

**ROCKINGHAM COUNTY  
ANNUAL REPORT**

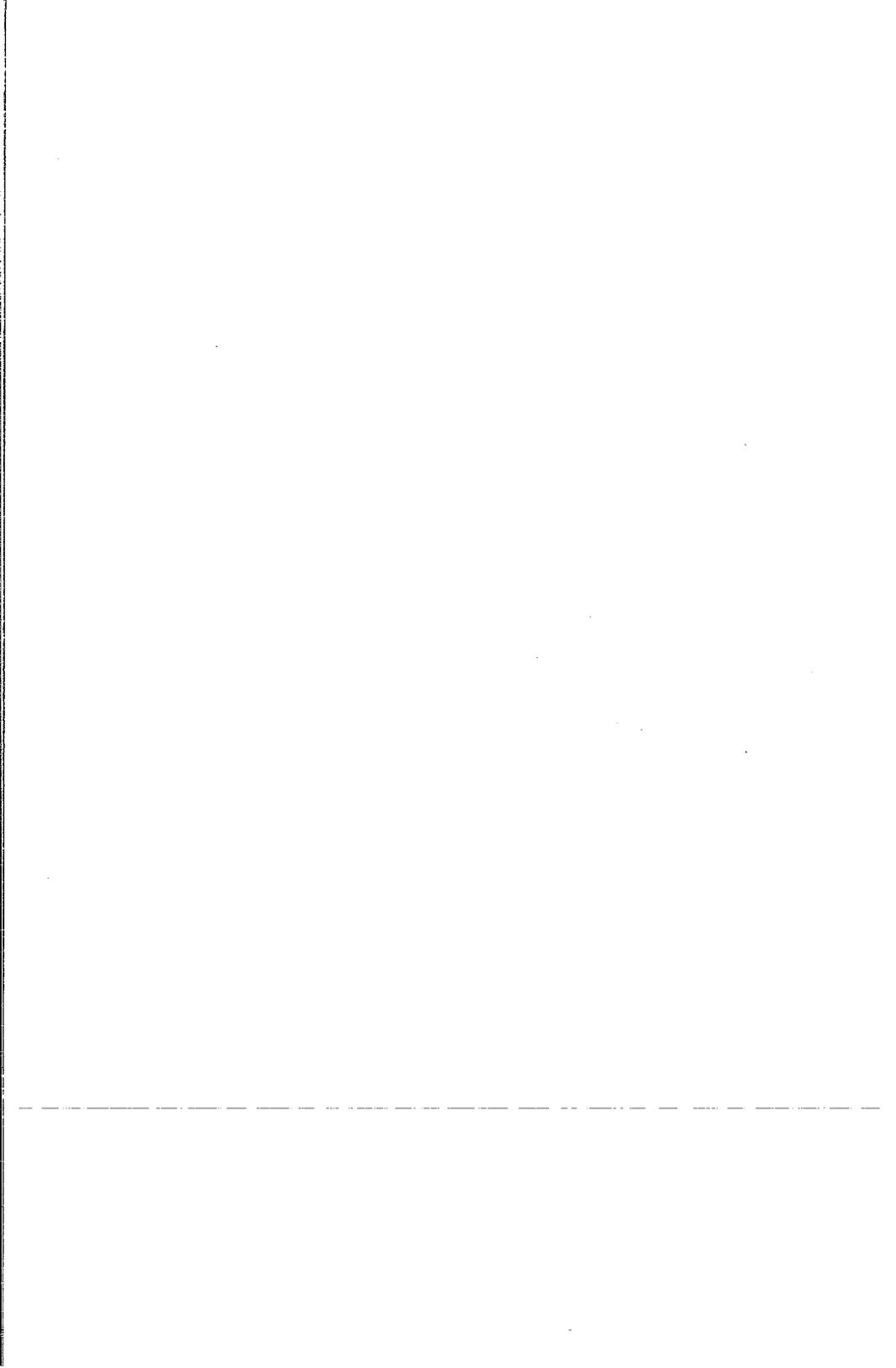
**1996**

**This Report prepared by your  
Rockingham County  
Commissioners**

**Ernest P. Barka (Chairman)**

**Jane Walker (Vice Chair)**

**Thomas A. Battles (Clerk)**



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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**

Thomas A. Battles, 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

**COUNTY ATTORNEY**

William R. Hart, Esquire

**HIGH SHERIFF**

Wayne Vetter

**REGISTER OF DEEDS**

Cathy Ann Stacey

**TREASURER**

James Orr

**CLERK OF SUPERIOR COURT**

Raymond W. Taylor

**JUDGE OF PROBATE**

John R. Maher

**REGISTER OF PROBATE**

Charles Thayer

## **ROCKINGHAM COUNTY CONVENTION**

Hon. Donna P. Sytek, Chairman  
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Telephone: 893-8889

Hon. Kenneth W. Malcolm, Vice Chairman  
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Hon. Richard Noyes, Clerk  
P. O. Box 75  
North Salem, NH 03073-0075  
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## **ROCKINGHAM COUNTY EXECUTIVE COMMITTEE**

Honorable David A. Welch, Chairman  
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Honorable Sherman Packard, Vice Chairman  
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Honorable Richard Noyes, Clerk  
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North Salem, NH 03073-0075  
Telephone: 893-1192

## **DISTRICT 1**

Honorable Andrew Christie, Jr.  
185 Kensington Road  
Hampton Falls, NH 03844-2212  
Telephone: 926-7106

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Honorable Leroy S. Dube  
12 North Avenue  
Plaistow, NH 03865-2617  
Telephone: 382-8562

Honorable Charles H. Felch, Sr.  
7 Farm Lane, P. O. Box 22  
Seabrook, NH 03874-0022  
Telephone: 474-3554

Honorable Natalie S. Flanagan  
132 Maple Avenue  
Atkinson, NH 03811-2245  
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Honorable Anthony Syracuse  
28 Harrison Avenue  
Portsmouth, NH 03801-5769  
Telephone: 431-4790

**DISTRICT 2**

Honorable Jon P. Beaulieu  
157 Smith Road  
Chester, NH 03036-4030  
Telephone: 483-8792

Honorable Betsy A. Coes  
P. O. Box 46  
Newfields, NH 03856-0046  
Telephone: 772-9751

Honorable Vivian R. Clark  
P. O. Box 27  
Hampstead, NH 03841-0027  
Telephone: 329-5417

Honorable Richard E. Dolan  
P. O. Box 771  
Raymond, NH 03077-0771  
Telephone: 895-3822

Honorable Kenneth L. Weyler  
23 Scotland Road  
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**DISTRICT 3**

Honorable Janet S. Arndt  
8 Crestwood Road  
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Honorable Janet M. Conroy  
16 High Street  
Derry, NH 03038-2235  
Telephone: 432-5925

Honorable George N. Katsakiores  
1 Bradford Street  
Derry, NH 03038-4258  
Telephone: 434-9587

Honorable Betsy McKinney  
120 Litchfield Road  
Londonderry, NH 03053-7407  
Telephone: 432-5232

Honorable Arthur W. Smith  
29 Grove Avenue  
Salem, NH 03079-2248  
Telephone: 893-3842

**REPRESENTATIVES TO THE GENERAL COURT**

**DISTRICT 1 (Northwood)**

Robert A. Johnson

**DISTRICT 2 (Nottingham)**

Margaret A. Case

**DISTRICT 3 (Epping)**

Ronald Nowe

**DISTRICT 4 (Epping, Northwood, Nottingham)**

Robert K. Dodge

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**DISTRICT 5** (Auburn)  
C. Donald Stritch  
**DISTRICT 6** (Candia)  
Rudolph Kobel  
**DISTRICT** (Deerfield)  
Joseph E. Stone  
**DISTRICT 8** (Auburn, Candia, Deerfield)  
Donald W. Gorman  
**DISTRICT 9** (Danville, Sandown)  
Patricia L. Cote Thomas Varrell  
**DISTRICT 10** (Chester, Fremont)  
Jon P. Beaulieu  
**DISTRICT 11** (Chester, Danville, Fremont, Sandown)  
Charles H. Cote  
**DISTRICT 12** (Raymond)  
Franklin Bishop Marian E. Lovejoy Richard E. Dolan  
**DISTRICT 13** (Derry)  
Kathryn Aranda Janet M. Conroy  
Sandra K. Dowd Patricia A. Dowling  
Robert M. Fesh John F. Gleason  
George N. Katsakiores Phyllis M. Katsakiores  
Rebecca E. Lee James E. Lupien  
Norma A. Sabella  
**DISTRICT 14** (Atkinson)  
Natalie S. Flanagan  
**DISTRICT 15** (Hampstead)  
Kevin L. Camm Edward M. Putnam, II  
**DISTRICT 16** (Plaistow)  
Leroy S. Dube Marilyn P. Senter  
**DISTRICT 17** (Atkinson, Hampstead, Plaistow)  
Vivian R. Clark Richard L. Haynes  
**DISTRICT 18** ((Brentwood, Kingston, Newton)  
Marjorie Battles John W. Flanders, Sr.  
David A. Welch Kenneth L. Weyler  
**DISTRICT 19** (Newfields, Newmarket)  
Dennis F. Abbott Betsy Coes Edward J. Scanlon  
**DISTRICT 20** (Exeter, Kensington)  
David A. Flanders Robert S. Hawkins  
Warren C. Henderson Harold F. Magoon  
Arthur Tufts  
**DISTRICT 21** (E. Kingston, Seabrook, South Hampton)  
Charles H. Felch Sr. Benjamin E. Moore Everett Weare

**DISTRICT 22** (Hampton, Hampton Falls)

Andrew Christie, Jr. Jane P. Kelley  
Sharleene P. Hurst Kenneth W. Malcolm  
Katharin K. Pratt

**DISTRICT 23** (Greenland)

David L. Richards

**DISTRICT 24** (New Castle, Rye)

Jane S. Langley John J. McCarthy, Jr.

**DISTRICT 25** (North Hampton, Stratham)

Louis Gargiulo George R. Rubin John Anthony Simmons

**DISTRICT 26** (Salem)

Ronald J. Belanger Beverly A. Gage

Fred A. Kruse Richard Noyes

Bernard J. Raynowska James E. Ross

Arthur W. Smith Donna P. Sytek

John J. Sytek

**DISTRICT 27** (Windham)

Janet S. Arndt Debbie L. Morris Carol A. Yennaco

**DISTRICT 28** (Salem, Windham)

Arthur P. Klemm, Jr.

**DISTRICT 29** (Londonderry)

Kevin G. Attar William P. Boucher

Gregory G. Carson Vivian L. Dunham

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)

Warren E. Goddard 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  
1996 BUDGET**

**APPROPRIATIONS:**

Rockingham County Nursing Home .....	14,208,854.00
Public Assistance:	
Categorical .....	10,063,766.00
Board & Care of Children .....	2,036,594.00
Grant Programs/Human Services Adm. ....	812,824.00
Department of Corrections .....	4,401,283.00
Maintenance Department/Land Management .....	2,367,392.00
General Government:	
Payment on Jail/Lagoon .....	875,000.00
Interest on Jail/Lagoon .....	561,418.00
Interest on Tax Anticipation Note.....	575,300.00
NH Driscoll Principal and Interest.....	1,035,125.00
Insurance .....	360,000.00
Audit Fees .....	29,288.00
Legal Fees .....	65,000.00
Judgments.....	1.00
NH Association of Counties/Dues .....	14,447.00
Software Development/Maintenance .....	7,000.00
Property Taxes .....	24,200.00
Land Survey .....	1.00
Union Related Expenses.....	24,542.00
Outside Detail.....	165,960.00
Move to Courthouse.....	25,300.00
Land Purchase and Commission.....	35,000.00
Rockingham County Conservation District.....	50,000.00
Commissioners .....	157,129.00
Human Resources .....	202,588.00
Fiscal Officer .....	237,364.00
Treasurer & Deputy .....	66,504.00
Sheriff:	
Law Enforcement .....	1,307,470.00
County Dispatch.....	537,989.00
Radio Shop .....	62,662.00
Airport Duty .....	654,099.00
Register of Deeds.....	677,568.00
County Attorney .....	1,017,455.00
Medical Examiner.....	76,800.00
Cooperative Extension Services .....	320,344.00
Delegation .....	39,524.00
Non-County Specials:	
Child Care Association .....	12,500.00
Area Homemakers.....	44,000.00
Rockingham County VNA .....	43,000.00
A Safe Place .....	10,000.00
Emergency Fire Training .....	6,250.00

Women's Sexual Assault Support Services .....	2,500.00
Retired Senior Volunteer Program .....	14,000.00
Nutrition .....	36,000.00
<b>Capital Improvements:</b>	
Windows.....	120,000.00
Sprinklers/Maintenance.....	14,500.00
Storm Damage.....	550,000.00
Computers For County Attorney.....	70,000.00
New Courthouse Cap. Imp.....	148,500.00
New Courthouse Lease Pmts.....	76,000.00
Human Resource Office.....	45,000.00
Water Project.....	475,000.00
Sheriff/Hum Serv/UNH Imp.....	5,000.00
Fire Alarm.....	8,000.00
Jail Bunks.....	6,000.00
Computer Fiscal/NH/MNTC.....	107,000.00
Computer Deeds.....	16,920.00
Vehicle Purchase or Lease.....	69,345.00
<b>TOTAL APPROPRIATIONS.....</b>	<b>\$44,975,306.00</b>

**ESTIMATED REVENUES:**

Rockingham County Nursing Home .....	13,178,000.00
Proportionate Share .....	974,015.00
Register .....	1,500,000.00
Maintenance .....	754,288.00
Sheriff.....	741,819.00
Airport.....	682,905.00
Dispatch.....	82,000.00
General Government .....	534,103.00
Farm/Land Management .....	20,520.00
Grants/Mediation.....	590,145.00
Department of Corrections.....	91,151.00
Human Resources/Fiscal.....	161,323.00
County Attorney.....	31,000.00

**TOTAL ESTIMATED REVENUES..... \$19,341,269.00**

**TOTAL FUND BALANCE..... \$2,165,209.00**

**AMOUNT TO BE RAISED IN TAXES - 1996..... \$23,468,828.00**

**GRAND TOTAL.....\$44,975,306**

January 27, 1996

Notes: for Minutes of January 26 meeting of the RC Executive Committee.

Welch opened the meeting at 9:27 a.m.

Began with a prayer by Malcolm, and pledge.

Felch reported on salary sub-committee. \$46,000 to fund the new program will be included in personnel budget.

Syracusa reported on, 1) Commissioners. \$168,617 Syracuse moved, Felch seconded. Yes on voice vote. Smith and Dolan voted no.

Dolan moved we maintain the same bottom line we had last year. Motion was not accepted, because motion already on the floor.

Syracusa continued with 2) Treasurer. Tim Dempsey elaborated on the handout to explain how cash management system works. Ssyrcusa moved \$66,504, Flanagan seconded. Yes on vv.

Then 3) Fiscal office. Moved \$233,364, (Seconded ?) Approved on vv.

Then 4) Capital improvements. Moved \$1,049,845, seconded by Malcolm. Yes, vv. Syracuse moved contingency, \$300,000. (Is for unknowns: weather, the move, etc.) Syracuse moved to table the question for later action.

Then 5) General Government. Moved \$3,933,682, seconded by Sytek. Katsakoria moved to increase by \$900, to 3,935,582, which adds \$1,900 to the bottom line. Approved vv. Vote on main motion. Seconded by Christie. Yes, vv, with Dolan voting no.

Then 6) Personnel office. Syracuse moved \$187,588, seconded by Felch. (Merit pool, above at opening, is in the line) Approved on vv.

Christie presented County Attorney sub-com. Moved \$1,012,755, seconded by Sytek. Vetter explained extradition new concern, extradition going out of territory. line is still in Attorney's office. Perhaps should be transferred to Sheriff's budget. Moved budget above. Approved, VV.

Then Christie, medical examiner's budget. Christie move, second by Sytek, \$77,800. Approved, vv. (The additional \$500, above the main printout, is restoration of \$500 would have been

taken for study of expenses.)

Then Coes, Register of Deeds. Main increase (in clerical) is to make possible nine-months program for improving the County Attorney's records, which are currently in "disarray." Dolan moved that funding for provisional study group be reduced to six months, two thirds of the sum presently used. Present costs given by Theresa total \$7,445. Reduction approved, vv. Changed bottom line, to be figured. New bottom line, \$661,435. Coes moved it, seconded by Syracuse. Approved on vv.

Packard reported for the Sheriff's Department. Dolan moved, as a correction resulting from courthouse move delay, a reduction seconded by Sytek. Approved, vv. Packard moved \$1,832,624, seconded. Approved on vv.

Dispatch, Packard moved \$537,989, seconded by Christie. Approved, vv.

Then radio shop. Dolan moved to remove \$500 for study, seconded by Malcolm, approved on vv.

Packard moved bottom line, \$62,662, seconded by Christie. Approved on vv.

Then Outside Detail, Packard moved, ? seconded, \$165,960. Approved on vv.

Then to Manchester Airport duty. Packard moved \$654,099, seconded by Katsakiores. Approved on vv.

Packard reported on discussion of deputies for prisoner transport. Sheriff has advised pilot program could cost \$60,000. Discussed question of early warning from departments when ideas for new programs arise.

Recessed for lunch at 12:15 p.m.

Meeting was reconvened at 1:00 p.m., with Packard in the chair.

Beaulieu reported for Maintenance sub-committee. Moved bottom line \$2,281,726. Question of electricity for RCNH. Talk of reducing the line from \$300,000 to \$280,000. Beaulieu believes larger sum needed. McKinney moved to reduce line by \$20,000. Difference in figures between maintenance and nursing home budgets is the one between cash and accrual accounting. Show of hands, motion fails. Beaulieu objected to showing land management overtime in maintenance. Battles agreed with request. A line has been added, with no amount. Question broadened to all salaries. DRA is making accounting demands. Bottom line approved on vv.

Land Management. Beaulieu moved \$44,866 as bottom line. Second ??? Approved on vv.

Then to Human Services. Diane reported for absent Rep. Conroy, sub-committee chair. Packard read her written report. McKinney moved to accept the report, bottom line \$13,252,259. Approved on vv.

Then McKinney for Nursing Home. McKinney moved \$14,151,436 as bottom line, seconded by Christie. Approved on vv.

(Welch returned to chair.) Then to Jail, but Rep. Flanders unable to attend. Welch reported. Gene reported expected extra expense, result of suicide attempt which was prevented, but with some resulting neurological damage. May cost additional \$45,000. Syracuse moved increasing current \$30,000 to \$75,000 for outside medical care. Katsakiores seconded. Christie moved the bottom line, \$4,388,682. Approved on vv.

Then UNH Cooperative Extension. Malcolm reported. Moved \$305,128 as bottom line, Felch seconded. Approved on vv.

Then County Delegation. Katsakiores reported, and moved \$37,624, seconded by Syracuse. Approved on vv.

Returned to contingency. Syracuse moved \$300,000, Coes seconded. McKinney moved to reduce it to \$200,000 because of outside medical provision, earlier. Battles, for commissioners, opposed. Sytek explained we ordinarily lapse about \$1 million. Approved, on vv. Amount becomes \$200,000. Approved on vv.

Sytek moved we reaffirm our position on Salary program. McKinney seconded. Approved on vv.

Felch reported for elected officials salaries. Will take the amounts up at a later date. Christie moved we accept report to keep all elected salaries at the same amount. Approved on vv. McKinne moved benefits and mileage remain the same. Christie seconded. Approved on vv.

Then to non-county specials. Smith reported for sub-committee. It voted six to nothing to stick to last year's resolution reducing non-county specials by 20% per year from the 1995 appropriations, except for Rockingham Conservation District which should be reduced by 10% a year. Moved \$207,000, seconded by Malcolm. Christie moved to approve the full \$50,000 for Rock County Conservation. Planagan seconded. Would increase the bottom line by \$5,000. Motion approved on roll call vote, 8 to 7.

Syracusa moved flat funding for all non-county specials, making it \$218,250. Motion failed on roll call, 5 to 10.

McKinney moved 162,000 for remaining agencies, adopted sub-committee report for the others. Motion failed 6 to 9.

Then Smith moved to reduce the remaining items by \$10,000. Christie seconded. Intent is to zero fund RC Childcare, and leave

the others at sub-committee recommended level. Motion approved on vv.

Christie moved to reconsider, after confusion about the committee's action. Christie then moved \$155,750 as bottom line after Rock County Conservation had been approved at \$50,000. Approved on vv.

Christie moved we reconsider. Approved on a vv. Then moved new figure for bottom line,. Approved on vv.

Revenue figures. Beaulieu proposed changes in fuel-electricity. Made further changes in revenue to reflect action of the exec com. New unreserved fund balance: \$2,100,000

Young provided new figures for the several categories. She will provide figures to Hurley. Sytek moved the figures. Christie seconded. Approved on vv.

Percentage of increase for amount to be raised by taxes is 4.55%.

(Note for Welch's paper: Sub coms should be aware of number of positions authorized in their departments. See pink sheets given us Jan. 26.

Committee discussed number of authorized positions. Agree to leave confirmation until next meeting, Feb. 10. Will be doing resolutions, number of positions, the ten steps in personnel program.

Christie moved that eight department transfers requested be made as a group (see forms on yellow paper). They are to support accounting corrections. Long discussion of transfers, including objections from several members to what seems to be violation of the basic intent of the process.

Clerk instructed to sign for the committee only approve of those forms which already bear the signatures of two commissioners.

Motion to approve all eight, approved on vv with Packard voting no.

Christie raised item of business, requested resolution from Rep. Kenneth Weyler. (Has resolution in writing.) Intent: that Rockingham County Conservation be recognized as a permanent consultant to the county of soil, water, other matters. Christie moved adopted, Felch seconded. Flanagan moved to table until Weyler is here, Christie seconded. Approved on vv.

There being no further business, the meeting was adjourned at 4:10 p.m.

February 9, 1996

MINUTES

Executive Committee budget finalization.

Welch opened meeting at 10:10 p.m. Prayer, Weyler. Pledge, Malcolm.

Welch reported on meeting with Rockingham VNA-Hospice. Letter.

Roll Call. 17 members present. See roll call sheet.

Welch reported on County Jail Union contract, and submitted info. See copy. Sytek made the motion which appears on the sheet. Malcolm seconded. Question arose of where the fact sheet came from. No answer. From personnel department? Sytek withdrew motion, Malcolm withdrew the second. Morrisette explained. Walker and Barka advised against.

Maintenance Department. Need move from gasoline to equipment maintenance line. See info sheet. No motion.

Then to maintenance gasoline line, page 23. Sytek moved \$3,315 from gasoline to equipment line. Malcolm seconded. Approved, vv.

Sytek moved \$650 to travel line of Register of Deeds, to increase by that amount. Coes seconded. (page 9) Resolves error; line left out. Approved, vv.

New bottom line: \$44,913,294 and tax amount \$23,482,816. Last page of revenue: \$44,913,294.

. Sytek moved changes, seconded by Dolan, Approved, vv.

Woodside explained changes needed in line for moving to new courthouse. \$3,475 to be spent for courthouse capital improvement. Sytek moved, Malcolm seconded. Woodside explained work has been done, money needs to be released. Approved, vv.

Sytek, as Chairman of the Convention, reviewed budget session to be held Saturday. Syracuse offered info re Child Care appropriation. Suggested facts be heard today.

Weyler raised question of his earlier resolution, then tabled because of his absence. He discussed it. Suggested instead of resolution a recommendation to the commissioners. Many of the plans can be done by the Rockingham Conservation Commission. There needs to be a plan for moving forward.

Welch brought it to the table. Letter from Rockingham Conservation Commission. He believes their information is wrong.

Their appropriation has been increased, not decreased, and they are giving out misleading information. Weyler: information did not come from RCC. Would stand by info which did come from them.

Wants the record to show there was mis-information, but said commission has nevertheless done excellent work and should be recognized for it.

Q Katsakiores: Who has statutory responsibility for it?

A Barka: They are not statutory.

Walker: Some revenue comes from county; some from towns in fees.

Smith: Other counties are not putting it into the county budget. Have had reports from them.

Weyler: Resolution proposes creation of a budget line: Land and water resources. Commission's figures could go there, instead of in non-county specials.

Sytek: Proposed their status might be contracted services. If so, the item might be less than now appropriated.

Dolan suggested study group: four from exec, three from convention, to study how best to organize it. No motion made. Walker discussed background. Smith responded.

Weyler moved the resolution, seconded by Coes. Failed on Vv.

Weyler then moved a study committee be created. Seconded by Dolan. Chairman will appoint members.

Welch: Also outline mission?

Weyler: Agreed with intent.

Coes: Should it be done by Long Range Planning committee?

Welch: That should be the spirit of it.

Smith: Time certain to report back?

Welch: Need deadline. Date will be one of our quarterly meetings.

Walker: Will it effect the budget?

Welch: No.

Approved on unanimous vv.

Christie raised question of cost of special deputies, which

may come before full Convention Saturday. Discussion.

Vetter: Last year he had two deputies out on workers' comp. Needed \$12,000 to prepare for exceptional situation. Alternative can be costly overtime. The line has been there for five years.

Young: Last year, out of \$12,000 only \$1,100 spent.

Dolan said there will be a motion on it Saturday.

Syracusa: Should be prepared for possible discussion Saturday of child care funding from western towns in the county where child care offers less in services.

Smith: Non-county specials advised no appropriation because they came in only with bottom line request. No detail.

Katsakiores raised questions about revenues. Real Estate transfers down. Sheriff's budget down in at least two categories. Why? County population growing. Why is revenue down?

Young: Airport revenue down because appropriations are, too.

McKinney: Nursing home estimates affected by HB 32 and fact it is too new to provide experience.

Vetter: Federal prisoner income is down because some of them are being held elsewhere.

Barka was recognized at 11:30 a.m. to answer some of the questions raised in a recent letter from Rep. Robert Dodge.

County government most misunderstood area in the province of the legislation. Read from letter distributed to members.

Sytek moved we adopted number of petitions stipulated in pink sheet. Number of employees is 681. Approved vv.

Adjourned at 11:40 a.m.

Respectfully submitted,

Richard Noyes, Clerk.

February 10, 1996

RC Convention Budget meeting

Sytek opened the meeting at 10:05 a.m.

Prayer and pledge.

Roll Call: 60 members present. (At least six more members arrived later, and were noted on roll call sheet.)

Resolution #1, salary plan. Syracuse explained. Questions: Stone, David Flanders, Goddard, Aranda, Langley. Adopted on unanimous vv.

Resolution #2, Health, dental and workers comp benefits. Welch explained. Questions: Dodge, Vaughan, Dodge (second Q), Rubin, Aranda, Langley, David Flanders. Approved by roll call vote, 44 to 20.

Resolution # 8, Welch explained

Budget discussion opened at 10:45 a.m. Sytek explained last minute changes. \$650 item shifted, also \$3,000 from one line to another.

Dolan moved \$43,486,846 as bottom line of the budget. Dodge seconded. It is the bottom line for last year's budget. Level funding with a 6% increase, as opposed to 10% increase in the prepared budget. David Flanders wanted explanation, and said he was opposed. Speakers: Vaughan opposed, Pratt, Weyler opposed, Aranda opposed, Gorman moved to table the motion. Motion to table approved vv.

Welch moved items line by line:

Commissioners \$168,617. Speakers; Putnam (critical of County handbook and wanted line reduced \$2,000) moved County Directory line be reduced by \$1,000 (third from bottom of page), Belanger seconded. Motion approved on roll call, 42 to 22.

Dodge moved to reduce second line of commissioners' budget by \$21,838. Eliminates the new position in the commissioners' office. Syracuse explained the basis for the item. Welch explained and opposed. Dolan asked Dodge to accept amendment, adding benefit costs to the motion. Putnam suggested commissioners might do it free. Approved on a roll call vote, 39 to 27.

Katsakiores, P. moved to reconsider the \$1,000 item. Motion lost on vv.

Putnam moved to reduce postage line by \$300 to \$1,500. Belanger seconded. Fesh asked where the \$1,000 comes from, so

question is who paid for the Christmas cards? Battles said they paid for them themselves. Hurst said we've cut enough. Motion was defeated on vv. New bottom line \$142,129.

Bottom-line motion approved vv at 11:26 a.m.

Welch moved \$66,504 for Treasurer. Adopted vv.

Fiscal Office, Welch moved \$233,364. Dodge moved to reduced salary line by cost of two positions previously in the nursing home. Explained his position, relative consolidating accounting procedures. Asked for a total figure which represents all costs of consolidation. Settled for motion reducing the two positions. Syracuse supported item as budgeted. Aranda opposed. David Flanders wanted explanation. McKinney, Nursing Home subcom chair, explained it is a shift, not a reduction. Hawkins wanted to know what net cost of transfer will be. Welch said it is a wash. Dodge withdrew his motion. Bottom line: approved on vv.

Welch moved \$1,012,755 for County Attorney. Approved on vv.

Welch moved \$662,085 for Registry of deeds. Approved vv.

Welch moved \$1,832,624 for Sheriff's Department. Approved on vv.

Welch moved \$165,960 for Outside Detail office. Dodge questioned. Approved on vv.

Welch moved \$654,099 for Airport duty. Malcolm seconded. Dodge questioned. Approved on vv.

Welch moved \$76,800 for Medical Examiner. McKinney seconded. Approved on vv.

Welch moved \$2,323,277 for Maintenance/Land Mgmt. Approved on vv.

Welch moved \$13,252,259 for Human Services. Approved vv.

Welch moved \$1,249,845 for Cap Imp/Contingency. Vaughan asked why the increase is 210%. Syracuse said we are seeing a new category. Dodge questioned. Welch explained \$500,000 is in there as protection against the well problem. Approved on vv.

Welch moved \$14,151,436 for Nursing Home. Seconded by Malcolm. Dodge questioned, and clarified the situation. Approved on vv.

Welch moved \$4,388,682 for Jail. Seconded by Malcolm. Aranda commented. Objected to better living conditions for prisoners than generally available for taxpayers. Suggested privatization. Welch responded. Approved on vv.

Coop Extension (Laptop got hungup at this point. Missed figures on Coop and General Government, but my memory is that they were adopted vv as they appear on the purple sheet.)

General Government. Welch moved \$3,933,897. Motion to eliminate a line, but it was withdrawn.

Personnel Services. Welch moved \$187,588. Questions. Welch explained the background. Vaughan questioned. Weyler explained. Dodged motion to eliminate funding for Human Resources Director. Disapproved on vv. Main motion approved on vv.

Welch moved \$37,624 for County Delegation. Dodge questioned. Approved on vv.

Welch moved \$205,750 for Non-County Specials. Christie seconded. Carson inquired re the binding resolution adopted last year. Sytek explained Exec Com action. Carson: does exec com have power to disregard. Sytek directed debate to the main motion, which is not consistent with the earlier resolution. Sytek ruled, will take them up in order.

Gorman reviewed action of the sub-committee. Support exec com proposal. Sabella inquired. Dolan moved support for the sub-committee recommendation. Syracuse opposed the motion. V. Clark commented and supported. Welch moved to limit debate. Approved on vv. Dolan's motion. Approved on vv.

Dolan questioned. Smith said reports came in from all agencies except Rock Child Care. Camm returned to Carson point. J. Sytek commented.

Weyler moved we rescind last year's resolution. Amply seconded. Weyler supported. Vaughn supported. Carson opposed. Nowe supported. Sabella supported(?) Coes questioned. Gorman questioned. Christie commented. Senter supported. Roll call vote, 41 to 19. Motion was approved.

Recessed for lunch at 1:10 p.m.

Reconvened at 2 p.m. Continued with non-county specials. Smith wants to remove Rockingham Conservation Commission. Motion by Syracuse to fund at 1995 level.

Gorman asked about previous vote taken. Syracuse motion (on the floor) would increase the line, and is an amendment to the earlier Dolan motion (above). Syracuse: difference is \$11,200. Roll call vote, 36 to 20, motion prevails.

Carson moved the figure be amended to \$218,250 from \$205,750 Reduce by \$12,500, which is exactly the Exec Com proposal. It deletes Rockingham Child Care. Sabella spoke in opposition to the motion. Hawkins asked for sub-com's position. Smith explained.

(Note to Cheryl: Hawkins, last line of previous page, is spelled with the i. He is Hawkens on the roll call sheet, a change which might be made when there is a reprint.)

Abbott spoke in opposition. Weare spoke in opposition. Nowe asked for statement of motion. Welch moved debate be limited. Approved vv. Ruling questioned) Syracuse (had been recognized before call for vote had been made) spoke in opposition. Roll call, 24-32, motion fails.

Bottom line of \$218,250 approved on vv.

Dolan moved to take off table his motion to use last year's bottom line. Christie seconded. Parliamentary situation was made clear. Motion is to take off the table. Failed on vv. Ruling questioned. Roll call, 20 to 36. Motion fails.

Bottom line \$44,899,306, approved vv.

Welch moved revenues be \$19,265,269, \$23,468,828 in county taxes, and fund balance \$2,165,209. Total \$44,899,306. Approved vv, with few negatives.

Positions, Resolution #4, 680 positions, etc. Seconded by Dube. Aranda questioned. Approved vv.

Resolution #5. Welch moved. Christie seconded. Approved vv.

Resolution #6. Welch moved. Dolan seconded. Approved vv.

Resolutions #7. Welch moved. Seconded. Adopted vv.

Adjourned at 2:56 p.m.

**ROCKINGHAM COUNTY CONVENTION  
119 NORTH ROAD  
BRENTWOOD, NH 03833  
(603) 679-2256 EXT. 3269**

Convention  
*Chairman*  
Hon. Donna Sytek  
*Vice Chairman*  
Hon. Kenneth Malcolm  
*Clerk*  
Hon. Richard Noyes

Executive Committee  
*Chairman*  
Hon. David A. Welch  
*Vice Chairman*  
Hon. Sherman A. Packard  
*Clerk*  
Hon. Richard Noyes

**MINUTES**  
**ROCKINGHAM COUNTY EXECUTIVE COMMITTEE**  
Special Meeting  
Wednesday, February 21, 1996  
State Capitol  
Room 103  
Concord, NH

Members Present: Representative Welch, Chairman; Representatives Arndt, Beaulieu, Christie, Clark, Conroy, Dube, Flanagan, Katsakiores, Malcolm, McKinney, Noyes, Packard, Smith, Sytek, Weyler.

A special meeting of the Rockingham County Executive Committee was called to approve the personnel changes and revised position listing for Rockingham County. The meeting was called to order at 5:45 p.m. by Rep. Welch, Chairman.

At the February 10, 1996 Full Delegation Meeting, Resolution 4 was approved by the Delegation. It resolved that 680 positions were authorized for 1996. It included that no positions would be regraded without the approval of the Executive Committee.

In 1995, the Delegation passed a resolution stating that the Executive Committee did not have to process position changes that did not have an increased monetary effect on the current or future budgets. Therefore, it is recommended that the following resolution be adopted for 1996.

Representative Sytek made a motion to adopt the following resolution:

I move that any personnel change proposed by the County that results in placing the authorized position in the same or lower grade need not be approved by the Executive Committee. Further, that the County must notify the Executive Committee at each quarterly meeting of any changes that may have been processed in order to provide an update to the accepted position listing.

The motion was seconded by Rep. Malcolm. The motion was unanimously approved on a voice vote.

The next order of business was to approve a revision to the current position listing. These positions are properly budgeted in the 1996 budget approved by the Delegation on February 10, 1996. These positions were approved and discussed at each level of the budget process including the Commissioner's recommendation, Subcommittee recommendation, and Executive Committee recommendation.

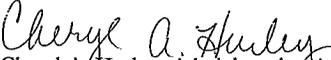
Rep. Sytek made the following motion:

I move that the position listing be revised to reflect that two Account Clerk II positions in the Fiscal Office section be revised to read Account Clerk III.

Rep. Malcolm seconded the motion. The motion was unanimously approved on a voice vote.

There being no further business, the meeting adjourned at 5:55 p.m.

Respectfully submitted,

  
Cheryl A. Hurley, Administrative Assistant  
to the Rockingham County Delegation

  
Representative Richard Noyes, Clerk

April 19, 1996

Rockingham County Executive Committee at Hilton auditorium, this date.

Chairman Welch opened the meeting at 10:02 with a moment of silence in remembrance of the Oklahoma City bombing.

Roll call: Arndt, Beaulieu, Coes, Dube, Felch, Flanagan, Katsakiores, Malcolm, Noyes, Packard, Smith, Syracuse, Welch and Weyler. Also, Flanders and Dodge of the Convention, Commissioner Walker, Dempsey for Treasurer. Theresa Young and Jayne Jackson

Flanders then read report re his (jail?) subcommittee.

Report from Syracuse re: 1) Commissioners, 2) Treasurer, 3) Fiscal Office, 4) Capital Improvements, 5) General Government, and 6) Human Resources. Everything seems to be in order. More detailed report from Young re status of the transition to computer-based records. Work has begun on delegation office space. Comments on the pending move to new quarters.

Chairman Welch explained details re the "move." Walker gave details on furniture.

Weyler reported background of land transfer generalities, which affect County's circumstances at Exeter. Walker had details.

Selection of individual to head human resources is nearing completion. Walker believes office facilities will be ready for the reconstituted department when head is chosen.

County Attorney Hart reported on status of provisions for paying state-mandated expenses for autopsies.

Coes read report on Register of Deeds. Augmented orally. Register Stacey reported that revenues are ahead. Stand at 27% right now, and unexpectedly high volumes continue. Said date for move has been set: June 21. Registry will be closed that day. Notice is being posted today. Reminders of date for the move are being sent to all involved on regular basis.

Packard reported on sheriff's office. Overtime a little high in Dispatch for January, because of sickness. Otherwise nothing out of line.

Beaulieu read written report for Maintenance, and augmented it. Comments from Ernie Woodside. Had some word on results of well testing. Well Two will become the primary well, and Well One will be secondary. Believes the problems will work themselves out. Have so far spent only about \$4,000 of the \$500,000 made available. Believes full appropriation will be adequate.

Chairman Welch questioned Woodside re air conditioners, with warm weather coming. Installation is on schedule.

Welch asked how freon problem will affect us in the future. Federal Clean Air act will have some effect on us. New equipment on shelf for installation is equipped with freon. Can use it up, but must make changes when it is used up. Believes full compliance with federal act would have major effect on County.

Smith asked prediction on 50-year quantity of water available to the country from present system. Woodside believes it is adequate, but the variables of difficult to nail down. Believes our aquifer is one of the best around.

Felch had question re freon. Woodside: law says problem sets in when "there is no more available." When will that be? Difficult to say.

Conroy not present for Human Services and Old Age Assistance. Written report raised no questions from committee.

Packard reported for Long Range planning. Have had testimony from maintenance and nursing home. Will be providing the delegation with report and recommendations. Katsakiores had suggestions for long range monitoring. Welch commented.

Welch raised questions regarding VNA, where changes have been made, which might change status relative "non-county specials." No representatives from VNA at meeting.

Smith reported re non-county. Flanagan: Why separate items for VNA and Homemakers, since they are related? Welch said changes are being kept somewhat secret. So difficult to review.

Letter to McKinney which will have an impact on nursing home submitted by her for committee information.

Returned to discussion of VNA. Comments from Commissioner Walker. Young said several non-county specials have not yet asked for their quarterly sums, but that is as usual.

Malcolm report for extension service. Budget, generally, is well within bounds for the first quarter.

Katsakiores reported for expenses of delegation. First quarter report high only because most of the work done in that period. Things are pretty well in line.

Chairman Welch reported that state General Court computer system has arranged things so that Rockingham County (in practical fact: Cheryl) can communicate by E-Mail.

Weyler reported for revenues. Separate printed report. Increase in net revenues from Deeds.

Have revenue from Superior Court for first part of year. Had budgeted only two and a half months. Have received four months. But some of increase revenue in this year is late payments for 1995.

Also, written report (on yellow paper) for internal service funds. Jackson explained.

Chairman Welch then raised matter of requests for exceptions to usual practice (transfer, et al; details on pink sheets).

1) Sheriff's Department, Dispatcher II, regrade. Walker explained, has been approved by personnel. Syracuse: Where does report come from?

A Requests come from departments involved.

Weyler moved approval of request. Approved on unanimous voice vote.

Then transfer requests:

From Maintenance \$3,000 in overtime. Beaulieu moved transfer. Weyler seconded. Discussion. Approved on unanimous voice vote.

Sheriff's Department, \$1,876.96. Sheriff Vetter explained details. Paper-work error in retirement funds was picked up at Concord. Rockingham asked to correct it. Did, but transfer is needed to correct an earlier wrong. Vetter assured that employee's share of error will be transferred to the state at the same time.

Packard moved to approve, seconded by Malcolm. Approved on unanimous voice vote.

Transfer from County Attorney. Amount needed to pay bills from Medical Examiner as requested. Malcolm moved to table, Weyler seconded. Approved on unanimous voice vote.

There being no further business, the meeting was adjourned at 11:40 a.m.

*Roger Royce, Clerk*

May 17, 1996

Rock County Executive Committee, Hilton Auditorium, this date, Chairman Welch opened the meeting at 9:10 a.m. Present Beaulieu, Coes, Conroy, Dolan, Dube, Felch, Flanagan, Malcolm, Noyes, Packard, Smith, Syracuse, Sytek, Katzakiores, Welch and Weyler. Also non-member, Dodge.

Administrative-side people present included Young, Barka, Walker, Morisette. (List incomplete).

Theresa Young explained the line item transfer request of \$40,000 for capital improvements. Bid packages range from \$82,000 to \$100,000. Sytek moved to approve, Malcolm seconded. Adopted, unanimous voice vote.

Report from Walker on progress of personnel office preparation. Project will cost more than \$20,000 but does not yet have estimate of the over-run.

Then to fact-finders report. Welch said role of executive committee will be primarily to determine the financial impact of the proposals. Full document will (must, by RSAs) go to the full Convention for its consideration.

Ron Perry, speaking for the fact-finders, explained that County is at impasse, because the fact-finder's proposal has not been agreed to by both sides. Third party neutral, acceptable to both sides, must now come in and review the whole situation. The assignment: to come up with a report that will resolve the dispute.

Perry reviewed the process and brought it up to date. Union has accepted the fact-finder's report, commissioners have rejected it. So the report goes now to the legislative body.

Assignment now is to determine the financial impact. Decision of the legislative body has no binding effect. But can determine whether or not body is willing to appropriate money needed to implement the resolution.

The law was designed to address similar problems in towns. So effect on a county has little precedent.

Rep. Dolan has objections to what "I perceive as unfair labor practice." Explained.

Perry responded to his objections in detail.

The process is designed to help the two parties involved to come to an agreement. Which explains the sequence.

Facts regarding time when Dolan received a letter from a spokesman from the union side will determine whether or not it

came within the 10-day window. Welch explained his involvement, and made clear executive committee has never requested (and does not intend to request) any role in the negotiations. The extent of discussion he had -- which was brief -- was initiated by the union side.

The window date begins with April 12, and lasts 10 days. Dolan established that he had the letter in hand on or before April 19. He is certain of that date because he read the letter on an airplane trip that day. Perry is not sure what remedy might follow establishment of fact that letter came too early.

Welch, as chairman, established that only action executive committee will take by way of "recommendation" is to determine what financial impact the proposals would have on the budget.

Question from Welch: Would approval of the proposal imply support for the side which has not accepted the report. Perry agreed. Governing body has the power to accept or reject an agreement. Legislative body has power only to fund. No other power.

Next step is for the two parties, with the mediator, to go back to second stage negotiations. There is nothing in law which mandates agreement. But process must continue until there is some eventual agreement.

The executive committee's report has no binding effect at all. It can only affect the Convention, which has authority to fund, or refuse to do so.

Perry said there is no specific time frame for the process. Bounds would only be what union thinks is "unreasonable delay," which could be brought as unfair labor practice.

The fact that the proposal has been formally passed from Commissioners to the Convention, means the "timetable" is in our hands.

Long discussion followed of just exactly what action executive committee can appropriately take.

Agreed, finally, to meet again at 9 a.m. Thursday, May 23, at which time we will have specific figures re the financial impact.

Meeting was adjourned at 10:30 a.m.

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Respectfully submitted,

Richard Noyes, Clerk

Minutes

Rockingham County Executive Committee meeting May 23, 1996, at  
Hilton Auditorium, Brentwood

Present: Arndt, Beaulieu, Coes, Conroy, Dube, Flanagan,  
Katsakiores, Malcolm, Noyes, Smith, McKinney, Syracuse, Sytek,  
Welch and Weyler. Also, Adm. Asst. Cheryl Hurley.

Also, non-members: Dodge, and Scanlon. Staff: Young,  
Morrissette, Walker, Barka and Battles.

Chairman Welch opened the meeting at 9:10 a.m. Roll call  
found 17 members present.

First item of business: line item transfer. Jail account  
from salaries to four different line accounts. \$4,468.  
Commissioners Walker and Barka explained the details. Questions  
from several members to get clear understanding of details. Young  
explained there is enough money in existing accounts to pay all  
salary commitments under present work agreement. Sytek moved,  
Conroy seconded, that we approve the transfer. Passed on  
unanimous voice vote.

Then discussion of proposed new work agreement: fact-  
finder's report, accepted by union but rejected by commissioners.  
Worked from sheets prepared by Personnel and distributed to  
members by mail.

Weyler had questions on total, overall effect of the  
agreement on county personnel, since it seems to address only one  
group. Will approval of this change open the way to a more  
general increase?

Walker said there has been no pay increase since July, 1995.  
Young explained differential effect of contract employees and  
difference in fiscal year: calender in some cases, July-June in  
others, so it makes a differential for half a year.

Weyler asked: Does increase in wages imply an increase in  
personnel? Young: no, based on same number of employees, that  
number being 69. McKinney wanted (and got) clarification of the  
difference between the two groups.

Noyes asked when negotiating process began. Walker: Early in  
1995. So process could conceivably have been completed in time  
for the Convention to write a budget for 1996 based on agreed-  
salary costs.

Dolan: Moved that executive committee recommend support for  
the commissioners and their rejection of the fact-finder's  
report.

McKinney opposed. Welch suggested the effect of our vote on the Dolan motion would be to indicate that we might be willing to support some additional funds (X amount) if the Commissioners can reach a proper settlement.

Sytek asked: If the delegation were to approve the fact founder's report, would we be binding ourselves to future position? Morrisette: no, if proposal were accepted county would have to find funds for it elsewhere for remainder of this year. Convention will be bound only by its eventual vote on the agreement.

Sytek pointed out the only need for executive committee to reach agreement today is to protect possibility that full Convention can meet at Concord on the one-remaining floor session day, so as to avoid mileage expenses. No other factor requiring early action.

Weyler suggested that a review of our present budget process (compliance with the figures, and chance of staying within them) could be factor in Convention's deciding what position to take on the proposal. Young: if you were to approve a contract increase today, [the ultimate impact on the budget] "would make me nervous."

Coes argued that our action is only a small part of the whole process. McKinney and Sytek agreed salaries of jail personnel may possibly need to be adjusted, but the proposed arrangement on sick time would have serious long-term effect.

Smith questioned an \$86,000 overtime line. Battles explained the increase in overtime has been in spite of everything commissioners have been able to do to prevent it.

Sytek moved the question. Motion approved. Welch called the Dolan motion. Chairman Welch ruled voice vote was affirmative. Roll call vote requested. Results 12 to 4 (16, chairman not voting), in favor.

Discussion of funding questions involved in move to new courthouse. Walker understands that the \$150,000 voted earlier is intended to be used for actual (some of which may be capital) costs of the move. The cost of "pickling" the old building is in a different line.

Coes raised question of possible spending for four additional telephone lines for abstracters. She reflected position of Register of Deeds Cathy Stacey.

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Dolan: Is "pickling" the same thing as might be understood by term, "mothballing?" Answer for all: yes.

Questions to be resolved include, also, ownership of furniture being used, certain files, paintings including those

purchased with court fees when court was a county facility.

Battles made clear it was his understanding the registration fee was raised \$2 to provide funds for particular uses, and that the cost of abstracters telephone lines could come out of it.

Syracusa voiced position which met agreement from Chairman and most members: Cost of telephones for use of abstracters should not come out of taxpayer's pockets. It is a legitimate business expense for that business sector, and should be borne by them.

Then discussed request for Commissioners' line item transfer of \$25,000 from water project to human resources office project. Walker explained specifics. Project will cost at least \$25,000 more than anticipated. One factor is need for air conditioning, for which all bids are not yet in.

Coes: Can water project afford the transfer? Yes, there has been some good news there. Syracuse moved the transfer, Weyler seconded. Dolan: What was original estimate for the whole project? Walker: \$20,000. Battles defended Woodside's original estimate, which did not include cost of certain factors since added (example: more partitioning than was envisioned, but which has since been done.)

Roll call vote: 14 to 2, approved.

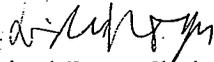
Convention Chairman Sytek said she will do a cover letter to the full Convention explaining the whole process of considering the fact-finder's report and the RSA requirement to act on it.

Scanlon raised questions regarding full cost analysis of the negotiations and proposal settlement. Is there such an analysis? No. Sytek asked if the background data needed for such an analysis is available. Walker said yes.

Young estimated that cost of extended fully-paid sick days to all county personnel would be about \$300,000 in addition to the \$86,000 is would cost under terms of 1 the proposal.

Meeting was adjourned at 10:38 a.m.

Respectfully submitted,



Richard Noyes, Clerk.

May 29, 1996

MINUTES

A special meeting of the Rockingham County Convention was called to order on this date in Room 202-4 of the Legislative Office Building at Concord by Chairman Donna Sytek at 9:12 a.m.

After a brief discussion of the purpose for which the meeting was called, Executive Committee Chairman David Welch offered the following motion: "moved on behalf of the Executive Committee to reject the fact-finder's report."

The report to which it referred was a proposed agreement between the County and certain employees at the County Jail in Brentwood. The proposal had previously been accepted by the employees' Union but had been rejected by the Commissioners. RSAs require that the legislative body of the County consider a proposal in such a case and vote a position.

Chairman Sytek explained that Rockingham County is the first county to find itself at this stage in negotiations since the law mandating such a vote went into effect.

Rep. Kenneth Weyler said he sees the motion to reject, if passed, as a way to encourage progress toward reaching an agreement. "It is a way to seek some middle ground."

Rep. John Flanders, speaking as chairman of the Executive Committee's sub-committee on the jail, cited his labor background. He noted that the staff has not had a raise in more than a year. So there is strong turn-over in personnel.

Rep. Sharleene Hurst spoke in opposition to the motion.

Rep. Everett Weare spoke in support of the motion. He questioned the status of the negotiations.

Rep. Joseph Stone wanted information regarding the Executive Committee's position.

Rep. Arthur Smith pointed out that money and funding are the Convention's obligation. He wanted to know how much approval of the proposal would cost county taxpayers, both for the initial proposal and in case adjustments made for the personnel involved were later given all county employees.

Chairman Sytek asked Theresa Young for the numbers. She said it is very difficult to calculate, since there are so many different variables involved.

Rep. William Boucher spoke in support of the motion. "Sick leave is paid for sick leave, and is not to be reimbursed."

Executive Committee Chairman Welch argued that "our vote will be tipping the scale." There are significant issues involved, so it is a difficult position to take. But rejecting the proposal will "level the playing field."

The motion was approved on a roll call vote, 32 to 16, the roster being on file with these minutes.

Rep. Laura Pantalakos, noting that she arrived after the roll had been called, asked that she be recorded as intending to vote against the motion, and therefor to accept the fact-finder's proposal.

There being no further business, the meeting was adjourned at 9:35 a.m.

Respectfully submitted,



Richard Noyes, Clerk

**ROCKINGHAM COUNTY EXECUTIVE COMMITTEE**  
**119 NORTH ROAD**  
**BRENTWOOD, NH 03833**

*Executive Committee*  
*Chairman*  
Hon. David A. Welch  
*Vice Chairman*  
Hon. Sherman A. Packard  
*Clerk*  
Hon. Richard Noyes

**MINUTES**  
**Rockingham County Executive Committee**  
**Special Meeting**  
**Monday, June 10, 1996**  
**10:00 a.m.**  
**Commissioners Conference Room**  
**Rockingham County Nursing Home**  
**Brentwood, NH**

Members Present: Representative David A. Welch, Chairman; Representatives Arndt, Beaulieu, Clark, Dube, Felch, Flanagan, Katsakiores, Malcolm, McKinney, Packard, Smith, Syracuse, and Sytek.

Also in attendance were: Commissioners Walker and Barka; Attorney Robert Gainor, County Attorney's Office; Theresa Young, Fiscal Officer; Cathy Stacey, Register of Deeds; Ernest Woodside, Director of Maintenance & Engineering; Cheryl A. Hurley, Administrative Assistant to the Rockingham County Delegation.

Guests: Bette W. Henneberry, Realtor, REMAX.

The Rockingham County Executive Committee held a special meeting on Monday, June 10, 1996 at 10:00 a.m. in the Commissioner's Conference Room at the Rockingham County Nursing Home in Brentwood, NH. The purpose of the meeting was to vote on a request from the Commissioners regarding RSA 28:8-c (attached) that the Executive Committee give the authorization for the Commissioners to conduct the sale of land adjacent to the Rockingham County Superior Courthouse.

Rep. Welch, Chairman, called the meeting to order at 10:10 a.m. Cheryl Hurley, Administrative Assistant to the Delegation conducted the roll call in Rep. Noyes' absence. Fourteen members were present and a quorum was declared.

Ms. Bette Henneberry, Realtor from REMAX representing the Maynard's, property owners interesting in acquiring county owned property, was present to give the committee a brief overview of the situation. She explained that the property currently used by the

Maynard's is located on the southerly side of Hampton Road, adjacent to the Rockingham County Courthouse. The Maynard's have for several years accessed this property as their driveway. At the present time, the Maynard's are in the process of selling their home and have a potential buyer, however their property is landlocked by the county owned property. Ms. Henneberry requested information on how the Maynard's should proceed. Ms. Henneberry also answered questions for the committee members. Discussion was held regarding whether the county should sell the land, transfer the land, or grant the Maynard's the right of way of the property.

Attorney Robert Gainor from the County Attorney's Office was also present at the meeting. He offered his legal advice on the situation and also answered questions for the committee members. Rep. Sytek, Chairman of the County Convention, requested information from Attorney Gainor on how the county should proceed. Attorney Gainor outlined the steps that should be taken by the Maynard's and the county as well. He explained that the Maynard's need to file a petition, hire an outside consultant to have the property surveyed, and then the county attorney's office can review the petition. The Delegation then needs to approve granting the petition. Attorney Gainor explained that the land would then become a private way granted to the Maynard's. He also suggested that the county might want to adopt language to be included in the petition that holds them harmless from any use of a public way.

The issue of the courthouse move was then brought up by Rep. Welch, Chairman of the Executive Committee, who commented on an article recently printed in the Manchester Union Leader indicating that the courthouse move was on hold. Rep. Welch requested that the Commissioners update the committee members. Commissioners Walker and Battles informed the committee that at this time the contract with the state has not been signed by either parties. The Commissioners have made minor changes in the contract which they plan to present to the state sometime next week.

The issue of establishing a line in the budget for the courthouse rent was raised. It was reported to the Executive Committee that the Delegation needs to appropriate money to establish a line for the courthouse rent. Mrs. Young, Fiscal Officer, explained to the committee members that this issue was discussed during the budget process, and it was the consensus at that time that the county did not want to appropriate a line within the budget for the courthouse rent without a signed contract with the state. Mrs. Young explained that according to RSA 24, the county cannot spend or incur a liability without establishing a line. Therefore, the Delegation will need to hold a public hearing and Delegation meeting to approve the appropriation for the courthouse rent prior to the County Attorney and Registry of Deeds Office moving.

Rep. Sytek made the following motion:

I move that we establish a new line called "Brentwood Lease Payments", line 01-4212-1.20 and appropriate \$76,000 to that line.

The motion was approved on a voice vote.

Rep. Sytek made the following motion:

I move that we amend the revenue amount from \$19,265,269 to \$19,341,269.

The motion was seconded by Rep. Packard and approved on a voice vote.

Rep. Sytek made the following motion:

I move that we revise the bottom line of the county budget to be \$44,0975,306.

The motion was seconded by Representatives Packard and Malcolm and approved on a voice vote.

Rep. Sytek informed the committee that she will schedule a Public Hearing for Thursday, June 20, 1996 at 9:30 a.m. with a Full Delegation Meeting to follow at 10:00 a.m. At this meeting, the Delegation will be asked to vote on a supplemental appropriation in the amount of \$76,000 for lease of office space for the Register of Deeds and County Attorney's Office at the new Rockingham County Superior Courthouse. Rep. Sytek informed the committee members that we will be able to pass the supplemental budget without any change in the tax rate.

The Commissioners reported on the status of the jail negotiations. At the present time the proposed contract is unsigned. .

There being no further business, Rep. Packard made a motion to adjourn the meeting which was seconded by Rep. Malcolm. The meeting adjourned at 11:55 a.m.

Respectfully submitted



Cheryl A. Hurley, Administrative Assistant  
to the Rockingham County Delegation



Rep. Richard Noyes, Clerk  
Rockingham Executive Committee/Delegation

cah

June 20, 1996

Minutes  
Rockingham County Delegation

The Rockingham County Delegation met at Hilton Auditorium in Brentwood on this date to consider a supplemental budget, made necessary by the pending move of two county departments to the new state-owned courthouse in Brentwood.

Chairman Donna Sytek called the meeting to order at 10:06 a.m. Roll call determined that 50 members were present. (The attendance list is on file at the delegation office.)

Commissioner Walker reported on a recent development in the sale of the existing courthouse: a potential purchaser. One condition of the proposed purchase (which is new enough so only now are terms being negotiated) is that the Registry of Deeds remain as a tenant for six months. The rental to be paid would be the same as Exeter as would have been the case (to the state) at Brentwood. But, she said, a telephone call this morning from the realtor to the purchaser had determined that the six-months tenancy was not a requirement.

Rep. Welch moved as follows: "that we establish appropriation line 01-4212-01.20, Brentwood Lease Payments, to pay for the monthly amounts due the State once the Register of Deeds and the County Attorney's offices move to the state-owned building, and that \$76,000 be appropriated to the newly established line 01-4212-01.20 which will increase the Capital Improvements/Contingency budget from \$1,249,845 to \$1,325,845." The motion was seconded by Rep. John Flanders.

Rep. Belanger asked whether we should not wait for further developments, and more certainty as to exactly how much money is needed for what, before making the appropriation. Suggested the supplemental budget vote should be done at a later date.

Rep. Nowe asked of Commissioner Walker: As things stand now, will the Registry move be delayed by six months? She said the word now is that the delay is no longer necessary. It is the intention of the commissioners to move the registry as soon as possible. Rep. Nowe wanted a tentative date for the move. Walker said it depends upon arrangements with the moving company. Will probably be at least a week's delay between the two moves.

Rep. Henderson said he feels "we are very close to a happy ending to a long, complicated story." Urged a positive vote. Said he is speaking as former commissioner who has followed the process carefully for many reasons, including the fact the old building is in his town.

Rep. Weyler spoke in favor of the motion. The move will not be immediate, clear-cut. It will, instead, be a gradual process.

Wanted information from Registrar Stacey as to the need for a new computer system, which might affect the length of time needed for the move.

Rep. Dodge asked questions. 1) What happened to \$150,000 appropriated earlier for the move? Theresa Young said it not yet spent. 2) Could the \$76,000 be taken from the moving fund? Commissioner Barka said there are other costs which must come from the moving fund.

Rep. Varrell asked what the net profit to the county will be, after all other costs such as real estate commission? He was told something on the order of \$460,000. Has that money been written into the budget? Chairman Sytek said further motions would be made to complete the details of the transaction.

Rep. Gleason wanted details of the purchase and sales agreement. Commissioner Battles said it has not yet been completed, because potential purchaser has so recently been found. The agreement will be drafted within a day or so.

Rep. Camm wanted to know "what it costs us to run" the old building at Exeter. Question concerned ultimate costs which may result from the transition.

Rep. Weyler explained details of the transfer of costs, including exchange between county and state.

Rep. McKinney moved the question, and the motion was approved on a voice vote.

The Welch motion (above) was approved on a voice vote.

Rep. Welch then moved as follows: "that estimated revenues from sources other than taxes be increased by \$76,000, from \$19,265,269 to \$19,341,269, to provide funding for the additional appropriation." Rep. John Flanders seconded the motion, which was approved on a voice vote.

Rep. Welch then moved as follows: "that the Rockingham County Convention, in accordance with RSAs 24:13 and 24:14a, authorizes the increase in Appropriations from \$44,899,306 to \$44,975,306 for the use of the County in 1996. Further, that the Estimate of Total Resources be increased from \$44,899,306 to \$44,975,306." The motion was seconded by Rep. John Flanders. No discussion. The motion was approved on a voice vote.

Rep. Henderon moved a resolution: To authorize the commissioners to sell the land and buildings. Rep. Christie seconded.

Rep. Nowe believed there should be a minimum figure included in the resolution. Chairman Sytek said this resolution only opens the way to a sale, which would then have to be approved by the

delegation in a more specific resolution.

The resolution was voted affirmatively by voice.

Rep. Henderson then moved a resolution: To convey to commissioners the delegation's view that the move to new quarters be made as soon as possible, and that the Registry of Deeds be moved promptly. Approved on a voice vote.

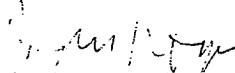
Chairman Sytek announced members of a committee to study land and water resources of the county, and how the Rockingham Conservation agency can be involved in the subject.

Commissioner Walker brought the delegation up to date on the continuing labor negotiations with the jail staff. Chairman Sytek explained another meeting of the delegation will be needed if, and when, the negotiations become successful.

The meeting was closed with a moment of silence in memory of the late Lawrence Chase, recently deceased, and formerly chairman of the delegation .

The meeting was adjourned at 10:50 a.m.

Respectfully submitted,



Richard Noyes, Clerk

July 19, 1996

Minutes  
Rockingham County  
Executive Committee, second quarter review

Chairman David Welch opened the meeting at Hilton Auditorium in Brentwood at 10:05 a.m. Roll call found 18 members present. See list. Also, Rep. Flanders, Rep. Nowe, Rep. Pratt, Orr, Jackson, Young, Walker, Stacey, Vetter, Hart, Sturtevant and other county officials.

The quarterly review began with a report by Sub-committee chairman Clark on the County Attorney account, which she indicated is in good shape. Attorney Hart added comments, reporting on his department's new quarters, which he called a "professional looking law office, representing the people of this county well."

Sub-Committee chairman Coes reported on Registry of Deeds. She indicated a few areas of concern, including the telephone account line. Registry is in its new office, and everyone is apparently "delighted to be there." See written report. Stacey commented on differences of opinion with Sprint as to line charges and billing errors on the fax line. Young reported that situation has been resolved.

Commissioner Walker explained background details of the differences with Sprint. Action correcting it is on the agenda for next Monday's meeting of the Commission.

Written report from Sub-Committee chairman Syracuse on Commissioners, Personnel, General Government, Fiscal Office and Treasurer's office accounts. All were augmented by Weyler. See report.

Brief oral report from John Weinbrecht, county's new Director of Human Resources. Also Comments by Treasurer Orr. See his written report.

Sub-committee chairman Flanders reported on Jail accounts. He said they are within the bottom line. County is holding 19 alien prisoners for federal authorities (Immigration department), which means additional income. Line for meals is misleading because of delay in figures, and because of higher population. Will mean transfer of figures at later time. Not expected to require a delegation meeting. Chairman Welch asked Gene Charron to bring us up to date at the next quarterly meeting.

Charron reported on program whereby jail inmates are being released under controlled circumstances to perform service for communities within the county. Program is working well. Jail's health care function has received certification, an honor higher than he had hoped might be realized.

Charron said, in response to a question from Sytek, that legislation may be needed to change RSAs so prisoners can help non-profit agencies as well as municipalities.

Sub-committee chairman Packard reported on Sheriff's department. Sees no spending problems pending. Questions re revenue, and (from McKinney) method of handling parking tickets (it was called a "territorial" dispute, Manchester facility within Londonderry).

Sub-committee chairman Beaulieu read from written report on Maintenance Department. Anticipates no major problems. See written report. Commissioner Walker reported briefly on progress of purchase and sales agreement for Exeter property; still ironing out details. Beaulieu opened discussion of status of paintings at Exeter, and plans for protecting them pending the final move. Walker said paintings are clearly owned by the county, and record of them is on file with insurance contracts.

Sub-committee chairman Conroy reported on Human Services. Finds nothing unusual about the accounts, and things seem to be in order.

Sub-committee chairman Packard reported on Capital Improvements and Long Range Planning. Sub-committee has asked for information on any requests to be expected from department heads for capital spending, and have had two such requests. Will be meeting soon. Air-conditioning project is nearly completed. Walker said a few problems remain, but are being corrected.

Chairman Welch reported on non-county specials. They are not ordinarily reviewed at quarterly meetings, because the involve only distribution of funds appropriated. No review of expenditures is relevant, a transfers are made. Sub-committee chairman Smith commented briefly.

Sub-committee chairman McKinney reported on Nursing Home. There has been no meeting, and things are progressing satisfactorily. Revenue is up a little.

Sub-committee chairman Malcolm submitted written report on Extension Service. See report.

Sub-committee chairman Katsakiores reported on Delegation account. Welch said furniture is being insalled in the delegation's new quarters; there for inspection. Accounts are in line for second quarter.

Sub-committee chairman Weyler reported on revenue. Money coming in as expected. Some increases in jail income (as explained above) and at Registry of Deeds because of additional activity there.

Line item transfers: Nursing Home, McKinney moved (see

detail on blue sheet), seconded by Arndt. Approved, vv.

Sheriff/dispatch request not entirely ready because of difference of opinion on balance between employer and employee obligation. Packard recommended reduction in amount. County's share, \$4,016, including accumulated interest, according to Sheriff Vetter. McKinney moved \$2,139 to reflect the county's share, seconded by Arndt. Approved on a vv with opposition from Dube and Dolan.

Commissioners/General Government, McKinney moved transfers of \$3,300 and \$3,542, seconded by Clark. Approved on vv.

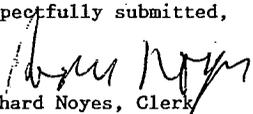
Human Services, \$6,119. McKinney moved transfer, seconded by Clark. Approved on vv.

Dispatch in sheriff's department. Vetter explained need for the transfer. Stems from experienced dispatchers out for medical reasons. Need to replace with regulars on overtime. Packard moved transfer, McKinney seconded. Approved on vv.

Chairman noted health fund balance sheets, which were distributed for information. There followed discussion of specific items regarding Exeter property transfer, etc.

Meeting was adjourned at 12:40 p.m.

Respectfully submitted,

  
Richard Noyes, Clerk

Minutes  
Special Meeting, Executive Committee

October 11, 1996

The Rockingham County Convention's Executive Committee met this date at Hilton Auditorium in Brentwood.

Present: 19 members, the only absence being Rep. Vivian Clark. Also present were Reps. Dodge, Nowe, Pratt, Weare and Scanlon, Convention members; Commissioners Walker and Barka, Young, Jackson, and other members of the administration.

Chairman David Welch opened the meeting at 10 a.m.

The first item of business was a line-item transfer request from the Commissioners. It results from a settlement reached in the civil lawsuit filed several years ago by a former staff member against Commissioners. The settlement will require a line item transfer of \$30,000, to cover both settlement and legal fees. The case never went to court, a settlement agreement having been reached in talks between parties.

Rep. Dolan asked for a fuller explanation of the case. Commissioner Walker recapitulated the long procedure, and the need for fund transfer, with the assistance of Young.

Rep. Syracuse moved that the transfer be approved, and the motion prevailed on a unanimous voice vote.

A proposed easement on county property (a piece of land on the Ladd Farm, approximately 50 feet by 50 feet, directly behind the present mobile home occupied by Wayne and Jude Gates) was next discussed. The facts in the case are explained a written material furnished to the committee and made a part of these minutes. Commissioner Walker provided additional explanation. The site is needed by NYNEX for a digital/fiber optics switching station.

Rep. Sytek asked: This being an easement, do the statutes cover this case? Walker said yes. She noted that the \$15,000 payment involved is a one-time occurrence. Rep. Weyler agreed with Walker as to the need for approval, except for a question of county's need to go before the Brentwood Planning Board. He believes it will be possible to satisfy current legislation within confines of the proposed agreement, but that the local planning board should be satisfied.

Rep. Sytek moved that we recommend approval of the agreement to the full Convention. Walker volunteered that Commissioners will inform Town of Brentwood of the agreement as required.

Rep. Syracuse asked about just what will be recorded as a result of the transfer.

Rep. Weyler moved that the motion be amended to require that recently approved legislation be satisfied. It would mean that the case would have to go before the Brentwood planners for site plan review. He pointed out that the project involves site use change, which should be reviewed. Rep. Dolan supported the amendment. Chairman Welch voiced doubts. Rep. Sytek believes it is beyond the responsibility of the executive committee at that it is the Commissioners who must comply. She believes they will.

Rep. McKinney moved the question, and the motion was approved. The Weyler amendment was rejected on a hand-count vote, 8 to 10. The motion as originally offered was brought to a voice vote and defeated with one member opposed.

The discussion then turned to matters arising from the sale of the old Courthouse in Exeter. The details were provided committee members in a letter from the Kane Company, intended purchasers, which is a part of these minutes.

Commissioner Walker explained the details.

Rep. Sytek asked what the full delegation will have to do in order to move this thing along, and was told it must establish a new line in the budget. So the executive committee's task is to recommend the new line. Chairman Welch proposed, instead, that committee urge Commissioners to take any necessary action. Young said establishment of new line would be possible. An adjacent line, "Land Purchases," already exists.

Rep. Sytek moved that the committee recommend to delegation that a new line be established. It was suggested that the "Land Survey" line be changed to "Land Purchase," because line has not been used. Young recommended that a new line be established. Line number will end in 02. Sytek made clear that was the intent of her motion.

The motion approved on a unanimous voice vote. Rep. Felch added that he knows where the deed to the Exeter Courthouse property is (in the files of the State Department of Transportation), and will take action to see that it is provided to the Commissioners.

Members were provided with a printed summary of union contract cost items from Commissioners to the Executive Committee, and relevant excerpts from the RSAs.

Chairman Welch noted paragraph II (b) in the RSA sheet.

Rep. Sytek moved recommendation to the full Convention of approval of the new contract, including our obligations regarding it.

Rep Katsakiores asked for explanation of obligations in years to come. Young said the new delegation next year would have to approve the increases needed. Increase would have to be funded in the budget.

There was extensive discussion of the ongoing process of administering the new agreement. Approval of the cost items is enough. Lines already exist in the budget to take care of any reallocation needed. McKinney asked for, and was given, specific figures regarding the year-by-year increases. The contract does not specify any particular percentage of increase, but provides that the employees will go onto the same payscale as the other county employees. They will, however, need their own merit pool.

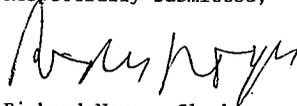
Rep. Sytek asked about provision for uniforms. Walker explained. The item is a one-time provision to bring present employees up to the level provided for new employees.

Rep. Sytek's motion to recommend approval was adopted on a unanimous voice vote.

Rep. Sytek moved a procedure for acting upon it, and that motion was approved on a unanimous voice vote.

Meeting was adjourned at 11:15 a.m.

Respectfully submitted,



Richard Noyes, Clerk

October 18, 1996

MINUTES

Rockingham County Executive Committee

Minutes of third-quarter review meeting of the Rockingham County Executive Committee, this date, at Hilton Auditorium in Brentwood.

Chairman David Welch opened the meeting at 10:10 a.m. and ordered a roll call. Present: Reps. Arndt, Beaulieu, Clark, Coes Dube, Felch, Flanagan, Katsakiores, Malcolm, McKinney, Noyes, Packard, Smith, Syracuse and Welch; a total of 15 members and a quorum. Attending also; Reps. Flanders, Nowe, Pratt, Dodge and Weare; Commissioner Walker, Theresa Young and Jayne Jackson of the business department, Delegation Administrative Assistant Hurley and other department heads and staff members.

Rep. Syracuse, as subcommittee chairman, submitted a written report on the accounts of Commissioners, Personnel, General Government, Fiscal Office and Treasurer which is filed with these minutes. He augmented them orally.

The report was accepted on a unanimous voice vote.

Rep. Flanders continued the meeting with a report on the Jail, from which he said there was "good news." All the accounts appear to be in order. The committee was given, also, a written report from Louise M. Turner of the Department of Corrections business office, which is filed with these minutes. The report was accepted on a unanimous voice vote.

Rep. Coes presented a written report of the Registry of Deeds, filed with these minutes, and augmented it orally.

Register of Deeds Stacey reported a recent incident in which a bill she believed had been paid was the source of communication from a critical supplier. She said she would like to have closer control over any records regarding her department. Rep. Coes added that it stems from a problem which has been discussed, and which she believed had been solved. It seems, however, not to have been solved.

Rep. Felch moved, seconded by Rep. McKinney, that the report be accepted. It was adopted unanimously on a voice vote.

Rep. Packard reported that, while no subcommittee meeting has been held, he finds the figures from the Sheriff's Department in order.

Sheriff Vetter said that although the Deputies Overtime line in the third quarter report shows only 66% of the appropriated funds spent, recent heavy demands on the department have changed that figure substantially. The emergency nature of the situation

makes it impossible for him to avoid spending funds. He said, however, that he believes it will be possible to finish the year within the money provided, and that the department will be okay.

Rep. McKinney moved, seconded by Rep. Coes, that the report be approved. It was adopted unanimously on a voice vote.

Rep. Beaulieu submitted a written report on the Maintenance department, filed with these minutes.

Rep. Katsakiores asked whether there will be exceptional costs as a result of maintaining the old courthouse, which has not yet been sold.

Rep. Felch said his investigation of the whereabouts of the deed for the property led him to find them in the Registry of Deeds, Book 1724, page 73, dated July 8, 1964.

Rep. McKinney asked whether recent oil price hikes will affect the costs of heating county buildings adversely. It was reported long term agreements now in effect protect the county against such short term increases.

Rep. Malcolm moved, seconded by Rep. Malcom, that the report be accepted. It was adopted on a unanimous voice vote.

In the absence of Rep. Conroy, chairman of the subcommittee on Human Service, Diane Gill, director of the department, said there are no surprises to be found in the third quarter report.

Rep. McKinney moved, seconded by Rep. Arndt, that the report be accepted. It was adopted on a unanimous voice vote.

Rep. Packard reported on the Long Range plan. There will be no full report ready until November, but he has been meeting with relevant individuals to discuss it.

Rep. Malcolm moved, seconded by Rep. Syracuse, that the report be accepted and it was adopted on a unanimous voice vote.

Rep. Smith, reporting on non-county specials, said some agencies for which funds had been appropriated have not drawn them, but that the subcommittee believes it is the responsibility of those agencies to ask for the funds when and as they need them.

Commissioner Walker reported there have been recent requests for some of the funds. Smith questioned whether the funds have gone to agencies for which they were approved.

The discussion turned to a question of whether funding has been provided to agencies actually approved. Chairman Welch said the commissioners have verified an identity between them.

It was reported that the Rockingham County Visiting Nurses Association (VNA) has become associated with the Exeter Hospital, raising a question of whether it is in fact a name change or a new entity.

Rep. Beaulieu believes the agency is now "owned by the Exeter Hospital."

Chairman Welch asked that the commissioners verify the facts in this case before disbursing any more funds.

Rep. Malcolm moved, seconded by Rep. Arndt, that the report be accepted, and it was adopted unanimously on a voice vote.

Rep. McKinney reported on the Nursing home. She said things appear to be in order, although there are some line transfers on file for the executive committee to act on.

Rep. Packard moved, seconded by Rep. Arndt, that the report be accepted, and it was adopted unaimously on a voice vote.

Rep. Malcolm reported for the Cooperative Extension Service. Rep. Packard moved, seconded by Rep. McKinney, that the report be accepted. It was approved unanimously on a voice vote.

Register of Deeds Stacey, having been called to her office, returned to the meeting with a letter faxed to her today from the supplier who complains at not having been paid. She said the company, whose materials are vital to the Registry, threatens to stop delivery if the \$6,000 bill is not paid.

Commissioner Walker said she'd had no notification of the problem, and had been led to believe the bill was paid two weeks ago. It is an unusual situation, involving the Registry's recent move to new quarters.

Rep. Felch asked why the other two commissioners were not in attendance at the meeting. Commissioner Walker indicated that one element in the problem was difficulty on some occasions to find other commissioners to sign papers.

Rep. Katsakiores, reporting for the Delegation accounts, said he sees no problems with the figures, and that the delegation should be able to end the year within budget.

Rep. Malcolm moved, seonded by Rep. McKinney, that the report be accepted. It was adopted on a unanimous voice vote.

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The status of four internal funds was reported in charts provided by Jayne Jackson. They are filed with these minutes.

Rep. Smith asked whether the county will feel a cost increase next year as the result of health-care cost increases being felt by other governmental groups.

Commissioner Walker said there are reports that the New Hampshire Municipal Association (NHMA) will be increasing the cost of its coverage next year by 25%. She pointed out, however, that the indications are Blue Cross will be having similar increases.

Rep. Syracuse moved, seconded by Rep. Felch, that the fund reports be accepted. The motion was adopted on a unanimous voice vote.

The committee then considered line-transfer requests from several departments. Two from the County Attorney's medical examiner account were approved by unanimous voice vote on a motion from Rep. McKinney; several totalling \$46,300 from Corrections by unanimous voice vote on a motion by Rep. Packard, seconded by Rep. Malcolm; three from the County Attorney's office by two unanimous voice votes, both on motions by Rep. Clark, seconded by Rep. McKinney; a list from Engineering and Maintenance by unanimous voice vote on a motion by Rep. Beaulieu, seconded by Rep. Flanagan; a \$6,000 transfer for General Government (as the result of an agreed settlement) by unanimous voice vote on a motion by Rep. Syracuse, seconded by Rep. Smith; one for Cooperative Extension by unanimous voice vote on a motion by Rep. Malcolm, seconded by Rep. Arndt; and a list for the Nursing home by unanimous voice vote on a motion by Rep. McKinney, seconded by Rep. Arndt.

Rep. Coes explained that the specific legislation which was discussed in the previous meeting of the executive committee Friday, Oct. 11, was a result of Senate Bill 11, which became effective August 9.

Commissioner Walker called attention to several pieces of recent legislation which will require housekeeping revisions in order to make full compliance possible. Rep. Noyes volunteered to pursue the matter.

The meeting was adjourned at 11:30 a.m.

Respectfully submitted,

  
Richard Noyes, Clerk

October 24, 1996

Minutes

A meeting of the Rockingham County Convention's Executive Committee was held on this date at 9:45 a.m., in the commissioners' meeting room at Hilton Auditorium. It was opened preceding a special meeting of the Convention, partially in preparation for that meeting, then recessed and reopened after the close of the Convention meeting.

Another stated purpose of the meeting was to take action clearing the way for purchase of the old courthouse.

Chairman Welch opened the meeting at 9:45 a.m., with 11 members of the executive committee present. Also present were Young and Jackson of the fiscal office, and Hurley, administrative aide to the Convention. Other members of the executive committee joined during deliberations, bringing the total to 15 members.

Chairman Welch explained details of the purchase, and of matters to be acted upon. He also brought the committee up to date on damage at the jail as a result of the recent flooding, an emergency demanding early attention..

Rep. Sytek moved that the revised site description of the old courthouse property be approved (the exact wording of the motion is on file with these minutes). The motion was seconded by Rep. Packard. It was approved unanimously on a voice vote.

Rep. Sytek moved that a land purchase line be created in the 1996 budget (the exact working of the motion creating and numbering the line is on file with these minutes.), It was seconded by Rep. McKinney. Approved unanimously on a voice vote.

Rep. Sytek moved that a storm damage line be established in the 1996 budget (see written copy filed with these minutes for exact working and the line number). It was seconded by Rep. Malcolm.

There were questions about the need for quick action. Fiscal officer Young explained the details. The storm damage at the jail is an indisputable fact, it has occurred, the damage must be repaired, and the repairs must be paid for. She reported that a search has been made of the 1996 figures for unspent money available to meet the need.

It was agreed the executive committee will meet again on Monday, Nov. 11, at 10 a.m. for further action which may be necessary.

The Sytek motion to establish a new line was approved unanously on a voice vote.

The meeting was recessed at 9:55 a.m., so members could attend a meeting of the full convention.

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The meeting was reconvened in the Commissioner's conference room at 11:05 a.m.

The committee then proceeded to take action on requests to transfer money between various lines, including the newly created lines, in order to meet the circumstances.

Jail account: Rep. Malcolm, seconded by Rep. Flanagan, moved the transfer of \$57,050 from salaries to six different lines.

The motion was approved on a unanimous voice vote.

Commissioners account: Rep. Malcolm moved, seconded by Rep. Flanagan, that \$405,553 be transferred from three different lines to four other lines, including the new storm damage line.

The motion was approved on a unanimous voice vote.

Sheriff's account: Rep. Flanagan moved, seconded by Rep. Packard, that \$2,500 be moved from the conferences line to overtime for deputies.

The motion was approved unanimously on a voice vote.

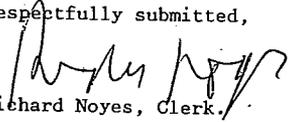
General government: Rep. Weyler moved, seconded by Rep. Packard, that \$35,000 be moved from interest on temporary loans to the new land purchase line.

The motion was approved unanimously on a voice vote.

The committee agreed to meet again on Friday, Nov. 8, at 10 a.m.

The meeting was adjourned at 11:24 a.m.

Respectfully submitted,

  
Richard Noyes, Clerk.

October 24, 1996

Minutes

A meeting of the full Rockingham County Convention was held at Hilton Auditorium in Brentwood, at 10 a.m. on this date, to consider the proposed settlement of labor negotiations between Commissioners and employees at the county jail.

Chairman Sytek opened the meeting at 10 a.m., and a roll call was taken by which it was determined that 56 members present: a quorum. Also present were Commissioners Barka, Walker and Battles; department leaders Young, Jackson, Woodside, Sturtevant and other members of the executive staff; and the Convention's executive aide, Hurley.

First item on the agenda was approval of specific cost items resulting from the proposed settlement.

Rep. Dodge raised a question on a point of order. He asked whether or not one particular member of the executive committee should reclude himself, on the basis of possible involvement in the negotiation process. Rep. Welch, Chairman of the Executive Committee, having identified himself as the member in question, explained the details of the case whereby it might be held there was involvement. He said he did not believe they were out of order, but that he would reclude himself if members wished him to do so, "to preserve the integrity of the vote."

Rep. Sytek pointed out that House rules leave the decision in such cases up to the individual member.

Welch then moved that the delegation approve the cost items (the exact wording of the motion is filed with these minutes). Motion was seconded by Rep. John Flanders.

Rep. Pantelakos wanted to know when pay increases resulting from the agreement would take place. Answer: the agreement is retroactive to 1995. Rep. Sytek explained that, if the cost items are approved, and if that action requires the transfer of any money already appropriated between lines in the 1996 budget, the executive committee stands ready to meet to consider any such transfers. The total amount involved is about \$132,000.

Rep. Vaughn questioned the accuracy of the figure, and took no issue with the explanation offered.

The motion to approve was adopted unanimously on a voice vote.

Then the meeting turned to a series of motion which relate to the sale of the old courthouse: three of them.

Rep. Welch moved that the Convention authorize and ratify

purchase of state-owned land adjacent to the courthouse (the exact wording of the motion is on file with these minutes). Rep. Malcolm seconded the motion.

Rep. Dolan asked for, and was given, details of the agreement. Other details were reviewed.

The Welch motion was approved unanimously on a voice vote.

Rep. Welch moved to establish a land purchase line in the 1996 budget (see the exact wording of the motion filed with these minutes). Motion was seconded by Rep. Malcolm.

The motion was approved unanimously on a voice vote.

Rep. Welch moved that the delegation ratify the purchase and sale agreement (see the exact wording of the motion filed with these minutes). It was seconded by Rep. Malcolm.

Question from Rep. Aranda: "If there are later changes in the agreement will we be called back for another meeting?"  
Answer: Yes.

The Welch motion was approved on a voice vote, with only a scattering of nays.

Chairman Sytek then raised the matter of a change in NYNEX's position from the one previously taken, regarding a site for digital switching equipment building. The site is Rockingham County property, on which the company had requested an easement. Rep. Welch read NYNEX's letter into the record.

There were questions from Reps. Dolan and Dodge, which were discussed and answered, regarding the commissioners' role in the matter.

Rep. Sytek then asked the Commissioners for a report on damage resulting from the recent heavy rain and flooding. Commissioner Battles said no formal report has yet been prepared, but he offered an informal rundown. He said 100% of the building is now back on line, and praised the staff for a quick return to normal conditions.

Damage assessment is in process right now. The preliminary numbers range from \$1 million to \$2 million. Governor Merrill has said he will ask the President to declare in an emergency disaster area.

Rep. Sytek said that in order to provide for remediable action which may be necessary, a new budget line is needed.

Rep. Welch moved that a storm damage line be established in the 1996 budget (The exact wording of the motion is filed with these minutes). The motion was seconded by Rep. Malcolm.

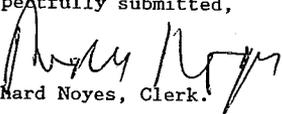
Rep. Sytek recognized the excellent work of the staff in dealing with the emergency and her comments were applauded.

The Welch motion was approved on a unanimous voice vote.

There were closing comments in appreciation of service rendered, it being the final meeting of the 1995-96 Convention.

The meeting was adjourned at 10:50 a.m.

Respectfully submitted,

  
Richard Noyes, Clerk.

November 8, 1996

MINUTES

Meeting of the Rockingham County Executive Committee  
at Hilton Auditorium, this date.

Chairman Welch opened the meeting at 10:08 a.m. at which time 14 members of the executive committee were present: Arndt, Beaulieu, Clark, Conroy, Dolan, Dube, Flanagan, Katsakiores, Malcolm, Noyes, Packard, Sytek, Welch and Weyler. Also, Reps. Scanlon and Dodge. Also Commissioners Walker and Battles, as well as Woodside and Young.

Rep. Malcolm moved, seconded by Rep. Packard, that a proposed easement (a copy of which had been provided for the committee) allowing NYNEX to build a switching station be approved.

Rep. Weyler wanted assurances the project would be presented to the Brentwood Planning Board. Commissioners Battles and Walker explained details of the agreement, including the disposition of real estate taxes on the building to be raised on the site.

Question arose as to the currency of the copy provided to the committee, changes having been made during the course of negotiations. There was indication the copy provided for the committee is not the current proposal.

Rep. Malcolm withdrew his motion, and Rep. Packard withdrew his second. The matter was set aside so that a current copy of the agreement could be found.

Meeting then turned to a request for line item transfer for engineering and maintenance. Woodside explained the need. The request is not related to storm damage. Beaulieu moved that the \$2,750 transfer (in two items) be approved. Rep. Conroy seconded it. Rep. Dolan wanted to know why there is a request for purchase of additional gasoline after a similar line item transfer for gasoline had earlier been approved. Woodside explained one factor is the increased work load on Sheriff's department and its fleet of vehicles. Dolan then said he wanted more exact figures on gasoline consumption.

The motion to transfer was approved on a voice vote, with Rep. Dolan voting no.

Rep. Malcolm moved that a \$150,000 transfer from the Commissioners for storm damage reasons be approved. It was seconded by Rep. Dolan.

Rep. Katsakiores wanted to know if the \$150,000 will be spent this year. Young noted that, except for a few hundred

dollars, the money is for "anticipated" expenses. Actual need this year will depend on several factors.

Rep. Dube wanted to know if we actually have that much money left available in the youth services account. He was told we do have that much money available, partly because the revenue needed for the account was overestimated during the budget-writing season.

Commissioner Battles explained some changes now being made in an effect to avoid repetition of such storm damage in the event of future heavy rain.

Rep. Dolan expressed appreciation to the maintenance department for the manner in which it dealt with storm damage.

The transfer was approved on a unanimous voice vote.

The meeting then returned to the matter of the proposed easement. Commissioner Walker explained changes which had been made in the agreement.

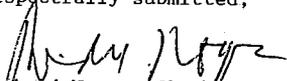
Copies of a new version of the agreement (copy included with these minutes) were distributed to the members. Chairman Welch noted the differences between the two versions.

Rep. Sytek moved that approval of the newly provided document be recommended to the full delegation at its next meeting. It was seconded by Rep. Malcolm. The differences were discussed.

The motion was approved on a unanimous voice vote.

The meeting was adjourned at 10:50 a.m.

Respectfully submitted,

  
Richard Noyes, Clerk.

# ROCKINGHAM COUNTY CONVENTION



DELEGATION  
*Kenneth W. Malcolm, Chairman*  
*David A. Welch, Vice Chairman*  
*Richard Noyes, Clerk*

EXECUTIVE COMMITTEE  
*Sherman A. Packard, Chairman*  
*Deborah Woods, Vice Chairman*  
*Richard Noyes, Clerk*

## MINUTES ROCKINGHAM COUNTY DELEGATION ORGANIZATION MEETING December 11, 1996 Rockingham County Nursing Home Brentwood NH

A scheduled meeting of the Rockingham County Full Delegation was held on Wednesday, December 11, 1996 at 9:30 a.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood.

Janet Conroy, Acting Chair of the Rockingham County Delegation in Rep. Donna Sytek's absence, called the meeting to order at 9:45 a.m. Rep. Kenneth Weyler delivered the Invocation. Rep. Charles Vaughn led the Delegation in the Pledge of Allegiance.

Rep. Richard Noyes, Clerk, called the roll and those in attendance were: Representatives Dennis Abbott, Kathryn Aranda, Janet Arndt, Marjorie Battles, Jon Beaulieu, Ronald Belanger, Franklin Bishop, Maryann Blanchard, Kevin Camm, Gregory Carson, Margaret Case, Mark Cegelis, Andrew Christie, Martha Clark, Betsy Coes, Richard Cooney, Bruce Dearborn, Robert Dodge, Richard Dolan, Sandra Dowd, Michael Downing, Patricia Dowling, Vivian Dunham, Charles Felch, Robert Fesh, Natalie Flanagan, John Flanders, Sheila Francoeur, Joseph Frechette, Paul Gibbons, John Gleason, Mary Griffin, Joseph Guthrie, John Heath, Rebecca Hutchinson, Cecelia Kane, Geroge Katsakiores, Phyllis Katsakiores, Jane Kelley, Rudolph Kobel, Jane Langley, John Langone, Robert Letourneau, Marian Lovejoy, Norman Major, Kenneth Malcolm, John McCarthy, Cynthia McGovern, Betsy McKinney, Walter Mikowski, Ralph Millard, Benjamin Moore, Debbie Morris, Terie Norelli, Ronald Nowe, Richard Noyes, Sherman Packard, Laura Pantelakos, Bernard Raynowska, Neil Reardon, George Rubin, Norma Sabella, Frank Schanda, John Simmons, Kevin Smith, Nancy Stickney, Joseph Stone, Donald Stritch, Arthur Tufts, Thomas Varrell, Charles Vaughn, David Welch, Kenneth Weyler, and Deborah Woods.

Also in attendance were: Commissioners Jane Walker and Thomas Battles; Kate Pratt, Commissioner-Elect; Theresa Young, Fiscal Officer; Jayne Jackson, Staff Accountant; James Orr, Treasurer; Bill Sturtevant, Nursing Home Administrator; Diane Gill, Director of Human Services; Cathy Stacey, Register of Deeds; Sheriff Wayne Vetter, High Sheriff; Robert Gainor, Assistant County Attorney; Cheryl A. Hurley, Administrative Assistant to the Rockingham County Delegation.

Excused: Representatives Donna Sytek, Warren Henderson, Anthony Syracuse.

Rep. Noyes, Clerk, declared that a quorum was present.

Janet Conroy opened the floor for nominations for the Delegation Chairmanship and called on Rep. David Welch.

Rep. Welch nominated Rep. Kenneth Malcolm of Hampton as Chairman of the Delegation. Rep. Deborah Woods seconded the nomination.

Janet Conroy called for further nominations from the floor. Rep. Dolan recognized Rep. Robert Dodge of Epping. Rep. George Rubin seconded the nomination.

Rep. John Flanders then moved that nominations be closed. The motion was seconded, and the vote was unanimous in favor of the motion to close the nominations.

Janet Conroy then opened the polls for Chairman of the Delegation. The ballots were then counted. Janet Conroy then announced Kenneth Malcolm as the Chairman of the Rockingham County Delegation. She reported the results as follows: Rep. Kenneth Malcolm 46 votes, Rep. Robert Dodge 26 votes, and 1 blank vote.

Chairman Malcolm then called for nominations of Vice-Chairman. Rep. Sherman A. Packard nominated Rep. David A. Welch, of Kingston, as Vice-Chairman. A motion was then made that nominations be closed, and Chairman Malcolm instructed the secretary to cast one vote in favor of Rep. David Welch as Vice-Chairman. Rep. David Welch was declared Vice-Chairman of the Rockingham County Delegation.

Chairman Malcolm called for nominations for the position of Clerk of the Delegation. Rep. John Flanders nominated Rep. Richard Noyes, of Salem, as Clerk of the Delegation. The motion was seconded and nominations were closed. Chairman Malcolm called for the secretary to cast one vote in favor of the nomination of Rep. Richard Noyes, Clerk. Rep. Richard Noyes was declared Clerk of the Rockingham County Delegation.

Chairman Malcom called for nominations for officers of the Executive Committee of the Rockingham County Delegation. Rep. Deborah Woods nominated Rep. Sherman A. Packard, of Londonderry, for Chairman of the Executive Committee. The motion was seconded by Rep. John Flanders. A motion was made that nominations be closed. The secretary was instructed to cast one vote in favor of Rep. Sherman Packard as Executive Committee Chairman. Rep. Sherman Packard was declared Chairman of the Rockingham County Executive Committee.

Rep. Malcolm called for nominations of Vice-Chairman of the Executive Committee. Rep. Charles Felch nominated Rep. Deborah Woods of Stratham 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. Deborah Woods as Vice-Chairman. Rep. Woods was declared Vice-Chairman of the Rockingham County Executive Committee.

Chairman Malcolm called for nominations for the position of Clerk of the Executive Committee. Rep. John Flanders nominated Rep. Richard Noyes, of Salem, as Clerk of the Executive Committee. Chairman Malcolm instructed the secretary to cast one vote in favor of Richard Noyes as Clerk of the Rockingham County Executive Committee. Rep. Richard Noyes was declared Clerk of the Rockingham County Executive Committee.

Chairman Malcom introduced Rep. Sandra Dowd as 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. Dowd introduced Rep. Charles Vaughn and Rep. David Flanders as the Nominating Committee members. She then read the nominees from District 1 and they were as follows:

Rep. Leroy Dube  
Rep. Charles Felch  
Rep. Teri Norelli  
Rep. Laura Pantelakos  
Rep. John Simmons

Chairman Malcolm called for further nominations from the floor. There were none. The nominations were seconded and nominations were 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 Malcolm called for the nominations for the Executive Committee from District 2. They were as follows:

Rep. Jon Beaulieu  
Rep. Betsy Coes  
Rep. Richard Dolan  
Rep. Warren Henderson  
Rep. Kenneth Weyler

The Chair called for nominations from the floor. Rep. John Simmons nominated Rep. Mark Cegelis. Rep. Charles Felch nominated Rep. John Flanders. Rep. George Rubin nominated Rep. Robert Dodge. Rep. Norman Major nominated Rep. Ronald Nowe and Rep. Kevin Camm. There were no further nominations from the floor. Rep. Malcolm called for election by secret ballot. The Chair appointed tellers for the election.

Rep. Malcolm declared the polls closed. Rep. Malcolm announced the elected District 2 Executive Committee members as follows:

Rep. Jon Beaulieu  
Rep. Betsy Coes  
Rep. Richard Dolan  
Rep. Warren Henderson  
Rep. Kenneth Weyler

Chairman Malcolm called for nominations for the Executive Committee from District 3. They were as follows:

Rep. Janet Arndt  
Rep. George Katsakiores  
Rep. Robert Letourneau  
Rep. Betsy McKinney  
Rep. Ron Belanger

The Chair called for further nominations from the floor. There were none. Rep. Packard made a motion that nominations be closed. The Chair instructed the secretary to case one vote in favor of the slate as presented and declared the nominees as elected to the Executive Committee.

#### RESOLUTIONS

Rep. David A. Welch made the following motion, entitled Resolution 1997-1, for the adoption of procedures for filling Rockingham County Executive Committee vacancies:

I move that the Rockingham County Convention authorize the Executive Committee to fill vacancies on the Executive Committee by a 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.

The motion was seconded and approved on a voice vote. Rep. Dolan and Rep. Sabella voted no.

Rep. David A. Welch made the following motion, entitled Resolution 1997-2, for the authorization for Rockingham County to pay 1997 expenses as follows:

Due to timing differences, the County runs without a signed operating budget during the months of January and February. Historical figures demonstrate that the January and February expenses will total approximately \$6.5 million.

Since RSA 24:15 states that "no County Commissioners, 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," I move that we, the Executive Committee of the County Convention, authorize the

County to spend up to \$6.5 million for 1997 expenses during the months of January and February in anticipation of the subsequent approval of the 1997 budget.

Further, that the \$6.5 million be allocated proportionately to line items based on 1996 approved net appropriations to fund like operating and personnel expenses in existence as of 12/31/96.

The motion was seconded and unanimously approved on a voice vote.

Rep. David A. Welch made the motion, entitled Resolution 1997-3, for authorization for Rockingham County to borrow in anticipation of taxes as follows:

I move that the Rockingham County Executive Committee of the County Convention authorize the following resolution: That the money in the treasury of the County being insufficient to meet the demands upon it beginning January 1, 1997, approval is hereby given to the Treasurer, upon the order of the County Commissioners, to borrow up to \$20,000,000 under RSA 29:8 as amended.

Rep. Richard Dolan asked for an explanation on how the amount of \$20,000,000 was determined. Mr. James Orr, Treasurer, clarified that the amount requested is **up to** \$20,000,000, and stated that the Treasurer's Office does not anticipate borrowing the full amount. Historically, this dollar amount has proven to be sufficient in the past.

Rep. Dolan then amended the motion to borrow the amount of \$13,000,000. Rep. Rubin seconded the motion.

Rep. Welch spoke in opposition to the amendment stating that this is a standing resolution of the county which has never been abused in the past .

A vote was then taken on the amended motion to change the borrowing amount to \$13,000,000. A voice vote was taken and the motion did not pass. Rep. Dolan voted no.

Rep. David A. Welch made the following motion, entitled Resolution 1997-4:

I move that the Rockingham County Executive Committee be empowered by the County Convention according to RSA 24:2 to act as a subcommittee to consider the budget and made recommendations to the County Convention.

The motion was seconded and unanimously approved on a voice vote.

The next item on the agenda was the approval of an easement on county property for a NYNEX switching station. Rep. Welch explained that there is a current proposal before the Delegation; however, the current proposal does not reflect the relocation site recently proposed by NYNEX. Therefore, he recommended that the Delegation not act on this

document until it has been revised to reflect the exact location of the easement. He suggested that this issue be taken up at a subsequent Delegation Meeting which can be arranged and held in Concord after a session day. .

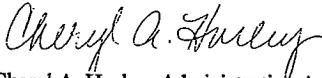
Rep. Varrell made a motion to table the proposal. Rep. John Flanders seconded the motion. The motion was approved unanimously by a voice vote.

Chairman Malcolm then thanked Commissioner Jane Walker for her many years of service to the county and congratulated her on her upcoming retirement.

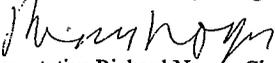
Chairman Malcolm announced that the Executive Committee will be meeting following the Delegation meeting as planned.

There being no further business, the meeting adjourned at 11:40 a.m.

Respectfully submitted,



Cheryl A. Hurley, Administrative Assistant  
to the Rockingham County Delegation



Representative Richard Noyes, Clerk  
Rockingham County Delegation

cah

**MINUTES**  
**ROCKINGHAM COUNTY**  
**EXECUTIVE COMMITTEE MEETING**

Wednesday, December 11, 1996  
Hilton Auditorium  
Rockingham County Nursing Home  
Brentwood, NH

The Rockingham County Executive Committee met on Wednesday, December 11, 1996 following the adjournment of the Rockingham County Delegation Organization Meeting which was held at 9:30 a.m. on this date.

The purpose of the meeting was to consider line item transfer requests and confirm officers for 1997/1998.

The meeting was called to order at 11:50 a.m. by Rep. Sherman A. Packard, Chairman of the Rockingham County Executive Committee.

The roll call was deferred, as a quorum was declared present.

The Officers of the Rockingham County Convention for 1997/1998 were confirmed as follows:

Rep. Kenneth Malcolm, Chairman, Rockingham County Convention  
Rep. David A. Welch, Vice-Chairman, Rockingham County Convention  
Rep. Richard Noyes, Clerk, Rockingham County Convention

Rep. Sherman A. Packard, Chairman, Rockingham County Executive Committee  
Rep. Deborah Woods, Vice-Chairman, Rockingham County Executive Committee  
Rep. Richard Noyes, Clerk, Rockingham County Convention

On a motion made and seconded, it was voted to approve the following line item transfer requests:

Engineering & Maintenance Services - from 01-4169-51.00 RCNH Electricity \$20,000 to 01-4167-51.00 RCNH Fuel \$20,000.

From 01-4161-36.00 Office Equipment Repair \$500 to 01-4161-34.00 Office Supplies & Expenses \$500.

Minutes - Rockingham County Executive Committee (continued)  
December 11, 1996  
Page 2

Engineering & Maintenance Services - from 01-4168-37.00 WWTF Purchase Services \$1,200 to 01-4170-37.00 WWTF Purchase Services \$1,200. The transfer is to cover expenses of additional lab fees regarding water sample analyses.

Human Resources - from 01-9202-19.01 Conferences \$1000 to 01-9202-34.00 Supplies \$1000. The reason for the transfer was to cover ads and additional office supplies.

General Government - from 01-9100-01.00 Interest on Temporary Loan \$1,200 to 01-9150-01.00 Taxes to Town of Brentwood. The transfer is needed as a result of a tax rate increase.

Capital Improvements/General Government - from 01-4212-01.10 Capital Improvement - Computers \$3,080, from 01-4212-01.14 Capital Improvement - New Courthouse Improvements \$1,500 to 01-4120-35.00 Equipment Deeds \$4,580.

County Attorney - from 01-4110-43.00 Expense of Prosecution \$800 to 01-4110-34.00 Office Supplies \$800. The transfer is to cover the cost of additional letterhead and necessary supplies to avoid over-expending.

County Attorney - from 01-4110-43.00 Expense of Prosecution \$1,800 to 01-4110-41.00 Dues \$1,800. The transfer is to cover unexpected new dues. Package for New Hampshire County Attorney's Association (approximately \$2,450). Rep. Dolan voted no and wished to be recorded as doing so.

Corrections - from 01-6100-37 Service Contracts \$960 to 01-6100-19 Travel Reimbursement \$960, from 01-6100-01.04 Correctional Officers Salaries \$20,000 to 01-6100-65 Meals \$20,999; from 01-6100-57:03 Outside Medical \$1,500 to 01-6100-67 Personal Care \$1,500; from 01-6100-78 Cost of Inmates at other Facilities \$1,500 to 01-6100-73 Paper Plastic \$1,500. The above request due to overpopulation. Budget based on 190 inmates and have been running with 240+ inmates.

Nursing Home - from 5170.82 Environmental Services - Furnishings \$3,000 to 5130.82 Dietary - Equipment Repairs \$4,300, from 5200.30 Occupational Health.

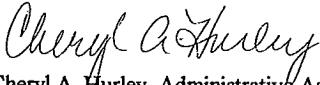
Rockingham County Executive Committee (continued)  
December 11, 1996  
Page 3

From 5130.00 Dietary - Salaries \$20,000 to 5130.50 Provisions \$20,000; from 5196.72 Transportation - AMDC \$1,000 to 5196.51 Meals - AMDC \$1,000.

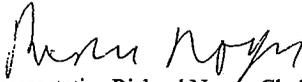
From 5191.00 Salaries - PT \$800 to 5191.10 Social Security PT; from 5140.30 Medical Supplies \$400 to 5192.36 Supplies - OT \$400; from 5140.30 Medical Supplies \$500 to 5193.76 Recreation Supplies \$500.

There being no further business, the meeting adjourned at 12:04 p.m.

Respectfully submitted,



Cheryl A. Hurley, Administrative Assistant  
to the Rockingham County Delegation



Representative Richard Noyes, Clerk  
Rockingham County Delegation

RN:cah

**THE ROCKINGHAM COUNTY  
BOARD OF COMMISSIONERS  
1996 ANNUAL REPORT**

Dear County Taxpayer,

Though our report is primarily focused on the 1996 fiscal year, we will try to broaden our comments to the present and the future efforts of the Commissioners since we believe government should not be static, but instead dynamic, responsive and innovative.

The Rockingham County Board of Commissioners has worked diligently over the past years to make County Government more efficient and more responsive. We have out-sourced services to the private sector when it saved tax dollars and did not undermine the integrity of our services. Such examples can be found in our pharmacy at the Nursing Home and medical services at the House of Corrections. These changes alone have saved the taxpayers hundreds of thousands of dollars. We will continue to look at other innovative ways to save money and cut expenses.

The financial health of the County is very good. We have maintained a AA bond rating which has allowed us to borrow at lower rates. We have worked hard to bring our accounting procedures within compliance of generally accepted accounting practices for government agencies. We have worked at drawing down more government dollars to offset the ever increasing costs of their mandated services. We have also looked long and hard at our revenues. We believe that our revenues are an integral part of an efficient agency. We have brought in more revenues than ever before throughout our county departments. We are drawing down Federal dollars for the Housing of Federal INS detainees. This may reach an all time high of over two hundred thousand dollars this coming year. We are going after parental reimbursements for the court ordered services for their kids. These are but a few examples of our efforts to defray the costs of government. We are happy to see that these efforts are beginning to pay off.

We are excited to have proposed a tax cut of nearly four percent to the County Convention for fiscal 1997 and we can report that approximately three percent of that amount was maintained. We can also report that we will try to repeat our performance again for the 1998 fiscal year.

# ROCKINGHAM COUNTY NURSING HOME

## 1996 ANNUAL REPORT

TO: THE HONORABLE BOARD OF COUNTY COMMISSIONERS

### **ROCKINGHAM COUNTY, NEW HAMPSHIRE**

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I respectfully submit the Annual Report of the Rockingham County Nursing Home for the year ending December 31, 1996.

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

House Bill 32, the reorganization of the State of New Hampshire Department of Health and Human Services, passed the Legislature in November 1995. Throughout 1996 we have been experiencing the side effects of this significant change in mandated by this legislation.

As I reported in the 1995 report all reimbursement rates were frozen effective October 1, 1995, it had been anticipated that the rates would be recalculated effective July, 1996. However, the Department of Health & Human Services determined to hold the rates constant until October 1, 1996. On that date an interim rate determination system was established creating two categories of provider reimbursement by provider type. This placed County Homes in a group alone where they will compete with each other. The Department is planning on establishing a methodology based on acuity levels. New Hampshire Counties feel that in the long run this will be beneficial to County owned and operated facilities. A study committee has been established to make recommendations for implementation.

New Hampshire Counties have been meeting in many small work groups with representatives to the Department of Health and Human Services to discuss many of the changes mandated by HB 32. We met throughout the summer and fall with Commissioner Terry Morton and his staff. Through these meetings new roles for County Government have been discussed and proposed.

Among those are establishing a new "GateKeeper" system to assist in diverting individuals from institutional based long term care to community based long term care. It is the hope of the Department and the Association of Counties that we begin this process on or about April 1, 1997. This system is part of a waiver that is under development for those elderly and disabled who meet the criteria for "Dual Eligible", this is a project among the six New England States.

We were visited in May, by the Bureau of Health Facilities for its Annual Survey of Long Term Care Facilities, as required by the Federal Government. Although we were not free of deficiencies, the results were excellent. The areas of concern included some paperwork items along with one area of Life Safety.

We have continued to perform self audit and mock surveys to ready ourselves for our annual visit. Hillsborough County has participated and assisted us in performing the mock survey and we have reciprocated. 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 August 1997.

This past fall new attempts have started to organize the employees of Rockingham County Nursing Home. All departments have been targeted by union organizers. We will make every attempt prevent this action from taking place.

The "Employee of the Month" program continued throughout the year. 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. Recognized in 1996 were:

January -	Rick Lang, Food Service
February -	Arline Clark, Administration
March -	Elizabeth Porter, Environmental Services
April -	Gert Gagnon, Physical Therapy
May -	Linda Stilkey, Food Service
June -	Greg Barka, Maintenance
July -	Margaret Moody, Nursing
August -	Lemma Rollins, Linen
September -	Beverly Wright, Recreation
October -	Lois Hudgens, Linen
November-	Robin Townsend, Nursing
December -	Tom Tuttle, Environmental Services

In October, Linda Stikley was nominated from among those recognized to the New Hampshire Association of Counties, for the "County Nursing Home Employee of the Year", although she was not selected we were proud to place her name in nomination. Nancy Lang, Assistant Administrator, was nominated and selected as the "County Employee of the Year"

Through the efforts of the New Hampshire Association of County Health Care Administrators, the New Hampshire Association of Counties, representatives of the State of New Hampshire, we were able to access an additional \$974,000, for Rockingham County. We are anticipating an additional sum in 1997. The process for developing this sum of funds came from information gathered at meeting of the National Association of Counties.

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 1997. The Occupational Health Program for Rockingham County has been extremely helpful in this area.

The sixth 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 Gene Charron, Corrections Administrator; former 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  
1996 CENSUS REPORT**

TOTAL CENSUS JANUARY 1, 1996 293

Total Admissions	91	
Total Discharges	128	
Hospital Admits>Returns	37	
Hospital Discharge	2	
■ Permanent Discharges	13	
Total Deaths	78	

TOTAL CENSUS DECEMBER 31, 1996  
297

TOTAL RESIDENT DAYS 108,628

DAILY AVERAGE CENSUS	297.46
HIGHEST CENSUS	300.00
LOWEST CENSUS	292.00

DAILY AVERAGE

Underhill Building	57
Fernald Building	83
Blaisdell Building	107
Driscoll Building	50

Average Age of Residents December 31, 1996 81

Average Age at Resident Death 84

Average Age at Admission 82

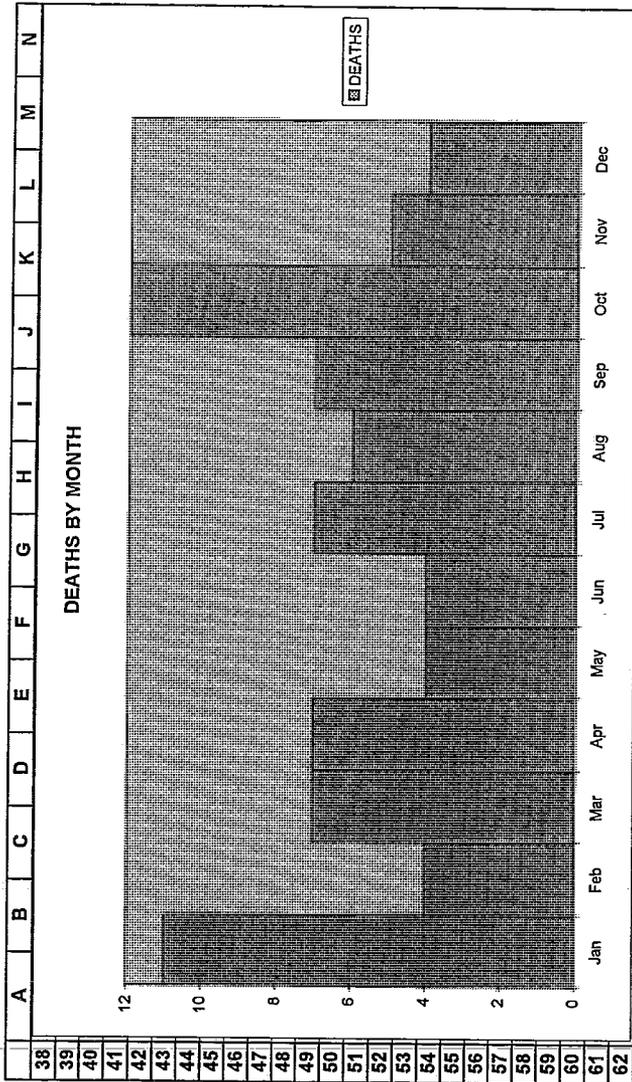
Average Length of Stay 2 yrs - months - 13 days

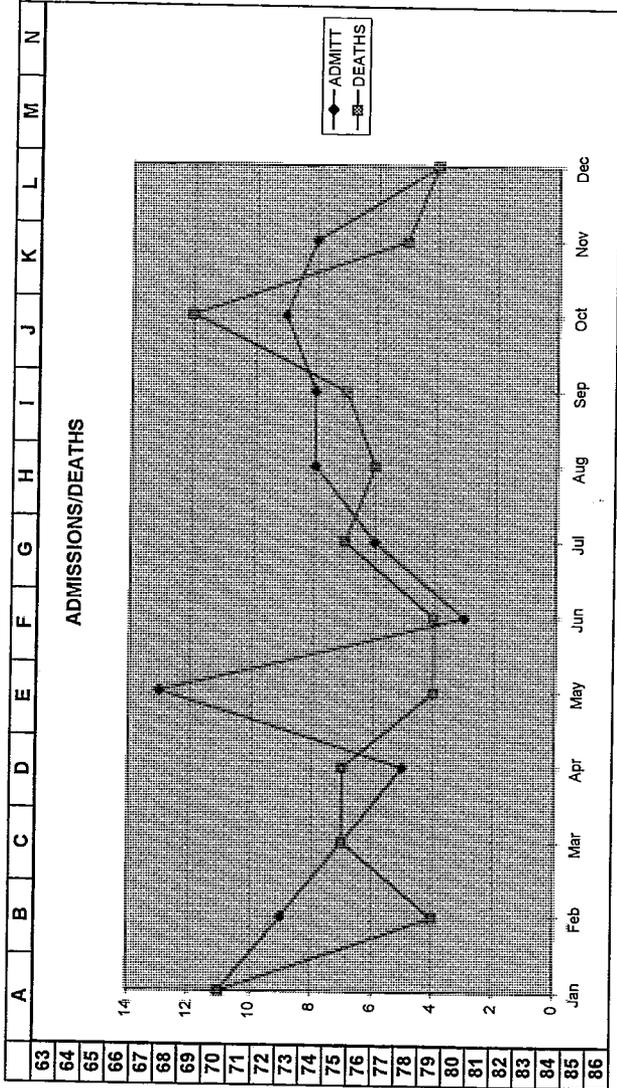
\*3 Residents expired while at Exeter Hospital

\*9 Residents discharged to another facility

\*1 Resident discharged home

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
1														
2	1	293	294	299	297	297	300	299	295	297	296	296	296	297
3	2	293	295	298	297	299	300	298	297	297	297	296	296	297
4	3	293	294	298	297	298	300	299	297	298	298	298	296	299
5	4	294	293	299	297	298	300	299	297	298	297	295	295	299
6	5	294	293	299	296	298	299	300	298	298	297	296	296	298
7	6	293	294	299	293	298	299	300	296	297	297	296	296	298
8	7	293	294	299	296	298	299	299	296	297	296	296	296	298
9	8	293	295	297	298	299	299	299	297	297	297	296	296	298
10	9	292	295	295	299	299	299	299	297	296	296	296	296	298
11	10	292	296	295	299	298	298	299	296	299	296	296	296	298
12	11	294	296	296	298	297	298	296	296	299	296	295	295	298
13	12	294	296	297	298	298	298	293	296	300	296	295	295	299
14	13	293	298	296	298	299	298	293	296	300	296	296	296	298
15	14	293	298	296	297	299	297	292	295	299	297	296	296	298
16	15	294	297	296	297	298	296	292	296	299	297	297	297	298
17	16	295	299	296	297	298	298	293	296	297	297	296	296	298
18	17	296	299	296	298	298	299	293	296	299	297	296	296	297
19	18	296	299	297	297	298	298	294	296	299	297	297	297	298
20	19	297	300	296	297	298	298	294	296	299	297	298	298	298
21	20	296	300	296	296	299	298	293	296	297	296	298	298	299
22	21	297	299	297	296	299	297	292	296	295	295	299	299	298
23	22	297	298	297	294	297	297	293	296	295	294	298	298	299
24	23	298	298	296	296	294	297	293	296	296	294	298	298	299
25	24	296	298	297	297	295	297	295	296	296	293	299	299	299
26	25	297	298	296	295	295	299	294	296	295	292	299	297	297
27	26	298	297	298	293	294	299	295	297	296	292	299	297	297
28	27	296	298	298	292	294	299	295	296	295	292	299	298	298
29	28	295	299	298	293	296	299	296	297	296	294	297	298	298
30	29	296	299	298	294	297	298	296	297	296	294	298	297	297
31	30	294		296	295	299	299	296	297	296	295	297	297	297
32	31	294		297		300		295	296		295			
33	Total	9136	8609	9207	8887	9224	8952	9164	9185	8918	9161	8906	9231	108580
34	Avg	294.71	296.86	297.00	296.23	297.55	298.40	295.61	296.29	297.27	295.52	296.67	297.77	297.48
35	ADMITT	11	9	7	5	13	3	6	8	8	9	8	4	91
37	DEATHS	11	4	4	7	4	4	7	6	7	12	5	4	78





ROCKINGHAM COUNTY NURSING HOME  
1996 ANNUAL REPORT

MEDICAL DIRECTOR' S REPORT

The year 1996 saw a continuation of the trends which we have seen over the last few years. Patients entered the nursing home sicker and with more disabilities,; many of them died with a few days to a few weeks of admission. With improved services in the home, we are seeing patients enter who are often very close to the end of life. This has meant an increased demand on the nursing staff in caring for those sick, complicated patients.

Our policy regarding resuscitation was changed because of some rulings and recommendations from the federal government. This new policy will go into effect in 1997. I still feel very strongly that for patients at Rockingham County Nursing Home, CPR is not an effective therapy because it virtually never improves the quality of life. However, we will offer it to those patients, where families do request it. As noted in my letter to families, the likelihood is that this therapy may result in continued survival of approximately one resident every ten years.

The majority of our patients continue to suffer from dementia. We may see some change in this in the future as a new anti-Alzheimer's disease drug is about to be released which will possibly allow patients to remain out of the nursing home for a few months longer. Since so many of our patients enter close to the end of life, this may mean that they would die at home with dementia, rather than require nursing home admission. It will be interesting to see how this medication will impact the admissions policies of the nursing home with in the next year or two.

Respectfully submitted,

Karl Singer, MD  
Medical Director, RCNH

## ANNUAL REPORT TO THE TAXPAYERS

1996 saw a continued decrease in the number of charges brought by the Rockingham County Attorney's Office with a stabilization of the conviction rate overall. There were 2951 individual charges brought by the County Attorney's Office. Of those, 227 were driving offenses (79—DWI; 148—Habitual Offender). 827 cases represented fraud or theft charges (324—Fraud; 503—Theft). There were 364 serious drug offenses and 144 burglaries. There were 168 assaults; 225 sexual assaults prosecuted by this office; and 91 criminal threats. The office also brought 905 other charges which included arson, bail jumping, endangering the welfare of a child, negligent homicide, among others.

1996 also saw a dramatic change in our ability to process information. We took a leap forward in purchasing a state-of-the-art information management system for all members of the office. We also have become a template agency for the development of a prosecutors' database management system called *Prosecutors' Dialog*. This came at the same time we moved into the new building located on Route 125 on the Brentwood/Kingston line.

Many changes came to this office in 1996, and many more are planned for 1997. We hope to work together with the Rockingham County Board of Commissioners and members of the Rockingham County Convention in order to make this County a safer place for its citizens; in order to administer the criminal justice process in a more effective and professional fashion; and, in order to make a difference in the lives of people who have been hurt by crime.

OFFICE OF THE REGISTER OF DEEDS  
1996 ANNUAL REPORT

To the Honorable Board of Commissioners:

As you know the Registry of Deeds had an extremely busy year in 1996 with an unexpected 17% increase in recordings. We processed 61,194 documents with the help of only fifteen employees during a major portion of the year due to a large turnover of staff. The Deeds Office took on a total of five new employees and managed to train them in addition to handling the heavy work load. The County is fortunate to have such dedicated employees.

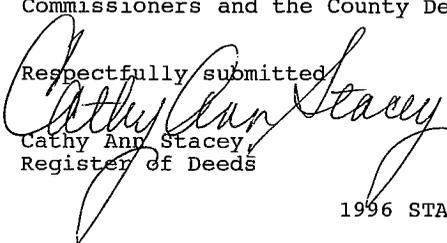
The copy department continues to be an extremely busy area. Over \$298,000.00 in income was generated by this department in 1996. Approximately \$37,788 was earned through our FAX copies. This reflects an increase of \$22,000.00 in revenue from this department above 1995 documented figures.

The move of the Registry of Deeds Office from Exeter to Brentwood took place in July, 1996. I wish to express my deepest appreciation and gratitude to Ernest Woodside, Director of Maintenance along with his staff for without their help the move could not have been accomplished in such a swift and professional manner.

After the move to the new facility, this office did encounter a stream of problems but acting with the support of the Board of Commissioners, we were able to effectuate prompt resolutions to issues with the State of New Hampshire. My staff and I are grateful for your concern and prompt action.

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

Respectfully submitted,

  
Cathy Ann Stacey  
Register of Deeds

1996 STATISTICS

Number of Recordings	61,194 documents
Pages filmed	174,000
Number of Copies Made	239,320 pages
FAX Copies Sent	12,596 pages
1996 Receipts	\$1,894,330.06
1996 Expenditures	\$ 629,897.53

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Surcharge Account \$122,288.00  
(\$95,000.00 appropriated)



**Wayne E. Vetter**  
High Sheriff

# Rockingham County Sheriff's Department

101 North Road  
Brentwood, New Hampshire 03833

(603) 679-2225  
FAX: (603) 679-1877

## Rockingham County Sheriff's Department Annual Report 1996

In 1996, the Rockingham Sheriff's Department conducted operations with an organizational staff of 30 full-time, sworn officers, supplemented by 6 part-time officers. Departmental operations were supported by 18 full-time and 6 part-time communication and office personnel.

### Communications Division

The communications center experienced short term disruptions in service during the year, and suffered a significant threat to its response capabilities as a result of the October flooding. During these periods, local dispatch centers were quick to respond, ensuring that emergency communications were available to police and fire services throughout the county.

A request has been submitted for capital improvements, beginning with replacement of the dispatch consoles. An additional request for appropriations includes equipment to increase transmission and reception capabilities for the seacoast area fire departments.

The communications center dispatched for 24 police departments and 11 fire departments, recording over 346,000 log entries.

### Civil Division

Projections of activity involving this division are cyclical and difficult to project. The economy and social trends directly affect demand for services. Deputies completed 11,409 services, which generated approximately \$308,000 in revenue for the county. There were 1,127 civil arrest warrants processed.

### Warrants Division

At year's end, the warrants division had cleared 640 superior court arrest warrants. This included 471 full custody arrests. State, local, and federal agencies were assisted in 393 background checks. Over 190,000 request/inquiries were transmitted through the SPOTS terminal in this division.

### Transportation Division

The transportation division logged over 121,000 miles in 1996. This service transported 3,285 individuals within the district and superior court system.

### Involuntary Emergency Admissions

The sheriff's department is responsible for transporting persons that require involuntary hospitalization. Requests are unpredictable. This agency transported 213 patients to mental health facilities during 1996, enabling them to receive proper medical care.

### Airport Unit

This 16 member division manages the security of the Manchester Regional Airport. In 1996, nearly one million passengers utilized this transportation facility. For the third year in a row, the sheriff's department maintained an unblemished record with the FAA, joining only a handful of airports nationwide to have achieved such a status.

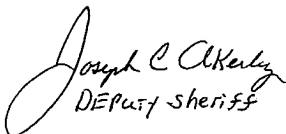
### Emergency Services

The sheriff's department continues to support the NH Office of Emergency Management and serves as a primary service provider in the Radiological Emergency Response Plan. In conjunction with OEM, the department is developing a county wide emergency response plan, and will provide a communications area within the facility for emergency support services to local communities.

The department remains an active participant in the security services at the Deerfield Fair and in aircraft related emergencies at the Pease International Tradeport.

The sheriff's department is grateful for the support extended by the County Commissioners, legislators, and communities during the past year.

The men and women of the Rockingham Sheriff's Department continue to serve with pride and distinction, ever mindful of their obligation to serve and protect.

  
DEPUTY SHERIFF

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

I respectfully submit the annual report of the Rockingham County Treasurer's Office for the year ending December 31, 1996.

1996 was a productive year in solidifying the management of the office and a continued effort to bring more accountability and responsiveness to the Treasurer's Office.

During my last year as County Treasurer, I was particularly pleased with the following accomplishments:

- Reduction in the fees and enhancement of results of the County's Internal Service Fund.
  - By moving the County's Internal Service Funds away from the New Hampshire Investment Pool (MBIA) to Fleet Investment Services the county has reduced annual fees by roughly \$8,000. Additionally, by improving "matching of assets to liabilities" the funds are benefiting from being managed from a daily liquidity approach to a portfolio which has a maturity of up to a year.
- Continued enhancement in the manner the Treasurer's Office remains accountable and responsive to the needs of Rockingham County.
  - Our office is largely viewed as "a service office" to the commissioners, elected officials, employees and taxpayers of Rockingham County. Emphasis continued to be placed on the manner and the timeliness we were able to respond to particular was of critical importance.

During the year the County issued two Tax Anticipation Notes. The first was for \$8.00 MM in January, 1996, at an interest rate of 3.7%. The second borrowing took place in July for \$8.25 MM at a rate of 3.9%.

We are currently not involved in any legal proceedings.



# ROCKINGHAM COUNTY CONSERVATION DISTRICT

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118 North Road  
Brentwood, NH 03833-6614  
(603) 679-2790  
FAX (603) 679-2860

## ANNUAL REPORT TO ROCKINGHAM COUNTY

1996 marked our second full year "residing" in the County complex. This has been a busy and successful year for the Conservation District. The programs available to the landowners and residents of Rockingham County through the Conservation District are many and varied.

While the County budget provides us with a base level of funds on which to operate, the Conservation District earns the remaining portion of the operating costs through our tree and shrub sales, trout stocking program and fall bulb sales. The tree and shrub program in 1996 was the largest ever. Over 500 orders were received, packaged and distributed. The fall bulb sales doubled over the previous year's. In addition to these programs, we provide a source of assorted maps, technical bulletins, aerial photographs and other general information. Technical training workshops are done on a variety of subjects. The stormwater training site which we installed at the Ladd Farm has been used multiple times. We received a small grant from the NH Coastal Program this year to add one erosion control practice to those already in place. The Exeter River/Lower Great Bay Watershed grant is in its final stages with the installation of a milkhouse waste treatment facility at Great Bay Farm in Greenland. The grant which built the residential septage treatment facility in East Kingston is now in the monitoring stage and will be completed in the fall of 1997.

The office assisted the County this past year with issues relating to the flooding and other land management projects. An estimate of costs was prepared for the replacement of a culvert which was damaged by the flood. Aerial photographs, historical maps and the conservation plan have all been used to help the County through the process.

By far the most important accomplishment in 1996 was the development of a memorandum of understanding with the County Commissioners. The subcommittee established as a result of the 1996 budget process explored the Conservation District's capabilities. The committee's recommendation was that the benefits received from the County complex and the landowners of the whole County by base funding the Conservation District were deserving of continued funding. The Board of Supervisors wish to extend a sincere thank you to all who participated in the process. The result was to move the District into the Commissioner's general government budget.

We look forward to a long and productive relationship as part of the "County family".

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Cynthia W. Smith  
Chair



GENE P. CHARRON  
Superintendent

# Rockingham County

DEPARTMENT OF CORRECTIONS

CAPT. AL WRIGHT  
LT. PAUL HOLLICK  
Chief of Security  
LT. JOHN BLOMEKE  
Staff Training  
LOUISE TURNER  
Business Office Supervisor  
JANET MICKLOS-MAISEY  
Director of Human Services

## 1996 Annual Report

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

I respectfully submit the Annual Report for the Rockingham County Department Of Corrections for the year 1996.

The inmate population continues to show growth. The 1996 average daily population was 238. The average daily count for 1995 was 211. The attached graphs will show that the population for 1996 remained steady.

Admissions for 1996 3,030 - 2,690 males 340 females

### Training

There was a total of 16 Correctional Officers who attended, graduated and became certified by the 44th and 45th N.H. Association of Counties Correctional Academy. Additionally, there were 4 mid line supervisors who attended and completed 40 hours on Supervision, through the Academy. Thus 84% of staff are certified. Furthermore, all certified officers excluding the ones who were certified this year have been re-certified with 25 hrs of annual training. All personnel are CPR and First Aid trained. New employees are provided with 60 to 80 hours of hands on and classroom training. This is accomplished by using the valuable talent that we have in-house and the utilization of outside agencies and people who provide training at no cost. The Field Training Officer program has been working quite well. My special thanks to these dedicated officers. Sergeant John Blomeke was promoted to Lieutenant of Staff/ Training and Development. Lt. Blomeke replaced Captain Wright who has been promoted to Deputy Superintendent. Deputy Superintendent Wright will continue to oversee the training program that has been very successful under his direction.

Administration  
Phone: (603) 679-2244  
FAX: (603) 679-1727

99 North Rd.  
Brentwood, NH 03833

Admissions & Release  
Phone: (603) 679-1342  
FAX: (603) 679-1613

## FLOOD OF "96"

This certainly was an experience. Much has already been expressed relative to this event, but it is important to recognize the Board of Commissioners, the Maintenance Department Director and employees, the Sheriffs Department, the Nursing Home Administrator and his employees especially the Dietary Department. The Commissioner of the State Department Of Corrections and his staff. My fellow Superintendents who were there when I needed them. It is especially important to recognize my entire staff for the way they responded and pulled together during this emergency. These employees could have headed for higher ground, but instead they walked in water trying to save files, inmate personal property, equipment etc. My sincerest thanks to each and everyone of you.

## SPECIAL INMATE PROGRAMS

**Project Community Phase 1** This is our second year with "Welcome To The Jungle" This program continues to be popular with area schools. My sincerest thank you to Sergeant Steve Church, Correctional Officers Ron Randall and Arnold Horsch for their generosity of time for this important program. See report.

**Project Community Phase 11** This is a new program that began this year. It involved a selected group of inmates and a Correctional Officer. This program was made available to all municipalities in Rockingham County. Projects varied from town roadside cleanup, landscaping, painting, transfer stations, town hall maintenance. There are also 4 inmates assigned to 4 local Police Department 's. There were a total of 21 projects. Special thanks to Lieutenant Paul Hollick who coordinated the program and Correctional Officer David Consentino who oversaw the inmates.

We also utilized inmate labor for the beautification of the outside of the facility. Flowers were planted , shrubs trimmed, doors painted, brush removed etc. Interior painting projects also were done. My appreciation is extended to the maintenance department for providing us with the necessary tools and equipment. Special recognition is extended to Sgt. Church, Sgt. McKinley, Cpl. West and Correctional Officer Cosentino for the successful coordination of this program.

**Total inmate  
man hours provided for all 1996 projects is 47,648  
1,191.2 work weeks**

## INMATE WORK RELEASE PROGRAM

There were a total of 97 inmates who participated in this program. This program allows the inmate to work in the private sector. The inmate is allowed to participate when approved by the court in conformance with our guidelines. **This program generates a revenue for the county by charging for room and board**, it also provides the inmate with the ability to pay restitution, support his family, pay fines, reimburse victims etc. This success rate of this program is due to Janet Micklos -Maisey who is our Human Services Director and Correctional Officer Ren Horne who is "G" Block manager. The program has an 80% success rate.

## HUMAN SERVICES REPORT

There are many programs that are provided to the inmate population. We have a GED program, AA, NA, Bible Study, Anger Management, Art Therapy, Classes on AIDS which provides counseling and referrals.

Volunteers play an important role in this facility, and because of that, we had a volunteer appreciation night, where all the volunteers were recognized for their invaluable donation of time.

A special thanks to Chaplain Johnston for coordinating Chapel Services and providing for the Spiritual needs of the inmate population. His ability to get area churches involved is greatly appreciated. We have an inmate choir under the able and dynamic leadership of Mrs. Pam LeFebvre.

## MENTAL HEALTH AND SUBSTANCE ABUSE

These two areas play an important role in our day to day operations. Mental Health and Substance Abuse have become an important part of the Correctional field. We are seeing more and more need in this category. The case load for our Mental Health Counselor has increased dramatically, not only with this category of inmate but it is also required that every inmate who is admitted to this facility have a Mental Health assessment. We have enhanced our procedures for Suicide Watches and Procedures.

Statistically 85 % of the inmate population was under the influence of drugs and/or alcohol when they committed their crime. Our Substance Counselor works diligently with this category of inmate. Communication between these two departments and EMSA, our medical provider, has greatly enhanced our ability to define these serious areas of concern. A thank you to Helen Watkins and Noreen Frizzelle.

## MEDICAL DEPARTMENT

We were recognized and accredited by the National Health Care Association. This was due to EMSA, and all of our employees. A major goal accomplished in 1996. The privatization of this department has saved the county money and continues to do so. A thank you is in order to Virginia Folan and her staff of professionals. A job "Well Done".

### "D" Block

Through your support, we added 18 more bunks to this block. This was accomplished in '96" it not only provides for additional bed space it also enhances our suicide prevention program using the "Buddy" system. During this year again, with your approval we were able to purchase additional bunks to double bunk the remainder of the block.

### Conclusion

It is important at this time to recognize and extend this departments appreciation to the many volunteers who provide their time and talent for the many programs that we have available for the inmate population. They are to be recognized for their dedication and energetic efforts.

An expression of gratitude to the Rockingham County Board of Commissioners, Representative John Flanders Chairman of our sub-committee and the members of the Delegation, for their assistance, guidance and support for this past year.

A thank you to all Rockingham County Department Directors, and elected officials and their staff for their assistance and cooperation throughout the year.

Last but not least my appreciation and recognition of the Department Of Corrections staff. Professionals who are dedicated and committed to the ideals of this department. Employees who perform on all levels with pride and devotion. Special recognition to the husbands, wives and children who provide their support and encouragement throughout the year.

## RETIREMENT

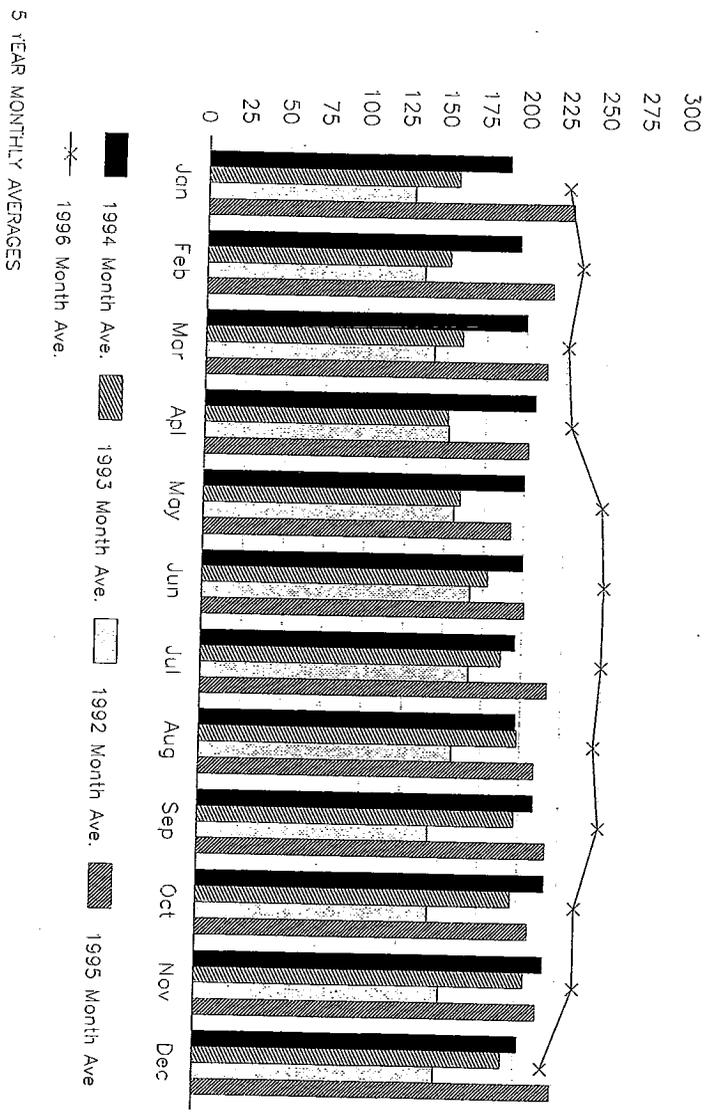
Lt. Paul Hollick retired this past December. Paul has been a dedicated and loyal employee. Paul and I began our careers in Corrections in 1975 at the "Old Jail". There is so much more to say but I will leave it for the sake of brevity. Thank you so much my friend.

Sincerely,

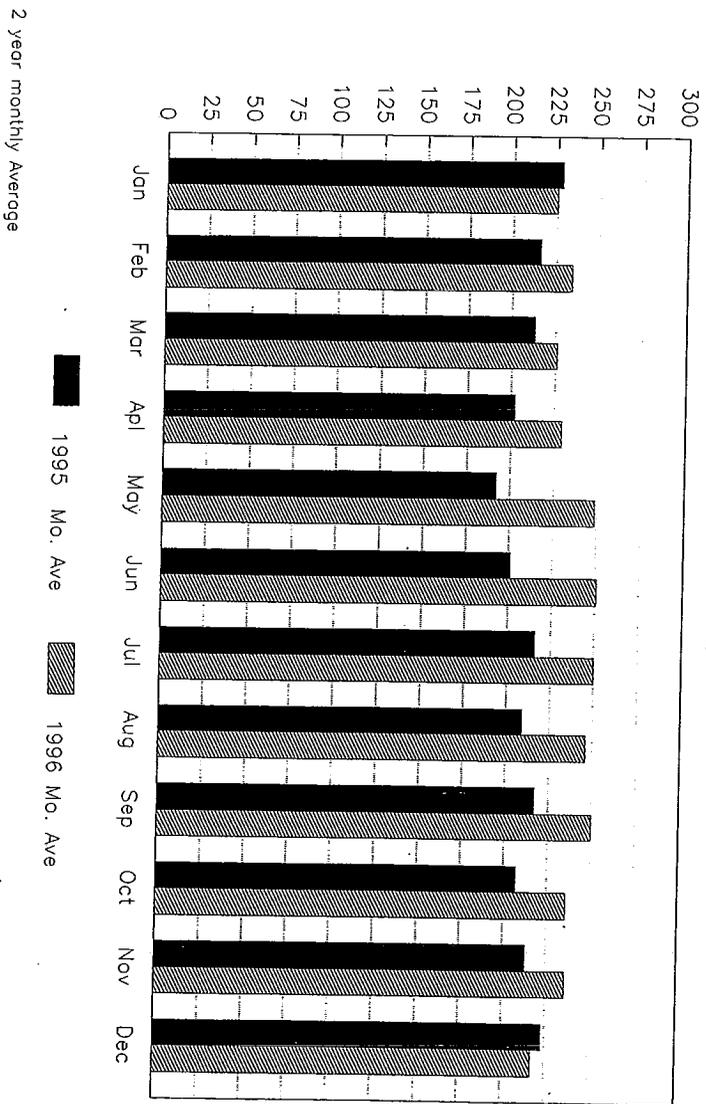


Gene P. Charron

# ROCKINGHAM COUNTY DEPARTMENT OF CORRECTIONS



# Rockingham County Dept. Of Corrections





# Rockingham County

## DEPARTMENT OF CORRECTIONS (Superintendents Copy)

Rockingham County Department of Corrections  
1996 Statistical Report as of 1/02/97

CAPT. AL WRIGHT  
LT. PAUL HOLLICK  
Chief of Security  
LT. JOHN BLOMEKE  
Staff Training

GENE P. CHARRON  
Superintendent

LOUISE TURNER  
Business Office Supervisor  
JANET MICKLOS-MAISEY  
Director of Human Services

	Pre/Trial	Sentenced	
Inmate Count 1 Jan 1996	84	125	209
Committed 1-31 Jan 1996	136	79	215
Committed 1-28 Feb 1996	163	73	236
Committed 1-30 Mar 1996	149	75	224
Committed 1-30 Apr 1996	164	78	242
Committed 1-31 May 1996	230	64	294
Committed 1-30 Jun 1996	197	43	240
Committed 1-31 Jul 1996	225	48	273
Committed 1-31 Aug 1996	222	75	297
Committed 1-30 Sep 1996	202	64	266
Committed 1-31 Oct 1996	180	76	256
Committed 1-30 Nov 1996	175	69	244
Committed 1-31 Dec 1996	198	45	243
Committed 1 Jan-31 Dec 96	2241	789	3030
Inmate Count 31 Dec 1996	109	105	214

AVERAGE DAILY COUNT DURING 1986			86
1987	26% Increase		108
1988	3% Increase		111
1989	17% Increase		130
1990	26% Increase		164
1991	9% Decrease		149
1992	0% Increase		149
1993	19% Increase		178
1994	13% Increase		202
1995	4% Increase		211
1996	11% Increase		238

Between 1986 & 1996 our Average Daily Population has increased by 277%.

First Offenders Booked Between Jan-Dec 1996	1506
Repeat Offenders Booked Between Jan-Dec 1996	1524
Males Booked Between Jan-Dec	2690
Females Booked Between Jan-Dec	340
Average Age of Inmates Booked Between Jan-Dec	29 Yrs
AVERAGE DAILY COUNT	
Jan 1996	225
Feb 1996	234
Mar 1996	226
Apr 1996	229
May 1996	249
Jun 1996	251
Jul 1996	250
Aug 1996	246
Sep 1996	250
Oct 1996	236
Nov 1996	236
Dec 1996	217
1996 Avg Daily Count	238

Deputy Supt. Al Wright

-85-

1996 Distribution of Commitments by Community or Agency

Town	Number	Town	Number
Atkinson	<u>16</u>	Newington	<u>40</u>
Auburn	<u>24</u>	Newmarket	<u>65</u>
Brentwood	<u>30</u>	Newton	<u>40</u>
Candia	<u>29</u>	North Hampton	<u>32</u>
Chester	<u>10</u>	Northwood	<u>22</u>
Danville	<u>10</u>	Nottingham	<u>31</u>
Deerfield	<u>12</u>	Plaistow	<u>52</u>
Derry	<u>112</u>	Portsmouth	<u>126</u>
East kingston	<u>10</u>	Raymond	<u>106</u>
Epping	<u>65</u>	Rye	<u>22</u>
Exeter	<u>70</u>	Salem	<u>259</u>
Fremont	<u>11</u>	Sandown	<u>20</u>
Greenland	<u>20</u>	Seabrook	<u>77</u>
Hampstead	<u>16</u>	South Hampton	<u>9</u>
Hampton	<u>219</u>	Stratham	<u>57</u>
Hampton Falls	<u>2</u>	Windham	<u>21</u>
Kensington	<u>12</u>	Rockingham Sheriff	<u>792</u>
Kingston	<u>44</u>	N. H. State Police	<u>115</u>
Londonderry	<u>16</u>	Self Turn/In's	<u>224</u>
Newcastle	<u>2</u>	N. H. State Prison	<u>16</u>
Newfields	<u>8</u>	Probation/Parole	<u>41</u>
Hills Cty Sheriff	<u>3</u>	Federal Marshal	<u>7</u>
Belknap Sheriff	<u>10</u>	N. H. Child Sup.	<u>1</u>
Cheshire Sheriff	<u>1</u>	Immigration	<u>91</u>
		Total	3030

SUMMARY OF CHARGES DURING 1996

ACTS PROHIBITED	3	MURDER	1
AGGRAVATED FEL. SEX ASSAULT	51	ATTEMPTED MURDER	1
ASSAULT (FIRST DEGREE)	17	NEGLIGENT HOMICIDE	9
ASSAULT (SECOND DEGREE)	34	NON PAYMENT FINES	56
ASSAULT (SIMPLE)	233	NON SUPPORT	9
ASSAULT ON POLICE OFFICER	13	OP. AFTER REVO/SUSP	256
ARSON	3	OP. WITH/OUT LICENSE	11
ATT. THEFT OF MOTOR VEHICLE	1	OPEN CONTAINER	24
BAIL JUMPING	8	OVERNIGHT HOLD	121
BAIL REVOKED	4	POSS. BURGLARY TOOLS	8
BURGLARY	100	POSS CONTROLLED DRUGS	160
CAPIAS	2	POSS. C/D W/INTENT SELL	33
CHILD NEGLECT	1	SALE OF CONTROLLED DRUGS	36
CONDUCT AFTER AN ACCIDENT	20	AID IN SUICIDE	0
CONTEMPT OF COURT	111	POSS. HYPODERMIC	25
CRIMINAL LIABILITY	5	POSS. PROP VEH W/O S. N.	1
CRIMINAL MISCHIEF	78	POSS. GRAVE MARKER	0
CRIMINAL RESTRAINT	6	PROHIBITIVE SALES	5
CRIMINAL THREAT	96	PROWLING	5
CRIMINAL TRESPASS	70	PROTECTIVE CUSTODY	234
CRUELTY TO ANIMAL	3	REC. STOLEN PROPERTY	137
DEFAULT	79	RECKLESS CONDUCT	22
DESTRUCTION OF EVIDENCE	1	RECKLESS OPERATION	19
DISOBEY POLICE OFFICER	74	RESIST ARREST	94
DISORDERLY CONDUCT	57	RIOT	0
DOMESTIC VIOLENCE	28	ROBBERY	31
DWI (SENTENCED)	172	SHOPLIFTING	167
DWI (PRE/TRIAL)	180	STALKING	12
ENDANGER WELFARE OF CHILD	4	THEFT	137
ESCAPE	14	THEFT BY DECEPTION	20
EXTORTION	0	THEFT (UNAUTH-TAKING)	56
FAIL TO KEEP RECORDS	0	THEFT (FIRE-ARM)	1
FALSE REPORT TO POLICE	47	UNAUTH/USE M/V	4
FALSE SCRIPS	2	UNLAWFUL POSS. ALCOHOL	22
FEDERAL CHARGES & IMMIGRATION	99	VIOL. PROTECTIVE ORDER	53
FELON IN POSS. OF FIREARM	23	UNLAWFUL USE WEAPON	0
FELON. SEX ASSAULT	46	WARRANTS	250
FORGERY	68	WELFARE FRAUD	1
FUGITIVE FROM JUSTICE	84	WIRE TAPPING	0
FRAUD USE OF CREDIT CARD	43	WITNESS TAMPERING	9
GAMBLING	0	VIOL. PROBATION/PAROLE	247
HABITUAL OFFENDER	66	STATE PRISON TRANSFERS	13
HARASSMENT	9	FISH & GAME VIOLATIONS	2
HINDERING APPREHENSION	3	LEWDNESS	1
INDECENT EXPOSURE	9	LITTERING	5
ISSUING BAD CHECKS	42	M/VEHICLE VIOLATIONS	26
INTERFERE W/BURIAL GROUND	5	TOTAL CHARGES BOOKED	
INTERFERE W/CUSTODY	4	DURING 1996	4344
KIDNAPPING	4		



GENE P. CHARRON  
Superintendent

# Rockingham County

## DEPARTMENT OF CORRECTIONS

CAPT. AL WRIGHT  
LT. PAUL HOLLICK  
Chief of Security  
LT. JOHN BLOMEKE  
Staff Training  
LOUISE TURNER  
Business Office Supervisor  
JANET MICKLOS-MAISEY  
Director of Human Services

### TRAINING YEAR 1996

During 1996, 16 Correctional Officers attended and passed the New Hampshire Association of Counties Corrections Academies that were held in April and October.

The Spring 96 Academy (44th) was attended by:

David Estes  
Michael Eno  
Dale Farrar  
Keith MacMaster  
Dennis Verrill  
Keith Nelson  
James Warden  
Richard Trainor  
Thomas Hudson

The Fall 96 Academy (45th) was attended by:

John Wasson  
Bruce Chamberlain  
Christopher Dow  
Heather Fleming  
Todd Daigle  
Sheldon Belanger  
Glenn LaRoche

The New Hampshire Association of Counties also presented two First Line Supervisors Academies that were each one week in duration. These were attended by:

Sgt. Jay McKinley	April 96
Cpl. G. Dawn West	April 96
Cpl. Anthony Dagostino	October 96
Cpl. Albert Poliquin	October 96

-88-

Administration  
Phone: (603) 679-2244  
FAX: (603) 679-1727

99 North Rd.  
Brentwood, NH 03833

Admissions & Release  
Phone: (603) 679-1342  
FAX: (603) 679-1613

We presently have a Correctional Staff of 81. Of these 81, 68 are Certified Correctional Officers, or, 84%. The New Hampshire Association of Counties will be holding Correctional Officers Academies in February and April (1997) and this will enable Rockingham County to have every officer that is presently employed to Certified by the Spring of 1997.

The entire Correctional Staff have passed the physical agility requirements for Group II Retirement. New employees perform the physical agility requirements on their first day of employment.

All Certified Correctional Staff must have twenty-five (25) hours of in-service training annually to maintain their certification. This is accomplished by qualified instructors on staff, as well as, outside instructors that donate their time and talent. This past year, 1996, Rockingham County was the 1st of the 10 Counties in New Hampshire to complete 25 hours on in-service training for all Certified Officers.

Through pre-service training, and the aid of dedicated Field Training Officers, new officers receive 60-80 hours of training as soon as they come on board. The training process continues for new officers up to the time they complete the New Hampshire Association of Counties Corrections Academy.

  
Lt. John Blomeke  
Staff Training

# ROCKINGHAM COUNTY DEPARTMENT OF CORRECTIONS

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## PROJECT COMMUNITY

SUPERINTENDENT  
GENE CHARRON  
99 NORTH ROAD BRENTWOOD, N.H. 03833

### PROJECT COMMUNITY PHASE-1, 1996 RE-CAP

Spt. Charron;

1996 was a very busy year for the program. Most of the activity was in the spring of the year and many presentations were schools that we had been to in the past and were asked to return. the programs 1996 schedule went as follows,

JANUARY 1996- Portsmouth High School, a presentation for high school seniors.

FEBRUARY 1996-Littleton N.H. 3-presentations

- 1} "Pride Program", Littleton Alternative School.
- 2} North Country Alternative School, Littleton N.H.
- 3} Woodsville N.H. Middle School

March 1996- 1} Derry District Court, A presentation for Juvenile offenders and their parents. All offenders were court ordered to attend.

- 2} Sanborne Middle School
- 3} Raymond Middle School- 2 presentations.

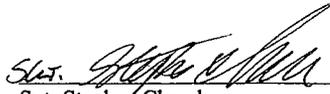
April 1996- Timberlane Middle School

June 1996- Epping Elementary School

October 1996- 1} Sanborne Middle School

- 2} Hesser Colledge Portsmouth N.H.
- 3} Portsmouth Middle School- 2 presentations

November 1996- Merrimack High School- 3 presentations for their Criminology classes.

  
Sgt. Stephen Church



GENE P. CHARRON  
Superintendent

# Rockingham County

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Director of Human Services

November 8, 1996

During the year of 1996 Project Community has expanded the inmate trustee program to three additional Police Departments. One inmate as requested in writing to the Superintendent.

1. New Hampshire State Police Troop "A" - 5 days a week
2. Kingston Police Department- 5-6 days a week
3. Raymond Police Department- 5 days a week
4. Plaistow Police Department- 2 days a week

Sentenced Classification Board



GENE P. CHARRON  
Superintendent

# Rockingham County

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Director of Human Services

### PROJECT COMMUNITY

1996

### SUMMARY

1. There were 37 information packets sent out to all the towns within Rockingham County.
2. Of these 37 packets we had received responses from 27 of these towns.
3. Of these 27 responses we were unable to provide a service to 10 of these towns because of lack of proof of liability insurance and or other reasons unknown.
4. Towns responding but we were unable to accommodate due to flooding at the Jail Complex the week of October 20th/26th (Newton/Atkinson(Juvenile-Family Mediation)
5. The work projects started on May 6,1996 and ended on October 17,1996.
6. A total of 21 projects completed(4 towns had more than one project.)
7. The total number of workdays was 64 days.
8. The average length of a workday was 7 hours.
9. The average number of inmates per day was 4 inmates.
10. The total amount of manhours was 1897 hours.
11. The work projects were broken down to five categories. They are as follows.

#### TRASH PICKUP/ROADSIDE CLEANUP

1. Candia	28 bags
2. Rye	60 bags
3. Brentwood	30 bags
4. E.Kingston	48 bags
5. Atkinson	110 bags
6. Kingston	72 bags
7. Sandown	172 bags
	<u>547</u> bags

#### BRUSH CUTTING

1. Exeter- consisted of cutting small trees and brush in Gilman Park.
2. Windham- consisted of cutting brush and small trees around Searles School Building -removed 6 truckloads of brush
3. Chester- cleaned up a wooded conservation area(cleaned up trail).
4. Derry- Upper Room cut down brush,raked entire property,replanted bushes, transplanted lilacs. In general cleaned up the entire Property-Collected 40 bags of brush,

(CONTD)

LANDSCAPING

1. DERRY- (Upper Room) Cleared underbrush in rear and side of property. Cleared all rocks and stockpiled near access road. Cut down low hanging limbs in yard areas. Trimmed down hedges to one foot height.

RECYCLING CENTERS/LANDFILLS/TRANSFER STATIONS

1. Deerfield- Picked up trash around area of transfer station 231 bags
  2. DERRY- Picked up trash at transfer station 110 bags
- 341 bags

PAINTING

1. LONDONDERRY FIRE STATION- Painted interior/exterior of fire station to include Back wall of bay doors front and back. Painted 16 windows Painted work shop inside. Painted hose tower. Painted 4 dormers. Painted fire danger sign outside in front of building. Painted ceiling inside of fire station. Cleaned and painted inside of the apparatus bay at Central station. Painted outside wall in rear of Central Station.
2. BRENTWOOD- Painted Recreation Area
3. HAMPTON FALLS- Painted two cemetary fences approximately 220 feet long. Project included scraping picket fence.
4. HAMPSTEAD- Painted interior of Old Library (3 rooms and two connecting areas) Painted Town Shed (two coats)
5. CANDIA- Painted interior walls of Recycling Center Painted exterior of incinerator.

GENERAL CLEANUP

1. CHESTER- Cut brush around baseball and soccer fields (3 truckloads of brush)
2. ATKINSON (Old Police Station) cleaned out and hauled away 2 truckloads of metal debris. Cleaned out and hauled away 8 truckloads of wood debris.
3. ATKINSON- Picked up 15 bags of trash around ballfields.

NOTE: On three or four occasions the work crew was utilized on County property at the Home Extension Service building which included painting of the first and second floors.



GENE P. CHARRON  
Superintendent

# Rockingham County

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Director of Human Services

INMATE LABOR FOR 1996  
YEAR END TOTAL

DETAIL	MAN HOURS
Raymond P.D.	1176
Raymond Fire Dept	231
Kingston P.D.	3078
Hay Detail	530
Plaistow P.D.	144
NHSP Trp A	1831
RCNH Maint. Inv.	3289
RCNH Pots & Pans (11-7)	2455
RCNH Dietary	2150
RCNH Laundry (AM)	11555
RCNH Laundry (PM)	2894
Maint. Grounds Crew	2313
RCNH Pots & Pans (AM)	5849
RCNH Pots & Pans (PM)	5487
RCNH Housekeeping	2745
Rock Sup Cnt	24
TOTAL	45,751



GENE P. CHARRON  
Superintendent

# Rockingham County

## DEPARTMENT OF CORRECTIONS

99 North Rd.

Brentwood, N.H. 03833

Administration  
(603) 679-2244  
FAX (603) 679-1727  
Admissions & Release  
(603) 679-1342  
FAX (603) 679-1613

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Chief of Security  
LT. ALBERT WRIGHT  
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Business Office Supervisor  
JANET MICKLOS-MAISEY  
Director of Human Services

November 15, 1996

Supt. Charron,

The following is a list of accomplishments by Correctional Officers on weekends this past year. Project planning and coordination was under the direction of Sgt. Church/Sgt. McKinley/Cpl. West. C/O Consentino was the detail supervisor utilizing special detail inmates. Starting in April, 1996 a Grounds Beautification and Building Maintenance Program was initiated.

- APRIL-
1. Mowing and trimming of all grassy areas surrounding the Jail Complex.
  2. Trimmed all shrubs around Jail Complex
  3. All shrubs had new mulch spread around.
  4. Interior painting project started in the Jail kitchen area to include all walls and doors and frames.
- MAY-
1. All grassy areas had been cut and trimmed on a weekly basis.
  2. Flagstone walkway replaced worn path from parking lot to lower entrance.
  3. Scraped and painted blue pillars in front and rear of building.
  4. Frames around front and rear sailports were painted.
  5. Outside doors of freight elevator were painted
  6. Fire hydrants and large electrical box on back of pumphouse was painted.
  7. Manhole covers were painted.
- JUNE-
1. Trash compactor was painted and trash chute was painted (Door #945)
  2. Flowers were planted along the front of the building and side of stairway.
  3. Crushed stone was spread along wooden rail in the upper parking lot and along the stone wall at the bottom of the outside stairway.
- JULY-
1. Removed rug in booking area and installed tile.
  2. Trees and brush had grown up along the exterior yard fence creating a security problem. All brush and trees had been cut back and hauled away.
- AUGUST-
1. All stumps were removed around the area of the Jail block yard and dirt was hauled in to fill the low areas so that area could be seeded making mowing easier.
- SEPT. -
2. Brush was removed at the end of entrance driveway to create a clear view when pulling on to North Rd.

(2)

OCT-1. Scraped and painted ceiling between door SC-1 and door #600

2. Overhang walkway ceiling were painted in F-and G- blocks.

Throughout the whole summer we also were planting and transplanting shrubs, stripping and waxing floors, washing walls and doors. The maintenance department was a great help in supplying equipment and getting supplies together. We plan to continue to work on inside projects during the winter months and return to the outside in the Spring.

Sgt. Stephen Church



# Rockingham County

## DEPARTMENT OF CORRECTIONS

GENE P. CHARRON  
Superintendent

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Business Office Supervisor  
JANET MICKLOS-MAISEY  
Director of Human Services

END OF YEAR REPORT - Work Release

1 January - 31 December, 1996

ROCKINGHAM COUNTY inmates participating in Court Ordered Work Release	93
NEW HAMPSHIRE STATE PRISON inmates participating in Court Ordered Work Release	4
TOTAL WORK RELEASE INMATES	97
Inmates remaining on program until release	77
ROCKINGHAM COUNTY inmates removed from program for non-compliance	19
(1 laid-off)	
NEW HAMPSHIRE STATE PRISON inmates removed from program for non-compliance	1
SUCCESS RATE - 1996	
ROCKINGHAM COUNTY	81.72%
TOTAL	79.38%

*Janet Micklos-Maisey*  
Janet Micklos-Maisey  
Director of Human Services



GENE P. CHARRON  
Superintendent

# Rockingham County

## DEPARTMENT OF CORRECTIONS

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Director of Human Services

END OF YEAR REPORT - Human Services

1 January - 31 December, 1996

### EDUCATION:

233 inmates attended ABE/GED classes  
10 inmates earned GED Certificates

The staff educator resigned late this fall after approximately two and one half year of service. A new educator will be sought in January.

### PROGRAMS:

HIV/AIDS Education has been funded for a second year by a grant through AIDS Response Seacoast (ARS). Staff changes at the agency have caused breaks in service but we have been assured a new educator/counselor will be in place early this year. Inmates have responded well to the programs that have been offered. There have been numerous 1:1 counseling/referral sessions and staff has benefitted by an in-service training.

VOLUNTEERS were recognized with a Volunteer Recognition Reception in April. A large majority of volunteers who serve here regularly were in attendance, many with their spouses. Representatives John Flanders and David Welch were present and expressed appreciation for the time dedicated to bringing programs to this facility. The inmate choir - led by volunteer director Pam Lefebvre performed for those in attendance.

As in years past, a supply of new games were made available for the inmates for Christmas through the generous donations of church congregations around the County.

-98-

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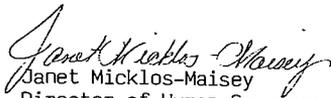
CHAPEL programs were very active this year. Two additional Bible Study programs led by volunteers are being held weekly.

One Prison Fellowship seminar was held for the sentenced inmates this year. A scheduling conflict prevented a second but another is planned for January, 1997.

Inmates participated in two church related work furloughs - one for a church camp sponsored by Screven Baptist Church and another by Candia Congregational.

The inmate choir performed at Candia Congregational and at the Rockingham County Nursing Home. The chapel now has an electronic piano which is a great aid to the choir. It also enhances weekly worship and was made possible due to many private donations to the chapel fund.

MENTAL HEALTH/SUBSTANCE ABUSE staff played a significant role in the American Medical Association (AMA) certification that was achieved this year. It can be reported that there were fewer suicide attempts. This can be attributed to a significantly refined Classification process, more intense intake/assessment process and quality of communication between program providers and line staff. With twenty-four hour nursing staff coverage provided by EMSA, there has been a dramatic reduction in the number of off-duty beeper calls received by program staff.

  
Janet Micklos-Maisey  
Director of Human Services



Rockingham County  
Engineering & Maintenance Services  
116 North Road — Brentwood, NH 03833-6614  
Telephone: 603 679-5335, ext. 3328  
Fax: 603 679-1681

Engineering & Maintenance Services  
Annual Report 1996

To the Board of Rockingham County Commissioners:

I respectfully submit the annual report of the Rockingham County Engineering & Maintenance Services Department for the year ending December 31, 1996.

This year has been another very challenging one for our department. The work performed by my employees and the coordination efforts involved in the closure of the Rockingham County Administration & Justice Building, the relocation of the Registry of Deeds and the County Attorney's offices, the relocation of surplus furniture and the County bell as well as the many small details involved in such an undertaking kept us all very busy. The project could not have been done as smoothly without the coordinated efforts and support of the Register of Deeds, the County Attorney, and their employees.

Our employees have continued to meet the day to day operational needs of all departments with the highest level of professionalism, a fact of which I am very proud. Land Management continues to exceed expectations with the success of our hay operation, even in a year which did not bring very favorable weather for such an operation. Motor Services has done an excellent job of keeping our departments "on the road" in a very efficient manner.

I am particularly pleased that we were able to bring Bob Gilbert on line as our Adjutant Foreman this year. His support, his coordination efforts, and his supervisory skills have proven to be an invaluable asset to our department.

The following is a list of some of the larger projects undertaken by our department in 1996:

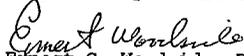
1. Installation of electrical wiring system for, and coordination with the general contractor on installation of central air conditioning in the and Underhill buildings in the Rockingham County Nursing Home.
2. Installation of over-bed lighting in the Underhill building of the Rockingham County Nursing Home to come into compliance with State requirements.
3. Beginning renovations to Underhill bathrooms to come into compliance with State requirements.

Engineering & Maintenance Services  
Annual Report for 1996  
page 2 of 2

4. Completion of a chloride study, installation of new well pumps, and commencement of construction to the Water Treatment Facility.
5. Renovations to Driscoll II for construction of offices, conference rooms and storage areas for the new Human Resources Department and for the County Delegation.
6. Extensive wiring installed to accommodate the new computer systems coming on line.

This list does not include the continued overall maintenance/improvements to all Complex buildings and grounds. Without the continued team play of all members of my department, and the support and cooperation of all department heads and employees, this would not be accomplished. I would like to thank all employees and staff for a job well done and the Board of Rockingham County Commissioners for their continued support.

Respectfully Submitted



Ernest G. Woodside, Director  
Rockingham County Engineering & Maintenance Services

EGW:jg

**ROCKINGHAM COUNTY HUMAN RESOURCES DEPARTMENT**

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119 North Road  
Brentwood, New Hampshire 03833

March 24, 1997

Board of Commissioners  
119 North Road  
Brentwood, NH 03833

RE: 1996 Annual Report for Department of Human Resources

Dear Commissioners:

The Human Resources Department is happy to report that the department has been relocated to its new offices located on the second floor of the Driscoll wing of the Nursing Home. The reorganization of the office based on the study completed by Mr. Gary Wulf, calls for three positions a director, an assistant and one clerical support person. The department is currently operating under the direction of the Board of Commissioners and the HR Assistant Mr. Morrisette.

The department has also engaged Mr. Gary Wulf as the County's Chief Negotiator for handling the current union activity with the Department of Corrections and any future union organizational activity of other County departments.

The HR office is now the depository for all the official Personnel Records of the County excluding the Sheriff's Department. It is hoped that details surrounding the transfer of those files can be accomplished in the near future. The department also conducted Sexual Harassment training sessions for Officials and Division Directors during 1996. The implementation of the new "Ten-Step" Pay Plan has been completed. The problems that occurred during the transition have been addressed and the sub-committee critiquing the plan is working on the criteria for the "Merit-Pool" funds for 1997. The director will be solely responsible for determining how the "evaluation-tool" will be reviewed and for any changes to be implemented for the 1998 process.

Sincerely,



Roy E. Morrisette, HR Assistant  
for Rockingham County

rem

ROCKINGHAM COUNTY DEPARTMENT OF HUMAN SERVICES

1996 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, 1996.

The Department of Human Services was responsible for an appropriated budget of \$ 13,263,184 for the funding of services to residents of nursing homes, juveniles and their families, the disabled, and the elderly.

The Intermediate Nursing Care line of the budget represents the most costly portion of this department's budget. The program pays for the Medicaid eligible services to residents in private nursing homes, as well as the Rockingham County Nursing Home. These costs are split fifty percent federal share, 30.55 percent county share and 19.45 percent state share. There was an average caseload of 855 residents, at an average monthly cost of \$695,000.

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 have been found to be abused or neglected. In an agreement with the Division for Children, Youth and Families, counties also participate in the funding of services prior to court involvement for CHINS cases and child protection cases. Rockingham County funds twenty five percent of costs for services, and the State of New Hampshire, Division for Children, Youth and Families, seventy-five percent. Rockingham County paid expenses for an average of 376 children on a monthly basis; the cost averaging \$ 127,000 monthly. This is a decrease in both caseload and costs below last year. This department is also responsible for the collection of reimbursement from parents for children's expenses. Reimbursement totaled \$101,520 in 1996.

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 served an average monthly caseload of 803 persons, at an average monthly cost to the county of \$72,000.

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. The average caseload was 257 clients per month at a total average cost of \$14,250.

In each of the above categories of assistance, the monthly costs were below those of last year. This resulted in an unspent appropriation of greater than one million dollars.

Rockingham County receives \$ 480,00 annually from the State of New Hampshire, Division for Children, Youth and Families in, what are referred to as, "6% Incentive Funds". Grants are awarded by the Board of Commissioners to community prevention programs which serve as alternatives to involvement in the juvenile justice system and potential costly out of home placements or services.

Rockingham County's Parent-Child Mediation Programs, and the dedicated community volunteers who serve as mediators, provided services to families whose adolescent is experiencing difficulty in the home, at school or in the community. For the twelfth consecutive year, parent-child mediation was provided free of charge to families residing in Rockingham County. Referrals are accepted from families themselves, the school, the Division for Children, Youth and Families caseworkers, and from the courts, as a diversion alternative. The programs enjoy the support of legislators who comprise the Human Services budget sub-committee. The coordinators of the Seacoast and Derry Mediation programs have diversified the service provided to the community. They have both developed and implemented a peer mediation curriculum in area schools, and have trained students ranging from the second grade to junior high school level in conflict resolution skills. The peer mediators serve to mediate problems which might otherwise escalate to disciplinary or violent situations.

I would like to express my appreciation to the Board of Commissioners for the support of the initiatives of this department. I would also like to recognize the excellent staff of this department, including the Parent-Child Mediation Program coordinators, for their service on behalf of the families of Rockingham County.

Respectfully submitted,

  
Diane D. Gill

**UNH Cooperative Extension  
Rockingham County  
Year in Review 1996**

UNH Cooperative Extension provides New Hampshire citizens with research based education and information, enhancing their ability make informed decisions that strengthen youth and families, sustain natural resources, and improve the economy.

Your Rockingham County office brings this commitment to you by providing outreach on the local level within your community.

**Agriculture Resources** - Working closely with business, home audiences and public institution that produce crops and animal products to preserve natural resources and improve business management skills and profitability.

**Expanded Food and Nutrition Education Program (EFNEP):** Helping limited income families and youth learn about basic nutrition, food safety and low-cost meal preparation.

**Family Development:** Teaching New Hampshire residents about food and nutrition, family resource management and human development.

**Forest Resources:** Providing educational technical assistance to forest landowners and the forest industry in the use of our forest resources for recreation, wildlife, timber and watershed management.

**4-H Youth Development:** Providing opportunities for youth to build life skills through a variety of projects and by working with trained volunteers who provide guidance and support at the local level. And by working with communities to assess needs and develop strategies to effectively build strong communication among a diverse population.

**Sea Grant & Marine Resources:** promoting the wise use, conservation, and development of our marine resources through research and education. Cooperative work with the marine industry, state and federal agencies, organizations and individuals helps to identify and solve problems associated with the development and conservation of northern New England's marine resources. The program also increases public awareness of important marine and coastal issues through its education and advisory efforts.

## **Forest Resources**

### **Open Space Studies**

Last year's studies of open space lands in Deerfield, Fremont and Stratham have been published into a brochure called "Does Open Space Pay?" The publication has really caught the attention of folks around the state. The NH Wildlife Federation has developed a slide program called "The Dollars and Sense of Open Space" using these studies and others that have recently been completed in the state and is giving a series of 16 talks across the state this winter and spring. Phil Auger has also given numerous talks on the subject to a variety of audiences including this year's Annual Association of Conservation Commissions, the annual NH Municipal Association Meetings and NH Public Radio.

### **Bear-Paw Regional Greenways**

Volunteers from seven communities—Deerfield, Candia, Northwood, Nottingham, Strafford, Epsom and Raymond have gotten together this past year to begin work on this unique land protection project. The concept is to identify significant open space corridors or greenways in the hopes of eventually forming connections of voluntarily-protected lands between some of the most significant open-space areas already protected in southeastern New Hampshire. These include Bear Brook and Pawtuckaway State Parks (hence the names), Northwood Meadows State Park and the privately owned Blue Hills Foundation Lands located primarily in Strafford. UNH Cooperative Extension is giving some help to the group as they start up the endeavor. By the end of this year the organization hopes to have received federal private non-profit status and is applying for grants to help meet their needs.

### **Watershed Ecology Course for Teachers**

For many years professional natural resources managers have been pleading for a course that gives teachers some real world experiences. Thanks to the Water Resources staff of UNH Cooperative Extension, just that has happened. The Watershed Ecology course has been offered for a number of years, but last year wildlife and forestry were added to the curriculum and graduate credits were offered for the first time. The course was very well received and should improve again this year with additional wildlife and forestry field time. The course has been scheduled at different locations each year and this year will be at the Main Street School in Exeter. We hope a number of the participants are from schools in Rockingham County.

### **Urban Programs**

As usual there are a number of ongoing urban tree efforts in the county. Nancy Adams and Phil Auger have teamed up on several occasions to provide communities with assistance. These have included everything from seeding ball fields to planting shade trees and other ornamentals. Communities we have worked with this year are Exeter, Raymond, East Derry, Hampstead, and Auburn. Also helping out is a new team of volunteers called Community Tree Stewards. UNH Cooperative Extension trains these folks to help work with communities on shade tree projects. In exchange for their training they provide community service project assistance.

### **Osprey Nesting Platform Update**

Good news on the osprey nesting platforms that Extension and the NH Fish and Game Department installed two years ago. Last spring a pair of osprey successfully reared on bird from the platform in Newmarket. This was a really great project that brought together many agencies and people. Public Service Co. provided a line crew for the day and the Great Bay National Wildlife Refuge provided free telephone poles. Rand Lumber Co. from Rye provided native hemlock lumber for the nesting platforms and students from the New Boston Elementary School dug into their own pockets and contributed about \$25 for nuts, bolts and other miscellaneous materials. Two nesting platforms were erected, one on privately-owned land in Newmarket, the other on NH Fish and Game property in Dover. A third platform was erected the year before at the Great Bay National Wildlife Refuge. Two of the three had successful osprey nest last year, thereby doubling the number of active nests in Great Bay.

### **Sea Grant & Marine Resources**

The need for a fishermen's association is greater now than in the past. The industry is changing dramatically due to

reduced fish stock, new regulations, pressure from non-fishing organizations, and a deteriorating infrastructure. Sea Grant helped the organization get started in 1988 and continues to work closely with the organization leaders providing clerical assistance, information on fisheries issues, and education programs. In 1996 Sea Grant completed a portable educational display which will be used to educate decision-makers, consumer, the media, and general public on the New Hampshire commercial fishing industry.

### **Marine Aquaculture**

Reduced fish stocks, regulations limited commercial fishing, and increased demands for seafood have stirred an interest in marine aquaculture. Maine now has a \$50 million salmon industry as well as several substantial shellfish industries. Sea Grant is working with the research community, potential aquaculturists, existing companies, and commercial fishermen investigation the possibilities for aquaculture in New Hampshire.

In 1996 the first open-ocean submersible fish cages on the East Coast were tested in New Hampshire. The first commercial flounder hatchery in the country started operation in New Hampshire. Sea Grant sponsored an international conference on "Open Ocean Aquaculture." Two Hundred people met for three days to discuss the possibilities, issues, impediments, and concerns surrounding this new concept.

### **Fisheries Management**

Fisheries management worldwide is in turmoil. New England is no different. Law suits, protests, political maneuvering, delays, complaining, and a lack of compliance and enforcement hinders the process. Can fisheries management issues be addressed in a way that will make all the stakeholders part of the solution instead of being treated like the problem? Sea Grant has been part of a group of interested stakeholders designing a bottoms-up collaborative self-management of co-management fisheries management system. This group has received \$70,000 from five different charitable foundations to help move this process along. This group consists of fishermen, environmentalists, scientists, and educators.

### **Agriculture Resources**

**Open Farm Day:** Three thousand people visited several different farms to see how these facilities operate and growers learned about farm and food safety, techniques for working with the public as well as organizational skills.

**"Farm & Produce Directory":** a Rockingham County Agriculture brochure was printed and distributed through rest areas public libraries, farmers markets and other outlets. Consumers were made aware of the availability and diversity of fresh, locally grown agricultural products in the county.

**Sustainable Agriculture:** this is the concept of taking a systems approach to attaining a balance between economic, environmental and societal considerations simultaneously. As agriculture operates more and more at the rural urban fringe it has become more important that agriculture is to exist into the next century, this approach must be taken. Fifty five growers were educated on the licensing and recertification process of pesticide use in the state. Additionally, they received information on preventing and controlling pests on raspberries, strawberries, blueberries.

**Bisolds/Sludge:** Discussion groups were initiated and conducted by Cooperative Extension on this issue and resulted in the formation of the Granite State Residuals Task Force and subsequent leadership is being provided by the Conservation district.

#### **Other areas of focus:**

Turf Management Workshop

Pasture Walk

Corn and forage fertilizer recommendations

Commercial apple pruning demonstration

Research, release of beneficial flea beetles to control leafy spurge

## **Ecologically Sound Economic Development**

**Natural Resources** - large and small agriculture and other natural resource based industries play a key role in the economy of many NH communities through creating jobs and business opportunities. Providing produce and services for trade, supporting many related businesses. They are stable and less affected by national economic uncertainty in comparison with other industries. In addition, natural resources-based business provide a substantial portion of tax revenues and help maintain open space.

**Small Farm project:** developed as a resource package of educational materials to potential growers.

### **Areas of focus:**

Business Planning for Ornamental Firms

Town beautification projects

Horticultural business opportunities

## **Consumer Education Regarding their Home Environment**

Cooperative Extension has traditionally served as a resource of information on a variety of topics for the general public. Most of these requests focus on horticulture and the home environment. Many of these requests come from urban and suburban homeowners not involved in Extension's traditional programming efforts. The Decision that these constituents make regarding their home environment can have a significant impact on their community and environment.

### **Areas of Focus:**

Homeowner requests, fact sheets, workshops, phone calls, office visits

Radio spots, newsletter

Soil testing at the Farmers Market

Pesticide Safety

Pruning and Grafting Demonstration

Lawn Care Management

Herb presentation

## **Master Gardeners**

Thirty seven people applied to participate in the Master Gardener training this year, five individuals were selected and returned 200 hours of volunteer service to the residents of Rockingham County. In addition, previously trained Master Gardeners delivered approximately 220 houses of volunteer service.

Examples of educational programs offered by Rockingham County Master Gardeners in 1996 include:

Extension booth with "making a living wreath" - Moses Kent House, Exeter

Planting flowers display at Rte 95 liquor store, Hampton

Planted 20 self-watering flower pots for Hampton toll booths

Staff Q & A booth for 2 days at Portsmouth Pocket Garden Tour

Compost display for Austin Street garden tour, Portsmouth

Children's gardens with EFNEP staff at Newmarket and Portsmouth. The program ran for nine weeks.

Developed a children's garden and Native American vegetable garden display at America's Stonehenge,

Salem

**Country Living Day:** This year 300 adults and children participated in this program which included 30 educational seminars.

## **Expanded Food Nutrition Education Program**

### **Youth Gardening Project**

The Youth gardening project is a collaborative effort involving EFNEP and Extension's Master Gardener Program. This year a garden was done for the fifth year at Community Child Care Center in Portsmouth. Eleven children ranging in age from 8-12 years participated.

Another garden project was done this year at Newmarket Recreation Center. The program began in June with 25 children participating.

The weekly session for these programs included garden maintenance, journal writing, hands on activities focusing on nutrition and growing your garden.

### **Great Beginnings Evaluation Study**

This is a nutrition education evaluation program for pregnant and parenting teens. The long term goal is to have healthier moms giving birth to healthier babies. Since the onset of the program there have been 131 participants throughout the state. Even when the study has ended this year, the program will continue to be available for teens.

### **Planning Ahead, Staying Ahead**

This program is for limit income audiences to help in areas of money management, managing your food resources and nutrition. This year nine volunteers from various human service agencies have been trained to present this material to their clients.

An update design of this program allows for individual teaching as well as small group sessions.

A program of Planning Ahead, Staying Ahead for Seniors was piloted this past year in Newmarket. The focus of the sessions for seniors looks at gift giving, consumer fraud and cooking for one or two. This program brought an awareness of the continuing nutritional needs for the elderly living alone.

## **Family Development**

### **Family Focus: Parenting Your School-Age Child**

This four-part series was provided twice for parents at the Newmarket Elementary School and the Nottingham Elementary School. A majority said they gained knowledge and skills in understand normal development, positive discipline strategies, positive communication, and increasing self-esteem. "Slowly my children and I are trying some of the new approaches. They and I have a clearer understanding of their limits and consequences."

"I can better accept some of my children's behaviors knowing that they may be basses on their development age."

### **Family Focus: Parenting you Adolescent**

This four-part series was provided for parents at the Timberlane Middle School in Plaistow, N.H. Of those completing evaluations, a majority said they increased knowledge and skill in understanding typical adolescent behavior, better communication, and helping to increase their teen's self-esteem. "I feel more relaxed because I am more aware that my child is going through normal changes." "My teen and I don't have as many arguments because I am relating to him in a more positive way."

### **Cradle Crier and Toddler Tales**

A total of 1,900 parents received the child development newsletters, Cradle Crier and Toddler Tales. A majority of the parents completing evaluations stated the newsletters increased their understanding of child development and provided useful suggestions in fostering the development of their infants and toddlers. Distribution at health-related agencies of the first issue of the newsletter was increase due to the efforts of a student intern from the UNH Department of Family Studies.

### **Understanding the Food Label**

Two programs were offered to employees at Seabrook Station in Seabrook, N.H. and a home health business in Portsmouth. A majority completing the evaluation stated the information was applicable to helping them change some lifestyle habits. Example of results cited by participants were: increased understanding of all aspects the food label, cleared up questions I had, learned more about fat and goals I should shoot for, and understanding percent of recommended amounts and how it applies to food selection.

"I can now regulate my calories and fat intake by reading the food labels in an intelligent manner."

### **Food Safety and Food Preservation Hotline**

During the summer months, a New England-wide hotline was piloted in numerous states, including New Hampshire. At least 100 food safety and food preservation questions were answered by the County Extension Educator or referred to the hotline in Rhode Island. The effectiveness of the regional hotline is currently being evaluated.

### **Taking Charge of Your Finances**

This five-session money management course continues to be in demand, meeting the needs of individuals with significant debt and cash flow problems. The course has also assisted individuals with being able to save money for future goals. After completion of the class, individuals will have developed their own Spending/Saving Plan based on the data gathered during the course. Other topics include communication, values, goal-setting, credit management, insurance, organizing and keeping financial records. Throughout the class, the importance of two fundamentals of successful money management are emphasized: "Live Within Your Means" and "Pay Yourself First".

### **Financial Empowerment for Women**

This seven-session series, developed by the American Association of Retired Persons, provides an opportunity for midlife and older women to become more knowledgeable and confident in the area of money management. After a few years of tremendous success in the Seacoast area, this program was offered for the first time in Salem. It began on April 2 and was completed on May 14. There were 40 participants and five group leaders who received information on Development a Spending/Saving Plan, Credit and Banking, Investing for Retirement, Social Security, Estate Planning and Risk Management. Implementation of this program involves working with a coalition to plan the program as well as training and managing volunteers who serve as group leaders.

### **Family Focus Volunteer Project**

This was the third year in which "Parenting the Young Child" was offered by volunteers in Rockingham County. All volunteers have completed a state-wide training on the curriculum and have agreed to a two year commitment. As a result of this, Karen Blass has been responsible for coordination and support of twenty-seven volunteers. These individuals are both child care providers and agency personnel who work with parents in groups and one-on-one instruction.

### **High School Financial Planning Program**

UNH Cooperative Extension and the College for Financial Planning co-sponsored this program to teach high school students to manage their money. Thus far, twenty-six high school teachers from ten schools have been trained to use the program materials and UNH Cooperative Extension serves as a resource, providing education materials as requested and ongoing support to the teachers using these materials.

### **HICEAS**

#### **(Health Insurance Counseling Education Assistance Service)**

The goal of the HICEAS program is to train and support volunteers so they may provide assistance to seniors and their caregivers on questions regarding Medicare, Medigap, Managed Care, Long Term Care Insurance and Medicaid. UNH Cooperative Extension has trained 186 volunteers statewide and keeps them updated on changes. This has required considerable reading, research and networking with government agencies and insurance companies. These volunteers are now located at 36 sites across the state, including Rockingham County. Each year we conduct training for new volunteers in the fall, a one-day recertification training in June for existing volunteers, write articles on our areas of expertise for the volunteer newsletter "Connections" and answer questions for local and state-wide volunteers.

### **Planning Ahead, Staying Ahead**

Planing Ahead, Staying Ahead is a multi-disciplinary curriculum designed to address the particular needs of the limited income audience. The curriculum contains educational materials on money management, nutrition and human development. Recently the curriculum was adapted to be used to train volunteers. Karen assisted in this

process though a pilot program over the last two years, and assisted in the development of the training curriculum. In April 1996 Karen trained nine volunteers along with Judi Delaney-Shirley, the EFNEP Associate in the office. These volunteers are providing the information to their clients within the Community Action Self-Sufficiency Program, the New Hampshire Employment Program, Headstart, New Generations and other human service agencies.

### **Project Safeguard**

Project Safeguard is a family-based "prevention education" program designed to address substance abuse and health related issues that impact quality of life. The program is unique in that it involves removing students from the campus and transporting them to another site where they will be joined by their parents for the purpose of attending an all-day conference. In this neutral environment, conference participants attend a variety of workshops on topics relating to early adolescence. Parents and students plan their day together by pre-selecting workshops which they would like to attend. Karen Blass has served as consultant to four schools in Rockingham County, providing them with expertise in the overall coordination of Project Safeguard. All schools are currently implementing the program on an annual basis. She is currently assisting Sanborn regional Middle School with their program for 1997.

### **Getting a Grip on Your Money**

This newsletter series is a new offering as of January 1996. The series consists of seven parts addressing topics: Keeping Credit Under Control, Talking About Money, Keeping Financial Records, Assessing Home Insurance, Understanding Health Insurance, Evaluating Life Insurance and Developing a Spending/Saving Plan. This is an alternative to "Taking Charge of your Finances" for people unable to attend a class.

### **4-H Youth Development**

4-H programs blend project with life skill development and integrate the five major competencies based on Karen Pittman's youth development research--physical and mental health and health practices; personal and social development; cognitive and creative; vocational competence and citizenship competence.

### **Aquaculture Education and Research Center**

Since 1988, UNH cooperative Extension has operated a small aquaculture marine lab in Seabrook, located near the Yankee Fishermen's Cooperative. In 1996, we were awarded a planning and development grant through the Office of State Planning Coastal Program to look at the feasibility of redesigning the facility and developing a program which is in keeping with our mission and strategic plan. We have an advisory group in place which is representative of the academic, community and research emphasis of the project. The broad scope of the program includes: workforce preparation, applied student research, mentorship opportunities, student intern roles, volunteerism and community service.

### **Exeter Coalition for Youth**

"Advocates for collaboration of community energies and efforts to support and empower youth". Having established a mission, goals and objectives this group in conjunction with UNH Cooperative Extension developed a youth and adult survey to assess the current status of youth and identify issues of concern. Youth members of the coalition disseminated the survey during homeroom in the high school. All sixth grade teachers were given copies for youth in their classrooms. The survey was then collected and the analysis was done with a rate of return of 67% (1,527). Youth members presented the results to the School Board and Board of Selectmen. The Coalition hosted a Community Dinner to celebrate the accomplishments of the 1989 Civic Profile, share the results of the survey and identify other projects on behalf of youth to tackle. Approximately 50 people (youth and adults) attended the dinner. Small groups focused on the question: Envision a supportive community for youth, what would it look like? As the groups worked they brainstormed ideas, projects, actions. Then used an impact feasibility grid to determine how viable a project was and whether it was possible in the community. Out of this meeting has evolved the skateboard park subcommittee and subsequent work with the town of Exeter for its establishment.

**County Recognition Night:** 124 youth were saluted for outstanding accomplishments in county 4-H programs; 59 for state 4-H programs honors; 16 for regional recognition and 10 for national 4-H program honors. 57 volunteer leaders were presented with National 4-H clover awards for 2, 5, 10, 15, 20, 25, and 30 years of service to youth. U.S. Department of Agriculture charters for 4-H clubs were presented to seven new clubs and five new family units. Awards for project accomplishments and continuing achievement were given to 148 older members. Seven college scholarships were awarded through the Rockingham County 4-H Foundation. The Dwight Brown Memorial Scholarship was established and presented for the first time in 1996.

**Community Service Projects:** 4-H Clubs initiate and conduct community service projects to enhance the lives of people and to help their communities. Some of the projects undertaken this year include cleaning a town skating area; planting one of 200 nationwide Peace Poles at Deerfield Fair, making ABC quilts for infants with major medical issues; writing and presenting an original play to town kindergartners; collecting food and supplies for food pantries and homeless center; making a community garden quilt for town beautification; Hug a Teddy Bear project; helping with project mercy; planting trees; conducting programs for old home days and town festivals; helping with open farms days and with harvesting; and designing and painting a mural for a town building. Community Service projects empower youth and reinforce the importance of volunteering while providing opportunities for leadership and teamwork development.

**County 4-H Program:** Planned by youth and adults, county 4-H programs give opportunities to learn something new, showcase their projects, demonstrate life skills and meet others forming friendship and networks.

**Favorite Foods Festival:** 45 youth from 19 clubs prepared foods, researched nutrition information, participated in interviews, planned menus and demonstrated skills in food displays and service.

**Demonstration Day:** 45 youth presenters of information indicated that 97% gained confidence in speaking in front of others, 85% learned organizational skills and 77% gained skills in teaching others.

**Crafts Funshop:** 51 people participated in learning their choice of 12 hands on crafts topics.

**Judging program:** 46 youth took part in placing classes based on quality standards in the horticultural judging program and 39 completed the consumer home economics division. Over 100 youth did horse judging classes as part of the county horse show.

**Fashion Revue:** 36 youth from 15 clubs sewed and modeled their outfits in Fashion Revue gaining 354 new construction skills and improving 252 construction techniques. Twenty-five youth from three clubs participated in the talent program. Survey of participants show this 4-H program helps 88% improve setting and achieving goals; 84% improved decision making skills; and 75% improve abilities to ask questions, gather information and think creatively.

**Fairs:** 630 4-H members displayed their projects in Stratham and Deerfield Fair. Stratham Fair had 30 club project displays, four clubs education displays and 11 individual member educational displays. Deerfield Fair had 48 club project displays and nine club educational displays and three member education displays.

**4-H Camp Programs** helped 182 youth have fun, practice life skills and learn more about our natural environment.

**Thanks to a DCYF grant** 34 youth facing multiple issues were awarded scholarships enabling them to experience 4-H camp programs.

Reaching out to even more youth and adults who work with youth: **Out 4-H Spaces Conference** involved 126 youth and 38 youth choosing between 23 workshops in **inner space** (personal development), **outer space** (science & technology) and **shared space** (global and environmental education). **Out 4-H Summer Happenings** program took 4-H programs on the road to sites in Exeter, Stratham, Derry, Nottingham and Candia reaching 138 youth with a blend of 4-H projects and spaces fun learning activities. **International 4-H Youth Exchange** program reached 3, 291 youth in 36 schools with message of similarities and differences in living a culture in another country. **Talking with TJ** program on teamwork and cooperation and on conflict resolution reached 201 youth in Candia, Auburn, Hampstead and New Castle. Four training programs were presented and volunteers stated they gave 65 hours to conduct TJ series. **Babysitting Short Courses** were jointly planned and conducted with civic groups in Candia, Salem, Epping, Seabrook, Deerfield, North Hampton and Kensington with 138 youth learning more about the roles and responsibilities of a beginning babysitter; how to handle emergency situations; growth and development of infants toddlers, preschoolers; leading positive play activities and basic care of young children.

**Kids on the Block** handicapped awareness puppet program reached 667 youth. Twenty-seven key volunteers and 73 trained puppeteers (61 of these were youth) indicated they donated 584 volunteer hours to practicing and presenting these informative programs. Environmental Management program for environmental and waste management concerns, issues and involvement was piloted at the Exeter Area Junior High with a team of interns from a community development class at UNH. **Safe at Home, Let's Talk about Money; High School Financial planning** programs were also coordinated.

**COUNTY OF ROCKINGHAM  
NEW HAMPSHIRE**

**Financial Statements  
With Schedule of Federal Financial Assistance  
December 31, 1996  
and  
Independent Auditor's Report**

**COUNTY OF ROCKINGHAM  
NEW HAMPSHIRE**

FINANCIAL STATEMENTS  
December 31, 1996

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**COUNTY OF ROCKINGHAM  
NEW HAMPSHIRE**

**FINANCIAL STATEMENTS  
December 31, 1996**

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# Vachon, Clukay & Co., PC

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## INDEPENDENT AUDITOR'S REPORT

To the Board of 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, 1996, as listed in the table of contents. These general purpose financial statements are the responsibility of the County of Rockingham, New Hampshire'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; *Government Auditing Standards*, issued by the Comptroller General of the United States; and the provisions of Office of Management and Budget (OMB) Circular A-128, "Audits of State and Local Governments". Those standards and OMB Circular A-128 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.

As more fully described in Note 1, the general purpose financial statements referred to above do not include the financial statements of the General Fixed Assets Account Group, which should be included to conform with generally accepted accounting principles. The amount that should be recorded in the General Fixed Assets Account Group is not known.

In our opinion, except for the effect on the general purpose financial statements of the omission described in the third 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, 1996, 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.

In accordance with *Government Auditing Standards*, we have also issued a report dated April 1, 1997 on our consideration of the County of Rockingham, New Hampshire's internal control structure and a report dated April 1, 1997 on its compliance with laws and regulations.

Our audit was conducted for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining 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.

*Wackon, Clark & Co., PC*

April 1, 1997

EXHIBIT A  
**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS**  
 December 31, 1996

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Funds		Account Groups		Totals
	General Fund	Special Revenue Fund	Capital Projects Funds	RCNH Enterprise Funds	Internal Service Funds	Trust and Agency Funds	General Long-Term Debt	(Memorandum Only)		
<b>ASSETS</b>										
Cash and cash equivalents	\$6,329,946	\$555	\$189,994	\$16,937	\$762,013	\$85,340		\$7,384,785		
Restricted cash				60,620				60,620		
Investments	16,333				1,703,839			1,720,172		
Accounts receivable, net	374,772			1,518,799	10,402			1,903,973		
Due from other governments	112,914							112,914		
Due from other funds				1,716,094	40,744			1,756,838		
Inventory	396,352			89,527				485,879		
Prepaid expenses	6,386							6,386		
Restricted - Patient assets				217,544				217,544		
Property and equipment, net				12,226,166				12,226,166		
Amount to be provided for retirement of general long-term debt and other obligations										
<b>TOTAL ASSETS</b>	<u>\$7,236,703</u>	<u>\$555</u>	<u>\$189,994</u>	<u>\$15,845,687</u>	<u>\$2,516,998</u>	<u>\$85,340</u>		<u>\$9,944,521</u>		<u>9,944,521</u>
								<u>\$9,944,521</u>		<u>\$35,819,798</u>

(Continued on next page)

EXHIBIT A  
**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS (CONTINUED)**  
 December 31, 1996

	Governmental Fund Types				Proprietary Fund Types		Judiciary	Account	Totals
	General Fund	Special Revenue Fund	Capital Projects Funds	RCNH Enterprise Funds	Internal Service Funds	Trust and Agency Funds	Groups General	Long-Term Debt	(Memorandum Only)
<b>LIABILITIES</b>									
Accounts payable	\$2,047,998		\$504	\$123,982	\$413,089				\$2,585,573
Accrued expenses	188,622			264,659					453,281
Deferred revenue	137,086				36,816				173,902
Patient or inmate accounts				217,544		\$77,708			295,252
Due to other funds	1,660,361		55,962	40,515					1,756,838
Capital lease obligations							\$104,311		104,311
Compensated absences				1,080,825			530,210		1,611,035
General obligation long-term debt - Bonds and notes				4,480,000			9,310,000		13,790,000
<b>TOTAL LIABILITIES</b>	<u>4,034,067</u>		<u>56,466</u>	<u>6,207,525</u>	<u>449,905</u>	<u>77,708</u>	<u>9,944,521</u>		<u>20,770,192</u>
<b>FUND EQUITY</b>									
Contributed capital				3,163,915					3,163,915
Retained earnings:									
Reserved for donor restricted assets				77,557					77,557
Reserved for special purposes					2,067,093				2,067,093
Unreserved				6,396,690					6,396,690
Fund Balance:									
Reserved:									
Encumbrances	647,794								647,794
Inventory	396,352								396,352
Unreserved:									
Designated	243,664	555	133,528			7,632			385,379
Undesignated	1,914,826								1,914,826
<b>TOTAL FUND EQUITY</b>	<u>3,202,636</u>	<u>555</u>	<u>133,528</u>	<u>9,638,162</u>	<u>2,067,093</u>	<u>7,632</u>			<u>15,049,606</u>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<u>\$7,236,703</u>	<u>\$555</u>	<u>\$189,994</u>	<u>\$15,845,687</u>	<u>\$2,516,998</u>	<u>\$85,140</u>	<u>\$9,944,521</u>		<u>\$35,819,798</u>

See notes to financial statements

EXHIBIT B  
**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS**  
For the Year Ended December 31, 1996

	Governmental Fund Types			Fiduciary	Totals
	General Fund	Special Revenue Fund	Capital Projects Funds	Expendable Trust Funds	(Memorandum Only)
<b>REVENUES</b>					
Taxes	\$23,468,828				\$23,468,828
Interest	388,821				388,821
Charges for services:			\$17,121	\$648	406,590
Deeds	1,996,654				1,996,654
Sheriff's Department	1,275,752	\$19			1,275,771
Maintenance	675,393				675,393
Commissioners Office	43				43
County Attorney	20,008				20,008
Corrections Department	337,288				337,288
County Land Management	26,693				26,693
Human Services	527,536				527,536
Personnel Services	70,700				70,700
Other	225,264				225,264
	<u>29,012,980</u>	<u>19</u>	<u>17,121</u>	<u>648</u>	<u>29,030,768</u>
<b>OTHER FINANCING SOURCES</b>					
Capital lease proceeds	104,311				104,311
Operating Transfers In			1,967		1,967
	<u>104,311</u>		<u>1,967</u>		<u>106,278</u>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<u>29,117,291</u>	<u>19</u>	<u>19,088</u>	<u>648</u>	<u>29,137,046</u>
<b>EXPENDITURES</b>					
Current:					
Public Assistance	11,416,823				11,416,823
Corrections	4,348,736				4,348,736
Maintenance	2,053,425				2,053,425
Fiscal Office	218,099				218,099
General Government	648,627				648,627
Commissioners	133,369				133,369
Personnel Services	116,215				116,215
Sheriff's Department	2,495,502	4,871			2,500,373
Register of Deeds	625,111				625,111
County Attorney	963,024				963,024
Medical Examiner	69,460				69,460
Extension Service	301,278				301,278
Land Management/Farm	42,338				42,338
Treasurer and Deputy	41,166				41,166
Delegation	33,987				33,987
Human Service Specials	218,250				218,250
Capital Outlay	1,019,672		18,510		1,038,182
Debt Service - Principal	875,000				875,000
Debt Service - Interest	1,019,480				1,019,480
	<u>26,639,562</u>	<u>4,871</u>	<u>18,510</u>		<u>26,662,943</u>
<b>OTHER FINANCING USES</b>					
Operating Transfers Out	1,073,790		166,407		1,240,197
	<u>1,073,790</u>		<u>166,407</u>		<u>1,240,197</u>
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>	<u>27,713,352</u>	<u>4,871</u>	<u>184,917</u>		<u>27,903,140</u>
<b>EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</b>	1,403,939	(4,852)	(165,829)	648	1,233,906
FUND BALANCE - January 1, As Restated	1,723,934	5,407	299,357	6,984	2,035,682
Change in reserved fund balance-Inventory	24,093				24,093
FUND BALANCE - December 31	<u>\$3,151,966</u>	<u>\$555</u>	<u>\$133,528</u>	<u>\$7,632</u>	<u>\$3,293,681</u>

See notes to financial statements

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## EXHIBIT C

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE****COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL (BUDGETARY BASIS) - GENERAL FUND**

For the Year Ended December 31, 1996

	Budget	Actual	Variance Favorable (Unfavorable)
<b>REVENUES</b>			
Taxes	\$23,468,828	\$23,468,828	
Interest	229,693	388,821	\$159,128
Charges for services:			
Deeds	1,500,000	1,996,654	496,654
Sheriff's Department	1,506,724	1,275,752	(230,972)
Maintenance	754,288	675,393	(78,895)
Commissioners Office		43	43
County Attorney	31,000	20,008	(10,992)
Corrections Department	91,151	337,288	246,137
County Land Management	20,520	26,693	6,173
Human Services	590,145	527,536	(62,609)
Personnel Services	161,323	70,700	(90,623)
Other	304,410	225,264	(79,146)
<b>TOTAL REVENUES</b>	<u>28,658,082</u>	<u>29,012,980</u>	<u>354,898</u>
<b>EXPENDITURES</b>			
Current:			
Public Assistance	12,678,069	11,416,823	1,261,246
Corrections	4,388,682	4,355,936	32,746
Maintenance	2,283,726	2,062,980	220,746
Fiscal Office	233,364	218,099	15,265
General Government	851,710	659,506	192,204
Commissioners	141,629	124,081	17,548
Personnel Services	154,261	116,215	38,046
Sheriff's Department	2,652,683	2,515,160	137,523
Register of Deeds	655,243	625,111	30,132
County Attorney	1,012,755	963,024	49,731
Medical Examiner	76,800	69,460	7,340
Extension Service	305,128	301,278	3,850
Land Management/Farm	49,866	43,088	6,778
Treasurer and Deputy	66,504	41,166	25,338
Delegation	37,624	33,987	3,637
Human Service Specials	218,250	218,250	
Capital Outlay	1,711,265	1,436,311	274,954
Debt Service :			
Principal	875,000	875,000	
Interest	1,136,718	1,019,480	117,238
	<u>29,529,277</u>	<u>27,094,955</u>	<u>2,434,322</u>
<b>OTHER FINANCING USES</b>			
Operating Transfers Out	1,071,823	1,073,790	(1,967)
	<u>1,071,823</u>	<u>1,073,790</u>	<u>(1,967)</u>
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>	<u>30,601,100</u>	<u>28,168,745</u>	<u>2,432,355</u>
<b>EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</b>	(1,943,018)	844,235	2,787,253
<b>FUND BALANCE - January 1, As Restated</b>	1,686,514	1,686,514	
<b>Change in reserved fund balance-Inventory</b>	24,093	24,093	
<b>FUND BALANCE - December 31 - Budgetary Basis</b>	<u>(\$232,411)</u>	<u>2,554,842</u>	<u>\$2,787,253</u>
Reconciliation to GAAP Basis:			
Elimination of encumbrances outstanding at end of year		647,794	
<b>FUND BALANCE - December 31 - GAAP Basis</b>		<u>\$3,202,636</u>	

See notes to financial statements

EXHIBIT D  
**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN**  
**RETAINED EARNINGS - ALL PROPRIETARY FUND TYPES**  
For the Year Ended December 31, 1996

	Proprietary Fund Types		Totals
	Enterprise Fund	Internal Service Funds	(Memorandum Only)
<b>OPERATING REVENUES</b>			
Patient service revenue	\$13,275,906		\$13,275,906
Charges to other funds		\$2,838,344	2,838,344
Other	1,260,836	418,514	1,679,350
	<u>14,536,742</u>	<u>3,256,858</u>	<u>17,793,600</u>
<b>OPERATING EXPENSES</b>			
Nursing services	7,621,089		7,621,089
Ancillary services	2,536,554		2,536,554
Dietary services	2,343,300		2,343,300
General services	957,237		957,237
Administrative services	667,386		667,386
Claims and premiums		2,810,111	2,810,111
Depreciation	673,917		673,917
Other		363	363
	<u>14,799,483</u>	<u>2,810,474</u>	<u>17,609,957</u>
<b>OPERATING INCOME</b>	<u>(262,741)</u>	<u>446,384</u>	<u>183,643</u>
<b>NON-OPERATING REVENUES (EXPENSES)</b>			
Interest expense	(234,380)		(234,380)
Amortization	(2,271)		(2,271)
	<u>(236,651)</u>		<u>(236,651)</u>
<b>INCOME (LOSS) BEFORE TRANSFERS</b>	<u>(499,392)</u>	<u>446,384</u>	<u>(53,008)</u>
Operating transfers from other funds	<u>1,238,230</u>		<u>1,238,230</u>
<b>NET INCOME</b>	<u>738,838</u>	<u>446,384</u>	<u>1,185,222</u>
ADD - Depreciation on contributed capital	35,884		35,884
<b>RETAINED EARNINGS - January 1</b>	<u>5,699,525</u>	<u>1,620,709</u>	<u>7,320,234</u>
<b>RETAINED EARNINGS - December 31</b>	<u><u>\$6,474,247</u></u>	<u><u>\$2,067,093</u></u>	<u><u>\$8,541,340</u></u>

See notes to financial statements

EXHIBIT E  
**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**COMBINED STATEMENT OF CASH FLOWS**  
**ALL PROPRIETARY FUND TYPES**  
For the Year Ended December 31, 1996

	Proprietary Fund Types		Totals
	Enterprise Fund	Internal Service Funds	(Memorandum Only)
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Operating income (loss)			
Adjustments:	(\$262,741)	\$446,384	\$183,643
Depreciation	673,917		673,917
Changes in assets and liabilities:			
Restricted cash	(16,550)		(16,550)
Accounts receivable	237,817	(10,402)	227,415
Due from other funds	(848,650)	(40,744)	(889,394)
Inventories and prepaids	24,144		24,144
Other current assets		1,011	1,011
Accounts payable	123,982	140,696	264,678
Accrued expenses	52,928		52,928
Deferred revenue		36,816	36,816
Due to other funds	40,515		40,515
Compensated absences	89,020		89,020
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<u>114,382</u>	<u>573,761</u>	<u>688,143</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Net decrease in investment securities	16,087	143,681	159,768
<b>NET CASH PROVIDED BY INVESTING ACTIVITIES</b>	<u>16,087</u>	<u>143,681</u>	<u>159,768</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>			
Operating transfers, net	1,238,230		1,238,230
<b>NET CASH PROVIDED BY NONCAPITAL FINANCING ACTIVITIES</b>	<u>1,238,230</u>		<u>1,238,230</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>			
Acquisition of fixed assets	(909,872)		(909,872)
Capital contributions	593,235		593,235
Principal paid on long-term debt	(800,000)		(800,000)
Interest paid on long-term debt	(235,125)		(235,125)
<b>NET CASH PROVIDED (USED) BY CAPITAL AND RELATED FINANCING ACTIVITIES</b>	<u>(1,351,762)</u>		<u>(1,351,762)</u>
<b>NET INCREASE IN CASH</b>	16,937	717,442	734,379
<b>CASH BALANCE - January 1</b>		44,571	44,571
<b>CASH BALANCE - December 31</b>	<u>\$16,937</u>	<u>\$762,013</u>	<u>\$778,950</u>
<b>SUPPLEMENTAL DISCLOSURE OF NON-CASH TRANSACTIONS:</b>			
Disposal of fully depreciated fixed assets	\$268,335		\$268,335
Amortization of contributed capital	35,884		35,884
	<u>\$304,219</u>		<u>\$304,219</u>

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See notes to financial statements

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS**  
December 31, 1996

**NOTE 1--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the County of Rockingham, New Hampshire (the County) 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.

***Reporting Entity***

The County of Rockingham, New Hampshire 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"*, these financial statements are required to present the County of Rockingham, New Hampshire and its "component units" (if any). A *primary government* is defined by the GASB as any state government or general purpose local 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 other 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, 1996 there were no potential component units identified upon which the application of these criteria were applied.

**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 as described follows:

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COUNTY OF ROCKINGHAM, NEW HAMPSHIRE  
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)  
December 31, 1996

NOTE 1--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

*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, 1996 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".

The County has the option of choosing whether or not to follow the FASB pronouncements issued subsequent to November 30, 1989 in accounting and reporting for its proprietary operations and has elected not to do so.

*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 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.

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
December 31, 1996

**NOTE 1--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

All purchased fixed assets are to be valued at cost where historical records are available and at an estimated historical cost where to 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.

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).

Long-Term Debt is recognized as a liability of a governmental fund primarily when due. For other long-term obligations, including compensated absence, only the 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.

**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 County has elected not to follow the FASB pronouncements issued subsequent to November 30, 1989 in accounting and reporting for its proprietary operations.

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

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
December 31, 1996

**NOTE 1--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

current period or soon enough thereafter to be used to pay liabilities of the current period. Miscellaneous fees and revenues are recorded as revenues when received in cash. 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.

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.

**BUDGET**

Governmental revenues and expenditures are controlled by a formal integrated budgetary system which is substantially consistent with both Generally Accepted Accounting Principles (GAAP) and applicable State finance-related laws and regulations which govern the County's operations. The County budget is formally acted upon at the County Convention. During the year, appropriations may be transferred between line items, but total expenditures may not exceed the total approved budget (with the exception of emergency items which require approval by the New Hampshire Department of Revenue Administration under RSA 32). At year end, all unencumbered annual appropriations lapse. Other appropriations which have a longer than annual authority 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 requires balanced budgets and, in most cases, the use of the beginning general fund unreserved fund balance to reduce the amount of taxes to be raised. For the County fiscal year ended December 31, 1996, \$2,167,208 in beginning general fund unreserved fund balances was used to reduce taxes.

**ENCUMBRANCES**

Encumbrance 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. Encumbrances outstanding at year end in the General Fund are detailed by function as follows:

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
 December 31, 1996

**NOTE 1--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

Corrections	\$7,200
Maintenance	32,345
General Government	10,879
Sheriff's Department	25,000
Extension Service	750
Capital Outlay	571,620
	<u>\$647,794</u>

**RECONCILIATION OF EXHIBIT B TO EXHIBIT C**

Amounts recorded as budgetary amounts in the Combined Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual (Budgetary Basis) - General Fund (Exhibit C) are reported on the basis budgeted by the County. General Fund budgetary expenditures were adjusted for encumbrances and capital leases (see Note 6) as follows:

	<u>Expenditures</u>
	<u>and Transfers</u>
Exhibit B	\$27,842,274
Encumbrances, December 31, 1995	(37,420)
Encumbrances, December 31, 1996	647,794
Capital leases	(104,311)
Exhibit C	<u>\$28,348,337</u>

**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).

**ACCOUNTS RECEIVABLE**

Billable services rendered during 1996 and prior and uncollected at December 31, 1996 are recorded as receivables. The allowance for estimated uncollectibles in the Nursing Home Enterprise Fund is \$697,242.

**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.

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
December 31, 1996

**NOTE 1--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**INVENTORIES**

Inventories of the General Fund are accounted for utilizing the purchase method. Under this method, inventories are recorded as expenditures when purchased. When inventory amounts are material (significant) at year end they are to be reported as assets of the respective fund and are to be equally offset by a fund balance reserve. Inventories in the Nursing Home Enterprise Fund, under the accrual basis of accounting, are valued at the lower of cost (first-in, first-out basis) or market.

**FIXED ASSETS**

Fixed assets of the 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. Estimated useful lives for buildings and improvements are 10 to 30 years and for movable equipment are 3 to 15 years.

**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 Nursing Home enterprise fund is reported in the enterprise fund in accordance with generally accepted accounting principles.

**COMPENSATED ABSENCES**

County employees are sometimes entitled to certain compensated absences based, in part, on their length of employment. In accordance with GASB Statement #16, *Accounting for Compensated Absences*, 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 such 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 fund liability or expenditure is reported for these amounts). Compensated absences of the Nursing Home enterprise fund are included in accrued expenses as a fund liability as required by generally accepted accounting principles.

The calculation of compensated absences can include (a) vacation leave that is attributable to past service in which it is probable that the County will compensate the employee through paid time off or cash payment at termination or retirement, and (b) vested sick leave in which it is probable that the County will compensate the employee through cash payment conditioned on the employee's termination or retirement calculated under the "vesting method". The calculation also includes the incremental cost of any item associated with compensation payments such as the employer share of social security, Medicare and retirement.

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
December 31, 1996

**NOTE 1--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**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 inventory (recorded at year end, if material, under the purchase method) or designated for continuing appropriation (commitments relating to unperformed non-lapsing appropriations).

**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.

**NOTE 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,
- \* savings bank deposits of banks incorporated under the laws of the State of New Hampshire,
- \* 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, or,
- \* "participation units" of the *New Hampshire Public Deposit Investment Pool* established under RSA 383:22.

The receiver of such public funds to be deposited or to be invested in securities shall "prior to acceptance of such funds" provide a collateralization option (represented by exclusively segregated securities defined by the Bank Commissioner as qualifying under RSA 386:57) for such funds in an amount at least equal to the amount to be deposited or invested in securities.

For the year ended December 31, 1996, the County was in compliance with these applicable deposit and investment state laws and regulations.

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
 December 31, 1996

**NOTE 2--STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY (CONTINUED)**

*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. The County has established risk management fund types in accordance with GASB Statement #10, "Accounting and Financial Reporting for Risk Financing and Related Insurance Issues", to account for and finance its uninsured risks of loss for 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.

*Claims, Judgments and Contingent Liabilities*

Grants - Amounts received 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, 1996, 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.

**NOTE 3--CASH AND INVESTMENTS**

*Deposits*

At December 31, 1996, the carrying amounts and bank balances with financial institutions of the County's cash deposits are categorized by credit risk as follows:

- Category 1 - Deposits that are insured by the Federal Deposit Insurance Corporation (FDIC) or collateralized by securities held by the County (or its agent) in the County's name.
- Category 2 - Deposits that are uninsured and collateralized by securities that are held by the pledging institution's trust department (or agent) in the County's name.
- Category 3 - Deposits that are uninsured and uncollateralized or collateralized by securities that are held by the pledging institution's trust department (or agent) but not in the County's name.

	Category			Carrying <u>Amount</u>	Book <u>Balance</u>
	1	2	3		
General Fund	\$6,685,436	\$80,015	\$0	\$6,765,451	\$6,329,946
Special Revenue Funds	555			555	555
Capital Projects Fund	100,000	96,147		196,147	189,994
Proprietary Funds	158,850	863,022		1,021,872	1,057,114
Trust and Agency Funds	95,312	7,632		102,944	85,340
	<u>\$7,040,153</u>	<u>\$1,046,816</u>	<u>\$0</u>	<u>\$8,086,969</u>	<u>\$7,662,949</u>

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
 December 31, 1996

**NOTE 3--CASH AND INVESTMENTS (CONTINUED)**

*Investments*

Category 1 - Investments that are insured or registered, or securities held by the County (or its agent) in the County's name.

Category 2 - Investments that are uninsured and unregistered, with securities that are held by the counterparty's trust department (or agent) in the County's name.

Category 3 - Investments that are uninsured and unregistered, with securities that are held by the counterparty, or by its trust department (or agent) but not in the County's name.

	Category			Carrying	Market
	1	2	3	Amount	Value
U.S. Government Securities	\$0	\$1,703,839	\$0	\$1,703,839	\$1,716,256
Investment in New Hampshire Public Deposit Investment Pool (NHPDIP)				16,333	16,333
				<u>\$1,720,172</u>	<u>\$1,732,589</u>

Investments in the NHPDIP are not investment securities and, as such, are not categorized by risk.

**NOTE 4--PROPERTY AND EQUIPMENT - PROPRIETARY FUNDS**

The following is a summary of changes in the Nursing Home Proprietary Fund property and equipment for the year ended December 31, 1996:

	Balance 1/1/96	Additions	Reductions	Balance 12/31/96
Land	\$196,187			\$196,187
Buildings and improvements	14,421,345	\$852,953	\$51,235	15,223,063
Moveable equipment	2,346,305	56,919	217,100	2,186,124
	<u>16,963,837</u>	<u>909,872</u>	<u>268,335</u>	<u>17,605,374</u>
Less: Accumulated depreciation	(4,973,626)	(673,917)	(268,335)	(5,379,208)
	<u>\$11,990,211</u>	<u>\$235,955</u>	<u>\$0</u>	<u>\$12,226,166</u>

**NOTE 5--PENSION PLAN**

*Pension Description*

The County contributes to the New Hampshire Retirement System (NHRS), a cost-sharing multiple-employer defined benefit pension plan administered by the NHRS Board of Trustees. The plan provides service, disability, death and vested retirement allowances to plan members and

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
 December 31, 1996

**NOTE 5--PENSION PLAN (CONTINUED)**

beneficiaries. Benefit provisions are established and may be amended by the New Hampshire State legislature. The NHRS issues a publicly available financial report that includes financial statements and required supplementary information for NHRS. That report may be obtained by writing to New Hampshire Retirement System, 4 Chenell Drive, Concord, New Hampshire 03301.

*Funding Policy*

Covered public safety and general employees are required to contribute 9.3% or 5.0% of their covered salary, respectively, and the County is required to contribute at an actuarially determined rate. The County's contribution rates for covered payroll of police officers and general employees the year ended December 31, 1996 were 2.73% and 3.39%, respectively. The County contributes 65% of the employer cost for police employed by the County and the State contributes the remaining 35% of the employer cost. The County contributes 100% of the employer cost for general employees of the County. On-behalf fringe benefits (GASB #24) contributed by the State of New Hampshire have not been recognized as amounts are not material to the financial statements.

Per RSA-100:16, plan member contribution rates are established and may be amended by the New Hampshire State legislature and employer contribution rates are determined by the NHRS Board of Trustees based on an actuarial valuation. The County's contributions to the NHRS for the years ending December 31, 1996, 1995 and 1994 were \$425,936, \$390,658, and \$372,010, respectively, equal to the required contributions for each year.

**NOTE 6--LONG-TERM DEBT**

*Changes in Long-Term Debt*

The following is a summary of debt transactions for the year ended December 31, 1996:

	<u>1/1/96</u>	<u>Additions</u>	<u>Reductions</u>	<u>12/31/96</u>
General Obligation Debt:				
General Fund	\$10,185,000		\$875,000	\$9,310,000
Nursing Home Enterprise Fund	5,280,000		800,000	4,480,000
Capital Lease Obligations		\$155,473	51,162	104,311
	<u>\$15,465,000</u>	<u>\$155,473</u>	<u>\$1,726,162</u>	<u>\$13,894,311</u>

*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 and Nursing Home enterprise fund are as follows:

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
 December 31, 1996

**NOTE 6--LONG-TERM DEBT (CONTINUED)**

	<u>Interest Rates</u>	<u>Principal Balance</u>
<u>Long-Term Debt Account Group</u>		
1992 - \$13,200,000 Public Improvement Bond	Var	<u>\$9,310,000</u>
<u>Nursing Home Proprietary Fund</u>		
1994 - \$6,600,000 Mitchell Project Bond	Var	4,480,000
Total General Obligation Long-Term Debt		<u><u>\$13,790,000</u></u>

*Capital Lease Obligations*

Capital lease obligations represent lease agreements entered into for the financing of equipment acquisitions. These contracts are subject to cancellation should funds not be appropriated to meet payment obligations. Amounts are annually budgeted in the applicable function. Following are capital leases at December 31, 1996:

Equipment, due in annual installments of \$40,162 including interest, through March, 1998 at 5.85%	\$73,789
Equipment, due in annual installments of \$16,522 including interest, through March, 1998 at 5.12-6.15%	30,522
	<u>\$104,311</u>

Annual debt service requirements to maturity for general obligation debt and capital leases, including interest of \$3,481,740 are as follows:

<u>Fiscal Year</u>	<u>Bonds</u>	<u>Capital Leases</u>	<u>Total</u>
1997	\$2,482,980	\$56,684	\$2,539,664
1998	2,158,280	56,684	2,214,964
1999	2,144,488		2,144,488
2000	2,130,475		2,130,475
2001	2,115,910		2,115,910
2002-2004	6,230,550		6,230,550
	<u>\$17,262,683</u>	<u>\$113,368</u>	<u>\$17,376,051</u>

**NOTE 7--DUE TO AND DUE FROM OTHER FUNDS**

Individual interfund balances at December 31, 1996 are as follows:

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
 December 31, 1996

**NOTE 7--DUE TO AND DUE FROM OTHER FUNDS (CONTINUED)**

<u>Fund</u>	<u>Due From</u>	<u>Due To</u>
General Fund		\$1,660,361
Capital Projects Funds		55,962
Proprietary Fund Types:		
Nursing Home Enterprise Fund	\$1,716,094	40,515
Internal Service Funds:		
Health Insurance Risk Management Fund	40,744	
	<u>\$1,756,838</u>	<u>\$1,756,838</u>

**NOTE 8--CONTRIBUTED CAPITAL - PROPRIETARY FUNDS**

Changes in the contributed capital account for the Nursing Home Enterprise Fund is summarized as follows:

Balance, January 1, 1996	\$2,606,564
Contributions	593,235
Less Amortization	(35,884)
Balance, December 31, 1996	<u>\$3,163,915</u>

**NOTE 9--NET WORKING CAPITAL**

The net working capital for the Nursing Home Enterprise Fund as of December 31, 1996 is \$1,061,996.

**NOTE 10--DESIGNATED FUND BALANCE**

*General Fund*

Appropriations for certain projects and specific items not fully expended at year end are carried forward as continuing appropriations to the next year in which they supplement the appropriations of that year. Following are continuing appropriations at December 31, 1996.

Public Assistance	<u>\$243,664</u>
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*Expendable Trust Funds*

Expendable Trust Funds balances designated for subsequent years' expenditures are as follows:

Nursing Home Expendable Trust	<u>\$7,632</u>
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**NOTE 11--OPERATING LEASE**

The County leases office space from the State of New Hampshire at the Rockingham County Court House for the Registry of Deeds and County Attorney. The terms of the lease require annual

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
 December 31, 1996

**NOTE 11--OPERATING LEASE (CONTINUED)**

payments of \$152,006 with adjustments based on percentage adjustments in the Consumer Price Index. Rental expense for the year ended was \$25,333.

Future minimum rental payments are as follows:

<u>Year</u>	
1997	\$152,006
1998	152,006
1999	152,006
2000	152,006
Thereafter	532,021

**NOTE 12--PRIOR PERIOD ADJUSTMENT**

Fund balance at January 1, 1996 has been adjusted as follows:

As previously reported	\$1,726,622
1995 County Attorney expenditure not reported	(2,688)
Adjusted amount	<u>\$1,723,934</u>

SCHEDULE 1

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**

**SCHEDULE OF GENERAL FUND REVENUES AND OTHER FINANCING SOURCES**

**ESTIMATED AND ACTUAL (BUDGETARY BASIS)**

For the Year Ended December 31, 1996

Revenues and Other Financing Sources	Current Year Estimate			Actual	Variance Favorable (Unfavorable)
	Original Estimate	Changes (Net)	Final Estimate		
<b>GENERAL GOVERNMENT</b>					
Taxes	\$23,468,828		\$23,468,828	\$23,468,828	
Interest	229,693		229,693	388,821	\$159,128
Other:					
Superior Court Lease	102,909		102,909	133,061	30,152
Telephone	1,500		1,500	1,151	(349)
Escheat Funds				17,219	17,219
Emergency management				59,381	59,381
Contingent grant	200,000		200,000		(200,000)
Other	1		1	14,452	14,451
	<u>24,002,931</u>		<u>24,002,931</u>	<u>24,082,913</u>	<u>79,982</u>
<b>DEEDS</b>					
Transfer taxes	250,000		250,000	388,053	138,053
Equipment surcharge	95,000		95,000	95,000	
Other	1,155,000		1,155,000	1,513,601	358,601
	<u>1,500,000</u>		<u>1,500,000</u>	<u>1,996,654</u>	<u>496,654</u>
<b>SHERIFF'S DEPARTMENT</b>					
Salary reimbursement	416,819		416,819	358,123	(58,696)
Civil	325,000		325,000	299,349	(25,651)
Dispatch salary reimbursement	27,000		27,000	27,000	
Dispatch grant equipment	55,000		55,000	10,000	(45,000)
Airport security	682,905		682,905	580,010	(102,895)
Other				1,270	1,270
	<u>1,506,724</u>		<u>1,506,724</u>	<u>1,275,752</u>	<u>(230,972)</u>
<b>MAINTENANCE</b>					
Gas reimbursement	1,500		1,500		(1,500)
Nursing Home Services	752,788		752,788	665,309	(87,479)
Other				10,084	10,084
	<u>754,288</u>		<u>754,288</u>	<u>675,393</u>	<u>(78,895)</u>
<b>COMMISSIONERS OFFICE</b>				43	43
<b>COUNTY ATTORNEY</b>	<u>31,000</u>		<u>31,000</u>	<u>20,008</u>	<u>(10,992)</u>
<b>CORRECTIONS DEPARTMENT</b>					
Federal prisoners	1		1	162,680	162,679
Telephone	36,000		36,000	62,026	26,026
Work release/Board	55,000		55,000	111,864	56,864
Other	150		150	718	568
	<u>91,151</u>		<u>91,151</u>	<u>337,288</u>	<u>246,137</u>
<b>COUNTY LAND MANAGEMENT</b>					
Rent	5,520		5,520	5,520	
Sales	15,000		15,000	21,173	6,173
	<u>20,520</u>		<u>20,520</u>	<u>26,693</u>	<u>6,173</u>
<b>HUMAN SERVICES</b>					
State incentive funds	590,145		590,145	526,399	(63,746)
Other				1,137	1,137
	<u>590,145</u>		<u>590,145</u>	<u>527,536</u>	<u>(62,609)</u>
<b>PERSONNEL SERVICES</b>	<u>161,323</u>		<u>161,323</u>	<u>70,700</u>	<u>(90,623)</u>
<b>TOTAL REVENUES</b>	<u>28,658,082</u>		<u>\$28,658,082</u>	<u>\$29,012,980</u>	<u>\$354,898</u>
<b>FUND BALANCE USED TO REDUCE TAXES</b>	<u>2,167,208</u>				
<b>TOTAL REVENUES, OTHER FINANCING SOURCES AND FUND BALANCE USED</b>	<u>\$30,825,290</u>				

SCHEDULE 2

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE  
SCHEDULE OF GENERAL FUND EXPENDITURES AND OTHER FINANCING USES  
BUDGET AND ACTUAL (BUDGETARY BASIS)**

December 31, 1996

Expenditures and Other Financing Uses	Beginning Reserve Items (Expenditures Only)		Current Year Budget		Ending Reserve Items (Expenditures Only)	Actual	Variance Favorable (Unfavorable)
	Budget Voted	Transfers (Net)	Budget Total				
<b>PUBLIC ASSISTANCE</b>							
Old age assistance	\$185,000		\$185,000			\$170,813	\$14,187
Intermediate Nursing Care	8,843,000		8,843,000			8,340,268	502,732
Aid to permanently and totally disabled	1,035,766		1,035,766			865,620	170,146
Court ordered service for children	2,356,204	(\$350,000)	2,006,204			1,522,990	483,214
Mediation programs	582,850		582,850		\$240,497	290,026	68,077
Administration	219,049		219,049			216,549	2,500
Other	3,724		30,390		3,167	10,557	20,390
	19,474	(350,000)	12,902,259		243,664	11,416,823	1,261,246
<b>CORRECTIONS</b>							
Operations	4,388,682		4,388,682			4,355,936	32,746
	4,388,682		4,388,682			4,355,936	32,746
<b>MAINTENANCE</b>							
Operations	2,286,726	(3,000)	2,283,726			2,062,980	220,746
	2,286,726	(3,000)	2,283,726			2,062,980	220,746
<b>FISCAL OFFICE</b>							
Operations	233,364		233,364			218,099	15,265
	233,364		233,364			218,099	15,265
<b>GENERAL GOVERNMENT</b>							
Insurance	356,050		356,050			342,784	13,266
Audit fees	29,288		29,288			8,712	20,576
Legal fees	35,000	30,000	65,000			40,908	24,092
County dues	12,447	2,000	14,447			14,645	(198)
Software maintenance	7,000		7,000			7,361	(361)
Property taxes	23,000	1,200	24,200			24,119	81
Union negotiations	15,000	9,542	24,542			19,727	4,815
Equipment	266,302	4,580	270,882			178,870	92,012
Land Purchase		35,000	35,000				35,000
Contingency	200,000	(200,000)					
Other	22,001	3,300	25,301			22,380	2,921
	966,088	(114,378)	851,710			659,506	192,204

SCHEDULE 2  
**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**SCHEDULE OF GENERAL FUND EXPENDITURES AND OTHER FINANCING USES**  
**BUDGET AND ACTUAL (BUDGETARY BASIS) (CONTINUED)**  
 December 31, 1996

Expenditures and Other Financing Uses	Beginning Reserve Items (Expenditures Only)		Current Year Budget Transfers (Net)		Budget Total	Ending Reserve Items (Expenditures Only)	Actual	Variance Favorable (Unfavorable)
	Budget Voted		Budget					
<b>COMMISSIONERS</b>								
Operations	141,629				141,629		124,081	17,548
	141,629				141,629		124,081	17,548
<b>PERSONNEL SERVICES</b>								
Operations	154,261				154,261		116,215	38,046
	154,261				154,261		116,215	38,046
<b>SHERIFF'S DEPARTMENT</b>								
Law enforcement	1,397,933		516		1,398,449		1,364,366	34,083
County dispatch center	537,989		(516)		537,473		528,564	8,909
Radio shop	62,662				62,662		61,951	711
Airport duty	654,099				654,099		560,279	93,820
	2,652,683				2,652,683		2,515,160	137,523
<b>REGISTER OF DEEDS</b>								
Operations	662,085		(6,842)		655,243		625,111	30,132
	662,085		(6,842)		655,243		625,111	30,132
<b>COUNTY ATTORNEY</b>								
Operations	1,012,755				1,012,755		963,024	49,731
	1,012,755				1,012,755		963,024	49,731
<b>MEDICAL EXAMINER</b>								
Operations	76,800				76,800		69,460	7,340
	76,800				76,800		69,460	7,340
<b>EXTENSION SERVICE</b>								
Operations	305,128				305,128		301,278	3,850
	305,128				305,128		301,278	3,850
<b>LAND MANAGEMENT/FARM</b>								
Operations	46,866		3,000		49,866		43,088	6,778
	46,866		3,000		49,866		43,088	6,778
<b>TREASURER AND DEPUTY</b>								
Operations	66,504				66,504		41,166	25,338
	66,504				66,504		41,166	25,338

(Continued on next page)

SCHEDULE 2  
**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**SCHEDULE OF GENERAL FUND EXPENDITURES AND OTHER FINANCING USES**  
**BUDGET AND ACTUAL (BUDGETARY BASIS) (CONTINUED)**  
 December 31, 1996

	Beginning Reserve Items (Expenditures Only)		Current Year Budget		Ending Reserve Items (Expenditures Only)	Actual	Variance Favorable (Unfavorable)
	Budget Voted	Transfers (Net)	Budget Total				
<b>Expenditures and Other Financing Uses</b>							
<b>DELEGATION EXPENSES</b>							
Operations	37,624		37,624			33,987	3,637
	<u>37,624</u>		<u>37,624</u>			<u>33,987</u>	<u>3,637</u>
<b>HUMAN SERVICE SPECIALS</b>							
Child Care Association	12,500		12,500			12,500	
Area Homemakers	44,000		44,000			44,000	
Rockingham YNA	43,000		43,000			43,000	
Women's Resource Center	2,500		2,500			2,500	
A Safe Place	10,000		10,000			10,000	
Emergency fire training	6,250		6,250			6,250	
Conservation district	50,000		50,000			50,000	
Nutrition	36,000		36,000			36,000	
Senior volunteer program	14,000		14,000			14,000	
	<u>218,250</u>		<u>218,250</u>			<u>218,250</u>	
<b>DEBT SERVICE</b>							
Principal long-term debt	875,000		875,000			875,000	
Interest long-term debt	561,418		561,418			561,418	
Interest on RAN's	687,500	(112,200)	575,300			458,062	117,238
Other							
	<u>2,123,918</u>	<u>(112,200)</u>	<u>2,011,718</u>			<u>1,894,480</u>	<u>117,238</u>
<b>CAPITAL OUTLAY</b>							
Capital outlay land and improvements	783,000	(26,500)	756,500			662,433	94,067
Capital outlay machinery and equipment	197,500	61,920	259,420			256,009	3,411
Other	145,345	550,000	695,345			517,869	177,476
	<u>1,125,845</u>	<u>585,420</u>	<u>1,711,265</u>			<u>1,436,311</u>	<u>274,954</u>
<b>OPERATING TRANSFERS OUT</b>							
Transfer to capital projects	1,071,823		1,071,823			1,967	(1,967)
Transfer to enterprise funds	1,071,823		1,071,823			1,073,790	(1,967)
	<u>\$19,474</u>	<u>\$2,000</u>	<u>\$30,825,290</u>		<u>\$243,664</u>	<u>\$28,168,745</u>	<u>\$2,432,355</u>

SCHEDULE 3

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**

**SCHEDULE OF GENERAL FUND CHANGES IN UNRESERVED FUND BALANCE**

For the Year Ended December 31, 1996

**SCHEDULE OF CHANGES IN UNRESERVED FUND BALANCE**

**Unreserved Fund Balance**

January 1 - Beginning of year	\$1,294,781
December 31 - End of year	<u>1,914,826</u>
<b>Change in Unreserved Fund Balance</b>	<u><u>\$620,045</u></u>

**ANALYSIS OF CHANGE**

Revenue Variance - Favorable	\$354,898
Expenditure Variance - Favorable	2,432,355
Unreserved Fund Balance Used to Reduce Taxes	<u>(2,167,208)</u>
<b>Change in Unreserved Fund Balance</b>	<u><u>\$620,045</u></u>

SCHEDULE 4

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**SCHEDULE OF CHANGES IN GENERAL FUND BALANCE RESERVES**  
 For the Year Ended December 31, 1996

	December 31, 1995		December 31, 1996		Change
	(Subtotal)	Total	(Subtotal)	Total	
<b>GENERAL FUND BALANCE RESERVES</b>					
Public Assistance	\$19,474	\$19,474	\$243,664	\$243,664	\$224,190
Corrections			7,200	7,200	7,200
Maintenance	22,790	22,790	32,345	32,345	9,555
General Government			10,879	10,879	10,879
Commissioners	9,288	9,288			(9,288)
Sheriff's Department	5,342	5,342	25,000	25,000	19,658
Land Management/Land			750	750	750
Capital Outlay			571,620	571,620	571,620
		<u>\$56,894</u>		<u>\$891,458</u>	<u>\$834,564</u>

SCHEDULE 5

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**COMBINING BALANCE SHEET - INTERNAL SERVICE FUNDS**

December 31, 1996

	Internal Service Funds				Totals (Memorandum Only)
	Health Insurance Risk Management Fund	Dental Insurance Risk Management Fund	Worker's Comp. Risk Management Fund	Unemployment Insurance Risk Management Fund	
<b>ASSETS</b>					
Cash and Cash Equivalents	\$197,636	\$86,933	\$383,920	\$93,524	\$762,013
Investments	75,239	261,189	1,367,411		1,703,839
Accounts Receivable	10,402				10,402
Due From Other Funds	40,744				40,744
<b>TOTAL ASSETS</b>	<u>\$324,021</u>	<u>\$348,122</u>	<u>\$1,751,331</u>	<u>\$93,524</u>	<u>\$2,516,998</u>
<b>LIABILITIES</b>					
Claims Liability		\$14,113	\$398,976		\$413,089
Deferred Revenue	\$36,816				36,816
<b>TOTAL LIABILITIES</b>	<u>36,816</u>	<u>14,113</u>	<u>398,976</u>		<u>449,905</u>
<b>FUND EQUITY</b>					
Retained Earnings	287,205	334,009	1,352,355	\$93,524	2,067,093
<b>TOTAL FUND EQUITY</b>	<u>287,205</u>	<u>334,009</u>	<u>1,352,355</u>	<u>93,524</u>	<u>2,067,093</u>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<u>\$324,021</u>	<u>\$348,122</u>	<u>\$1,751,331</u>	<u>\$93,524</u>	<u>\$2,516,998</u>

SCHEDULE 6

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**

**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN RETAINED EARNINGS  
INTERNAL SERVICE FUNDS**

For the Year Ended December 31, 1996

	Internal Service Funds				Totals (Memorandum Only)
	Health Insurance Risk Management Fund	Dental Insurance Risk Management Fund	Worker's Comp. Risk Management Fund	Unemployment Insurance Risk Management Fund	
<b>REVENUES</b>					
Charges to Other Funds	\$1,767,532	\$276,324	\$761,017	\$33,471	\$2,838,344
Reimbursements/Refunds	226,877	9,518	13,167	27,754	277,316
Interest	33,733	19,314	82,067	3,408	138,522
Other	24		2,652		2,676
	<u>2,028,166</u>	<u>305,156</u>	<u>858,903</u>	<u>64,633</u>	<u>3,256,858</u>
<b>EXPENSES</b>					
Claims and Premiums	1,984,511	236,993	559,268	29,339	2,810,111
Other	289	74			363
	<u>1,984,800</u>	<u>237,067</u>	<u>559,268</u>	<u>29,339</u>	<u>2,810,474</u>
<b>NET INCOME</b>	43,366	68,089	299,635	35,294	446,384
Retained Earnings - January 1	243,839	265,920	1,052,720	58,230	1,620,709
Retained Earnings - December 31	<u>\$287,205</u>	<u>\$334,009</u>	<u>\$1,352,355</u>	<u>\$93,524</u>	<u>\$2,067,093</u>

SCHEDULE 7

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**COMBINING BALANCE SHEET - FIDUCIARY FUND TYPES**

December 31, 1996

	Agency Funds		Expendable	Totals
	Inmates Account	Commissary Account	Trust Fund	(Memorandum Only)
<b>ASSETS</b>				
Cash and Cash Equivalents	\$26,168	\$51,540	\$7,632	\$85,340
<b>TOTAL ASSETS</b>	<u>\$26,168</u>	<u>\$51,540</u>	<u>\$7,632</u>	<u>\$85,340</u>
<b>LIABILITIES</b>				
Patient or inmate accounts	\$26,168	\$51,540		\$77,708
<b>TOTAL LIABILITIES</b>	<u>26,168</u>	<u>51,540</u>		<u>77,708</u>
<b>FUND EQUITY</b>				
Fund Balance				
Unreserved:				
Designated			\$7,632	7,632
<b>TOTAL FUND EQUITY</b>			<u>7,632</u>	<u>7,632</u>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<u>\$26,168</u>	<u>\$51,540</u>	<u>\$7,632</u>	<u>\$85,340</u>

SCHEDULE 8

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**

**COMBINING SCHEDULE OF CHANGES IN ASSETS AND LIABILITIES - AGENCY FUNDS**

December 31, 1996

	Balance <u>1/1/96</u>	Additions	Reductions	Balance <u>12/31/96</u>
Inmates Account	\$21,477	\$531,153	\$526,462	\$26,168
Commissary Account	<u>40,307</u>	<u>136,890</u>	<u>125,657</u>	<u>51,540</u>
	<u>\$61,784</u>	<u>\$668,043</u>	<u>\$652,119</u>	<u>\$77,708</u>

# Vachon, Clukay & Co., PC

*Certified Public Accountants*

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(603) 622-7070  
FAX: 622-1452

## INDEPENDENT AUDITOR'S REPORT ON SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE

To the Board of Commissioners  
County of Rockingham, New Hampshire

We have audited the general purpose financial statements of the County of Rockingham, New Hampshire as of and for the year ended December 31, 1996, and have issued our report thereon dated April 1, 1997. These general purpose financial statements are the responsibility of the County of Rockingham, New Hampshire'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; *Government Auditing Standards*, issued by the Comptroller General of the United States; and the provisions of Office of Management and Budget (OMB) Circular A-128, "Audits of State and Local Governments." Those standards and OMB Circular A-128 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.

Our audit was conducted for the purpose of forming an opinion on the general purpose financial statements of the County of Rockingham, New Hampshire taken as a whole. The accompanying Schedule of Federal Financial Assistance is presented for purposes of additional analysis and is not a required part of the general purpose financial statements. The information in that schedule 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.

*Vachon, Clukay & Co., PC*

April 1, 1997

Schedule I

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**

Schedule of Federal Financial Assistance

For the Year Ended December 31, 1996

Federal Granting Agency/Recipient State Agency/Grant Program/State Grant Number	Federal Catalogue Number	Balance January 1, 1996	Revenue			Expenditures	Balance December 31, 1996
			Federal	State	Local		
<b>FEDERAL EMERGENCY MANAGEMENT AGENCY</b>							
Passed Through the New Hampshire Department of Emergency Management Emergency Management Disaster Assistance							
#FEMA-1144-DR-NH	83.516		\$59,381		\$9,897	\$69,278	
Total Federal Assistance			\$59,381		\$9,897	\$69,278	

See notes to schedule of federal financial assistance

**COUNTY OF ROCKINGHAM, NEW HAMPSHIRE**  
**NOTES TO SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE**  
December 31, 1996

**NOTE 1--GENERAL**

The accompanying Schedule of Federal Financial Assistance presents the activity of all federal financial assistance programs of the County of Rockingham, New Hampshire. The County of Rockingham, New Hampshire's reporting entity is defined in Note 1 to the County's general purpose financial statements.

**NOTE 2--BASIS OF ACCOUNTING**

The accompanying Schedule of Federal Financial Assistance is presented using the modified accrual basis of accounting, which is described in Note 1 to the County's general purpose financial statements.

**NOTE 3--RELATIONSHIP TO GENERAL PURPOSE FINANCIAL STATEMENTS**

Federal financial assistance revenues are reported in the County's general purpose financial statements as revenues in the General Fund.

Enter county budget at E362

22,749,452<sub>✓</sub>

ROCKINGHAM CO.	% PROPORTION TO COUNTY TAX.	Apportionment of county budget
ATKINSON	2.0227522%	460,165
AUBURN	1.2580991%	286,211
BRENTWOOD	0.8818538%	200,617
CANDIA	0.8987766%	204,467 <sub>✓</sub>
CHESTER	0.9196964%	209,226
DANVILLE	0.7611858%	173,166
DEERFIELD	0.9247497%	210,375
DERRY	6.1161949%	1,391,401 <sub>✓</sub>
EAST KINGSTON	0.5680060%	129,218
EPING	1.0534863%	239,662
EXETER	3.6459858%	829,442
FREMONT	0.7287419%	165,785
GREENLAND	1.3629632%	310,067 <sub>✓</sub>
HAMPSTEAD	2.4525703%	557,946
HAMPTON	6.8144835%	1,550,258
HAMPTON FALLS	1.0426344%	237,194
KENSINGTON	0.5909061%	134,428 <sub>✓</sub>
KINGSTON	1.7376025%	395,295
LONDONDERRY	5.8507889%	1,331,022
NEW CASTLE	1.0710927%	243,668 <sub>✓</sub>
NEWFIELDS	0.5541294%	126,061
NEWINGTON	2.4572577%	559,013
NEWMARKET	1.4254090%	324,273
NEWTON	0.8061031%	183,384
NORTH HAMPTON	2.2153580%	503,982 <sub>✓</sub>
NORTHWOOD	0.9810904%	223,193
NOTTINGHAM	0.9635892%	219,211
PLAISTOW	2.4821914%	564,685
PORTSMOUTH	8.7194140%	1,983,619 <sub>✓</sub>
RAYMOND	1.8060914%	410,876
RYE	3.9641239%	901,816
SALEM	10.2154377%	2,323,956
SANDOWN	1.0833116%	246,447
SEABROOK	14.8760833%	3,384,226
SOUTH HAMPTON	0.3945334%	89,754 <sub>✓</sub>
STRATHAM	2.3896559%	543,634
WINDHAM	3.9636503%	901,709
TOTALS	100.0000000%	22,749,452

*Andrea M Reid*  
9/11/97

