies, principally the federal and state governments. At such time, any disallowed claims, including amounts already collected, may constitute a liability of the County and the applicable funds. **At December 31, 1994 the County believes that disallowed expenditures, if any, based on subsequent review will not have a material effect on any of the individual funds or the overall financial position of the County.**

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
December 31, 1994

Litigation. The County is a defendant in various lawsuits. Litigation which may have an adverse 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 Litigation 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. Although the Superior Court dismissed the Town's claim the Town has appealed to the New Hampshire Supreme Court. The outcome of the appeal is uncertain and as a result the County Commissioners have reserved \$600,000 of its fund balance for the potential claim contingency.

3. CASH AND INVESTMENTS

Deposits. At December 31, 1994, the carrying amounts and bank balances of the County's cash deposits (and cash equivalents) with financial institutions were as follows:

	<u>Book</u> <u>Amount</u>	<u>Bank</u> <u>Amount</u>	<u>FDIC</u> <u>Insured</u>	<u>Collat-</u> <u>eralized</u>	<u>Deposit</u> <u>Risk</u>
General	\$ 1,161,854	\$ 4,749,024	\$ 300,000	\$ 3,788,743	\$ 660,281
Special Revenue	-	-	-	-	-
Capital Projects	171,697	261,913	-	-	261,913
Proprietary	73,108	69,729	-	-	69,729
Fiduciary	6,954	6,955	-	-	6,955
	<u>\$ 1,413,613</u>	<u>\$ 5,087,621</u>	<u>\$ 300,000</u>	<u>\$ 3,788,743</u>	<u>\$ 998,878</u>

Investments. Investments made by the County, and collateral for the deposits identified above, are summarized below. The investments that are represented by specific identifiable investment securities are classified as to credit risk by the three categories described below.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 NOTES TO FINANCIAL STATEMENTS
 December 31, 1994

Category 1 - Insured or registered, or securities held by the County or its agent in the County's name.

Category 2 - Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the County's name.

Category 3 - Uninsured and unregistered, with securities held by the counterparty, or by its trust department or agent but not in the County's name.

	<u>1</u>	<u>2</u>	<u>3</u>	<u>Carrying Amount</u>	<u>Market Value</u>
Public Deposit Investment Pool	\$ -	\$ -	\$ -	\$ 1,450,067	\$ 1,450,067
U.S. Obligations			500,181	500,181	500,181
Pledged Collateral		3,788,743		3,788,743	3,793,219
	<u>\$ -</u>	<u>\$ 3,788,743</u>	<u>\$ 500,181</u>	<u>\$ 5,738,991</u>	<u>\$ 5,743,467</u>

4. LONG-TERM DEBT

General Obligation Debt

The County 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 County. General obligation debt instruments currently outstanding, and reported in the General Long-Term Debt Account Group or in the Rockingham County Nursing Home Enterprise Fund, are as follows:

<u>Purpose</u>	<u>Rate</u>	<u>Amount</u>
<u>Long-Term Debt Account Group</u>		
Public Improvement Bond	VAR%	\$ 11,010,000
<u>Nursing Home Enterprise Fund</u>		
Nursing Home Addition - 1985	6.78%	200,000
Nursing Home Addition - 1994	4.00-5.00%	5,920,000
		<u>6,120,000</u>
Total		<u>\$ 17,130,000</u>

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
December 31, 1994

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

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
1995	\$ 825,000	\$ 692,550	\$ 1,517,550
1996	875,000	691,838	1,566,838
1997	930,000	519,856	1,449,856
1998	990,000	473,355	1,463,355
1999	1,050,000	421,875	1,471,875
After	6,340,000	1,450,644	7,790,644
	<u>\$ 11,010,000</u>	<u>\$ 4,250,118</u>	<u>\$ 15,260,118</u>

Future annual principal maturities of bonds payable to maturity for the Nursing Home Enterprise Fund are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
1995	\$ 840,000	\$ 279,526	\$ 1,119,526
1996	800,000	235,124	1,035,124
1997	830,000	203,125	1,033,125
1998	525,000	169,924	694,924
1999	525,000	147,612	672,612
After	2,600,000	374,500	2,974,500
	<u>\$ 6,120,000</u>	<u>\$ 1,409,811</u>	<u>\$ 7,529,811</u>

Changes in Long-Term Liabilities

During the year ended December 31, 1994, the following changes occurred in liabilities reported in the General Long-Term Debt Account Group:

	<u>1/1/94</u>	<u>Additions</u>	<u>Reductions</u>	<u>12/31/94</u>
General Obligation Debt	\$ 12,085,000	\$ -	\$ 1,075,000	\$ 11,010,000
Capital Lease Obligations	-	-	-	-
Compensated Absences	418,344	-	16,901	401,443
	<u>\$ 12,503,344</u>	<u>\$ -</u>	<u>\$ 1,091,901</u>	<u>\$ 11,411,443</u>

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
December 31, 1994

5. DEFINED BENEFIT PENSION PLAN

The County participates in the *New Hampshire Public Employees Retirement System* (the NHPERS), a *cost-sharing multiple-employer public retirement system*. The System's defined benefit contributory retirement plan is administered by the State of New Hampshire. The System covers substantially all employees of the State of New Hampshire and participating New Hampshire political subdivisions, including certain employees of local education authorities. For the year ended December 31, 1994 the following amounts related to the NHPERS are disclosed.

	<u>County</u>	<u>Nursing Home</u>
Payroll - Employees Covered by the Plan	\$ 5,921,493	\$ 6,766,035
Payroll - Total Payroll All Employees	\$ 6,468,935	\$ 9,016,214
Contribution Obligation - Total	\$ 589,460	\$ 527,753
Amount Paid by the County	\$ 182,561	\$ 189,449
Amount Paid by the Employee	\$ 406,899	\$ 338,304

Eligibility and Benefits. Eligibility to participate in the NHPERS is granted to all full-time employees. The defined retirement benefit basically consists of an annual amount equal to one-half of average final compensation, modified by Social Security System entitlements as effective for after-65 retirements.

Contribution Obligations. Employee contributions, set by State legislation, are a percent (varied by employment class) of employee salary. The County is required to contribute a percent of the employees salary in an amount necessary to fund the system under an actuarial valuation performed on the entire state-wide plan.

Pension Benefit Obligation. The amount reported as benefit obligation is a standardized disclosure measure of the present value of pension benefits, adjusted for the effects of projected salary increases and any step-rate benefits, estimated to be payable in the future as a result of employee service to date. The measure is the actuarial present value of credited projected benefits and is intended to assist users to assess the plan's funding status on a going-concern basis, assess progress made in accumulating sufficient assets to pay benefits when due, and make comparisons among government pension plans and employers. The NHPERS does not determine or measure on an individual employer basis (such as the County) the pension benefit obligation or the net assets available for benefits.

The audited NHPERS report indicates that the pension benefit obligation at June 30, 1993 was \$1,797,292,347 and the net assets available for benefits on June 30, 1993 were \$1,674,294,371. The County's percentage of these amounts cannot be determined. Other GAAP disclosures, including the 10-year historical trend information on the NHPERS accumulation of sufficient assets to pay benefits when due, is presented in the above-mentioned annual audited plan report.

Schedule 1

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

SCHEDULE OF GENERAL FUND REVENUES AND OTHER FINANCING SOURCES - ESTIMATED (GAAP) AND ACTUAL
For the Year Ended December 31, 1994

REVENUES AND OTHER FINANCING SOURCES	Current Year Estimate		Final Estimate	Actual	Variance Favorable or (Unfavorable)
	Original Estimate	Changes (Net)			
GENERAL GOVERNMENT					
Taxes	\$ 21,300,452	\$ -	\$ 21,300,452	\$ 21,300,452	\$ -
Interest	130,000	-	130,000	323,753	193,753
Other:					
Superior Court Lease	247,000	-	247,000	267,577	20,577
Telephone	1,500	-	1,500	1,106	(394)
Escheat Funds	-	-	-	46,817	46,817
Other	136,033	-	136,033	166,641	30,608
	21,814,985	-	21,814,985	22,106,346	291,361
DEEDS					
Transfer Taxes	330,000	-	330,000	326,799	(3,201)
Other	1,770,000	-	1,770,000	1,531,243	(238,757)
	2,100,000	-	2,100,000	1,858,042	(241,958)
SHERIFF'S DEPARTMENT					
Salary Reimbursement	185,000	-	185,000	177,800	(7,200)
Civil	400,000	-	400,000	336,558	(63,442)
Dispatch Salary Reimbursement	22,000	-	22,000	22,000	-
Airport Security	660,354	-	660,354	530,234	(130,120)
Other	68,930	-	68,930	85,866	16,936
	1,336,284	-	1,336,284	1,152,458	(183,826)
MAINTENANCE					
Gas Reimbursement	17,850	-	17,850	17,575	(275)
Nursing Home Services	610,000	-	610,000	585,514	(24,486)
Other	1	-	1	889	888
	627,851	-	627,851	603,978	(23,873)

COMMISSIONERS

\$	-	\$	-	\$	56
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\$	-	\$	-	\$	56
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COUNTY ATTORNEY

	-		-		3,335
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	-		-		3,335
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CORRECTIONS DEPARTMENT

Federal Prisoners	40,000	-	-	40,000	2,549
Telephone	20,000	-	-	20,000	32,134
Work Release/Board	25,000	-	-	25,000	73,579
Other	1,000	-	-	1,000	263
	86,000	-	-	86,000	168,525

	42,549				2,549
	52,134				32,134
	73,579				48,579
	1,000				(737)
	168,525				82,525

COUNTY FARM

Rent	5,400	-	-	5,400	90
Sales	18,000	-	-	18,000	23,052
Lease	9,000	-	-	9,000	757
Other	1	-	-	1	22,794
	32,401	-	-	32,401	52,093

	5,490				90
	23,052				5,052
	757				(8,243)
	22,794				22,793
	52,093				19,692

EXTENSION SERVICE

	-	-	-	-	36
--	---	---	---	---	----

	-	-	-	-	36
--	---	---	---	---	----

HUMAN SERVICES

State Incentive Funds	307,816	-	-	307,816	483,514
Other	9,350	-	-	9,350	1,767
	317,166	-	-	317,166	485,281

	483,514				175,698
	1,767				(7,583)
	485,281				168,115

PERSONNEL SERVICES

	36,250	-	-	36,250	29,097
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	29,097				(7,153)

OTHER FINANCING SOURCES

Transfers In (Out)	-	-	-	-	6,833
Proceeds from Long-Term Debt	-	-	-	-	254,433

	6,833				6,833
	254,433				254,433

TOTAL REVENUES AND OTHER FINANCING SOURCES

	26,350,937	\$	-	\$	26,350,937
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	\$			\$	26,720,513
					369,576

FUND BALANCE USED

	1,468,952
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TOTAL REVENUES, OTHER FINANCING SOURCES AND FUND BALANCE USED

\$	27,819,889
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COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

SCHEDULE OF GENERAL FUND EXPENDITURES AND OTHER FINANCING USES - BUDGET (GAAP) AND ACTUAL
For the Year Ended December 31, 1994

	Beginning Reserve Items (Expenditures Only)		Current Year Budget		Ending Reserve Items (Expenditures Only)	Actual	Variance Favorable or (Unfavorable)
	Budget Voted	Transfers (Net)	Budget Total				
EXPENDITURES AND OTHER FINANCING USES							
PUBLIC ASSISTANCE							
Old Age Assistance	\$ -	\$ 8,153,310	\$ -	\$ 8,153,310	\$ -	\$ 8,827,735	\$ (674,425)
Board and Care of Children	-	1,643,450	-	1,643,450	-	2,070,226	(426,776)
Mediation Programs	15,659	332,823	-	332,823	171,000	277,183	(99,701)
Other	-	198,431	-	198,431	-	195,755	2,676
	15,659	10,328,014	-	10,328,014	171,000	11,370,899	(1,198,226)
CORRECTIONS							
Operations	-	4,162,214	-	4,162,214	-	4,025,065	137,149
	-	4,162,214	-	4,162,214	-	4,025,065	137,149
MAINTENANCE							
Operations	8,303	2,129,699	-	2,129,699	3,600	2,054,701	79,701
	8,303	2,129,699	-	2,129,699	3,600	2,054,701	79,701

GENERAL GOVERNMENT

Fiscal Officer	\$ -	\$ 178,768	\$ -	\$ 178,768	\$ -	\$ 174,387	\$ 4,381
Insurance	-	384,600	-	384,600	-	319,320	65,280
Retirement	-	18,000	-	18,000	-	10,309	7,691
Audit Fees	-	16,698	-	16,698	-	12,524	4,174
Legal Fees	-	25,000	-	25,000	-	25,461	(461)
County Dues	-	11,647	-	11,647	-	11,647	-
Software Maintenance	-	5,000	-	5,000	-	3,216	1,784
Property Taxes	-	23,000	-	23,000	-	21,891	1,109
Union Negotiations	-	15,000	-	15,000	-	13,482	1,518
Other	-	68,070	-	68,070	-	51,539	16,531
	-	745,783	-	745,783	-	643,776	102,007

COMMISSIONERS

Operations	-	142,814	-	142,814	-	108,954	33,860
	-	142,814	-	142,814	-	108,954	33,860

PERSONNEL SERVICES

Operations	-	50,551	-	50,551	-	50,183	368
	-	50,551	-	50,551	-	50,183	368

SHERIFF'S DEPARTMENT

Law Enforcement	4,190	1,229,987	-	1,229,987	-	1,196,200	37,977
County Dispatch Center	-	497,307	-	497,307	-	488,832	8,475
Radio Shop	-	59,504	-	59,504	-	59,351	153
Airport Duty	-	633,316	-	633,316	-	604,654	128,662
Other	-	115,921	-	115,921	3,626	80,151	32,144
	4,190	2,536,035	-	2,536,035	3,626	2,329,188	207,411

REGISTER OF DEEDS

Operations	1,629	674,388	-	674,388	-	654,590	21,427
	1,629	674,388	-	674,388	-	654,590	21,427

Schedule 2 (Continued)

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

SCHEDULE OF GENERAL FUND EXPENDITURES AND OTHER FINANCING USES - BUDGET AND ACTUAL (BUDGETARY BASIS)
For the Year Ended December 31, 1994

EXPENDITURES AND OTHER FINANCING USES	Beginning Reserve Items (Expenditures Only)	Current Year Budget			Ending Reserve Items (Expenditures Only)	Actual	Variance Favorable or (Unfavorable)
		Budget Voted	Transfers (Net)	Budget Total			
COUNTY ATTORNEY Operations	\$ -	\$ 891,711	\$ -	\$ 891,711	\$ -	\$ 864,469	\$ 27,242
	-	891,711	-	891,711	-	864,469	27,242
MEDICAL EXAMINER Operations	-	67,794	-	67,794	-	68,313	(519)
	-	67,794	-	67,794	-	68,313	(519)
EXTENSION SERVICE Operations	-	294,355	-	294,355	-	287,409	6,946
	-	294,355	-	294,355	-	287,409	6,946
LAND MANAGEMENT/FARM Operations	-	74,520	-	74,520	-	65,943	8,577
	-	74,520	-	74,520	-	65,943	8,577
TREASURER AND DEPUTY Operations	-	87,264	-	87,264	-	80,913	6,351
	-	87,264	-	87,264	-	80,913	6,351
DELEGATION EXPENSES Operations	-	20,413	-	20,413	-	10,392	10,021
	-	20,413	-	20,413	-	10,392	10,021

HUMAN SERVICE SPECIALS

Child Care Association	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000
Area Homemakers	-	44,000	-	44,000	-	44,000
Rockingham VNA	-	43,000	-	43,000	-	43,000
Women's Resource Center	-	5,000	-	5,000	-	5,000
A Safe Place	-	20,000	-	20,000	-	20,000
Emergency Fire Training	8,250	8,250	-	8,250	-	8,250
Conservation District	-	50,000	-	50,000	-	50,000
Other	-	-	-	-	-	-
	8,250	195,250	-	195,250	-	195,250

DEBT SERVICE

Principal Long Term Debt	-	1,075,000	-	1,075,000	-	1,075,000
Interest Long Term Debt	-	666,918	-	666,918	-	666,918
Interest on RAN's	-	417,317	-	417,317	-	436,240
Other	-	1,287,998	-	1,287,998	-	1,287,998
	-	3,447,233	-	3,447,233	-	2,178,158
						1,269,075

CAPITAL OUTLAY

Capital Outlay Land & Improvements	-	379,000	-	379,000	-	413,659
Capital Outlay Machinery & Equip.	-	187,225	-	187,225	-	87,887
Capital Outlay Buildings	-	30,000	-	30,000	-	30,000
Other	153,819	-	-	-	-	153,819
	153,819	596,225	-	596,225	-	501,546
						248,498

OTHER

Other	-	-	-	-	-	-
	-	-	-	-	-	-

OPERATING TRANSFERS OUT

Transfer to Capital Projects	-	-	-	-	-	75,000
Transfer to Enterprise Funds	-	1,375,626	-	1,375,626	-	1,375,726
Other	-	-	-	-	-	(100)
	-	1,375,626	-	1,375,626	-	(75,100)

TOTAL EXPENDITURES AND

OTHER FINANCING USES	\$ 191,850	\$ 27,819,889	\$ -	\$ 27,819,889	\$ 178,226	\$ 26,940,475
						893,038

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

SCHEDULE OF GENERAL FUND CHANGES IN UNRESERVED FUND BALANCE
For the Year Ended December 31, 1994

	Exhibit C	Schedule 1 & 2
SCHEDULE OF CHANGES IN UNRESERVED FUND BALANCE		
Unreserved Fund Balance		
January 1 - Beginning of Year	\$ 623,636	\$ 623,636
December 31 - End of Year	<u>417,298</u>	<u>417,298</u>
Change in Unreserved Fund Balance	<u>\$ (206,338)</u>	<u>\$ (206,338)</u>
ANALYSIS OF CHANGE		
Revenue Variance - Favorable (Unfavorable)	\$ 369,576	\$ 369,576
Expenditure Variance - Favorable (Unfavorable)	879,414	
Change in Fund Balance Reserves - (Increase) Decrease	13,624	
Expenditure Variance, Net of Change in Reserves		893,038
Unreserved Fund Balance Used to Reduce Taxes	<u>(1,468,952)</u>	<u>(1,468,952)</u>
Change in Unreserved Fund Balance	<u>\$ (206,338)</u>	<u>\$ (206,338)</u>

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

SCHEDULE OF CHANGES IN GENERAL FUND BALANCE RESERVES
For the Year Ended December 31, 1994

	December 31, 1993		December 31, 1994		Change
	(Subtotal)	(Total)	(Subtotal)	(Total)	
GENERAL FUND BALANCE RESERVES					
<i>Public Assistance</i>	\$ 15,659	\$ 15,659	\$ 15,659	\$ 171,000	\$ 155,341
<i>Corrections</i>					
<i>Maintenance</i>	8,303	8,303	8,303	3,600	(4,703)
<i>General Government</i>					
<i>Commissioners</i>					
<i>Personnel</i>					
<i>Sheriff's Department</i>	4,190	4,190	4,190	3,626	(564)
<i>Register of Deeds</i>	1,629	1,629	1,629		(1,629)
<i>County Attorney</i>					
<i>Medical Examiner</i>					
<i>Cooperative Extension</i>					
<i>Human Service Specials</i>	8,250	8,250	8,250		(8,250)
<i>Debt Service</i>					
<i>Capital Outlay</i>	123,819	123,819	123,819		(153,819)
<i>Other</i>	30,000	30,000	30,000		
	<u>\$ 191,850</u>	<u>191,850</u>	<u>\$ 178,226</u>	<u>178,226</u>	<u>(13,624)</u>

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

COMBINING BALANCE SHEET - INTERNAL SERVICE FUNDS
December 31, 1994

	<i>Internal service funds</i>				<i>TOTALS</i>
	<i>Health Insurance Risk Mgmt Fund</i>	<i>Dental Insurance Risk Mgmt Fund</i>	<i>Worker's Comp Risk Mgmt Fund</i>	<i>Unemployment Insurance Risk Mgmt Fund</i>	
ASSETS					
Cash and Cash Equivalents	\$ 12,538	\$ (3,084)	\$ (18,492)	\$ 13,633	
Investments	260,193	229,718	945,447	-	
Due from Other Funds	-	-	-	-	
Other Assets	-	-	-	-	
	\$ 272,731	\$ 226,634	\$ 926,955	\$ 13,633	\$ 1,439,953
TOTAL ASSETS					
LIABILITIES					
Claims Liability	\$ 86,218	\$ 20,486	\$ 201,577	\$ -	\$ 308,281
Due to Other Funds	-	-	-	-	
Other Liabilities	-	-	-	-	
	86,218	20,486	201,577	-	308,281
TOTAL LIABILITIES					
FUND EQUITY					
Retained Earnings	186,513	206,148	725,378	13,633	1,131,672
	186,513	206,148	725,378	13,633	1,131,672
TOTAL FUND EQUITY					
TOTAL LIABILITIES AND FUND EQUITY	\$ 272,731	\$ 226,634	\$ 926,955	\$ 13,633	\$ 1,439,953

Schedule 7
COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

COMBINING BALANCE SHEET - FIDUCIARY FUND TYPES
 December 31, 1994

	Agency Funds			Expendable Trust Fund	TOTALS
	Inmates Account	Commissary Account	DCYS Flex Acct		
ASSETS					
Cash and Cash Equivalents	\$ 10,247	\$ 24,749	\$ 6,954	\$ -	\$ 41,950
Due from Other Funds	-	-	-	-	-
Other Assets	-	-	-	-	-
TOTAL ASSETS	<u>\$ 10,247</u>	<u>\$ 24,749</u>	<u>\$ 6,954</u>	<u>\$ -</u>	<u>\$ 41,950</u>
LIABILITIES					
Accounts Payable	-	-	-	-	-
Due to Other Governments	-	-	6,954	-	6,954
Other Liabilities	10,247	24,749	-	-	34,996
TOTAL LIABILITIES	<u>10,247</u>	<u>24,749</u>	<u>6,954</u>	<u>-</u>	<u>41,950</u>
FUND EQUITY					
Fund Balance					
Reserved					
Unreserved					
Designated					
Undesignated					
TOTAL FUND EQUITY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 10,247</u>	<u>\$ 24,749</u>	<u>\$ 6,954</u>	<u>\$ -</u>	<u>\$ 41,950</u>

