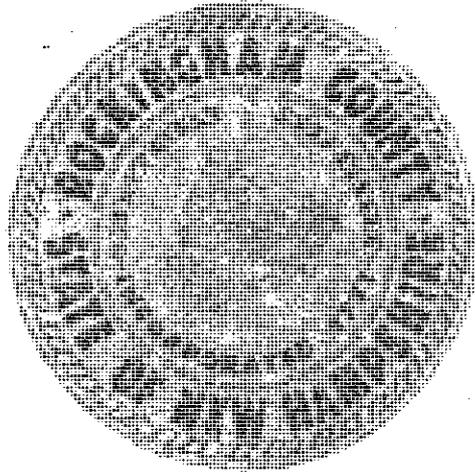


**ROCKINGHAM COUNTY
NEW HAMPSHIRE**



**This Report Prepared By Your
Rockingham County
Commissioners**

**Ernest P. Barka, Chairman
Maureen Barrows, Vice Chair
Katharin K. Pratt, Clerk**

2000 ANNUAL REPORT

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District 1

Katharin K. Pratt, Clerk

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

District 2

Maureen Barrows, Vice Chair

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

James M. Reams, Esquire

HIGH SHERIFF

Dan Linehan

REGISTER OF DEEDS

Cathy Ann Stacey

TREASURER

Edward R. Buck III

CLERK OF SUPERIOR COURT

Raymond W. Taylor

JUDGE OF PROBATE

John R. Maher

REGISTER OF PROBATE

Charles Thayer

**ROCKINGHAM COUNTY CONVENTION
Officers**

Honorable Kenneth L. Weyler, Chairman
23 Scotland Road
Kingston, NH 03848-3232
Telephone: (603) 642-3518

Honorable George Katsakiores, Vice Chairman
1 Bradford Street
Derry, NH 03038-4258
Telephone: (603) 434-9587

Honorable David A. Welch, Clerk
9 Fifth Street, P. O. Box 570
Kingston, NH 03848-0570
Telephone: (603) 642-4402

**ROCKINGHAM COUNTY
EXECUTIVE COMMITTEE
Officers**

Honorable Jon P. Beaulieu, Chairman
157 Smith Street
Chester, NH 03036-4030
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Honorable Vivian R. Clark, Vice Chair
P. O. Box 27
Hampstead, NH 03841-0027
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Honorable David A. Welch, Clerk
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DISTRICT 1

Honorable Maryann N. Blanchard
34 Harrison Avenue
Portsmouth, NH 03801-5768
Telephone: 436-7008

Honorable Sheila Francoeur
88 Kings Highway
Hampton, NH 03842-4317
Telephone: 926-2554

Honorable Norman L. Major
12 Kingston Road
Plaistow, NH 03865-2212
Telephone: 382-5429

Honorable Jacqueline Pitts
110 Ledgewood Drive
Portsmouth, NH 03801-6428
Telephone: 431-7657

Honorable E. Albert Weare
30 Forest Court
Seabrook, NH 03874
Telephone: 474-9454

DISTRICT 2

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

Honorable Margaret A. Case
P.O. Box 235
Nottingham, NH 03290-0235
Telephone: 895-2718

Honorable John W. Flanders, Sr.
28 Danville Road
Kingston, NH 03848-3406
Telephone: 642-3640

Honorable Ronald Nowe
74 Depot Road
Epping, NH 03042-3101
Telephone: 679-5977

Honorable Marshall E. Quandt
45 Franklin Street
Exeter, NH 03833-2817
Telephone: 772-3417

Honorable Frank M. Schanda
22 Maplecrest
Newmarket, NH 03857-1402
Telephone: 659-3312

DISTRICT 3

Honorable Janet S. Arndt
8 Crestwood Road
Windham, NH 03087-1429
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Honorable Ronald J. Belanger
P. O. Box 415
Salem, NH 03079-1636
Telephone: 893-0659

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

Honorable Robert J. Letourneau
30 South Avenue
Derry, NH 03038-2544
Telephone: 434-1038

Honorable Richard Noyes
P. O. Box 75
North Salem, NH 03073-0075
Telephone: 893-1192

Honorable Sherman A. Packard
72A Old Derry Road
Londonderry, NH 03053-2218
Telephone: 432-3391

REPRESENTATIVES TO GENERAL COURT

DISTRICT 1 (Northwood)

Robert A. Johnson

DISTRICT 2 (Nottingham)

Margaret A. Case

DISTRICT 3 (Epping)

Ronald J. Nowe

DISTRICT 4 (Epping, Northwood, Nottingham)

Mary Lou Nowe

DISTRICT 5 (Auburn)

C. Donald Stritch

DISTRICT 6 (Candia)

Rudolph J. Kobel

DISTRICT 7 (Deerfield)

Joseph E. Stone

DISTRICT 8 (Auburn, Candia, Deerfield)

Rebecca C. Hutchinson

DISTRICT 9 (Danville, Sandown)

Patricia L. Cote Thomas A. Varrell

DISTRICT 10 (Chester, Fremont)

Albert W. Hamel

DISTRICT 11 (Chester, Danville, Fremont, Sandown)

Jon P. Beaulieu

DISTRICT 12 (Raymond)

Franklin C. Bishop William T. Kelley

Marian E. Lovejoy

DISTRICT 13 (Derry)

Patricia A. Dowling Robert M. Fesh

Paul A. Gibbons

John P. Gleason George N. Katsakiores

Phyllis M. Katsakiores

John S. Langone Robert Letourneau

Norma A. Sabella

Frank V. Sapareto William R. Zolla

DISTRICT 14 (Atkinson)
 Natalie S. Flanagan

DISTRICT 15 (Hampstead)
 Ed M. Putnam, II Neil J. Reardon

DISTRICT 16 (Plaistow)
 Norman L. Major Marie N. Rabideau

DISTRICT 17 (Atkinson, Hampstead, Plaistow)
 Vivian R. Clark Kenneth R. Grant

DISTRICT 18 (Brentwood, Kingston, Newton)
 John W. Flanders, Sr. David A. Welch
 Kenneth L. Weyler John M. Whittier

DISTRICT 19 (Newfields, Newmarket)
 Dennis F. Abbott Richard C. Shelton Frank M. Schanda

DISTRICT 20 (Exeter, Kensington)
 David A. Flanders Warren C. Henderson Marshall E. Quandt
 J. Arthur Tufts Jackie K. Weatherspoon

DISTRICT 21 (E. Kingston, Seabrook, South Hampton)
 Benjamin E. Moore Patricia M. O'Keefe Everett A. Weare

DISTRICT 22 (Hampton, Hampton Falls)
 Russell D. Bridle Andrew Christie, Jr. Sheila T. Francoeur
 Jane P. Kelley Michael O'Neil

DISTRICT 23 (Greenland)
 Bruce L. Dearborn

DISTRICT 24 (New Castle, Rye)
 Russell N. Cox Jane S. Langley

DISTRICT 25 (North Hampton, Stratham)
 C. David Corbin George R. Rubin Walter D. Ruffner

DISTRICT 26 (Salem)
 Ronald J. Belanger Richard T. Cooney Janean A. Dalrymple
 Michael W. Downing Richard A. Noyes Anne K. Priestly
 Bernard J. Raynowska Nancy C. Stickney Donna P. Sytek

DISTRICT 27 (Windham)
 Janet S. Arndt Mary E. Griffin Anthony K. DiFruscia

DISTRICT 28 (Salem, Windham)
 Charles W. Morse

DISTRICT 29 (Londonderry)
 Gregory G. Carson Vivian L. Dunham Karen K. Hutchinson
 Betsy McKinney Walter J. Mikowski Sherman A. Packard
 Giovanni M. Verani

DISTRICT 30 (Portsmouth Ward 1)
 Laura C. Pantelakos

DISTRICT 31 (Portsmouth, Ward 2)
 Terie T. Norelli

DISTRICT 32 (Newington, Portsmouth Ward 3)
 Cecelia D. Kane

DISTRICT 33 (Portsmouth Ward 4)
 MaryAnn N. Blanchard Elizabeth C. Shultis

DISTRICT 34 (Newington, Portsmouth Wards 1,3,4)
 James R. Splaine

DISTRICT 35 (Portsmouth Ward 5)

Jacqueline A. Pitts Charles L. Vaughn

DISTRICT 36 (Portsmouth Wards 2,5)

Martha Fuller Clark

ROCKINGHAM COUNTY FINAL 2000 BUDGET

APPROPRIATIONS AND ENCUMBRANCES:

Rockingham County Nursing Home	14,492,832.00
MIS/Telecommunications	150,980.00
Public Assistance:	
Categorical	11,478,181.00
Board & Care of Children	1,923,029.00
Grant Programs/Human Services Adm.	1,166,053.00
Department of Corrections	4,600,003.00
Maintenance Department/Land Management	2,343,238.00
Commissioners/Gen Gov/Cap Improvements/Grants	4,019,321.00
Human Resources	247,530.00
Finance Officer	391,541.00
Treasurer & Deputy	47,078.00
Sheriff:	2,692,741.00
Manchester Airport Duty	837,339.00
Register of Deeds	1,001,745.00
County Attorney	1,529,224.00
Medical Examiner	80,100.00
Cooperative Extension Services	349,300.00
Delegation	45,188.00
Non-County Specials:	
Child Care Association	0....
Area Homemakers	43,000.00
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	40,792.00
TOTAL APPROPRIATIONS.....	\$47,554,965.00

ESTIMATED REVENUES:

Rockingham County Nursing Home	13,744,978.00
Register	2,851,000.00
Maintenance	0.00
Sheriff.....	1,014,741.00
Airport.....	915,308.00
Dispatch.....	109,000.00
General Government	1,350,476.00
Farm/Land Management	21,521.00
Human Services.....	634,210.00
Department of Corrections.....	765,000.00
Human Resources/Fiscal	0.00
County Attorney	146,852.00
TOTAL ESTIMATED REVENUES.....	\$21,553,086.00
TOTAL TRANSFERS IN	0.00
TOTAL FUND BALANCE	\$2,230,737.00
AMOUNT TO BE RAISED IN TAXES - 1999	\$23,771,141.00
GRAND TOTAL.....	\$47,554,964.00

ROCKINGHAM COUNTY CONVENTION



DELEGATION

Kenneth L. Weyler, Chairman
George Knsakiores, Vice Chairman
David A. Welch, Clerk

EXECUTIVE COMMITTEE

Jon F. Beaulieu, Chairman
Vivian R. Clark, Vice Chairman
David A. Welch, Clerk

119 North Road, Brentwood, New Hampshire 03833
Telephone (603) 679-9369
Fax 679-9370(24 hours)

MEMORANDUM
ROCKINGHAM COUNTY DELEGATION
PUBLIC HEARING
PROPOSED COMMISSIONERS 2000 BUDGET
Thursday, January 20, 2000
7:00 p.m.
Hilton Auditorium
Rockingham County Nursing Home
Brentwood, NH

The members of the Rockingham County Delegation held a Public Hearing on Thursday, January 20, 2000 at 7:00 p.m. at the Rockingham County Nursing Home in Brentwood, NH. The purpose of the meeting was to hold a Public Hearing on the Commissioners Proposed 2000 Budget.

Rep. Kenneth L. Weyler, Chairman, called the meeting to order at 7:10 p.m.

Chairman Weyler called on Rep. David Welch, Clerk, to conduct the roll call.

Clerk Welch conducted the roll call. Those in attendance were: Representative Kenneth L. Weyler, Chairman; Representatives Arndt, Beaulieu, Flanders, Major, Quandt, Weare, and Welch.

Also Present: William Sturtevant, Nursing Home Administrator; Nancy Lang, Assistant Nursing Home Administrator; Jennifer Nelson, MIS/Telecommunications Manager; Jude Gates, Maintenance & Engineering; Mary Currier, Conservation District; Gene Charron, Superintendent, House of Corrections; High Sheriff Daniel L. Linehan, Sheriff's Department; Christine Croto, Sheriff's Department; Diane Gill, Human Services Director; Martha Roy, Human Resources Director; Theresa Young, Fiscal Officer; Cheryl A. Hurley, Delegation Coordinator.

Rep. Charles Vaughn gave the Invocation.

Rep. Lee Quandt led the Pledge of Allegiance.

Chairman Weyler opened the meeting by stating the purpose is to present the Commissioners Proposed 2000 budget. Chairman Weyler then explained the process for the public to speak. *pen*

Chairman Weyler read a letter that was received from Wendy Stanley Jones, Clerk, Selectman of the Town of Exeter (letter attached). The letter concerned the increase in taxes as a result of the County budget.

Chairman Weyler read the Commissioners Proposed 2000 Budget by department, and opened discussion on the budget.

Rep. Cox made a comment relative to the increase in the budget referring to lines from the prior year that were not fully spent. Chairman Weyler noted that he would make the subcommittee chairmen aware of this.

Commissioner Barka, Chairman of the Board of Commissioners, commented noting that the overall budget increase is 1 percent. He noted that the increase in taxes to the towns is because of a decrease in revenues in the Nursing Home.

Rep. Beaulieu commented on Rep. Cox' statement. He referred to the Delegation Office budget where encumbrances have been made to the 1999 budget, as bills have not yet been received.

Rep. Major had a question with regards to the Plaistow District Court line in the County Attorney's budget. He asked for clarification. Theresa Young, Fiscal Officer, clarified that this is a new line in the budget recommended by the County Attorney. Commissioner Barka commented that the Commissioners did not recommend it explaining that it was felt that this was not the year to implement a new program. Rep. Lee Quandt, Vice Chairman of the County Attorney's Subcommittee, briefly explained the district court process. Sheriff Linehan also explained noting the responsibility of the Sheriff's Department to provide custody for prisoners.

Rep. Cox questioned the retirement line in the Sheriff's Department budget. He asked why a dramatic change was reflected. Sheriff Linehan noted that it is due to several retirements last year.

Sheriff Linehan spoke about his budget noting increases in salaries due to reorganizations and operating expenses down 10 percent. He also noted that revenues are up in some areas and down in some areas. Discussion was held relative to the court security expenses and revenues. Rep. Welch explained the policy on court security. Sheriff Linehan referred to the budget as a convoluted process.

Rep. Cox questioned the decrease in grant funds. Theresa Young, Fiscal Officer, explained.

Discussion was then held on the Nursing Home budget. Rep. Cox questioned the decrease in occupancy and less than a 3 percent decrease in salaries, and revenues down 20 percent. He noted his feeling that adaptation needs to be considered. Chairman Weyler said he would pass Rep. Cox' message on to the subcommittee chairman. Mr. Sturtevant, Nursing Home Administrator, explained. He spoke about the difficulty and lack of recruiting staff, which has resulted in the decrease in filling beds. Rep. Welch asked how many vacant positions there were in the Nursing Department. Mr. Sturtevant noted there are currently 30 vacant positions that are not fully funded in the upcoming budget.

Commissioner Barka spoke about the Human Services budget noting that 60 percent of the county budget is for Human Services. He referred to the many services provided to residents as home and community based care, as well as residents in the Nursing Home. He read various caseloads. *few*

Page 3

Commissioner Barka also noted the 1.2 million-dollar increase to the budget relative to health care costs. He explained that this is the biggest single increase to the budget this year.

Revenues were then discussed. Rep. Major commended the Registry of Deeds for increasing revenues.

Chairman Weyler read the 2000 budget schedule, noting the upcoming meeting dates.

A motion was made by Rep. Beaulieu to adjourn the meeting. Rep. Flanders seconded the motion. There being no further business, the meeting adjourned at 8:10 p.m.

Respectfully submitted,



Cheryl A. Hurley
Delegation Coordinator



Rep. David A. Welch, Clerk
Rockingham County Convention

cah

ROCKINGHAM COUNTY EXECUTIVE COMMITTEE



119 NORTH ROAD
BRENTWOOD, N.H. 03833
Tel. (603) 679-9369
24-Hour Fax: (603) 679-9370

Executive Committee
Jon P. Beaulieu, *Chairman*
Vivian R. Clark, *Vice Chairman*
David A. Welch, *Clerk*

MINUTES ROCKINGHAM COUNTY EXECUTIVE COMMITTEE MEETING

Friday, February 18, 2000
9:30 a.m.

Hilton Auditorium
Rockingham County Nursing Home
Brentwood, NH 03833

The members of the Rockingham County Executive Committee held a meeting on Friday, February 18, 2000 at 9:30 a.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH. The purpose of the meeting was to review subcommittee budget recommendations in preparation for the 2000 budget.

Rep. Jon P. Beaulieu, Chairman, called the meeting to order at 9:35 a.m.

Rep. Lee Quandt led the Pledge of Allegiance.

Rep. Kenneth Weyler delivered the Invocation.

Rep. David Welch, Clerk, conducted the roll call.

Those in attendance were: Representative Jon P. Beaulieu, Chairman; Representatives Janet Arndt, Ronald Belanger, Maryann Blanchard, Peg Case, Vivian Clark, John Flanders, Sheila Francoeur, George Katsakiores, Robert Letourneau, Norman Major, Ronald Nowe, Richard Noyes, Sherman Packard, Jacqueline Pitts, Lee Quandt, Albert Weare, David Welch, and Kenneth Weyler.

Also Present: Rep. Ed Putnam, Chairman of the Sheriff's Subcommittee, Rep. William Zolla, Vice-Chairman of the Sheriff's Subcommittee; Rep. Marylou Nowe and Rep. William Kelley.

Also in Attendance: William Sturtevant, Nursing Home Administrator; Jude Gates, Department Head, Engineering & Maintenance; Gene Charron, Superintendent, House of Corrections; Louise Turner, Administrative Assistant, House of Corrections; High Sheriff Daniel Linehan, Sheriff's Department; Captain Joseph Akerley, Sheriff's Department; Christine Croto, Office Manager, Sheriff's Department; Attorney James Reams, County Attorney; Jennifer Nelson, MIS/Telecommunications Manager; Cathy Stacey, Register of Deeds; Mary Currier, Conservation District; Diane Gill, Human Services Director; Martha Roy, Human Resources Director; Rollie Barnaby, UNH Cooperative Extension; Sandy Buck,

Treasurer; Tim Dempsey, Deputy Treasurer; Commissioner Maureen Barrows, Commissioner Ernest Barka; Commissioner Katharin Pratt; Theresa Young, Fiscal Officer; Judie Milner, Accounting Manager, Fiscal Office; and Cheryl A. Hurley, Delegation Coordinator.

Clerk Welch declared that a quorum was present.

Chairman Beaulieu noted the first item on the agenda was to approve an Amended Resolution for Authorization to Pay 2000 Expenses. Rep. Weyler made a motion to approve the amended resolution as follows (See resolution attached):

AMENDED RESOLUTION
December 17, 1999
AUTHORIZATION TO PAY 2000 EXPENSES

Due to timing differences, the County runs without an authorized operating budget during the months of January, February, and March (previously January and February). Historical figures demonstrate that the January, February, and March expenses will total approximately \$9 million (previously \$6.5 million).

Since RSA 24:15 states that "no County Commissioner, or elected or appointed official shall pay, 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 \$9 million (previously \$6.5 million) for 2000 expenses during the months of January, February, and March (previously January and February) in anticipation of the subsequent approval of the 2000 budget.

Further, that the \$9 million be allocated proportionately to line items based on 1999 approved net appropriations to fund like operating and personnel expenses in existence as of 12/31/99.

Rep. Belanger seconded the motion. The motion was approved by a voice vote.

The next item on the agenda was to review subcommittee reports.

Salary Subcommittee Report

Rep. Ron Nowe, Chairman of the Salary Subcommittee, referred the Salary Subcommittee minutes of January 28 and February 4, 2000, that were included in the subcommittee report packet (attached).

Rep. Nowe read the minutes which included the subcommittee's recommendations, changes, and proposals.

Rep. Nowe, referring to an oversight on the subcommittee's part, explained that there are currently 37 open positions in the Nursing Home, which have been budgeted for a full year. Rep. Nowe made a motion that the amount of \$12,950 be removed from the Nursing Home budget to fund the dental benefit program. Rep. Pitts seconded the motion. Rep. Nowe further explained his motion. The motion was approved by a voice vote.

Position Listing

Rep. Nowe noted that Martha Roy, Human Resources Director, provided him with changes to the proposed position listing. Rep. Nowe read the changes, noting the total number of positions for 2000 being 684. (See position listing for 2000 attached).

Rep. Belanger made a motion to approve the position listing as corrected. Rep. Pitts seconded the motion. The motion was approved by a voice vote.

Rep. Pitts, Chair of the Human Services Subcommittee, questioned the hiring date of the 24-hour-a-week position that was approved by the Human Services Subcommittee and Salary Subcommittee. Ms. Roy responded that the positions was filed on January 4, 2000.

Rep. Weyler asked for the number of positions that are currently vacant, but funded in the budget for a full year. He questioned the amount of monies budgeted for salaries and associated payroll lines for the months of January and February, for positions that were not filled. He requested that this issue be investigated, as it could result in a substantial savings to the budget. It was agreed that Theresa Young, Fiscal Officer, and Martha Roy, Human Resources Director, will look into this and report back to the committee at the Executive Committee Meeting scheduled for March 10, 2000.

A vote on the position listing was postponed until the information requested by Rep. Weyler is provided at the next meeting.

Rep. Nowe noted that he had received a letter from the Chair of the Employee Advisory Committee, thanking him for his efforts in supporting them during the subcommittee process. Rep. Nowe commented and thanked the members of the Salary Subcommittee for their hard work and outstanding efforts during the budget process. Rep. Weyler commented that he is very proud of the progress Rockingham County continues to make.

Delegation Subcommittee

Rep. John Flanders, Chairman of the Delegation Subcommittee, referred to the Delegation Subcommittee minutes of January 24, 2000 (attached). Rep. Flanders noted the areas that were reduced in the Delegation budget. He noted that the subcommittee recommended to reduce the Delegates Per-Diem and Travel Reimbursement lines. He noted the actions of the Delegation to exempt the Delegation Coordinator from the County Personnel Policies and pay plan and further explained. He noted that resolutions regarding those two issues will be proposed at the Delegation meeting and voted by the Delegation each year. Rep. Flanders explained that the Delegation Coordinator is a salaried position. He commended the Delegation Coordinator for continuing to do a great job.

Rep. Flanders made a motion to approve the total Delegation budget for \$60,188. Rep. Belanger seconded the motion.

Rep. Pitts had a question concerning the legal services line, and requested that Rep. Flanders' motion be tabled until the next Executive Committee meeting to be held on March 10, 2000.

Rep. Welch cautioned the Executive Committee against postponing their actions today, explaining that recommendations made by the Executive Committee need to be included in the budget to assure accurate information for the Delegation members.

Rep. Pitts voiced her concerns with the performance audit reviews. She commented that she would like to present a resolution to the Delegation pertaining to performance audit reviews.

Rep. Weyler responded to Rep. Pitts' concerns noted that he supports the need for conducting performance audits and further explained. He referred to an audit performed five years in the Personnel Department where the recommendation was made that a follow-up audit be performed. Rep. Weyler spoke in opposition to Rep. Pitts' request. He commented that he does not feel that it is appropriate for

the Executive Committee to hold up the budget process because members may not feel fully informed on the aim of the process.

A roll call vote was taken to approve Rep. Flanders motion to approve the Delegation Office budget. Clerk Welch conducted a roll call vote and reported the following: 18 yes, 1 no. The motion to approve the Delegation budget was approved.

Treasurer

Rep. Sherman Packard, Chairman of the Treasurer's Subcommittee, referred to the minutes of the subcommittee meeting held on January 31, 2000 (attached). Rep. Packard noted that \$3,000 was added to the Legal/Bond/Bank Fees line 58300, from the Interest on Tax Anticipation Notes line in the General Government budget. He explained that the subcommittee made this change per the recommendation of the Treasurer and Fiscal Officer.

A motion was made by Rep. Packard to approve the Treasurers budget for \$52,205. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

County Attorney

Rep. Belanger, Chairman of the County Attorney's Subcommittee, referred to the minutes of the subcommittee meeting held on January 31, 2000, and document dated February 4, 2000 (attached). Rep. Belanger called on Attorney Reams to explain the changes made to the budget. Attorney Reams noted the 10 percent increase reflected to the overall budget was inaccurate, and referred to the budgetary changes made.

Rep. Belanger and Attorney Reams provided an explanation on the Plaistow District Court line, a new program proposed by the County Attorney for the year 2000. It was noted that the Commissioners did not support Attorney Reams' proposal to go forward with the program. However, the subcommittee did support the request. Rep. Belanger explained that the budget has been footnoted so that if the grant funds are not received for the program, then the appropriations budgeted cannot be spent. Rep. Quandt, Vice Chairman of the County Attorney Subcommittee, further explained. Commissioner Barka spoke in opposition of implementing the program this year. Rep. Blanchard questioned the role of the county vs. the state in district court expenses. A lengthy discussion ensued.

Theresa Young, Fiscal Officer, further explained and confirmed that the money appropriated could not be expended unless revenues are received. Rep. Beaulieu commented and confirmed that no additional tax dollars would be passed on to the towns as a result of the program being approved.

Rep. Flanders made a motion to call the question. The motion was seconded by Rep. Belanger. The motion was approved by a voice vote.

Rep. Belanger made a motion to approve \$77,065 for the Plaistow District Court Program. Rep. Flanders seconded the motion.

Rep. Katsakiores and Rep. Pitts further questioned if approving the program would affect the tax rate. It was confirmed that it would not. Theresa Young, Fiscal Officer, explained that the bottom line of the budget is what sets the tax rate and, as it currently stands, it does not affect the tax rate because it is offset by revenues.

Attorney Reams commented confirming his understanding that the Plaistow District Court Program must be revenue neutral.

Rep. Nowe commented and noted that the appropriations must be made in order to move forward with the program.

Rep. Nowe made a motion to approve \$ 77,065 for the Plaistow District Court Program with the proviso of the footnote as noted in the budget. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Rep. Belanger made a motion to approve the County Attorney's budget at \$1,515,285. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

Medical Examiner

Rep. Belanger made a motion to approve the Medical Examiner's budget for \$84,600. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

Sheriff's Department

Rep. Zolla, Vice Chairman of the Sheriff's Subcommittee, referred to his report dated February 4, 2000 (attached). Rep. Zolla reported that the subcommittee voted not to reduce the Sheriff's Department budget. He further explained their actions, noting that the subcommittee felt that they worked very hard last year to reduce the budget in certain areas, and the Executive Committee voted those items back.

Rep. Zolla referred to the District Court line in the Sheriff's Department budget, noting that it is different from the Plaistow District Court Program. He explained the situation of anticipated revenues by department, noting that only half might be received but that the funds need to be allocated. He also referred to footnotes that exist in the Sheriff's Department budget as well.

Rep. Belanger made a motion to approve the Sheriff's Department budget for \$1,685,866. Rep. Nowe seconded the motion.

Rep. Welch further questioned anticipated revenues. Rep. Zolla referred to the revenue section of the budget, page R1, and further explained. Rep. Welch commented noting that appropriations need to be in the budget in order to incur the expense. It was agreed that a footnote in this regard is also appropriate.

Rep. Zolla explained that the subcommittee felt the budget could be reduced by \$27,000, but they withdrew their recommendation. Research since that time reflects that figure to be \$23,000.

Rep. Flanders requested that Sheriff Linehan explain if a reduction to the budget would hinder him from operating his department efficiently. Sheriff Linehan explained that the Department's proposal includes the necessary dollars to adequately operate his department. He commented that there is no room for reductions.

Rep. Letourneau, former member of the Sheriff's Subcommittee, questioned the removal of one of the cruisers in the cruiser maintenance section of the budget. He noted that a replacement program was established by a previous subcommittee that was badly needed. He spoke in opposition of not keeping that replacement program intact. Rep. Zolla explained that the subcommittee did an analysis of the existing cruisers. He further explained that last year 5 cruisers were replaced, this year 3 cruisers were replaced, and 4 or 5 for the following year. He explained that this analysis was done by the subcommittee.

Rep. Beaulieu referred to prior practices whereby old vehicles were sold off, and questioned whether that program was still in place. Captain Akerley reviewed the vehicle inventory, and explained that the decision is left to discretion of the Commissioners.

Commissioner Barka commented on the apparent increases in the Sheriff's Department budget which the Sheriff does not have control over.

The motion to approve the Sheriff's Department budget for \$1,685,866 was approved by a voice vote.

Dispatch

Rep. Nowe made a motion to approve the Dispatch budget for \$782,446. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Radio

Rep. Beaulieu made a motion to approve the Radio budget for \$62,093. Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Sheriff's Department (Bottom Line)

Rep. Nowe made a motion to approve the bottom line for the Sheriff's Department budget for \$2,801,756. Rep. Arndt seconded the motion. The motion was approved by a voice vote.

Manchester Airport Duty

Rep. Katsakiores made a motion to approve the Manchester Airport Duty budget for \$837,339. Rep. Nowe seconded the motion.

Rep. Blanchard requested an explanation on the contingency line. Sheriff Linehan explained referring to unanticipated expenses or emergencies that may arise at the airport that would affect the budget.

The motion to approve the Manchester Airport Duty budget for \$837.339 was approved by a voice vote.

Registry of Deeds

Rep. Janet Arndt, Chair of the Registry of Deeds Subcommittee, referred to her report dated January 24, 2000. She noted a correction to her report to add Commissioner Pratt and Martha Roy as also being present at the subcommittee meeting. She reported that the Registry of Deeds budget is well within normal limits. She noted an increase in the Professional Association Dues as the Registrar is a member of the Executive Board.

Rep. Arndt made a motion to approve the Registry of Deeds budget for \$1,054,663. Rep. Nowe seconded the motion. Rep. Nowe requested the figure on revenues brought in by the Deeds Office last year. Ms. Stacey noted the amount to be approximately 18 million dollars. Ms. Stacey explained that 4 percent is retained by the County out of the transfer tax money, and reported that recording fees were 2 million dollars.

Rep. Nowe questioned why the County only retains 4 percent. Rep. Weyler referred to laws in effect by the state that dictate the distribution. He noted that the bill would need to be revised in order to change it. Rep. Nowe commented that he feels the Executive Committee should actively go forward to change the

percentage that is retained by the County. Commissioner Barka commented agreeing with Rep. Nowe's suggestion.

The motion to approve the Registry of Deeds budget for \$1,054,663 was approved by a voice vote.

Commissioners Office

Rep. Sherman Packard, Chairman of the Commissioner's Subcommittee, referred to his report dated January 31, 2000 (attached). He noted that the subcommittee had made reductions in the postage, telephone, contracted services, and conferences/continuing education lines. Overall, the Commissioner's budget was reduced by \$8,100. He noted the total operating expenses in the Commissioner's budget to be \$28,718.

Rep. Packard made a motion to approve the bottom line for the Commissioner's budget for \$145,980. Rep. Nowe seconded the motion.

Rep. Katsakiores questioned the 62% increase in health insurance. Ms. Young explained that the health insurance issue went out to bid, and the County contracted with a self-insured carrier who offered the County the best rate for a similar plan.

The motion to approve the Commissioners budget for \$145,980 was approved by a voice vote.

General Government

Rep. Sherman Packard, Chairman of the General Government Subcommittee, referred to his report dated January 31, 2000. He noted that the Audit Fees line was reduced by \$3,000, and Union-Related Expenses were reduced by \$15,000.

Rep. Packard made a motion to approve the General Government budget for \$3,440,270. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

Capital Improvements

Rep. Vivian Clark, Chair of the Long Range Planning Committee, reported on the Capital Improvements section of the budget. She referred to her report dated January 28, 2000 (attached). She noted a substantial decrease in the budget of 66.7%. She noted the amount of \$175,000 budgeted for the primary work for renovations to the Underhill Building, and anticipated renovations to the Driscoll Building to be approximately 2.6 million dollars. The subcommittee was advised by the Fiscal Officer and Maintenance Director that these project be taken to a bond, rather than capital projects. Rep. Clark referred to the projects list for the County Complex. She noted the difference between the numbers at \$166,000 and the subcommittee proposal of \$175,000, noting that a correction was made. Rep. Clark noted that the proposal is the same as what was presented to the subcommittee.

Rep. Welch questioned what criteria is being used to renovate the Nursing Home to the Certificate of Need Board. Mr. Sturtevant explained that a study for a Supported Residential Care Program was done by Helms Co. A marketing study was also done. A Community Development Block Grant for 2 million dollars for the project has been filed. A cite visit is planned for this Thursday. The housing vs. Nursing Home issue does exist. The County will also look for other grants and other possibilities will be explored for funding.

Rep. Clark noted that the subcommittee also supported the Supported Residential Care Facility proposal. She referred to the many services currently offered to the residents of the County that are currently provided by the Human Services Department.

Rep. Quandt commented noting that he supports the intent. He noted that the threshold has been reduced at the Certificate of Need Board. Rep. Weyler further commented on recent actions taken in Concord.

Rep. Flanders made a motion to call the question. Rep. Nowe seconded the motion. The motion was approved.

Rep. Clark's motion to approve \$175,000 in the Capital Improvements budget was approved by a voice vote.

Rep. Clark made a motion to approve total grants for \$1,072,000. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

Rep. Weyler noted that a Public Hearing and Delegation Meeting will need to be held relative to the bond issue. This meeting will most likely take place in Concord soon after the upcoming Annual Delegation Meeting.

Fiscal Office

Rep. Sheila Francoeur, Chair of the Fiscal Office Subcommittee, referred to her report dated January 31, 2000 (attached). Rep. Francoeur noted the increases in the Fiscal Office budget relative to salaries, upgrades, retirements, telephone expenses, data conversion, expendable and non-expendable equipment, service contracts, and conferences.

Rep. Francoeur noted that an adjustment was made to the bottom line of the Fiscal Office budget due to a regrade recommended by the Salary Subcommittee.

Rep. Francoeur made a motion to approve the Fiscal Office budget for \$405,891. Rep. Belanger seconded the motion.

Rep. Letourneau questioned the data conversion cost of \$5,000. He wanted to know if other areas were investigated for a less costly method. Theresa Young, Fiscal Officer, explained that the Fiscal Office has an extremely high volume of paperwork dating back several years that need to be converted. She referred to the overwhelming number of manpower hours it would take to complete the project by using another method.

The motion to approve the Fiscal Office budget for \$405,891 was approved by a voice vote.

Maintenance

Rep. Schanda, Chairman of the Maintenance Subcommittee, was not present at the meeting. Chairman Beaulieu referred to the subcommittee report dated January 17, 2000 (attached). He noted that the subcommittee did not make any recommendations to the Maintenance Department budget as presented.

Chairman Beaulieu made a motion to approve the Maintenance Department budget for \$2,402,877. Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Human Services

Rep. Pitts, Chair of the Human Services Subcommittee, referred to the subcommittee report dated February 4, 2000 (attached). She noted that the Human Services budget is down by 3.7 percent. She also noted a correction to the bottom line as a result of a change made by the Salary Subcommittee, per the request of the department, for a permanent position. Rep. Pitts noted the amount of \$500,000 has been returned to the County in the form of two credits due to HB409's reduction in the reimbursement level due from the Counties. She noted that the ongoing problem with DCYF still exists, and money has been encumbered to pay bills. The DCYF rate issue is on the way to resolution and it looks like the results will be favorable to the County.

Rep. Pitts made a motion to approve \$12,412,872 for the Human Services budget. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Jail

Rep. Weare, Chairman of the Jail Subcommittee, referred to his report dated January 28, 2000 (attached). Rep. Weare noted a correction to the subcommittee report to add Charlene Roche as present. Rep. Weare also reported a correction to the 1999 Vehicle Lease line in the appropriations section of the Jail budget. He recommended to increase line 57131 by \$3,800. Rep. Weare explained.

Rep. Weare made a motion to approve the Jail budget for \$4,853,924. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

UNH Cooperative Extension

Rep. Maryann Blanchard, Chair of the UNH Cooperative Extension Subcommittee, referred to her report (attached). She explained the major increases in the budget were in the salary lines due to regrades recommended by the Salary Subcommittee, which total approximately \$9,000. Rep. Blanchard noted that the total budget is \$6,122 less in appropriations than it was last year.

Rep. Blanchard made a motion to approve \$364,161 for the UNH Cooperative Extension budget. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

Rep. Pitts questioned how many people avail themselves of the service provided by the UNH Cooperative Extension Office. Rollie Barnaby, Director, responded that he does not have the exact numbers at this time, but noted that the number is extremely large.

Human Resources

Rep. Sherman Packard, Chairman of the Human Resources Subcommittee, referred to his report dated January 31, 2000 (attached). Rep. Packard reviewed the changes made by the subcommittee. He explained that the ADA Coordinator line is no longer needed. The advertising line was reduced by the subcommittee by \$2,000. The new employee physicals and drug testing line was reduced by \$11,000. He explained that Ms. Roy informed the subcommittee that there is a possibility that the state could possibly offer drug testing at \$10.00 an individual, which would result in a \$50.00 savings to the County for each individual requiring testing. There was also a request for a part-time position. Rep. Packard explained that the subcommittee was not comfortable adding a new position to the department. However, agreed to increase the part-time pool by \$5,000, for a total of \$13,000.

Rep. Packard made a motion to approve \$244,955 for the Human Resources budget. Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Non-County Specials

Rep. Robert Letourneau, Chairman of the Non-County Specials Subcommittee, referred to his report dated January 31, 2000 (attached). Rep. Letourneau noted that Rep. Lee Quandt and Rep. Ron Nowe filled in as alternates as a result of poor subcommittee attendance. Rep. Letourneau noted a correction in the Meals on Wheels Program, and provided the new figure. He noted that the Rockingham County Conservation District was added back to the Non-County Specials section of the budget, after it was taken out last year, and the question was raised as to why that was done.

Rep. Letourneau noted that the subcommittee made a recommendation to level fund the Non-County Specials budget, except for the Rockingham County Child Care Association (RCCCA) which the subcommittee felt should not receive funding from the County. Rep. Letourneau explained that the subcommittee learned during the meeting process that the program is not county wide and, therefore, the subcommittee felt that it is inappropriate to include other communities, to share the tax burden for its request.

Rep. Letourneau noted that the Interstate Emergency Unit (IEU) have requested a renewal of the lease for the training grounds at the County Complex. Commissioner Barrows explained that the lease is almost in the final draft form, and has been sent back to the Attorney for final review. It is a 15-year renewal lease. Commissioner Pratt explained that the Commissioners will be voting on the approval of the lease at the Commissioner's Meeting scheduled for next Tuesday. Rep. Weyler noted that he and other representatives have been approached by fire chiefs at the local level regarding the status. Commissioner Barrows commented that she feels the Commissioners have taken care of this matter in a timely fashion. Rep. Weyler pointed out that some questions have been raised at the town level as most towns' deliberative sessions have occurred.

Rep. Letourneau made a motion to approve the Non-County Specials budget for \$214,542. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

Rep. Quandt commented further on the Rockingham County Conservation District (RCCD). He questioned an outstanding bill for approximately \$5,000. Commissioner Barrows explained that the bill has been paid, since the subcommittee met, and the Fiscal Office is not aware of any outstanding payables. It was explained that the bill in question relates to the flood for engineering services that went out to bid. Mary Carrier, Director RCCD, explained the fees charged to the towns; i.e., bills to the land surveyor and add-on fees. All bills were separated out. There was an agreement with the state, and then a grant came into place and the County was then brought it.

Rep. Nowe suggest that the Chairman of the Non-County Specials Subcommittee meet with the Board of Commissioners and Mary Carrier to iron out the issue.

Rep. Weyler made a motion to amend line 56400-Rockingham County Conservation District, in the Non-County Specials budget, for \$56,315. Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Rep. Flanders made a motion to move the question. The motion was seconded. The motion was approved by a voice vote.

Rep. Weyler made a motion to add \$1,350 to the Non-County Specials budget. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

Rep. Weyler made a motion to amend the bottom line of the Non-County Specials budget for \$215,857.

Rep. Flanders seconded the motion. The motion was approved by a voice vote.

Rep. Blanchard expressed concern and asked for clarification. Discussion ensued.

Rep. Blanchard made a motion to amend Rep. Weyler's motion to add \$20,000 to the RCCD line in the Non-County Specials budget. Rep. Clark seconded the motion. Rep. Letourneau commented opposing the motion. He explained that the subcommittee did not hold a discussion on the issue of the request for \$20,000. He suggested that the subcommittee have another meeting on that basis. Rep. Nowe spoke in support of Rep. Letourneau's suggestion. Discussion ensued regarding the request for \$20,000. Rep. Quandt commented referring to the fact that he vaguely remembers that the \$20,000 was to fund a new position that was cut by the federal government. The subcommittee agreed this was not the year to add a new position, and discussion was held relative to keeping the budget down. Rep. Quandt commented that he supports the efforts of Chairman Letourneau. Rep. Clark spoke in favor of the RCCD not being in the Non-County Specials budget. Rep. Blanchard spoke in support of adding \$20,000 to the RCCD line, with the understanding that the subcommittee can report back to the Executive Committee at their next meeting.

Rep. Welch opposed Rep. Blanchard's motion, referring to "putting the cart before the horse." He supported the subcommittee process of meeting again and making a recommendation regarding additional funding, if needed. He commented that it is unclear why the money is needed at this point in time. Rep. Blanchard withdrew her motion, and requested that Rep. Clark withdraw her motion. Rep. Clark withdrew her motion.

The Non-County Specials Subcommittee will schedule to meet prior to the Executive Committee meeting scheduled for March 10, 2000.

Rep. Letourneau made a motion to approve \$215,857 for the Non-County Specials budget. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Nursing Home

Rep. Peg Case, Chair of the Nursing Home Subcommittee, referred to her report (attached). She pointed out the increases to the Nursing Home budget. She explained that staffing continues to be an issue which is increasing all over the state.

Rep. Case made a motion to approve the Nursing Home budget for \$14,583,038. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Telecommunications

Rep. Norm Major, Chairman of the Telecommunications Subcommittee, referred to his report (attached). He reported that the Telecommunications budget is down 42.3 percent. He noted the reductions to be due to removing \$10,000 for the Y2K issue, and funding placed in the County Attorney's budget. Overall, the budget is down \$65,000. He reported that equipment is now being leased instead of repairing it at the County's expense.

Rep. Major made a motion to approve \$251,899 for the Telecommunications Department budget. Rep. Nowe seconded the motion.

Rep. Nowe had a question regarding the salary, noting that the manager position is now vacant. Rep. Nowe further noted that the budget reflects a salary of \$38,723. He referred to the current salary amount and questioned if the committee should reduce the salary as it will be necessary to hire someone new.

Rep. Major opposed Rep. Nowe's recommendation, noting that the County will need to recruit a highly qualified individual for the position. Commissioner Pratt commented that the Telecommunications Manager is a department head level position.

The motion to approve the Telecommunications budget for \$251,899 was approved by a voice vote. Rep. Quandt voted no.

Revenues

Rep. Sheila Francoeur, Chair of the Revenue Subcommittee, left the meeting due to prior obligation. Chairman Beaulieu referred to Rep. Francoeur's report (attached). There were no questions raised.

Line Item Transfer Requests

UNH Cooperative Extension - Rep. Blanchard, Chair, made a motion to approve the following transfer request:

From line 53000 Telephone \$100.00 to line 53400 Office Supplies \$100.

Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Jail - Rep. Weare, Chairman, made a motion to approve the following line item transfer request:

From line 51301 Correction Officers \$11,000 to line 51402 Overtime \$11,000.

Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Engineering & Maintenance - Rep. Weyler made a motion to approve the following line item transfer request in Rep. Schanda's absence:

From line 11300003 55100 Jail Electricity \$2000 to line 11300003 55200 Jail Fuel \$2000.

From line 11300003-55400 Jail Supplies & Expenses \$25.00 to line 11300003-55500 Jail Purchased Services \$25.00

Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Human Resources - Rep. Packard, Chairman, made a motion to approve the following line item transfer request:

From line 115000000-5300 Telephone \$315 to line 11500000-51002 Salaries \$315.

Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Human Services - Rep. Pitts, Chair, presented the following line item transfer request:

From line 11402000-56102 Intermediate Nursing Care \$107,000 to line 11402000-56104 Court Ordered Services for Juveniles (DCYF) \$107,000.

Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Nursing Home – Rep. Case, Chair, presented the following line item transfer request:

From line 41702051120 Nursing Salaries-RN's \$2,200 to line 41702051401 Nursing Longevity \$2,200.

From line 4170053903 Travel \$100 to line 4170053900 Conferences \$100.

From line 417015100 Dietary Salaries \$7000 to line 4170159103 Dietary Provisions \$7,000.

Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Sheriff - Rep. Belanger presented the following line item transfer request:

From line 15100000-51002 Sheriff's Staff Salary \$1,000 to line 1510000-52100 Sheriff's Social Security \$1000.

From line 15101000-51402 Dispatcher Overtime \$4,000 to line 15101000-54250 Dispatch Radio Data Lines \$4,000.

Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Proposed Resolutions for 2000

Rep. Weyler read Resolution 1 – 2000 (attached). Rep. Major made a motion to approve the resolution as read. Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Rep. Weyler read Resolution 2 –2000 (attached). Rep. Major made a motion to approve the resolution as read. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Rep. Weyler read Resolution 3 – 2000 Delegation Employee Policies (attached). Rep. Major made a motion to approve the resolution as read. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Rep. Pitts had a question relative to Resolution 3-2000. She questioned whether the employee's actions should be taken up at the Executive Committee level prior to presenting it to the Delegation. Rep. Welch clarified that any appeal of decisions would go to the full Delegation. He referred to this process as being the fairest way possible, so that everyone is involved. Rep. Pitts further questioned why not the Executive Committee as a whole as opposed to the Officers of the Delegation. Rep. Welch explained that each year the Delegation will vote on the salary and benefits for the Delegation Coordinator. The Delegation Chairman, Vice Chairman, and Clerk are the appeal process for all employees .

Rep. Pitts questioned that if an employee is dismissed, how can the appeal process be to those individuals who the employee works directly for. Rep. Welch commented noting that the details will and can be worked out on the method to be used and language thereof.

Rep. Weyler read Resolution 4 –2000 (attached). Rep. Nowe made a motion to approve the resolution as read. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Rep. Weyler read Resolution 5-2000 (attached). Rep. Weyler made a motion to approve the resolution as read. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Rep. Weyler read Resolution 6-2000 (attached). Rep. Weyler made a motion to approve the resolution as read. Rep. Major seconded the motion. The motion was approved by a voice vote.

Rep. Weyler read Resolution 7 – 2000 (attached). Rep. Weyler made a motion to approve the resolution as read. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Rep. Weyler read Resolution 8 – 2000 (attached). Rep. Nowe made a motion to approve the resolution as read. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Rep. Letourneau questioned how the Rockingham County Conservation District receives their money. It was noted that the District provides documentation to the Commissioners like all other departments.

Rep. Weyler read Resolution 9 – 2000 (attached). Rep. Nowe made a motion to approve the resolution as read. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

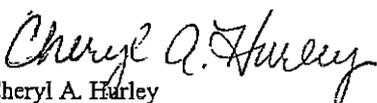
Theresa Young, Fiscal Officer, referred to a request made earlier in the meeting by Rep. Weyler for the number relative to salaries funded for positions that are not filled. Ms. Young noted that there are part-time pools and per-diem pools that are not fully funded in the budget. She briefly explained the process to be followed to determine the amount. She informed the member that she could provide this information at the next Executive Committee Meeting scheduled for March 20, 2000 meeting. Rep. Weyler commented that the committee will be looking for the difference in payroll that would have been budgeted for in the months of January and February. It was agreed that the Executive Committee will revisit the numbers at their next meeting.

Rep. Nowe commented, referring to a document that he had which indicates that there are currently 17 individuals on the per diem list.

Rep. Quandt made a motion to adjourn the meeting. The motion was seconded by Rep. Flanders. The motion was approved by a voice vote.

The meeting adjourned at 1:10 p.m.

Respectfully submitted,


Cheryl A. Harley
Delegation Coordinator


Rep. David A. Welch, Clerk
Rockingham County Executive Committee

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Attachments - Subcommittee Reports
Proposed 2000 Resolutions

ROCKINGHAM COUNTY EXECUTIVE COMMITTEE



Executive Committee
Jon P. Beaulieu, *Chairman*
Vivian R. Clark, *Vice Chairman*
David A. Welch, *Clerk*

119 NORTH ROAD
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MINUTES ROCKINGHAM COUNTY EXECUTIVE COMMITTEE MEETING

Friday, March 10, 2000
9:30 a.m.

Hilton Auditorium
Rockingham County Nursing Home
Brentwood NH

The members of the Rockingham County Executive Committee held a meeting on Friday, March 10, 2000 at 9:30 a.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH.

The purpose of the meeting was to finalize any unfinished business in preparation for the Delegation Meeting scheduled for Saturday, March 11, 2000.

Rep. Jon P. Beaulieu, Chairman, called the meeting to order at 9:35 a.m.

Rep. Kenneth L. Weyler, Chairman, delivered the Invocation.

Rep. Albert Weare led the Pledge of Allegiance.

Rep. David Welch, Clerk, conducted the roll call. There were a total of 15 members present.

Those in attendance were: Representative Jon P. Beaulieu, Chairman; Representatives Arndt, Belanger, Blanchard, Case, Clark, J. Flanders, Francoeur, G. Katsakiores, Letourneau, Major, Nowe, Noyes, Packard, Pitts, Quandt, Schanda, Weare, Welch, and Weyler.

Also Present: Commissioner Ernest Barka, Commissioner Katharin Pratt, Commissioner Maureen Barrows; Edward Buck, Treasurer; William Sturtevant, Nursing Home Administrator; Jude Gates, Engineering & Maintenance; Gene Charron, Superintendent, House of Corrections; Christine Croto, Sheriff's Department; Sheriff Daniel Linehan, High Sheriff; Attorney James Reams, County Attorney; Jennifer Nelson, MIS/County Attorney's Office; Diane Gill, Human Services Director; Martha Roy, Human Resources Director; Mary Currier, Conservation District; Mary Currier, Conservation District; Theresa Young, Fiscal Officer; Judie Milner, Senior Staff Accountant, Fiscal Office; Cheryl Hurley, Delegation Coordinator; Chief Larry Wahl, Newington Fire Department.

Interstate Emergency Unit (Fire) Lease

The first item on the agenda was a request from the Commissioners to approve the Interstate Emergency Unit (Fire) Lease. A motion was made by Rep. Letourneau to approve the lease as presented. Rep. Major seconded the motion. Commissioner Barka, Chairman of the Board of Commissioners, briefly reviewed the terms of the lease. He noted that an outside Attorney reviewed the contract language and the details have been worked out to be acceptable to both parties. Rep. Weyler questioned the changes. Commissioner Barka explained that the lease was changed from a 25-year lease to a 15-year lease. Rep. Weyler questioned if there was language in the lease that would prevent the County from future expansion to the land. Ms. Gates, Assistant Director of the Engineering & Maintenance Department explained that the land occupied by the IEU is considered wetlands and cannot be used for building purposes.

Rep. Welch commented on the significant improvements the IEU has made to the training site. He commented on the continued need and importance of training volunteer firefighters in the County. Rep. Welch requested that Chief Wahl, from the Newington Fire Department, be recognized. Chief Wahl gave the members a brief overview. He thanked the Commissioners and Delegation for their continued support. Chief Wahl invited the members to visit the training grounds at any time.

Rep. Beaulieu called for further questions. There were none. The motion was approved by a voice vote.

Salary Subcommittee

Rep. Ron Nowe, Chairman of the Salary Subcommittee, gave a follow-up report. Rep. Nowe referred to a document prepared by the Fiscal Office which provided a report of estimated available salary dollars for positions open in January and February of 2000 which total approximately \$72,000 (attached). It was noted that the salary dollars involve the Nursing Home and County Attorney's Office. Rep. Nowe made a motion to remove the dollars that were funded in the budget for the months of January and February that were not spent. Rep. Quandt seconded the motion. Rep. Pitts questioned if any positions in the nursing home had been filled. Rep. Nowe explained that his motion does not involve removing positions from the budget. Mr. Sturtevant also explained that Rep. Nowe's motion pertains to the monies budgeted in the months of January and February that were not spent. Rep. Nowe thanked Attorney Reams and Mr. Sturtevant for cooperating with his request. There were no further questions. The motion was approved by a voice vote.

Non-County Specials Subcommittee

Rep. Letourneau, Chairman of Non-County Specials Subcommittee, reported that the subcommittee met on February 28 and March 7, 2000, and provided the member with copies of the minutes. Rep. Letourneau, referring to the minutes of the February 28, 2000 meeting noted that Ms. Currier from the Rockingham County Conservation District (RCCD) requested that the amount of \$1,350 which was added to the RCCD budget at the last Executive Committee Meeting, per her request, be removed.

Rep. Letourneau made a motion to remove \$1,350 from the RCCD in the Non-County Specials budget. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

Rep. Letourneau made a motion to approve the Non-County Specials budget at \$214,542. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

Rep. Letourneau then referred to a request from the RCCD to add \$20,000 to fund the position of a soil conservationist. Rep. Letourneau referred to the subcommittee minutes noting that the subcommittee did not recommend the additional dollars requested.

A motion was made by Rep. Letourneau not to recommend the additional funding for \$20,000 for the RCCD. Rep. Arndt seconded the motion. Rep. Flanders commented referring to letters he has received to support the position, and spoke in opposition to the motion. Rep. Clark raised the issue of discussions held regarding whether the RCCD should be placed in the Non-County Specials budget. Rep. Letourneau referred to State of New Hampshire laws relative to conservation districts. Commissioner Barka commented. Rep. Weyler asked if the RCCD could stand alone like the Human Services Department. Rep. Francoeur wanted to know where the RCCD was in the budget last year, and why they were taken out. Rep. Beaulieu responded noting that the RCCD was in the General Government portion of the budget. Rep. Belanger requested an explanation. Rep. Letourneau explained that the RCCD is a state committee, and that subdistricts were formed in each county. Rep. Welch referred to a letter from the State Conservation Committee regarding subdistricts. A lengthy discussion ensued. Rep. Katsakiores questioned if the RCCD was put in the Non- County Specials budget because the County does not have any direction over them. Rep. Ron Nowe spoke as an alternate on the subcommittee, referring to the fact that the RCCD is not a non-profit organization and should not come under the Non County Specials section of the budget. Rep. Nowe commented that he could not support the additional \$20,000. Rep. Beaulieu suggested that Rep. Weyler, Chairman of the Delegation, set up a committee to investigate where the RCCD should exist. Rep. Packard asked if the proposed position had anything to do with the statutory authority given under the law. Rep. Letourneau further explained the circumstances of the federal government reducing the number of employees, and thereby passing the mandate down to the County level. Ms. Currier responded and explained that the district's responsibility is much broader today as a result of the changing laws. Commissioner Pratt commented. Rep. Nowe made a motion to move the question. Rep. Pitts suggested that the RSA be pulled. The motion to move the question was seconded and approved.

Rep. Letourneau made a motion to amend the motion to approve funding for the RCCD for \$55,000. Rep. Nowe seconded the motion. The motion was approved as amended.

Jail Subcommittee

Rep. Al Weare, Chairman of the Jail Subcommittee, explained a request to move funds to accommodate the purchase of a copy machine. He explained that the existing copier is no longer serviceable. He explained the request to move \$2,472 from the Equipment Repair line to the Non-Expendable line. He noted that there would be no change to the bottom line of the budget.

Rep. Weare made a motion to move \$2,472 from the Equipment Repair line to the Non-Expendable line. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Human Resources Subcommittee

Rep. Packard, Chairman of the Human Resources Subcommittee, noted a request for additional funding to the Human Resources Department budget. He explained that the subcommittee had removed \$5,000 from line 54003 - New Employee Physicals/Drug Testing. He explained that it was hoped that the County could enter into an agreement with the State to provide testing at \$10.00 a person vs. \$60.00 a person. It has since been learned that the state does not have the facilities to accommodate the County. Rep. Packard recommended that the Executive Committee put the funds back into the line.

Rep. Packard made a motion to add \$5,000 to line 54003 in the Human Resources budget, which would increase the line from \$6,000 to \$11,000. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Sheriff's Subcommittee

Rep. Ron Nowe, explained a request from the Sheriff's Department in Rep. Putnam and Zolla's absence. Rep. Nowe explained the necessary adjustment as a result of the passage of House Bill 204. This bill allows bailiffs to be paid at \$60.00 a day vs. \$50.00 a day. Chairman Beaulieu questioned. It was noted that the County will be reimbursed for this additional expense and that it will not affect the taxpayers. Sheriff Linehan explained referring to actions taken in Concord that will assure that this would be carried out. Rep. Weyler wanted to know what the shortfall for all the Counties would be. Sheriff Linehan provided the numbers for Rockingham County only at \$23,000. Rep. Weyler questioned if Sheriff Linehan could provide him with the amount involving all the Counties.

Rep. Nowe made a motion to add \$23,725 to the Bailiff's Salary line. Rep. Nowe then amended his motion to add \$26,911 to the Bailiff's Salary line to include social security and workers comp. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Employee Position Listing

Rep. Nowe then made a motion to approve the Employee Position Listing with the total number of positions for 2000 being 684. Rep. Beaulieu read the motion relative to the position listing. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Revenue & Fund Balance Motion

Rep. Francoeur, Chair of the Revenue Subcommittee read the following motion:

MOTION

That the Rockingham County Convention in accordance with RSA 24:13 authorize \$47,009,780 in appropriations and \$545,184 in reserves and encumbrances for the use of the County during 2000.

That \$23,769,790 be raised in new county taxes, that \$21,554,436 be accepted as an estimate of revenues from other sources and that \$2,230,738 be accepted as fund balance for a total of \$47,554,964 in resources.

Rep. Arndt seconded the motion. Rep. Quandt wanted to know the percentage increase in taxes. Ms. Young reported the increase in taxes to be 13.10 percent. Rep. Beaulieu requested that a roll call vote be taken. Rep. Welch, Clerk, conducted the roll call vote. The results were reported as follows: 18 yes, 2 no. The motion was approved.

Rep. Nowe commented on the continued efforts of the subcommittees during the budget process. He noted that in many cases the department's budgets were either leveled or reduced. He referred to the increases that came from the high costs of health insurance to the County. Rep. Schanda added that the loss of revenues in the Nursing Home was a major contributing factor.

Rep. Weyler commented referring to a health care study committee formed by an independent group. He commented that healthcare issues would be investigated by initiating bills in Concord, which to date have not been well received. He urged the members for their support.

Rep. Noyes commented in support of Rep. Weyler's comments, speaking from his experience as a member of the Municipal & County Government Committee.

Commissioner Barka commended the Department Heads and Elected Officials for presenting a one-percent increase to their budgets. He referred to the issue of loss of revenues in the Nursing Home. He noted that the Residential Care Facility is being considered that might possibly make up the difference. He referred to the lack of control over issues such as decreased revenues and high costs of health insurance.

Rep. Flanders made a motion to adjourn. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

There being no further business, the meeting adjourned at 10:57 a.m.

Respectfully submitted,

Cheryl A. Hurley
Cheryl A. Hurley
Delegation Coordinator

David A. Welch
Rep. David A. Welch, Clerk
Rockingham County Executive Committee

cah

ROCKINGHAM COUNTY CONVENTION



DELEGATION

*Kenneth L. Weyler, Chairman
George Katsakiores, Vice Chairman
David A. Welch, Clerk*

EXECUTIVE COMMITTEE

*Jon P. Beaulieu, Chairman
Vivian R. Clark, Vice Chairman
David A. Welch, Clerk*

119 North Road, Brentwood, New Hampshire 03833
Telephone (603) 679-9369
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MINUTES ROCKINGHAM COUNTY DELEGATION MEETING

Saturday, March 11, 2000

10:00 a.m.

Hilton Auditorium
Rockingham County Nursing Home
Brentwood, NH

Representative Kenneth L. Weyler, Chairman, called the meeting to order at 10:05 a.m.

Rep. Ron Nowe delivered the Invocation.

Rep. Bernard Raynowska led the Pledge of Allegiance.

Rep. David Welch, Clerk, conducted the roll call. Clerk Welch reported 60 members present at the time of the roll call.

Chairman Weyler declared that a quorum was present.

Those in attendance were: Rep. Kenneth L. Weyler, Chairman; Representatives Abbott, Arndt, Beaulieu, Belanger, Blanchard, Case, M. Clark, Cooney, Cox, Dearborn, DiFruscia, Dowling, Downing, Dunham, Fesh, Flanagan, J. Flanders, Francoeur, Gibbons, Gleason, Grant, Griffin, Hamel, R. Hutchinson, Johnson, Kane, G. Katsakiores, P. Katsakiores, Kelley, Langley, Langone, Letourneau, Lovejoy, Major, Moore, Morse, M.L. Nowe, R. Nowe, O'Neil, Packard, Pitts, Priestly, Putnam, Quandt, Raynowska, Reardon, Ruffner, Sabella, Sapareto, Schanda, Shultis, Splaine, Stickney, Stone, Sytek, Tufts, Varrell, Weare, Weatherspoon, Welch, Weyler, Whittier, and Zolla.

Also Present: Theresa Young, Fiscal Officer; Judie Milner, Senior Account Analyst; Commissioner Barka, Commissioner Katharin Pratt, Commissioner Maureen Barrows; Edward Buck, Treasurer; Cheryl Hurley, Delegation Coordinator.

Chairman Weyler opened the meeting stating the purpose of the meeting is to approve the appropriations for the County budget for the year 2000.

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Chairman Weyler briefly explained the overall budget percentages and increases, noting that the proposed budget reflects a very small increase over the 1999 budget. He referred to the document which showed Rockingham County to be the lowest in per-capita costs, compared to other counties.

Rep. Weyler made an announcement regarding lunch.

Rep. Weyler took up the first item on the agenda, which was a request from the Board of Commissioners to approve the Interstate Emergency Unit (IEU) Lease. Chairman Weyler noted that all members were provided with a copy of the signed lease.

Rep. Flanders made a motion to approve the IEU Lease as presented. Rep. Letourneau seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Rep. Ron Nowe, Chairman of the Salary Subcommittee, read the Resolution 1 as follows:

RESOLUTION 1 - 2000

Be it resolved that the Rockingham County Convention accept the position listing as presented with the total number of authorized positions for 2000 being 684, and that there will be no new positions created nor will there be any regrading of positions or increase of number of positions, other than those budgeted, without approval of the Executive Committee.

It is understood 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.

In addition, it is understood that part-time employment pools are approved in the Human Resources Department, Nursing Home and Sheriff's Department, and that the pools be used for on-call coverage when necessary. In no case will any on-call employee be eligible for any benefit or permanent employment status. This does not preclude any department from obtaining temporary help from outside vendors to cover employment leave.

Rep. Nowe made a motion to approve Resolution 1 as read. Rep. Belanger seconded the motion. Rep. Weyler called further questions. Rep. Sytek questioned. The motion was approved by a voice vote.

Rep. Ron Nowe, Chairman of the Salary Subcommittee, read Resolution 2 as follows:

RESOLUTION 2 - 2000

Be it resolved that the Rockingham County Convention, upon the recommendation of the Executive Committee, recommend approximately \$523,000 for the 10-step salary plan, and approximately \$308,000 for a 2.4% COLA, all of which is incorporated into the 2000 budget.

In addition, that the mileage reimbursement rate for County employees and UNH Educators mirror the Federal rate for 2000.

Rep. Nowe made a motion to approve Resolution 2 as read. Rep. Belanger seconded the motion. Rep. Weyler called for questions. Ms. Harriet Cady, resident from Deerfield, questioned. Rep. Welch noted a point of order, stating the purpose of the meeting is for the Delegation to vote appropriations. He noted that a Public Hearing was held on January 18, 2000, on the Commissioners Proposed 2000 budget.

Rep. Pitts questioned if appropriate funds have been budgeted if the mileage rate should increase. Rep. Nowe explained. Rep. Sytek questioned the language relative to "approximately" suggesting that the numbers be rounded to the nearest \$1,000. Theresa Young, Fiscal Officer, commented that the exact dollars could be voted.

Rep. Sytek made a motion to amend Resolution 2 as follows:

AMENDED
RESOLUTION 2 - 2000

Be it resolved that the Rockingham County Convention, upon the recommendation of the Executive Committee, recommend no more than \$523,189 for the 10-step salary plan, and no more than \$308,000 for a 2.4% COLA, all of which is incorporated into the 2000 budget.

In addition, that the mileage reimbursement rate for County employees and UNH Educators mirror the Federal rate for 2000.

Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Rep. Nowe read Resolution 3 as follows:

RESOLUTION 3 - 2000

I move the following proposal:

All of the policies of the County personnel system shall apply to the Rockingham Delegation employee(s) with the understanding that all references for necessary actions, approvals or exceptions in reference to Delegation employee(s) reside with the Officers of the Delegation in lieu of the Commissioners.

Authorization requires the majority of the 5 officers. The officers include the Chairmen of the Delegation and Executive Committee, the Vice Chairmen of the Delegation and Executive Committee and the Delegation Clerk.

It is further agreed that all references for any "O/DD" actions, approvals or exceptions resides with the Chairmen of the Delegation and the Executive Committee in lieu of the "O/DD".

Finally, any policies deemed appropriate and not specified or covered under the personnel system may be adopted by the Officers of the Delegation.

Rep. Nowe made a motion to approve Resolution 3 as read. Rep. Phyllis Katsakiores seconded the motion. Rep. Varrell questioned. Rep. Weyler called for further questions. There were none. Resolution 3 was approved by a voice vote. Rep. Pitts' opposed Resolution 3.

Rep. Nowe read Resolution 4 as follows:

RESOLUTION 4 - 2000

I move that \$21,412.00 be appropriated for salary payments for the Delegation Coordinator.

Rep. Flanders made a motion to approve Resolution 4 as read. Rep. Belanger seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Rep. Ron Nowe read Resolution 5 as follows:

RESOLUTION 5 - 2000

Be it resolved that the Rockingham County Convention approve the following benefits as described below *for those employees listed in the position listing, other than the union eligible.*

The Delegation Coordinator will receive benefits in accordance with personnel policies adopted for this position.

**COUNTY CONTRIBUTION %
Full-Time Employee**

HEALTH BENEFITS: Self-Insured

<u>Membership</u>	<u>PPO</u>
Single	95%
2 Person	65%
Family	65%

Part-time employees contribute on a pro-rated basis.

DENTAL BENEFITS:

Full-Time - 100% of all memberships
Part-Time - Pro-rated basis

WORKER'S COMP and UNEMPLOYMENT:

Worker's Comp. is funded at 52.5% of the assigned risk rate per the recommendation of the Executive Committee. Also, that unemployment funding be reduced to \$20.00 per position in 2000.

SHORT-TERM DISABILITY

Short-Term Disability, a new accident and illness benefit, is funded for a 26-week duration.

LONGEVITY

The Longevity benefit is as follows:

<u>YEARS</u>	<u>PAYMENTS</u>
5	\$150.
10	\$300.
15	\$450.
20	\$750.

DEPENDENT CARE

The Dependent Care flexible spending account is a new benefit for 2000 that will save the County Social Security and Medicare, if applicable, for every salary dollar that the employee puts into the account.

Rep. Nowe made a motion to approve Resolution 5 as read. Rep. Flanders seconded the motion. Rep. Weyler called for questions. Representative's Priestly, Shultis, and Stone questioned and requested an explanation. Rep. Weyler explained. Rep. Sapareto questioned the costs. Theresa Young, Fiscal Officer, explained. Rep. Sapareto questioned further. Rep. Nowe explained. Rep. Weyler called for further questions. There were none. Resolution 5 was approved by a voice vote.

The next item on the agenda was to review the County budget by department. Rep. Weyler pointed out the recommendations made by the Executive Committee. Rep. Sytek questioned why budgets with Executive Committee recommendations were not made available prior to the meeting. Rep. Weyler explained.

Delegation

Rep. George Katsakiores made a motion to approve \$60,188 for the Delegation Office budget. Rep. Nowe seconded the motion. Rep. Sytek, referring to the \$10,000 budgeted for performance audits, commented that she is reluctant to support this request due to the lack of information provided to the subcommittee. Rep. Weyler explained and referred to Resolution 9 regarding authorization of expenditures. Rep. Weyler referred to past practices of a performance audit performed with the recommendation that a follow-up audit be obtained. He commented that he supports the process put in place to be carried forward.

Rep. Splaine commented referring to total quality management. He referred to the process as not being fiscally conservative and, in some cases, reinventing the wheel by hiring outside vendors to review departments.

Rep. Flanders encouraged the members to support the performance audit process. Rep. Welsh commented.

Chairman Weyler called for further questions. There were none. The motion was approved by a voice vote.

Treasurer

Rep. Katsakiores made a motion to approve \$52,205 for the Treasurer's budget. Rep. Nowe seconded the motion. Rep. Stone requested clarification on the changes made. Rep. Packard, Chairman of the Treasurer's Subcommittee, explained. Rep. Weyler called for further questions. There were none. The motion was approved by a voice vote.

County Attorney

Rep. Katsakiores made a motion to approve \$1,582,991 for the County Attorney's budget. Rep. Arndt seconded the motion. Rep. Sytek questioned the increases, and the proposed positions. Rep. Weyler explained the increases relative to District Court Prosecutions. Attorney Reams also explained. Rep. Varrell commented expressing confusion to the statements made.

Rep. Reardon commented and referred to the Diversion Program in the Human Services Department budget, noting that grant funds had been received. Commissioner Barrows explained.

Rep. Cox questioned the proposed paralegal and investigator positions. Attorney Reams explained that currently the department does not have a paralegal position.

Rep. Belanger made a motion to move the question. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

The motion to approve the \$1,582,991 for the County Attorney's budget was approved by a voice vote.

Medical Examiner

Rep. Katsakiores made a motion to approve \$84,600 for the Medical Examiner's budget. Rep. Belanger seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Sheriff's Department

Rep. Katsakiores made a motion to approve \$2,828,402 for the Sheriff's Department budget. Rep. Flanders seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Manchester Airport Duty

Rep. Katsakiores made a motion to approve \$837,339 for the Manchester Airport Duty. Rep. Flanders seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Registry of Deeds

Rep. Katsakiores made a motion to approve \$1,054,663 for the Registry of Deeds budget. Rep. Flanders seconded the motion. Rep. Sytek requested an explanation on the 20 percent increase. Rep. Arndt, Chair of the Deeds Subcommittee, explained the increases referring to the 77% increase in health insurance, the health buyout, and professional dues. Rep. Arndt noted that revenues are also up 21.3 percent. Theresa Young, Fiscal Officer, explained that there is a significant increase in matching revenues.

Rep. Weyler called for further questions. There were none. The motion was approved by a voice vote.

Commissioners

Rep. Katsakiores made a motion to approve \$145,980 for the Commissioner's Office budget. Rep. Flanders seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

General Government

Rep. Katsakiores made a motion to approve \$3,440,270 for the General Government budget. Rep. Flanders seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Projects

Rep. Katsakiores made a motion to approve \$175,000 for Projects. Rep. Flanders seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Grants

Rep. Katsakiores made a motion to approve \$1,072,000 for Grants. Rep. Flanders seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Fiscal Office

Rep. Katsakiores made a motion to approve \$405,891 for the Fiscal Office budget. Rep. Flanders seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Maintenance/Property Management

Rep. Katsakiores made a motion to approve \$2,402,877 for the Maintenance & Property Management budget. Rep. Flanders seconded the motion. Rep. Varrell raised the issue of increasing costs of home heating oil and fuel and how this can be accommodated. Ms. Gates, Department Director, explained that the County has a contracted service for heating oil at a fixed rate, and the anticipated increases in gasoline have been considered in the budget.

Rep. Cox questioned the increase in maintenance overtime and decrease in staff. Ms. Gates explained that the overtime line has been level funded at last year's figures. She referred to anticipated retirements.

Rep. Flanders made a motion to move the questions. Rep. Belanger seconded the motion. The motion was approved.

The motion to approve the Maintenance/Property Management budget at \$2,402,877 was approved by a voice vote.

Human Services

Rep. Katsakiores made a motion to approve \$12,412,872 for the Human Services Department. Rep. Flanders seconded the motion. Rep. Sytek questioned why the Intermediate Nursing Care line was down 10 percent. Ms. Gill, Human Services Director, explained that the vacancy in nursing home beds have been averaging 10 to 20 percent, which is also the case in private nursing homes. Ms. Gill also explained that Rockingham County has been the recipient of a \$2,000,000 credit, as a result of Senate Bill 409, and that two additional credits are also expected this year.

Rep. Cox referred to vacancies in the nursing home and the loss of revenue in the budget. He questioned why the private rate is not lowered to possibly increase occupancy. Rep. Pitts requested that Rep. Cox' statements be referred to Mr. Sturtevant, Nursing Home Administrator. Mr. Sturtevant explained and provided the members with the rates for nursing home beds.

Rep. Dearbom questioned the low census. The issue was raised that further discussion relative to the Nursing Home be deferred until the Nursing Home budget is discussed.

Commissioner Barka pointed out the services that are provided out of the Human Services budget, noting that approximately 60 percent of the county budget is attributed to Human Services.

Rep. Weyler called for further discussion. There were none.

Rep. Katsakiores' motion to approve \$12,412,872 for the Human Services budget was approved by a voice vote.

Jail

Rep. Katsakiores made a motion to approve \$4,853,924 for the Jail budget. Rep. Flanders seconded the motion. Rep. Cooney questioned the differences in the subcommittee's proposal. Rep. Weare, Chairman of the Jail Subcommittee, explained referring to necessary adjustments made in the social security lines and other minor changes. Rep. Weyler called for further questions. There were none. The motion was approved by a voice vote.

UNH Cooperative Extension

Rep. Katsakiores made a motion to approve \$364,161 for the UNH Cooperative Extension budget. Rep. Belanger seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Human Resources

Rep. Katsakiores made a motion to approve \$249,955 for the Human Resources Department budget. Rep. Belanger seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Non-County Specials

Rep. Katsakiores made a motion to approve \$214,542 for the Non-County Specials budget. Rep. Belanger seconded the motion.

Rep. Hutchinson made a motion to amend the Rockingham County Conservation District (RCCD) budget to add \$20,000 to line 56400. Rep. Belanger seconded the motion.

Rep. Hutchinson explained her motion, noting that she had heard from several towns and entities asking for support of the program. She referred to a survey sent out by RCCD, noting that conservation planning is an important aspect of the services they deliver.

Rep. Ruffner referred to letter he received asking for support. Rep. Whittier referred to a letter he received from the Town of Brentwood and the Conservation Commission in Kingston requesting support. Rep. Whittier spoke in support of Rep. Hutchinson's motion.

Rep. Mary Lou Nowe spoke in opposition to the motion. Rep. Mary Lou Nowe thanked Chairman Letourneau for an excellent job in an open and objective discussion during the subcommittee process. She commented that it is her opinion that the RCCD does not belong in the Non County Specials budget as they are not a non-profit entity. She supported her comments by noting that the RCCD made a \$50,000 profit last year, which a portion of their profits could support their services.

Rep. Weyler informed the Delegation members that the Executive Committee has made a recommendation that a committee be formed to further discuss the appropriate placement for the RCCD in the County budget.

Rep. Varrell spoke in opposition to the motion.

Rep. Welch commented referring to the RCCD as a sub-district of the state, and commented that he has read and investigated the state's statutes. He spoke in opposition of the motion.

Comm. Barka commented referring to efforts to limit spending, and the fact that the RCCD occupies a County-owned building that they are not charged for. Rep. Cox commented.

Rep. Weyler announced that he is looking for volunteers who would like to sit on the study committee to make an analysis.

Rep. Nowe, a member who sat on the subcommittee as an alternate, commented that he believes the RCCD does a lot of good for the county. He spoke in opposition of the motion.

Rep. Gleason and Rep. Martha Fuller Clark also commented referring to possible grants at the local level for conservation districts.

Rep. Blanchard commented and spoke in opposition to the motion, noting that the Executive Committee has agreed to pursue this issue further.

Rep. Letourneau, Chairman, explained. He explained that RSA 432 was researched. He read the policy in effect by the RSA. He spoke in opposition of additional funding. Rep. Quandt commented.

Rep. Dearborn made a motion to move the question. Rep. Flanders seconded the motion. The motion was approved.

Rep. Flanders made a motion to add \$20,000 to line 56400 in the Non-County Specials budget currently funded at \$55,000 for a total of \$75,000. Rep. Belanger seconded the motion. A roll call vote was requested. Clerk Welch conducted the roll and reported the following: 14 yes, 49 no. The motion failed.

The motion to approve \$214,542 for the Non-County Specials budget was approved by a voice vote.

Nursing Home

Rep. Katsakiores made a motion to approve \$14,520,021 for the Nursing Home. Rep. Belanger seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Telecommunications

Rep. Katsakiores made a motion to approve \$251,899 for the Telecommunications budget. Rep. Belanger seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Rep. Katsakiores read Resolution 6 as follows:

RESOLUTION 6 - 2000

Whereas: The County Convention has the power to raise county taxes and to make appropriations for the use of the county; and

Whereas: The County Commissioners are responsible for the day to day operation of the county; and

Whereas: The Executive Committee of the County has the authority to review the expenditures of the county after the adoption of the County budget; and

Whereas: From time to time it may be necessary to transfer funds appropriated for one purpose to augment appropriations for another; and

Whereas: The Commissioners and the Delegation are partners in oversight of the County budget;

Therefore be it Resolved: That pursuant to RSA 24:14, I, the County Convention hereby authorizes a line item budget that the County Commissioners obtain prior written approval from the Executive Committee before transferring to or from any line once the aggregate over-expenditure in any line item reaches \$1000. The County Commissioners are required to identify the line items whose appropriations will be reduced to cover the over-expenditure and obtain written approval from the Executive Committee before transferring to or from any line item. In any event, no department shall over-spend their department's bottom line, nor shall they split expenditures among budget lines in order to avoid a line item transfer without the Executive Committee's approval.

Rockingham County Executive Committee

Rep. Katsakiores made a motion to approve Resolution 6 as read. Rep. Belanger seconded the motion. The motion was approved by a voice vote. Rep. Packard voted no.

Rep. Beaulieu read Resolution 7 as follows:

RESOLUTION 7 - 2000

Be it resolved that the Rockingham County Convention approve the following:

That the Fiscal Office has the authority to make periodic transfers from appropriate budget lines to insure that the employment benefit lines properly reflect the status of the accounts during the year.

Rep. Beaulieu made a motion to approve Resolution 7 as read. Rep. Belanger seconded the motion. Rep. Quandt questioned why the Executive Committee would give their authority to the Fiscal Office to make transfers as noted in the resolution. Ms. Young, Fiscal Officer, explained the accounting process and instances in which transfers are necessary.

Rep. Sytek made a motion to amend Resolution 7 by striking the language "employment" and adding the language "health and buyout" Rep. Belanger seconded the motion. Resolution 7 as amended, was read as follows:

AMENDED
RESOLUTION 7 - 2000

Be it resolved that the Rockingham County Convention approve the following:

That the Fiscal Office has the authority to make periodic transfers from appropriate budget lines to insure that the health and buyout benefit lines properly reflect the status of the accounts during the year.

Resolution 7, as amended, was approved by a voice vote.

Rep. Beaulieu read Resolution 8 as follows:

RESOLUTION 8 - 2000

Be it resolved that the Rockingham County Convention adopt the following:

All amounts appropriated for the Non-County Specials to be paid on a quarterly basis subject to the approval of the majority of the Board of County Commissioners.

Further, all agencies are required to submit a quarterly financial review describing activities for the prior quarter and their relationship to county funds distributed. These reports have to be submitted to the Rockingham County Fiscal Office prior to any distribution of subsequent quarterly payments.

Rep. Varrell made a motion to amend Resolution 8 by adding the language "reports shall be." Rep. Sytek seconded the motion. Resolution 8, as amended, was read as follows:

AMENDED
RESOLUTION 8 - 2000

Be it resolved that the Rockingham County Convention adopt the following:

All amounts appropriated for the Non-County Specials to be paid on a quarterly basis subject to the approval of the majority of the Board of County Commissioners.

Further, all agencies are required to submit a quarterly financial review describing activities for the prior quarter and their relationship to county funds distributed. These reports shall be submitted to the Rockingham County Fiscal Office prior to any distribution of subsequent quarterly payments.

Resolution 8, as amended, was approved by a voice vote.

Rep. Beaulieu read Resolution 9 as follows:

RESOLUTION 9 -2000

Be it resolved that before any expenditure is authorized from the Performance Audit line in the Delegation budget, it shall be voted on by the Executive Committee of the Delegation.

Rep. Pitts made a motion to amend Resolution 9 as follows:

Be it resolved that before any audit is authorized the Audit Committee shall come before the Executive Committee of the Delegation for its approval.

Rep. Quandt questioned striking the language "expenditure." Rep. Welch supported Rep. Quandt's comment.

Rep. Pitts made a motion to amended Resolution 9 as follows:

AMENDED
RESOLUTION 9 -2000

Be it resolved that no performance audit shall be conducted nor expenditure of such authorized without the prior approval of the Executive Committee.

Rep. Francoeur seconded the motion. Resolution 9, as amended, was approved by a voice vote.

Rep. Katsakiores read Resolution 10 as follows:

RESOLUTION 10-2000

That the Rockingham County Convention in accordance with RSA 24:13 authorize \$47,009,780 in appropriations and \$545,184 in reserves and encumbrances for the use of the County during 2000.

That \$23,769,790 be raised in new county taxes, that \$21,554,436 be accepted as an estimate of revenues from other sources and that \$2,230,738 be accepted as fund balance for a total of \$47,554,964 in resources.

Rep. Sytek requested the percentage increase raised by taxes. Rep. Weyler reported a 13.10 percent increase, noting that Rockingham County could still have the lowest tax rate.

Rep. Langley asked for further clarification as to how the tax rate would affect a donor community. Rep. Weyler explained.

Rep. Cox questioned. Rep. Weyler explained that the County taxes will increase on an equalized value, and referred to the process for school taxes as well.

Rep. Belanger made a motion to move the question. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

Rep. Packard made a motion that a roll call vote be obtained on Resolution 10. Rep. Quandt seconded the motion. The motion was approved by a voice vote.

Clerk Welch conducted the roll call vote and reported the following: 58 yes, 2 no. Resolution 10 was approved by a voice vote.

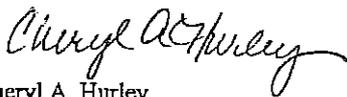
Rep. DiFruscia, on behalf of the Rockingham County Delegation, extended best wishes to Speaker Donna Sytek.

Rep. Ron Nowe made a comment relative to employees being told not to speak to representative while at the County. He stated that he hopes that Commissioner Barka, Chairman of the Board of Commissioners, will not support such a blanket statement.

Rep. Belanger made a motion to adjourn the meeting. Rep. Packard seconded the motion. The motion was approved by a voice vote.

There being no further business, the meeting adjourned at 1:10 p.m.

Respectfully submitted,



Cheryl A. Hurley
Delegation Coordinator



Rep. David A. Welch, Clerk
Rockingham County Convention

cah

ROCKINGHAM COUNTY CONVENTION



DELEGATION
Kenneth L. Weyler, Chairman
George Katsniiores, Vice Chairman
David A. Welch, Clerk

EXECUTIVE COMMITTEE
Jon P. Beaulieu, Chairman
Vivian R. Clark, Vice Chairman
David A. Welch, Clerk

119 North Road, Brentwood, New Hampshire 03833
Telephone (603) 679-9369
Fax 679-9370 (24 hours)

MINUTES ROCKINGHAM COUNTY DELEGATION PUBLIC HEARING

Wednesday, March 29, 2000 at 3:30 p.m.
Room 202/204
Legislative Office Building
Concord, NH

The Rockingham County Delegation held a Public Hearing on Wednesday, March 29, 2000 at 3:30 p.m. in Room 202/204 at the Legislative Office Building in Concord, NH.

The purpose of the Public Hearing was relative to the Issuance of a General Obligation Bond, not to exceed \$3,700,000, for Improvements to the Rockingham County Complex in Brentwood, NH.

Rep. Kenneth L. Weyler, Chairman of the Rockingham County Convention, called the meeting to order at 3:40 p.m.

Those in attendance were: Rep. Weyler, Chairman; Commissioner Ernest Barka, Commissioner Katharin Pratt, Commissioner Maureen Barrows; William Sturtevant, Nursing Home Administrator; Theresa Young, Fiscal Officer, Jude Gates, Maintenance & Engineering; Martha Roy, Human Resources Director; Cheryl Hurley, Delegation Coordinator.

Chairman Weyler stated the purpose of the meeting was to discuss the Issuance of a General Obligation Bond, not to exceed \$3,700,000, for improvements to the Rockingham County Complex in Brentwood, NH. Chairman Weyler noted that there were no members from the public present for comment.

Chairman Weyler announced that the Delegation Meeting scheduled to follow the Public Hearing in Room 202/204 has been moved and will take place in the House Chamber at the close of session. Chairman Weyler noted that if the House Session should run late, he will postpone the Delegation Meeting until Wednesday, April 5, 2000 at 1:30 p.m., in Room 202/204 at the LOB in Concord.

There being no further business, the Public Hearing was closed at 3:44 p.m.

Respectfully submitted,


Cheryl A. Hurley
Delegation Coordinator


Rep. David A. Welch, Clerk
Rockingham County Convention

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MINUTES

ROCKINGHAM COUNTY DELEGATION MEETING

Wednesday, April 5, 2000

1:30 p.m.

Room 202/204

Legislative Office Building

Concord, NH

The Rockingham County Delegation held a meeting on Wednesday, April 5, 2000 at 1:30 p.m. in Room 202/204 at the Legislative Office Building in Concord, NH. The purpose of the meeting was to approve the issuance of a general obligation bond, not to exceed \$3,700,000, for improvements at the County Complex in Brentwood, NH.

Rep. Kenneth L. Weyler, Chairman, called the meeting to order at 1:40 p.m.

Chairman Weyler noted that a Public Hearing was held on March 29, 2000 regarding same; however, no members from the public were in attendance. A Delegation Meeting was also scheduled to following but because a house session day was called after the meeting had been scheduled, the Delegation meeting could not be held and was cancelled.

Rep. Weyler made a brief announcement that representatives present should sign in under "other" for constituent service, if not here today for committee business.

Rep. Weyler read RSA 33:10 - County Bonds.

Rep. David Welch, Clerk, conducted the roll call.

Clerk Welch reported a total of 47 members present at the time of the roll call.

Chairman Weyler declared a quorum was present.

Those in attendance were: Rep. Kenneth L. Weyler, Chairman; Representatives Beaulieu, Belanger, Bishop, M. Clark, V. Clark, Cox, Dearborn, Flanagan, J. Flanders, Francoeur, Gibbons, Gleason, Grant, Griffin, Hamel, Henderson, Johnson, G. Katsakiores, Kelley, Kobel, Langley, Major, Moore, Morse, ML Nowe, R. Nowe, Noyes, O'Neil, Pitts, Priestley, Putnam, Quandt, Raynowska, Schanda, Shelton, Stickney, Stone, Stritch, Sytek, Tufts, Varrell, Vaughn, Weare, Welch, Whittier, and Zolla.

Also Present: Commissioner Katharin Pratt; Commissioner Maureen Barrows; William Sturtevant, Nursing Home Administrator; Tim Dempsey, Deputy Treasurer; Theresa Young, Fiscal Officer; Jude Gates, Maintenance & Engineering; Martha Roy, Human Resources Director; and Cheryl A. Hurley, Delegation Coordinator.

Rep. Vivian Clark, Chair of the Long-Range Planning Committee, stated the purpose of the meeting is to approve a bond issuance of \$3,604,775 for the Supported Residential Care (SRC) Facility and other maintenance projects to be done at the County Complex.

Chairman Weyler called on Mr. Sturtevant, Nursing Home Administrator, who gave a presentation on the SRC facility. Mr. Sturtevant explained that the project includes major renovations to the Underhill Building, of which one unit was closed back in April of 1999, to convert over to SRC services. He explained that Senate Bill 409 was passed which talked about developing different levels of care, which is less expensive than nursing home care. Underhill II had 30 beds, which are currently closed. Underhill I has 28 beds. He explained that the first phase is to build out Driscoll II, which was opened back in 1992, currently where the Delegation Office and Human Resources Department are located. The project includes moving 25 beds from Underhill over to Driscoll II. Phase II would be the re-gutting of the Underhill Building to create 30 beds.

Mr. Sturtevant explained that the goal is to serve the indigent population. A marketing study was done by Helms & Company, which indicated that there is truly a market for that population. The SRC facility is for residents who are fairly independent.

Mr. Sturtevant explained that the goal is to ultimately generate revenues of \$150,000 after expenses. A request for proposal (RFP) to a construction management firm, if the project is approved by the Delegation, is planned. Mr. Sturtevant explained the process to keep the costs down. He noted that the costs presented are estimated costs by an architect who also did renovations to the Driscoll Building previously.

Rep. Zolla referred to his constituents not asking for this program, but rather an Alzheimer's/Dementia Unit, as they cannot find these services within the county. Mr. Sturtevant explained that the issue of offering an Alzheimer's Unit at the Nursing Home was investigated a few years back and it was found that these units cost a significant amount of money to operate. Mr. Sturtevant noted that many institutions have closed their units down because of the cost. Staffing these units is also a problem. Mr. Sturtevant explained that staffing the SRC facility is less than what it would be in the nursing home and also less than the other types of units.

Rep. Clark noted that this was discussed at length at the subcommittee level. She explained that we have to balance the needs that we can actually meet, that perhaps other counties cannot provide for one reason or another. She noted that we could provide a service to the community that needs assisted living. It is the more logical approach.

Rep. Varrell referred to SB-409, which he understands is to generate a significant profit for Rockingham County. He referred to the 3.7 million-dollar bond. Mr. Sturtevant referred to net revenues after expenses.

Rep. Vaughn requested an explanation on the SRC layout. Mr. Sturtevant explained it is a 30-bed unit whereby a pod is developed for each resident, and a group of residents would share a sitting room. The minimum required square footage is 110 square feet by regulation. A dining room is also provided.

Designated meals will be provided and additional meals can be paid for, if desired. A library will also be available. Mr. Sturtevant noted, however, that the proposal is a preliminary design.

Rep. Hamel raised the issue of taking care of constituents. He questioned how much money is needed for the SRC project. It was noted that 2 million dollars is needed for the SRC facility, and 1 million dollars for maintenance projects in the County. Rep. Clark explained. Rep. Hamel stated that he has difficulty with the SRC proposal. Rep. Clark noted that renovations to the Driscoll area have to be done anyway.

Rep. Sytek questioned how much Medicare or Medicaid money would be reimbursed for the SRC facility. Mr. Sturtevant explained that most individuals would pay privately. She questioned what would happen if they were to run out of money. Mr. Sturtevant explained. He noted that the development of continuum of care and continuing to meet the goals set by the legislature allows individuals to have different services offered to them. If the need for services change, then individuals will be transferred to the nursing home setting and, therefore, moving them on to Medicaid, if eligible. He noted that the SRC facility would be offered to the low to moderate-income population.

Rep. Kelley questioned the detailed project list and requested an explanation on the numbers provided as to what he referred to as a discrepancy. He also requested a clarification on the pending items. Ms. Young and Ms. Gates explained.

Rep. Kelley asked that the members he provided with projections. Rep. Clark explained. Theresa Young and Commissioner Pratt also explained. Ms. Young provided an estimate on the bond payments, but noted that the exact numbers will not be known until the year 2002.

Mr. Sturtevant explained that possible grants would be investigated as well.

Rep. Gleason questioned if building out Driscoll would consume all the space, and would we have to go back to Underhill in the future. Mr. Sturtevant explained that it would be investigated as to whether we can convert back to nursing home beds in the future.

Rep. Pitts questioned the issue of not bonding until 2002, questioning how this would affect the projects that are expected to start this year and what affect it would have on the county budget. Ms. Young explained the bond anticipation note being similar to a line of credit where we only pay interest costs. She further explained that at the end of the year 2001, the BAN is paid off and at that point the principle and interest is paid. She noted that the County has two other bond payments currently. The County budget would increase by about \$600,000.

Rep. Sytek questioned the difference between assisted living and SRC and other various alternatives available. Mr. Sturtevant referred to elderly housing projects and residential care with minimum supervision. Rep. Sytek questioned if the County needs a Certificate of Need (CON). Mr. Sturtevant explained that because the project is tied to the nursing home it does require approval of the CON Board. Sytek questioned what criteria needs to be proved at the CON Board. Mr. Sturtevant explained replacing nursing home beds to an antiquated building in new areas. We are asked to document that so that we do not violate the moratorium.

Rep. Katsakiores questioned decreasing the patient load to 270 beds, referring to one unit already being closed and the amount of savings with the patient load decrease. Mr. Sturtevant noted that the Nursing Home budget is up 1.7 percent this year because of the rate increases in health insurance. Monies have been saved in food and other areas. Recruitment of staff has also affected the budget.

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Rep. Hamel questioned the proposed 30 additional bed, questioning whether this increase would have to be justified to the CON Board. Mr. Sturtevant explained no.

There were no further questions.

Rep. Clark made a motion to approve the issuance of a general obligation bonding in the amount of amount of \$3,604,775 for the Supported Residential Care (SRC) Facility and other maintenance projects to be done at the County Complex. Rep. Flanders seconded.

Rep. Sytek requested that the vote on the maintenance projects and SRC facility be separate.

Rep. Weyler asked for the breakout of figures. Ms. Young provided two amounts as follows: SRC Facility at \$2,656,900, and the projects at \$947,875.

Rep. Stone questioned the investigation of federal funds. Rep. Stone suggested the language include "raise up to."

Rep. Clark amended her motion to include the language "raise up to."

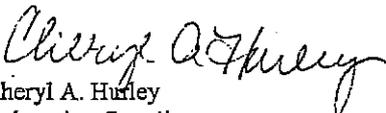
Rep. Weyler announced that two roll call votes and motions will be conducted by the Clerk as follows: Raise up to \$2,656,900 for the SRC facility, and raise up to \$947,875 for maintenance projects at the County Complex.

Clerk Welch conducted a roll call vote on bonding up to \$2,656,900 for Supported Residential Care Facility and renovations to the Driscoll Building for the relocation of Nursing Home beds. Clerk Welch reported the following roll call vote: 45 yes, 6 no. The vote was approved

Clerk Welch conducted a roll call vote to authorize the bonding up to \$947,875 for the remaining capital improvements for the described projects at the County Complex. Rep. Stone requested that a voice vote be taken. A voice vote was taken. The motion was unanimously approved by a voice vote.

Rep. Belanger made a motion to adjourn the meeting. Rep. J. Flanders seconded the motion. There being no further business, the meeting was adjourned at 2:50 p.m.

Respectfully submitted,


Cheryl A. Hurley
Delegation Coordinator


Rep. David A. Welch, Clerk
Rockingham County Convention

cah

ROCKINGHAM COUNTY EXECUTIVE COMMITTEE



119 NORTH ROAD
BRENTWOOD, N.H. 03833
Tel. (603) 679-9369
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Executive Committee
Jon P. Beaulieu, *Chairman*
Vivian R. Clark, *Vice Chairman*
David A. Welch, *Clerk*

MINUTES ROCKINGHAM COUNTY EXECUTIVE COMMITTEE MEETING

Friday, April 21, 2000
9:30 a.m.

Hilton Auditorium
Rockingham County Nursing Home
Brentwood NH

The members of the Rockingham County Executive Committee held a meeting on Friday, April 21, 2000 at 9:30 a.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH.

The purpose of the meeting was to conduct the first quarter budget review.

Rep. Vivian R. Clark, Acting Chair, in Rep. Beaulieu's absence, called the meeting to order at 9:38 a.m.

Rep. Frank Schanda led the pledge of allegiance.

Rep. David A. Welch, Clerk, conducted the roll call. A total of 12 members were reported presented when the roll was called.

Those in attendance were: Rep. Vivian Clark, Acting Chair; Representatives Arndt, Belanger, Case, G. Katsakiores, Letourneau, Major, R. Nowe, Quandt, Schanda, Weare, and Welch.

Also Present: Rep. Ed Putnam, Chairman, Sheriff's Subcommittee; Sandy Buck, Treasurer; Theresa Young, Fiscal Officer; Kathy Nakitas, Fiscal Office; Commissioner Barka, Commissioner Barrows, Martha Roy, Human Resources Director; Diane Gill, Human Services Director; Cathy Stacey, Register of Deeds; Sheriff Daniel Linehan, High Sheriff; Gene Charron, Superintendent, Department of Corrections; Louise Turner, Department of Corrections; Jude Gates, Engineering & Maintenance; William Sturtevant, Nursing Home Administrator; Cheryl Hurley, Delegation Coordinator.

Rep. Clark announced that she was chairing today's meeting at the request of Chairman Beaulieu, as he had to attend a family funeral.

LINE ITEM TRANSFER:

The first order of business was a line item transfer request from the Maintenance Department.

Rep. Schanda, Chairman of the Maintenance Subcommittee, explained the nature of the request. Rep. Schanda made a motion to approve the following:

From line 1130000-55500 RCNH Purchased Services \$2,000 to line 11300002-53500 RCNH Equipment Repairs \$2,000.

Comments: The pressure in the Gaylord unit (kitchen hood) in the RCNH has failed, necessitating replacement. This was an unanticipated expense.

Rep. Belanger seconded the motion. The motion was approved by a voice vote.

SALARY SUBCOMMITTEE REPORT:

Rep. Nowe, Chairman of the Salary Subcommittee, presented a regrade request for the Nursing Home in the Food Service Department. Rep. Ron Nowe noted the increase to the budget would be \$480.00.

Rep. Ron Nowe also referred to the employee position listing for the first quarter, for approval.

Rep. Nowe made a motion to approve the regrade request and position listing as presented. Rep. Quandt seconded the motion. The motion was approved by a voice vote.

BUDGET BY DEPARTMENT:

Delegation Office – Cheryl Hurley, Delegation Coordinator, gave the Delegation Office report in Rep. Flanders', Subcommittee Chairman's, absence. She reported that funds have been encumbered from 1999 for final payment to Municipal Resources, Inc., who conducted the performance audit of the Human Resources Department. To date, the Delegation Office has not received the bill. Follow-up telephone calls have been made to MRI and they assured us that the bill should arrive next week. Ms. Hurley reported that the Delegation Office budget is 30 percent expended for the first quarter.

Rep. Welch commented about the computer needs of the Delegation Office. He noted that the present system is less than adequate. Rep. Letourneau questioned if there is a hardware or software problem. Rep. Welch explained. Rep. Major offered to look into the issues. Rep. Clark commented agreeing with Rep. Major's comment. Rep. Letourneau also offered to help. Rep. Quandt commented.

Rep. Welch made a motion to accept the Delegation Office report as presented. Rep. Letourneau seconded the motion. The motion was approved by a voice vote.

County Attorney – Rep. Ron Belanger, Chairman of the County Attorney's Subcommittee, reported on the County Attorney's Office budget. He noted that the budget is 28 percent expended, and the Medical Examiner's budget is 21 percent expended for the first quarter. Rep. Belanger reviewed the expenditures by line item.

Rep. Belanger made a motion to approve the County Attorney Office budget and Medical Examiner's Office budget as presented. Rep. Ron Nowe seconded the motion. The motion was approved by a voice vote.

Sheriff/Manchester Airport – Rep. Putnam, Chairman of the Sheriff's Subcommittee, referred to Rep. Belanger to give a report on the Sheriff's Department budget. Rep. Belanger noted that the Sheriff's Department budget is 27 percent expended, and the Manchester Airport Duty budget is 33 percent expended for the first quarter.

Rep. Belanger made a motion to accept the Sheriff's Department budget and Manchester Airport Duty budget as presented. Rep. Ron Nowe seconded the motion. The motion was approved by a voice vote.

Registry of Deeds – Rep. Janet Arndt, Chair of the Registry of Deeds Subcommittee, referred to the equipment non-expendable and software revision lines, noting that they are running quite high for the first quarter. Rep. Arndt explained. She noted that the Deeds Subcommittee had voted to request that elected officials salaries be looked at.

Rep. Arndt made a motion to approve the Registry of Deeds budget as presented. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Treasurer – Rep. Belanger, in Rep. Packard's absence, made a motion to approve the Treasurer's budget. Sandy Buck, Treasurer, reviewed the Treasurers budget noting that it is 24 percent expended to date. He reported that financially the office is in good shape. Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Commissioner's Office – Rep. Belanger, in Rep. Packard's absence, made a motion to approve the Commissioners Office budget as presented. Rep. Arndt seconded the motion. The motion was approved by a voice vote.

General Government – Rep. Belanger, in Rep. Packard's absence, made a motion to approve the General Government budget as presented. Rep. Ron Nowe seconded the motion. The motion was approved by a voice vote.

Human Resources Department – Rep. Belanger, in Rep. Packard's absence, made a motion to approve the Human Resources Department budget as presented. Rep. Ron Nowe seconded the motion. The motion was approved by a voice vote.

Capital Improvements/Contingency - Rep. Clark, Chair of the Long-Range Planning Committee, made a motion to approve the Capital Improvements/Contingency budget as presented. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Fiscal Office – Rep. Belanger, in Rep. Francoeur's absence, made a motion to approve the Fiscal Office budget as presented. Rep. Ron Nowe seconded the motion. The motion was approved by a voice vote.

Human Services – Rep. Ron Nowe, in Rep. Pitts' absence, made a motion to approve the Human Services Department budget at presented. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

UNH Cooperative Extension – Rep. Belanger, in Rep. Blanchard's absence, made a motion to approve the UNH Cooperative Extension budget as presented. Rep. Ron Nowe seconded the motion. The motion was approved by a voice vote.

Rep. Nowe asked Ms. Young what the amount would be for health insurance costs, per elected official. Ms. Young explained that it is difficult to figure the amount of health insurance costs as the rates change from year to year. Rep. Welch raised questions relative to the buyout option. Ms. Young provided noted that the single plan coverage is \$5.60 a pay period. Rep. Welch questioned what the impact would be to the taxpayers. Ms. Young noted that the two-family plan premium is \$237.00, and the buyout is half the single annual premium.

Rep. Pitts questioned the time frame for setting the salaries and benefits. Rep. Welch noted that the salaries and benefits must be voted on by the Delegation prior to the filing date of June 1, 2000.

Rep. Belanger commented noting that we do not have any control over the health insurance costs.

Rep. Clark stated the issue before the committee is whether the board wishes to increase the salaries of the elected officials and, if so, what percentage; and whether the board wishes to alter the present benefit package currently offered to elected officials. Rep. Clark suggested that the committee take up the benefit package first.

Rep. Major commented that he has a problem voting on the salaries and benefits without knowing what the amount will be, and the ultimate affect on the taxpayers. He further commented that if the Executive Committee is going to make a recommendation to the Delegation to compensate elected officials resulting in an impact to the taxpayers, he suggested the committee be presented with a total package relative to costs. Rep. Case commented agreeing with Rep. Major's comments.

Rep. Pitts referred to the budgeting process of projections and percentages. She questioned what the salaries are for elected officials in other counties. Rep. Nowe confirmed that the elected officials salaries in Rockingham County are lower than all the other counties, with the exception of one.

Ms. Young noted that it is difficult to make projections relative to health insurance costs because of the fact that for the first time this year, the Commissioners' chose to enroll with a self-insured plan.

Rep. Welch suggested that the Executive Committee request that the Fiscal Office provide them with cost estimates and meet again to make a recommendation on the issue.

Rep. Quandt commented agreeing with Rep. Welch's comments.

Rep. Belanger questioned whether the committee could take the salaries and benefits issues up separately. Rep. Clark responded yes, but noted that a number of individuals feel it would be hard to rationalize the salaries without the associated costs of the benefits.

Rep. Schanda commented.

Ms. Young suggested that she provide the Executive Committee with the numbers from this year's plan and make the projections based on those numbers.

Rep. Katsakiores commented asking if the subcommittee had considered length of service in their discussions. He noted that he feels that length of service is of value and should be considered. Rep. Clark noted that the role of elected officials is different than a department head position.

Rep. Belanger made a motion to table the recommendation for Elected Officials Salaries and Benefits for 2001-2002 until further cost estimates are received. Rep. Major seconded the motion. The motion was approved by a voice vote.

Non-County Specials – Rep. Letourneau, Chairman of the Non-County Specials Subcommittee, referred to the budget pointing out that monies had not been paid out to certain agencies in the first quarter.

Rep. Arndt questioned if letters had been sent to the Non-County Specials agencies reminding them to submit their quarterly reports in order to receive funds. Rep. Letourneau confirmed that this process is in place.

Rep. Letourneau reported that UNH is planning to work with the Conservation District concerning soil testing.

Rep. Letourneau made a motion to approve the Non-County Specials budget as presented. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Jail – Rep. Weare, Chairman of the Jail Subcommittee, reported that the Jail budget is on track for the first quarter.

Rep. Weare made a motion to approve the Jail report as presented. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Nursing Home – Rep. Case, Chair of the Nursing Home Subcommittee, reported on the Nursing Home budget. She reported that job fairs are planned to take place. She referred to Revenue Page 3, pointing out that a \$6,000 bad debt payment was received, which was not anticipated.

Rep. Case made a motion to approve the Nursing Home budget as presented. Rep. Ron Nowe seconded the motion. The motion was approved by a voice vote.

Maintenance & Land Management – Rep. Schanda, Chairman of the Maintenance Subcommittee, reported on the Maintenance Department budget. He reported that everything is in order with the exception of the need for a transfer, which was held earlier in the meeting.

Rep. Schanda made a motion to approve the Maintenance budget as presented. Rep. Ron Nowe seconded the motion. The motion was approved by a voice vote.

Telecommunications Department - Rep. Major, Chairman of the Telecommunications Subcommittee, reported on the Telecommunications Department budget. Rep. Major updated the members on the status of the Telecommunications Manager position. He noted that the position is still vacant and that several interviews have taken place. The position will be re-advertised and more interviews will be scheduled.

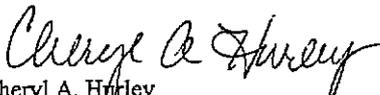
Rep. Major made a motion to approve the Telecommunications Department budget as presented. Rep. Schanda seconded the motion. The motion was approved by a voice vote.

Internal Service Funds & Drug Forfeiture Accounts – The Internal Service Funds and Drug Forfeiture Accounts were prepared and presented by the Fiscal Office for information. There were no questions raised by the members.

Salary Subcommittee/Elected Officials Salaries and Benefits - Rep. Ron Nowe, Chairman of the Salary Subcommittee, reported that the Salary Subcommittee met on Friday, March 31, 2000 to discuss elected officials salaries and benefits for the term 2001/2002. He referred to his report, which was distributed to the members.

Rep. Belanger made a motion to adjourn the meeting. Rep. Welch seconded the motion. There being no further business, the meeting was adjourned at 11:00 a.m.

Respectfully submitted,


Cheryl A. Huxley
Delegation Coordinator


Rep. David A. Welch, Clerk
Rockingham County Delegation

cah

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MINUTES ROCKINGHAM COUNTY DELEGATION PUBLIC HEARING Wednesday, May 31, 2000 12:00 noon Room 202/204 Legislative Office Building Concord, NH

The Chairman of the Rockingham County Delegation held a Public Hearing on Wednesday, May 31, 2000 at 12:00 noon in Room 202/204 at the Legislative Office Building in Concord, NH. The purpose of the meeting was to discuss the issuance of a general obligation bond not to exceed \$3,700,000 for improvements to the County Complex in Brentwood, NH.

Those in attendance were: Rep. Kenneth L. Weyler, Chairman; Representatives Blanchard, Nowe, J. Flanders, Belanger, Welch, Weare, Clark; Case, Major, Beaulieu, Noyes; Commissioner Ernest Barka; Commissioner Maureen Barrows; Commissioner Katharine Pratt; William Sturtevant, Nursing Home Administrator; Theresa Young, Fiscal Officer; Tim Dempsey, Deputy Treasurer; Jude Gates, Maintenance & Engineering; High Sheriff Daniel Linehan, Rockingham County Sheriff; James Reams, County Attorney; Cathy Stacey, Register of Deeds; Joseph Guthrie, Steve Haberman, Portsmouth Herald; Cheryl Hurley, Delegation Coordinator

Chairman Weyler called the meeting to order at 12:30 p.m.

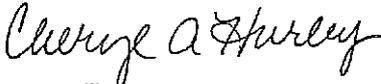
Chairman Weyler announced the purpose of the meeting was to discuss the issuance of a general obligation bond not to exceed \$3,700,000. Chairman Weyler explained that purpose of the bond is for capital improvement projects to be completed at the County Complex in Brentwood, and the creation of a Supported Residential Care Facility at the Nursing Home.

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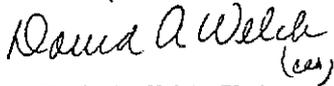
Chairman Weyler called for questions and comments from the public. There were no questions or comments made.

The Public Hearing was closed at 12:35 p.m.

Respectfully submitted,



Cheryl A. Hurley
Delegation Coordinator



Rep. David A. Welch, Clerk
Rockingham County Convention

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MINUTES

ROCKINGHAM COUNTY DELEGATION MEETING

Wednesday, May 31, 2000
12:30 p.m.
Room 202/204
Legislative Office Building
Concord, NH

The members of the Rockingham County Delegation met on Wednesday, May 31, 2000 at 12:30 p.m. in Room 202/204 at the Legislative Office Building in Concord, NH.

The purpose of the meeting was to conduct a revote on the issuance of a general obligation bond not to exceed \$3,700,000 for improvements to the County Complex in Brentwood, NH, and to vote on elected officials salaries for the term 2001/2002.

Chairman Weyler called the meeting to order at 1:25 p.m.

Rep. David Welch, Clerk, conducted the roll call. Clerk Welch reported that 52 members were in attendance at the time the roll call was taken. Chairman Weyler declared that a quorum was present.

Those in attendance were: Representative Kenneth L. Weyler, Chairman; Representatives Abbott, Beaulieu, Belanger, Blanchard, Case, Christie, Martha Clark, Vivian Clark, Cooney, Cox, DiFruscia, Dowling, Downing, Fesh, Flanagan, John Flanders, Francoeur, Grant, Henderson, Kane, George Katsakiores, Phyllis Katsakiores, Jane Kelley, Kobel, Langone, Letourneau, Lovejoy, Major, Mikowski, Morse, Mary Lou Nowe, Ron Nowe, Noyes, O'Neil, Packard, Pitts, Priestley, Putnam, Raynowska, Reardon, Rubin, Sapareto, Shelton, Stickney, Tufts, Varrell, Vaughn, Weare, Weatherspoon, Welch, Whittier, and Zolla.

Also Present: Commissioner Ernest Barka; Commissioner Maureen Barrows; Commissioner Katharine Pratt; William Sturtevant, Nursing Home Administrator; Theresa Young, Fiscal Officer; Tim Dempsey, Deputy Treasurer; Jude Gates, Maintenance & Engineering; High Sheriff Daniel Linehan, Rockingham County Sheriff; James Reams, County Attorney; Cathy Stacey, Register of Deeds; Joseph Guthrie, Steve Haberman, Portsmouth Herald; Cheryl Hurley, Delegation Coordinator.

Chairman Weyler explained that the purpose of the meeting was two-fold. The first order of business was to revoke the issuance of a general obligation bond for improvements to the County Complex in Brentwood, NH. Chairman Weyler explained that the vote by the Delegation that was taken on April 5, 2000 for the same purpose did not include the appropriate language. He also noted that bond council gave their legal opinion in that they felt that the Delegation was improperly notified of the original meeting in which the bond was voted.

Chairman Weyler asked if there were any questions relative to the bond. There were none.

Clerk Welch read the following motion:

I move that we authorize a bond appropriation up to 3.7 million dollars for improvements to the Rockingham County Complex in Brentwood, NH.

I further move that the Rockingham County Commissioners be authorized to expend the proceeds and any resulting interest on the approved capital projects.

Rep. Beaulieu made a motion to approve the motion as stated. Rep. Ron Nowe seconded the motion.

Chairman Weyler requested that Clerk Welch to conduct a roll call vote. A roll call vote was taken. Clerk Welch reported the following: 52 yes, 1 no.

Chairman Weyler announced that the motion relative to the bond issuance was approved.

The next order of business was to vote on the salaries and benefits for elected officials for the term 2001-2002.

Chairman Weyler explained that the Salary Subcommittee had met and made a recommendation to increase the elected officials' salaries by 10 percent, and to offer the same benefits that are currently offered to County employees.

Rep. Ron Nowe, Chairman of the Salary Subcommittee, commented.

Rep. Pitts made a motion to approve a 10 percent increase for elected officials' salaries, which include the Commissioners, Treasurer, High Sheriff, County Attorney, and Register of Deeds in accordance to RSA's 23:7, 23:8, and 23:10 and benefits as recommended and to mirror the federal mileage rate.

Rep. Difruscia had a question regarding the health insurance benefit.

Rep. Abbott commented urging members to support the proposal. He spoke relative to his past experience as a member of the County Attorney's Subcommittee, where the assistant in the County Attorney's Office was compensated at a higher rate than the County Attorney.

Rep. Nowe raised the issue that he is running for Treasurer for the next term and questioned the Chair if he should abstain from voting. Rep. Weyler commented. Rep. Nowe confirmed that he would abstain from voting on the elected officials salaries and benefits. Rep. Welch, Clerk, commented.

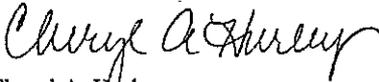
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Rep. Belanger made a motion to move the question. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

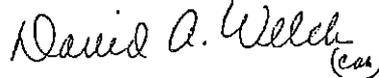
Rep. Pitts' motion, as stated above, was approved by a voice vote with one abstention recorded.

There being no further business, the meeting adjourned at 1:55 p.m.

Respectfully submitted,



Cheryl A. Harley
Delegation Coordinator


(ca)

Rep. David A. Welch, Clerk
Rockingham County Convention

cah

ROCKINGHAM COUNTY EXECUTIVE COMMITTEE



119 NORTH ROAD
BRENTWOOD, N.H. 03833
Tel. (603) 679-9369
24-Hour Fax: (603) 679-9370

Executive Committee
Jon P. Beaulieu, *Chairman*
Vivian R. Clark, *Vice Chairman*
David A. Welch, *Clerk*

MINUTES ROCKINGHAM COUNTY EXECUTIVE COMMITTEE MEETING

July 21, 2000
9:30 a.m.
Hilton Auditorium
Rockingham County Nursing Home
Brentwood, NH

The members of the Rockingham County Executive Committee met on Friday, July 21, 2000 at 9:30 a.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH. The purpose of meeting is to conduct the second quarter budget review.

Rep. Jon P. Beaulieu, Chairman, called the meeting to order at 9:35 a.m.

Rep. Kenneth L. Weyler delivered the Invocation.

Rep. Lee Quandt led the Pledge of Allegiance.

Rep. David Welch, Clerk, conducted the roll call. Rep. Welch reported that a total of 15 members were present.

Those in attendance were: Rep. Jon P. Beaulieu, Chairman; Representatives Belanger, Blanchard, Case, Francoeur, G. Katsakiores, Major, Ron Nowe, Noyes, Packard, Pitts, Quandt, Weare, Welch, and Weyler.

Excused: Representatives Arndt, Clark, John Flanders, and Letourneau.

Also Present: Commissioner Maureen Barrows, Commissioner Ernest Barka, William Sturtevant, Nursing Home Administrator; Sandy Buck, Treasurer, Judie Milner, Finance Office; Katherine Nakitas, Finance Office; Jude Gates, Maintenance & Engineering; Superintendent Gene Charron, House of Corrections; Louise Turner, House of Corrections; High Sheriff Daniel Linehan, Sheriff's Department; Christine Croto, Sheriff's Department; Tom Reid, County Attorney's Office; Jennifer Nelson, County Attorney's Office; Diane Gill, Human Services Department; Martha Roy, Human Resources Department; Rep. Ed Putnam, Rep. Mary Lou Nowe, Cheryl Hurley, Delegation Coordinator.

Rep. Beaulieu announced the first item on the agenda was to fill a vacancy on the Executive Committee due to the recent passing of Rep. Frank Schanda.

Rep. Sheila Francoeur noted a point of order questioning whether filling the vacancy was election by the members or an appointment by the Chairman. Rep. Weyler read the resolution passed by the Delegation authorizing the members of the Executive Committee to fill vacancies on the Executive Committee .

Rep. Weyler made a motion to appoint Rep. Rudolph Kobel to the Executive Committee. Rep. Belanger seconded the motion. Rep. Weyler explained the process referring to the resolution as discussed above.

Rep. Jon Beaulieu recognized Rep. Jacqueline Pitts. Rep. Pitts read a letter from Rep. Jackie Weatherspoon expressing her interest in being appointed to the Executive Committee (attached). Rep. Blanchard seconded the motion. Rep. Packard made a motion to close nominations. Rep. Belanger seconded the motion. Nominations were then closed.

Rep. Quandt spoke in support of Rep. Kobel's nomination. Rep. Quandt referred to Rep. Kobel's dedication and hard work as Vice Chairman of the Maintenance Subcommittee and his presence at today's meeting to provide the Executive Committee with a report on the Maintenance Department budget.

Rep. Welch spoke in support of Rep. Quandt's comments, referring to Rep. Kobel's excellent attendance at meetings over the years. Rep. Belanger spoke in favor of Rep. Welch's comments.

Rep. Major and Rep. Pitts commented.

Rep. Case questioned if members of the Delegation were contacted that represent the same party affiliation. Rep. Weyler noted that he had contacted various individuals to see if they were interested. Rep. Weyler noted that he had not received any feed back. Rep. Weyler explained that Rep. Kobel is from the same district that is vacant being District 2.

Rep. Packard made a motion to move the question. Rep. Belanger seconded the motion. The motion to move the question was approved by a voice vote.

Rep. Weyler's motion to appoint Rep. Kobel to fill the vacancy on the Executive Committee was taken by a roll call vote. Clerk Welch conducted a roll call vote and reported the following: 13 votes in favor of Rep. Kobel, and 2 votes in favor of Rep. Weatherspoon. The motion was approved to appoint Rep. Kobel to the Executive Committee.

Chairman Beaulieu invited Rep. Kobel to join the Executive Committee members.

BUDGET BY DEPARTMENT:

Salary Subcommittee Report - Rep. Ron Nowe, Chairman of the Salary Subcommittee, reported that the position listing remains the same with 684 positions as approved at the beginning of the year. He noted that there is a title change in the Human Resources Department relative to the personnel assistant, at the request of Ms. Roy, Human Resources Director. The title change is that of Assistant Director. Rep. Weyler asked if changes had been made to the job description for the position. Rep. Nowe explained noting that the HR Director had recently been out for maternity leave for 7 weeks and the assistant took over her duties and responsibilities. Rep. Nowe referred to the Human Resources Department report, conducted by Municipal Resources, Inc., which recommended that there be an Assistant Director in the Human Resources Department. Rep. Belanger made a motion to accept the Salary Subcommittee report and position listing as presented. Rep. Kobel seconded the motion. The motion was approved by a voice vote.

Delegation Office

Rep. John Flanders, Chairman of the Delegation Subcommittee, was not present at the meeting. Rep. Beaulieu reported on the Delegation Office budget. Rep. Beaulieu noted that the advertising line is at 159% expended, but that the overall budget is at 41% expended. Clerk Welch gave a brief history of the recent high expenditures in the advertising line, referring to a recent interpretation from legal counsel regarding the procedure for noticing the Delegation of meetings relative to the recent bond issue. Rep. Welch updated the members on the status of the ongoing circumstances with bond counsel. He noted that an attempt has been made to request information from Attorney Roger Vacco, Palmer & Dodge, bond counsel by certified letter. To date, Rep. Welch reported that he has not received any follow-up communications as requested.

Rep. Nowe questioned how bond counsel was being paid. That answer was not available from the Treasurer or Commissioners. Rep. Nowe expressed his concerns and noted that we need answers before going further on the matter.

Rep. Beaulieu asked Sandy Buck, Treasurer, if he has anything to add to the discussion. Sandy Buck responded no.

Rep. Pitts questioned if the delay would effect the interest. She questioned if we could request a meeting with bond counsel to get the issue resolved.

Treasurer Buck commented on the interest rates. Tim Dempsey, Deputy Treasurer, was called upon to further explain. Rep. Beaulieu asked Tim Dempsey if it the delay was costing the County additional money in interest and whether the interest rate was locked in. Mr. Dempsey responded no.

Rep. Blanchard had questions.

Tim Dempsey noted that the County is working with a new individual at bond counsel. Mr. Dempsey assured the members that the County would look into other bond counsels in the future expressing his dissatisfaction as well. Mr. Dempsey noted that the bill from bond counsel has not been received to date.

Commissioner Barrows suggested that the Commissioners get involved to resolve the situation.

Rep. Major expressed his discontentment that the situation has gone on for too long. Rep. Nowe agreed with Rep. Major's comments. Rep. Francoeur and Rep. Nowe referred to the fact that the longer the projects are delayed the higher the costs.

Rep. Francoeur made a motion to move the question. Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Rep. Weyler made a motion to accept the Delegation budget as presented. Rep. Major seconded the motion. The motion was approved by a voice vote.

Registry of Deeds

Rep. Arndt, Chair of the Deeds Subcommittee was not present at the meeting. Rep. Weyler made a motion to accept the Deeds budget at 51% expended. Rep. Weyler noted a line item transfer to be taken up later in the meeting. He also reviewed the revenues for the Deeds Office. Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Commissioners/Treasurer/General Government/Human Resources

Rep. Packard, Chairman of the Commissioners/Treasurer/General Government/Human Resources Subcommittee, reviewed the budgets. He noted that there might be a transfer needed in the advertising line in the Human Resources budget next quarter. All the other departments appear to be in order. Rep. Packard made a motion to approve the subcommittee reports as presented. Rep. Quandt seconded the motion. The motion was approved by a voice vote.

Clerk Welch suggested that the members accept all reports from this point forward, unless there are objections, in the essence of saving time.

County Attorney

Rep. Belanger, Chairman of the County Attorney's and Medical Examiner's Subcommittee, reviewed the budgets. Rep. Belanger read a report provided by Attorney Reams. Rep. Weyler questioned the status of the Plaistow District Court. Attorney Tom Reid explained that the program is to be grant funded and that monies have not been received to date. Rep. Weyler asked Attorney Reid if he thought the program would start up before the end of the year. Attorney Reid responded no.

Rep. Blanchard commented that she is concerned that the County Attorney's Office may run short in the prosecution line. She requested that the subcommittee look into this issue. Rep. Belanger agreed with Rep. Blanchard's comments.

Rep. Pitts questioned what are the overruns are for. Rep. Belanger explained that it is due to the need to hire expert witnesses in some cases.

Rep. Belanger made a motion to approve the County Attorney's report as presented. Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Sheriff's Department

Rep. Ed Putnam, Chairman of the Sheriff's Subcommittee, did not have anything to report. He noted line item transfer requests to be taken up later in the meeting. To date, the Sheriff's Department budget is 48% expended. Rep. Belanger made a motion to approve the Sheriff's Department budget as presented. Rep. Major seconded the motion. The motion was approved by a voice vote.

Capital Improvements

Rep. Vivian Clark, Chair of the Long-Range Planning Committee, was not present at the meeting. Ms. Gates, Department Head for the Maintenance Department, updated the members on the developments of the work to be done on the inside of the water tower. She also explained that the space allocation with regards to outside buildings is underway.

Mr. Sturtevant informed the members that several contractors recently came to the Nursing Home for a site review on the Supported Residential Care Facility. He noted that bids would go out in the near future. He updated the members with regards to the CON Board. He noted that the County has not received their certificate to date.

Rep. Weyler made a motion to approve the Capital Improvements report as presented. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Fiscal Office/Revenues

Rep. Sheila Francoeur, Chair of the Fiscal Office and Revenue Subcommittee, reported that everything appears to be on track for the second quarter. She noted that the Fiscal Office budget is 51% expended to date. Rep. Francoeur made a motion to approve the report as presented. Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Human Services

Rep. Jacqueline Pitts, Chair of the Human Services Department budget, reported that the budget is on track. She updated the members on the status of the DCYF billing, noting that the department has not seen any payments yet. She noted that the issue may have to be dealt with at the third quarter meeting. Rep. Katsakiores questioned if the services and caseloads were increasing. Diane Gill, Director of the Human Services Department, provided a brief overview of the caseload figures, which have not increased.

Jail

Rep. Al Weare, Chairman of the Jail Subcommittee, reported that everything is on track to date, with the exception of Jail overtime. He noted that a transfer might be needed in the future. Rep. Beaulieu questioned if there are problems filling correctional officer positions. Superintendent Charron responded yes. He referred to the problem with overtime. Rep. Belanger questioned the current pay range for Correctional Officers. Superintendent Charron noted that the pay range is \$11.01 to \$16.95. Rep. Welch commented about the State of Maine having difficulty recruiting staff because of the opening of the state prison. He noted that this has a trickling effect on the counties as well. He suggested that sometime in the future we may have to be innovative in recruiting staff.

Rep. Katsakiores questioned the difference in vehicle lease costs from \$6,000 to \$12,000. Superintendent Charron explained that he does not need the extent of equipment in the Jail cruisers, such as the Sheriff's Department. It was noted that the vehicles for the Nursing Home are vans.

Rep. Major wanted to know what it would cost in next year's budget if we were to increase the Correctional Officer's pay by \$1.00. Rep. Welch noted the fact that the Jail employees are under a union contract.

UNH Cooperative Extension

Rep. Blanchard, Chair of the UNH Cooperative Extension, read a report provided by Mr. Barnaby, giving a brief explanation of the UNH Cooperative Extension budget and expenditures for the second quarter. She noted that there are no anticipated problems for the remaining of the year. The UNH Cooperative Extension budget is at 48% expended to date. Rep. Blanchard made a motion to approve the UNH Cooperative Extension budget as presented. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Non-County Specials

Rep. Letourneau, Chairman of the Non-County Specials Subcommittee, was not present at the meeting. Rep. Weyler reported that it appears that payments have gone out on schedule. Rep. Weyler made a motion to approve the Non-County Specials budget as presented. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Nursing Home

Rep. Case, Chair of the Nursing Home Subcommittee, reported that the Nursing Home budget is at 56% expended. She noted that recruitment of staff continues to be difficult, and that applications for admission to the Nursing Home have been low. She reported the average census to be 252. Rep. Blanchard questioned what the residential capacity was. Mr. Sturtevant noted that the Nursing Home capacity is 265.

Maintenance

Rep. Kobel, Chairman of the Maintenance Subcommittee, reported that the Maintenance Department budget is on track at 49% expended to date. There are no problems to report, and no major repairs to be done. He noted that the Maintenance Department is doing a tremendous job and spoke very highly of the dedicated maintenance employees and maintenance manager. Rep. Kobel made a motion to approve the Maintenance Department budget as presented. Rep. Belanger seconded the motion. Rep. Beaulieu wanted to know if the first crop of hay was in. Ms. Gates responded yes, noting that the hay crop is not as good this year, compared to other years.

Telecommunications

Rep. Norman Major, Chairman of the Telecommunications Department, reported that expenditures for the department are very low due to the fact that the manager left the position in February. He reported that after two rounds of interviews, an individual has been chosen for the Telecommunications Manager position and will be on board on July 31. The individual chosen is from MICRO-C, who is computer experienced and very familiar with the County.

LINE ITEM TRANSFER REQUESTS

Registry of Deeds

From line 53702 Data Conversion \$2,000 to line 53701 Software \$2,000.

Comments: We have experienced an increase in the software line expense due to the migration and conversion of information from the AS400 and the imaging system.

Rep. Belanger made a motion to approve the line item transfer request as presented. Rep. Packard seconded the motion. The motion was approved by a voice vote.

Sheriff's Department

From line 15103000-654302 Airport-Contingency \$1,000 to line 15103000-53501 Airport-Equipment Expense \$1,000.

Comments: None.

Rep. Belanger made a motion to approve the line item transfer request as presented. Rep. Francoeur seconded the motion. The motion was approved by a voice vote.

Sheriff's Department (continued)

From line 15102000-51402 Radio Overtime \$500 to line 15100000-51157 Transport Overtime \$500.

From line 15102000-51402 Radio Overtime \$500 to line 15100000-51158 Staff Overtime \$500.

Comments: Radio over-time not used yet this year. Use to cover staff and transport OT needs.

From line 15100000-51150 Deputy Salary \$3,000 to line 15100000-51159 Special Deputy \$3,000.

Comments: Salary charged to the dog handler grant line. These appropriations needed to cover special deputy coverage while deputy in training.

From line 15100000-53000 Sheriff's Telephone \$1,500 to line 15100000-51402 Deputy Overtime \$1,500.

Comments: Sheriff's telephone line 33.5% expended. Use in deputy over-time 81% expended.

Rep. Belanger made a motion to approve the line item transfer requests as presented. Rep. Major seconded the motion.

Sheriff Linehan explained the nature of the Deputy Salary to Special Deputy transfer, noting that it is necessary to have a special deputy cover the absence of a deputy when he or she is attending school.

Rep. Nowe questioned if there was a new dog handler. Sheriff Linehan explained that the old dog handler has left for a new position, and that a new dog handler needs to be trained. Sheriff Linehan noted that the old dog retired. Rep. Blanchard expressed concern regarding the deputies overtime line, which is 81% expended. Rep. Nowe questioned if the dog was going to fill the duties of the old dog. Sheriff Linehan responded yes.

Rep. Belanger made a motion to approve the line item transfer requests as presented. Rep. Weare seconded the motion. The motion was approved by a voice vote.

Nursing Home

From line 41702051120 Nursing Salaries – RN's \$27,000 to line 41702051121 Nursing LPN's \$27,000

Comments: Since the first of the year we have been using agency personnel to fill in for vacancies. The majority of vacancies for licensed personnel are for RN's; however, agencies have been filling in with LPN's. As of June 30, we have used \$53,000 in agency fees for LPN's. The average cost of LPN's has been \$25,000 per payroll. There are seven payrolls in the third quarter and this transfer should be the first payroll in the fourth quarter.

From line 41701059103 Dietary Provisions \$4,400 to line 41701053801 Dietary Fuel \$4,400.

As of June 30, we had expended \$7,754 for cooking fuel. The propane gas is used to produce steam in our pressure cookers as well as for our ovens and skillets.

Rep. Case made a motion to approve the line item transfer requests as presented. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Maintenance

From line 11300000-51207 Technical and Trade Salaries \$500 to line 11300000-51002 Staff Salaries \$500.

Comments: to cover an unanticipated expenditure for an employee's earned time buy back request approved by the Board of Rockingham County Commissioners.

Rep. Kobel made a motion to approve the line item transfer request as presented. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

County Attorney

From line 53501 Equipment Expense \$10,000 to line 54101 Cost of Prosecution \$10,000.

Comments: None

Rep. Belanger made a motion to approve the line item transfer request as presented. Rep. Rep. Weyler seconded the motion. The motion was approved by a voice vote.

Medical Examiner

From line 54402 Autopsies \$2,000 to line 54404 Lab Work \$2,000.

Comments: None

Rep. Belanger made a motion to approve the line item transfer requests as presented. Rep. Nowe seconded the motion. Rep. Pitts questioned who has the jurisdiction with regards to autopsies and lab work, and whether the work was done in-house or at state labs. Rep. Belanger explained. Attorney Reid explained that the County Attorney's Office has no control over the costs as the medical examiner has the ultimate say with regards to autopsies and lab work. He explained that even if the County Attorney's Office deny the need for an autopsy, the medical examiner can override the opinion and go forward. The ultimate decision is made by the medical examiner of the state.

Internal Service Funds and Drug Forfeiture Account

A handout relative to the internal service funds and drug forfeiture accounts were provided to the members for their review (attached). There were no questions raised.

Donation to Seacoast Hospice

Chairman Beaulieu made an announcement that he and the officers thought it would be appropriate to make a donation to the Seacoast Hospice in remembrance of Rep. Frank Schanda. Rep. Francoeur who is in charge of the Delegation Sunshine Fund reported that there is currently \$72.00 in the fund. Rep. Ron Nowe made a motion to make a \$500 donation to Seacoast Hospice in remembrance of Rep. Frank Schanda. Rep. Francoeur seconded the motion. The motion was approved by a voice vote.

A motion was made to adjourn the public session of the meeting at 11:45 p.m.

Rep. Weyler made a motion to go in to Non-Public Session under RSA 91-A, II, c, concerning a personnel matter. Clerk Welch suggested that Rep. Weyler amend his motion to include items a and c. Rep. Weyler amended his motion to include items a and c. Rep. Pitts seconded the motion.

Clerk Welch conducted a roll call vote to go in to Non-Public Session. The vote was unanimously approved 16 to 0.

Chairman Beaulieu opened the Non-Public Session of the Executive Committee Meeting for discussion at 11:50 a.m.

A discussion was held relative to a personnel matter concerning a merit pool issue with the County Attorney's Office.

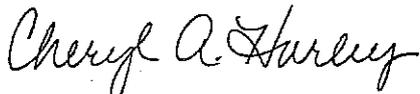
Rep. Blanchard made a motion to authorize the Chairmen of the Executive Committee and Delegation to send a letter to the Rockingham County Board of Commissioners concerning a merit pool issue. Rep. Packard seconded the motion. The motion was approved 15 to 1. Rep. Pitts voted no.

Rep. Nowe referred to the memorandum written by the Chairman of the Executive Committee relative to an article that recently appeared in the newspaper concerning the difficulty in recruiting and keeping staff at the County Attorney's Office due to low pay. Rep. Nowe asked that Rep. Beaulieu explain. Rep. Beaulieu briefly explained his memorandum (attached).

Rep. Packard made a motion to adjourn the meeting at 12:57 p.m. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Their being no further business, the meeting adjourned at 12:57 p.m.

Respectfully submitted,



Cheryl A. Hurley
Delegation Coordinator



Rep. David A. Welch, Clerk
Rockingham County Convention

DAW:cah
Attachments

ROCKINGHAM COUNTY EXECUTIVE COMMITTEE



119 NORTH ROAD
BRENTWOOD, N.H. 03833
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Executive Committee
Jon P. Beaulieu, *Chairman*
Vivian R. Clark, *Vice Chairman*
David A. Welch, *Clerk*

MINUTES EXECUTIVE COMMITTEE MEETING

Friday, September 8, 2000
9:30 a.m.

Hilton Auditorium
Rockingham County Nursing Home
Brentwood, NH

The members of the Rockingham County Executive Committee met on Friday, September 8, 2000 at 9:30 a.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH. The purpose of the meeting was to discuss matters relative to the 1999 merit pool concerning the County Attorney's Office.

Rep. Jon P. Beaulieu, Chairman, called the meeting to order at 9:35 a.m.

Rep. Robert Letourneau delivered the Invocation.

Rep. Norman Major led the Pledge of Allegiance.

Rep. David A. Welch, Clerk, conducted the roll call. Clerk Welch confirmed that a total of 16 members were present.

Those in attendance were: Rep. Jon P. Beaulieu, Chairman; Representatives Belanger, Blanchard, J. Flanders, Francoeur, G. Katsakiores, Kobel, Letourneau, Major, R. Nowe, Packard, Pitts, Quandt, Weare, Welch, and Weyler.

Also Present: Rep. Putnam, Commissioner Ernest Barka, Commissioner Katharin Pratt, Commissioner Maureen Barrows; Theresa Young, Fiscal Officer; Martha Roy, Human Resources Director; Cheryl Hurley, Delegation Coordinator.

Chairman Beaulieu declared a quorum.

Chairman Beaulieu explained the purpose of the meeting and requested that the Commissioners provide a complete explanation regarding matters concerning the merit pool issue concerning the County Attorney's Office. Commissioner Barrows questioned the Chair on the need for a non-public session. Chairman

Beaulieu explained that matters to be discussed do not warrant a non-public session, as everyone in attendance is aware of the issues to be discussed, and that individual names would not be divulged. Rep. Belanger commented.

Rep. Pitts questioned whether a check in the form of a merit pool payment had been issued. The Commissioners confirmed that a check has not been issued. Commissioner Barka briefly explained referring to the issue as an internal mistake. Commissioner Barka also referred to the July 21, 2000 Executive Committee Meeting where a non-public was held and matters were discussed on the issue, and expressed his disappointment in that he was not made aware of it and, therefore, not able to speak to the issue. He further explained that there is an option available to rectify the situation by giving the employee due he merit pool payment a step increase. In doing so, Commissioner Barka noted that would change the employee's anniversary date by moving it back a couple of months. He pointed out that this option is allowable under the personnel policies.

Chairman Beaulieu requested that Ms. Young, Fiscal Officer, clarify the policies of the merit pool. Ms. Young explained. Rep. Pitts commented noting that she is not in favor of the option presented. Rep. Pitts asked Ms. Young what discretionary funds were available to make the payment. Ms. Young explained that the funds would be taken from the salary line in the County Attorney's budget.

Rep. Pitts made a motion to pay the amount of \$500 out of the County Attorney's salary line to make the appropriate payment of \$500. Rep. Belanger seconded the motion.

Clerk Welch noted that Rep. Noyes had arrived making a total of 17 members present at 10:40 a.m.

Rep. Weyler commented noting that the members need to get back to the issue of policy. He referred to the bonus incentive program (merit pool) that was established. He explained that there is no appropriation for merit pool in the 2000 budget. He spoke in opposition of the Commissioners recommendation, cautioning that the option presented may allow an opportunity for a potential lawsuit. Rep. Weyler reiterated the budget process and policies that are to be adhered to. He referred to the issue of exceeding the percentage of eligible employees in the department.

Ms. Young explained the process and confirmed that the recommendation presented by the Commissioners is allowable under the personnel policies.

Rep. Pitts commented referring to the fact that two issue are at hand. First, the fact that the employee needs to be compensated; and secondly, the issue of taking the money back from the employee who received it in error. Chairman Barka commented that he does not believe that it is fair to take the money back at this time. Rep. Francoeur spoke in opposition to Commissioner Barka's statement. Commissioner Pratt commented referring to past practices where adjustments have been made. Rep. Francoeur had further questions. Commissioner Pratt responded that she does not have the details available at this time.

Rep. Belanger commented stating that he believes the issue should have been addressed and resolved in 1999 when it was discovered. Chairman Beaulieu explained that the Commissioners did not make a recommendation to the Executive Committee to act on the issue. Commissioners' Barka, Barrows, Pratt and Ms. Young confirmed Rep. Beaulieu's comments.

Rep. Letourneau commented.

Rep. Welch spoke against Rep. Pitts' motion, and the suggestion made to alter the anniversary date. He referred to it as an issue of policy, not money. He commented that a determination needs to be made as to how to compensate the individual, with the issue of discussing policy to follow.

Rep. Noyes wanted to know what, if any, punitive action was taken relative to the mistake made.

Rep. Nowe, Chairman of the Salary Subcommittee, commented expressing his frustration in the matter.

Rep. Francoeur made a motion to cut off debate. Rep. Pitts seconded the motion. The results of the motion were 8 yes and 8 no. Clerk Welch noted that there are 17 members present, which indicates that a member did not vote on the motion. Rep. Francoeur requested a roll call vote. Clerk Welch conducted a roll call vote and reported the following: 8 yes, 9 no. The motion failed.

Rep. Weyler made a motion that the Board of Commissioners be endorsed by the Executive Committee to proceed with the procedure by adjusting the employee's anniversary date, so that the individual can be compensated. Rep. Nowe seconded the motion.

Rep. Francoeur commented regarding the process and how it relates to the personnel policies.

Rep. Katsakiores cautioned the members to keep in mind that the County books are audited annually, and the fact that an auditor would pick up on such mistake and look to the Executive Board for an explanation. Rep. Katsakiores commented that the Executive Committee should defend themselves to such actions.

Rep. Pitts questioned how this action would be carried out. Ms. Young explained.

Commissioner Pratt commented.

Rep. Francoeur spoke in favor of Rep. Weyler's motion, but commented that she would caution using this method in the future.

Rep. Pitts questioned the Executive Committee's role in voting on the issue. Rep. Weyler spoke to his motion explaining that it is to endorse the actions of the Commissioners. Rep. Nowe spoke in favor of Rep. Weyler's motion.

Rep. Noyes commented that he believes the Executive Committee should be given the facts surrounding the issue in order to make an informed decision.

Rep. Packard commented noting that the issue is a personnel matter. Rep. Packard made a motion to move the question. Rep. Nowe seconded the motion. The motion was approved by a voice vote.

A five-minute recess was called by Chairman Beaulieu at 10:30 a.m.

Chairman Beaulieu reopened the meeting at 10:35 a.m.

Rep. Beaulieu called on Clerk Welch to conduct the roll call on Rep. Weyler's motion. Clerk Welch conducted a roll call vote and reported the following: 16 yes, 1 no. The motion was approved.

Rep. Quandt asked Chairman Beaulieu if the members had met the criteria of their agenda.

Rep. Belanger asked to be recognized noting that there is an issue that the County Attorney would like to address; specifically, the issue of District Court Prosecutions for the City of Portsmouth. Rep. Belanger asked that Attorney Reams speak to the issue. Chairman Beaulieu explained that he has spoken with Attorney Reams and he understands that this issue of not discussing this matter at today's meeting. Rep. Belanger spoke in opposition to Chairman Beaulieu's explanation asked that Attorney Reams be allowed to present his suggestion.

Rep. Quandt referred to the matter as not being an item on the agenda for today's meeting.

Rep. Pitts noted a point of order. She questioned the fact of introducing new business at Executive Committee meetings.

Rep. Blanchard also noted a point of order. Rep. Blanchard made a motion that under new business the Executive Committee address and explain the issue of Portsmouth Prosecutions relative to the County Attorney's Office. Rep. Francoeur seconded the motion. The motion was approved by a voice vote.

Rep. Blanchard requested that Attorney Reams provide an explanation relative to District Court Prosecution for the City of Portsmouth. Attorney Reams explained that the prosecutor for the City of Portsmouth gave his resignation on a short notice, and that he was approached by the City Officials as to whether he could fill the position. He explained that a person and a half would be needed to cover the operation, and that there would be no cost to the County. He noted the salary range to be between \$90,000 to \$100,000 a year for 1 1/2 positions. Attorney Reams explained that the City Manager has agreed to such terms. He explained that he would use the Plaistow District court line, as the grant for Plaistow will not come available until 2001.

Rep. Welch wanted to know if the individuals hired to cover Portsmouth would be a county employee. Attorney Reams noted that they would, but explained that they would serve at the pleasure of the County Attorney. He further explained that if the County loses the contract, the individual would be laid off. Rep. Welch wanted to know if we are filling the gap temporarily. Attorney Reams responded yes, but noted the fact that the City of Portsmouth wants the County to enter into a contract for a year with the intention of a 90-day out for either side. Rep. Welch questioned why the County is going to be the hiring agent for the City of Portsmouth. Attorney Reams explained that there is a benefit to the arrangement. For instance, streamlining how cases are dealt with, a break-even situation financially with the ability to build in some profit, and smoother prosecution for the office.

Rep. Belanger, Chairman of the County Attorney's Subcommittee, spoke in support of Attorney Reams' suggestion and arrangement presented.

Rep. Nowe had questions. He noted that he would support the program on a short-term basis only, encouraging the process to go through the proper channels; i.e., County Attorney's Subcommittee, Executive Committee and Delegation. Further, he suggested that this arrangement be followed up by the Executive Committee within 14 days. Rep. Nowe further commented that he would not support the arrangement at this time as a permanent venture.

Chairman Beaulieu announced that Clerk Welch had to leave at this point in the meeting due to a prior commitment, and that Rep. George Katsakiores would be Acting Clerk for the remaining of the meeting.

Rep. Pitts questioned the process. She suggested that the Executive Committee support the program now until the next budget process, and then present it to the new Delegation for approval.

Rep. Weyler referred back to the Delegation's role and matters relative to funding this proposal in the budget. He referred to the standard approval process; namely, employee position listing and contract, which would require the approval of the Delegation.

Chairman Beaulieu suggested that the matter be addressed at the third quarter Executive Committee Meeting scheduled for October 20, 2000. He explained that this would allow enough time for the contract to be drawn up with the City of Portsmouth. It will also allow for time to work out matters relative to office staff, office space, noting that the County would be responsible for providing lawyers only.

Rep. Letourneau commented agreeing with Rep. Nowe's comments and concerns.

Commissioner Pratt noted that the Executive Committee has the authority to increase and decrease positions throughout the year. She noted that the only contracts that need to be approved by the Delegation are that of real estate and issues pertaining to the Manchester Airport.

Rep. Belanger commented.

Rep. Major spoke referring to the process laid out. He stated that he believes the Executive Committee should give Attorney Reams the approval to move forward with the County Attorney's Subcommittee and so on. Also, that the County should continue to support the City of Portsmouth on a cost-plus basis, as long as Portsmouth agrees to the arrangements.

Rep. Blanchard commented agreeing with Rep. Major's comments.

Rep. Belanger made a motion that the County Attorney's Office enter into an agreement with the City of Portsmouth to provide District Court Prosecutions for the City with no cost to the County until the matter can be voted on in the regular budget session. Rep. Belanger and Francoeur seconded the motion.

Rep. Belanger spoke to the motion.

Rep. Francoeur commented noting two issues - one short-term and one long-term. She referred to the short-term issue of public safety, due process, and confidence in the County Attorney. The long-term issue has to be put in a formal basis and presented to the full Delegation.

Rep. Pitts commented on Rep. Belanger's motion and suggested other language. Discussion ensued. Rep. Belanger withdrew his motion based on Rep. Pitts' recommendation. Rep. Francoeur withdrew her second.

Rep. Pitts made a motion that County Attorney's Office enter into an agreement with the City of Portsmouth to provide District Court Prosecutions for the City with no cost to the County until the matter can be voted on at the next regular budget session cycle. Rep. Francoeur seconded the motion.

Rep. Nowe spoke to Rep. Pitts' motion stating that the arrangement should be authorized on a short-term basis only.

Commissioner Barrow stated that the Commissioners will request that the City of Portsmouth pay the County for services that the County Attorney's Office renders.

Ms. Young referred to the option of hiring a temporary employee who would not be eligible for benefits, and that the rate of pay is set by the department head. She noted that there are open positions on the position listing to allow for this.

Rep. Weare commented.

Rep. Quandt commented referring to a discrepancy in numbers floating out of jury trials. Rep. Quandt cautioned the members on allowing the County to enter into the arrangement. He noted that there are issues that need to be looked at in a moderate term. Further, that he sees this issue as a potential for the County Attorney's Office to take over the City of Portsmouth prosecutions, thus allowing for an expansion of services. He spoke in opposition of Rep. Pitts' motion.

Chairman Beaulieu asked Ms. Young exactly what line in the budget would be used to cover the expenses. Ms. Young explained that the Plaistow District Court line cannot be used as it is specific in nature. Chairman Beaulieu asked what other lines could be used to appropriately cover the arrangement. Ms. Young explained that the payment will be made out of the Assistant County Attorney salary line.

Further, the county employee would receive a W-2 from the County. She further noted that it is possible that the salary line will overspend by \$1000.

Rep. Katsakiores had questions relative to policy and budgets. He referred to the fact the Executive Committee does not set policy, which eliminates a lot of conversation. Budgetary authorizations have to be kept in mind.

Attorney Reams explained that we do have to hire an individual to cover the Portsmouth Prosecution Office. Ms. Young there are lines with funds there and the ability to hire a temporary position.

A request was made by Rep. Pitts to reread her motion. Cheryl Hurley, Delegation Coordinator, read Rep. Pitts' motion as requested as follows: That the County Attorney's Office enter into an agreement with the City of Portsmouth to provide court prosecutions for the City with no cost to the County until the matter can be voted on in the next regular budget session.

Chairman Beaulieu asked Rep. Katsakiores, Acting Clerk, to conduct a roll call vote. Rep. Katsakiores conducted a roll call vote and reported the following: 11 yes, 3 no. The motion was approved.

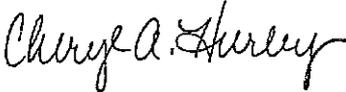
Rep. Blanchard noted a point of order. She requested that the Clerk confirm that three members had voted no as she did not hear same. Clerk Katsakiores confirmed that three members voted no.

Rep. Francoeur briefly informed the members that she received a thank you note from the Schanda family for the Executive Committee's donation in Rep. Schanda's memory.

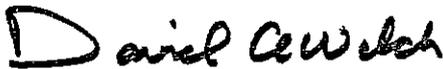
Chairman Beaulieu made a motion to recess the meeting due the lateness of the hour and the fact that the agenda was incomplete. He announced that another meeting date will be scheduled and that all members will be informed. Rep. Pitts seconded the motion. The motion was approved by a voice vote.

The meeting was recessed at 11:48 a.m.

Respectfully submitted,



Cheryl A. Hurley
Delegation Coordinator



Rep. David A. Welch, Clerk
Rockingham County Executive Committee

cah

ROCKINGHAM COUNTY EXECUTIVE COMMITTEE



119 NORTH ROAD
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Executive Committee
Jon F. Beaulieu, *Chairman*
Vivian R. Clark, *Vice Chairman*
David A. Welch, *Clerk*

MINUTES ROCKINGHAM COUNTY EXECUTIVE COMMITTEE MEETING Friday, September 25, 2000 9:30 a.m. Hilton Auditorium Rockingham County Nursing Home Brentwood, NH

The members of the Rockingham County Executive Committee met on Friday, September 25, 2000 at 9:30 a.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH. The purpose of the meeting was to reconvene the Executive Committee Meeting of Friday, September 8, 2000, where unfinished business remained.

Rep. Jon P. Beaulieu, Chairman, reconvened the meeting at 9:35 a.m., to complete unfinished business.

Rep. Kenneth L. Weyler delivered the Invocation.

Rep. Jacqueline Pitts led the Pledge of Allegiance.

Rep. David A. Welch, Clerk, conducted the roll call. Clerk Welch reported a total of 17 members present.

Those in attendance were: Rep. Jon P. Beaulieu, Chairman; Representatives Belanger, Case, V. Clark, J. Flanders, Francoeur, G. Katsakiores, Kobel, Major, R. Nowe, Noyes, Packard, Pitts, Quandt, Weare, Welch, and Weyler.

Also Present: Rep. Ed Putnam, Commissioner Ernest Barka, Commissioner Katharin Pratt, Commissioner Maureen Barrow; Theresa Young, Fiscal Officer, James Reams, County Attorney, Cheryl A. Hurley, Delegation Coordinator.

Chairman Beaulieu explained the first item on the agenda was a request for reconsideration by Rep. Ron Nowe concerning a vote taken at the September 8, 2000 Executive Committee Meeting relative to the County Attorney's Office entering into an agreement with the City of Portsmouth to provide District Court Prosecutions.

Chairman Beaulieu asked Cheryl Hurley, Delegation Coordinator, to explain. Ms. Hurley explained that she was asked by Chairman Beaulieu and Rep. Ron Nowe to poll the members of the Executive Committee to confirm their understanding of a motion and vote taken at their last meeting. Specifically, their interpretation of the language "next budget session."

Chairman Beaulieu further explained the reasons for the actions taken.

Rep. Ron Belanger spoke in opposition to Chairman Beaulieu's actions.

Rep. John Flanders made a motion to reconsider the motion made at the September 8, 2000 meeting relative to the District Court Prosecutions for the City of Portsmouth. Rep. Ron Nowe seconded the motion.

Rep. Pitts spoke to Rep. Flanders' motion. Rep. Pitts spoke in support of her motion made on September 8, 2000. She stated that she believes that the members present voting on the motion clearly understood the intent and language of her motion. She referred to the lengthy discussions held prior to voting on the motion that supported the intent to allow the County Attorney to enter into an agreement with the City of Portsmouth to provide District Court Prosecutions and readdress the issue during the 2001 budget session.

Rep. Francoeur spoke in support of Rep. Pitts' comments and stated that she clearly understood the motion prior to voting. She noted the fact that the Executive Committee as a whole has the responsibility of knowing what they are and are not voting on prior to voting.

Rep. Pitts asked Chairman Beaulieu to provide the minutes and/or tapes of the September 8, 2000 meeting where discussion were held relative to the motion.

Cheryl Hurley, Delegation Coordinator, read Rep. Pitts' motion as follows:

"That the County Attorney's Office enter into an agreement with the City of Portsmouth to provide District Court Prosecutions for the City with no cost to the County until the matter can be voted on at the next regular budget session."

Rep. Ron Nowe spoke to his request for reconsideration. He explained that he, as well as other members of the Executive Committee, were unclear relative to the language used. He explained that he is unclear as to whether the "regular budget session" meant that the matter would be addressed at the October 20th, third quarter review meeting, or whether it would be addressed in the 2001 budget.

Rep. Welch commented speaking in support of Rep. Francoeur's comments. He noted that he clearly understood the intent of Rep. Pitts' motion.

Rep. Belanger spoke in support of the motion and comments made by Representatives Francoeur, Pitts, and Welch. Rep. Belanger spoke in opposition to the motion for reconsideration.

Rep. Major commented referring to discussions held regarding the motion. He also confirmed that he clearly understood the intent of the motion.

Rep. Pitts referred to the issue as a matter of contract, not reconsideration.

Rep. Nowe further explained. He suggested the Chair ask for a show of hands regarding the issue.

Rep. Vivian Clark made a motion to move the question. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Chairman Beaulieu requested that Clerk Welch conduct a roll call vote on Rep. Flanders' motion for reconsideration. Clerk Welch conducted a roll call vote and reported the following: 4 yes, 13 no. The motion failed.

Chairman Beaulieu referred to the next order of business which was a request for a line item transfer from the County Attorney's Office. Chairman Beaulieu asked Ms. Young to explain. Ms. Young provided a brief explanation regarding the need for transfer.

A motion was made by Rep. Belanger to approve the following line item transfer request as presented:

From line 13101000-54402 Medical Examiner Autopsies \$6,000, from line 1000000-58300 General Government Legal \$9,000, from line 13100000-51100 Assistant County Attorney \$15,000 to line 13100000-54101 Expense f Prosecution \$30,000.

Comments: None.

Rep. John Flanders seconded the motion.

Rep. Pitts questioned. Attorney Reams explained.

Rep. Packard asked Attorney Reams if he anticipates the transfer would carry him through to the end of the year. He also asked if the transfer was related to the Portsmouth District Court Prosecutions. Attorney Reams indicated that he believes the transfer will be sufficient until the end of the year, and confirmed that the transfer did not have anything to do with the Portsmouth District Court Prosecutions.

Rep. Weyler asked Attorney Reams why there was a surplus in the District County Attorney's line. Attorney Reams explained the surplus is due to attorneys leaving his office to work elsewhere.

Rep. Welch asked where the revenues would appear. Ms. Young explained that revenue lines are already set up in the budget from other courts in the County.

There were no further questions.

The motion to approve the line item transfer request was approved by a voice vote.

Chairman Beaulieu informed the members that the Delegation Office would be moving at the end of October to the former Conservation District building. He noted that renovations are being made at this time to accommodate the office.

NON-PUBLIC SESSION

Rep. Weyler made a motion to go into Non-Public Session under RSA 91-A:3, II, c, and requested that the Rockingham County Board of Commissioners and Theresa Young, Fiscal Officer, remain in the non-public session.

Rep. Belanger and Rep. Major both questioned the reason for the non-public session. Rep. Weyler read item (c) aloud as follows:

Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.

Clerk Welch conducted a roll call vote to go in to Non-Public Session under RSA 91-A, II, c. Clerk Welch reported the following: 11 yes, 6 no. The motion was approved.

Chairman Beaulieu called for a 5-minute recess at 10:35 a.m.

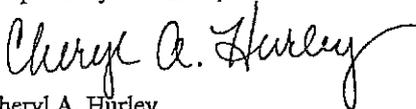
Chairman Beaulieu opened the non-public session at 10:40 a.m.

Issues relative to the 1999 merit pool payment involving the County Attorney's Office was discussed at length. Also discussed were matters concerning the lack of documentation and information provided in the minutes of the Commissioner's Non-Public Session Meetings. A lengthy discussion ensued. Several questions and comments were raised. No recommendations were made.

Rep. Major made a motion to go out of non-public session. Clerk Welch conducted a roll call vote to go out of non-public session. Clerk Welch reported the following: 17 yes, 0 no. The motion was approved.

There being no further business, the meeting adjourned.

Respectfully submitted,



Cheryl A. Hurley
Delegation Coordinator



Rep. David A. Welch, Clerk
Rockingham County Executive Committee

cah

ROCKINGHAM COUNTY EXECUTIVE COMMITTEE



119 NORTH ROAD
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Executive Committee
Jon P. Beaulieu, *Chairman*
Vivian R. Clark, *Vice Chairman*
David A. Welch, *Clerk*

MINUTES
ROCKINGHAM COUNTY
EXECUTIVE COMMITTEE MEETING
NON-PUBLIC SESSION
Friday, September 25, 2000
10:40 a.m.
Hilton Auditorium
Rockingham County Nursing Home
Brentwood NH

Members Present: Rep. Jon P. Beaulieu, Chairman; Representatives Belanger, Case, V. Clark, J. Flanders, Francoeur, G. Katsakiores, Kobel, Major, R. Nowe, Welch, and Weyler.

Also Present: Commissioner Ernest Barka, Commissioner Katharin Pratt, Commissioner Maureen Barrows; Theresa Young, Fiscal Officer, Cheryl Hurley, Delegation Coordinator.

Rep. Weyler made a motion to go into Non-Public Session under RSA 91-A:3, II, c, requesting that the Board of Commissioners and Theresa Young, Fiscal Officer, remain in the non-public session.

Rep. Weyler read item (c) aloud as follows:

Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.

Chairman Beaulieu explained in detail the matters to be discussed. He referred to matters relative to the 1999 merit pool payment as being an issue of malfeasance.

Chairman Beaulieu referred to and read RSA 24:15, Exceeding Appropriations, and RSA 24:16, Penalty, which were also provided to the members. He also referred to two (2) payroll change notices; a letter from Attorney Reams to the Board of Commissioners; the minutes of the June 13, 2000 Commissioners' Meeting, where approval was given to make a 1999 merit pool payment. Chairman Beaulieu explained that the merit pool is not funded in the 2000 budget to authorize such payment. Chairman Beaulieu noted that the Fiscal Officer would not sign the payroll change notice to authorize such payment. He also

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referred to the second payroll change notice that requested the payment be made in the form of a performance bonus, which is also not funded in the 2000 budget. He did note however that performance bonuses were included in the 1999 budget.

Chairman Beaulieu referred to these instances as areas that are problematic and involve malfeasance.

Chairman Beaulieu explained the other issue being relative to the possible violation of the Right to Know Law with regards to the minutes of the Commissioner's Non-Public Sessions. He referred to the lack of information provided and insufficient records kept. He also informed the members that the non-public sessions are not taped. He referred the members to the minutes of the June 13, 2000 and August 8, 2000 meetings and a memorandum from the Commissioners' Executive Assistant confirming that minutes of meetings are handled in this matter, which were also provided to the members. He noted that the issue was raised when the Delegation Office submitted a request under the Right to Know Law relative to the merit pool issue.

Chairman Beaulieu also referred the members to a memorandum dated June 13, 2000 from Attorney Reams to the Board of Commissioners authorizing the 1999 merit pool payment. He noted that this document was not provided to the Delegation Office, as a result of a request under the Right to Know Law relative to any and all material concerning the merit pool issue.

Rep. Belanger questioned the Right to Know Law's requirements relative to documentation of non-public sessions. Chairman Beaulieu explained that there is an option under the Right to Know Law to seal the minutes.

Chairman Beaulieu suggested that the Executive Committee ask the Delegation's legal counsel for an opinion on the matter, based on the facts provided, and proceed, if necessary.

Rep. Pitts explained that there is an expert in the Attorney General's Office on the Right to Know Law. She noted that she has, on occasion, consulted that individual.

Rep. Belanger commented and questioned. He questioned the purpose of addressing the issue further as action was taken at a prior meeting to resolve the merit pool issue.

Rep. Major commented.

Rep. J. Flanders commented.

Rep. Belanger commented.

Rep. Welch commented.

A lengthy discussion ensued involving the matters presented.

Rep. Pitts noted a point of order.

Rep. Francoeur commented.

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Rep. Packard requested that the Commissioners further explain the issues raised prior to the non-public session being closed.

Rep. Weyler commented on the duties and responsibilities of the Executive Committee as a budget committee.

Rep. Noyes thanked Chairman Beaulieu for providing further information and keeping the Executive Committee informed.

Rep. Clark commented.

Rep. Quandt had questions. Chairman Beaulieu explained.

Rep. Weare commented.

It was agreed by certain members that the Commissioners should address matters relative to the non-public sessions of the Commissioner's Meetings.

Commissioner Pratt explained supporting the actions of the Commissioners.

Rep. Francoeur noted a point of order.

Rep. Welch noted clarification as to the purpose of the non-public session.

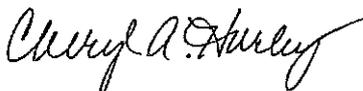
No formal recommendations were made by the members in the non-public session.

Rep. Major made a motion to go out of non-public session. Rep. Belanger seconded the motion.

Clerk Welch conducted a roll call vote to go out of non-public session. The results were as follows: 17 yes, 0 no. The motion was approved.

The meeting was adjourned.

Respectfully submitted,



Cheryl A. Hurley
Delegation Coordinator



Rep. David A. Welch, Clerk
Rockingham County Executive Committee

cah

ROCKINGHAM COUNTY EXECUTIVE COMMITTEE



Executive Committee
Jon P. Beaulieu, *Chairman*
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MINUTES ROCKINGHAM COUNTY EXECUTIVE COMMITTEE MEETING

Friday, October 20, 2000

9:30 a.m.

Hilton Auditorium
Rockingham County Nursing Home
Brentwood, NH

The members of the Rockingham County Executive Committee met on Friday, October 20, 2000 at 9:30 a.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH. The purpose of the meeting was to conduct the third quarter budget review.

Rep. Jon P. Beaulieu, Chairman, called the meeting to order at 9:35 a.m.

Rep. Kenneth L. Weyler delivered the Invocation.

Rep. Ed Putnam led the Pledge of Allegiance.

Rep. David A. Welch, Clerk, conducted the roll call. A total of 18 members were present.

Those in attendance were: Rep. Jon P. Beaulieu, Chairman; Representatives Arndt, Belanger, Blanchard Case, V. Clark, J. Flanders, Francoeur, Kobel, Letourneau, Major, Nowe, Noyes, Packard, Pitts, Quandt, Weare, Welch, and Weyler.

Chairman Beaulieu called on Rep. Nowe, Chairman of the Salary Subcommittee, who presented the Employee Position Listing for review and approval. Rep. Nowe reported no changes to the position listing for the third quarter, noting the total number of positions being 694. Rep. Nowe commented on the low starting wages at the County, which will need to be addressed in the coming year, referring to area businesses offering higher starting wages than the County.

Rep. Nowe made a motion to approve the Employee Position Listing as presented. Rep. Weyler seconded the motion. The motion was approved by a voice vote.

Rep. Blanchard arrived at 9:40 a.m., making a total of 19 members present.

BUDGET BY DEPARTMENT:

Delegation Office – Rep. John Flanders, Chairman of the Delegation Subcommittee, presented the Delegation Office budget which is 54% expended. Rep. Flanders noted that it appears everything is in order for the third quarter. Rep. Flanders made a motion to approve the budget as presented. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Rep. Ron Nowe commented about the upcoming relocation of the Delegation Office to the former Conservation District Building, which may necessitate the purchase of items. He questioned whether there was sufficient money in the Delegation Office budget to accommodate the move. Rep. Beaulieu noted that there is sufficient funds in the budget, but that a line item transfer request may be needed at a later date.

County Attorney - Rep. Ron Belanger, Chairman of the County Attorney's Subcommittee, reported on the County Attorney's budget. He reported that the department budget is 70% expended to date, and that budget appears to be in order. He noted that a line item transfer request would be taken up later in the meeting. Rep. Belanger made a motion to approve the County Attorney's budget as presented. Rep. Flanders seconded the motion.

Rep. Pitts questioned where she could find in the budget the money coming in from the Portsmouth District Court Prosecutions. Theresa Young, Fiscal Officer, referred to the revenue section of the budget in the District Court line.

There being no further questions, the motion was approved by a voice vote.

Chairman Beaulieu referred to the agreement between Rockingham County and Portsmouth District Court, which was mailed to the members from the County Attorney's Office for their review, as requested. Rep. Packard questioned the \$87,500 outlined in the contract, and questioned why a breakdown of costs were not written out in the contract. He wanted to know if the breakdown of costs were available, such as costs associated with salaries, travel, and whether the County will be reimbursed for all overhead costs.

Tom Reed, Assistant County Attorney, was present in Attorney Reams' absence. He noted that he did not have the breakdown of costs available. He noted that there is no allocation for travel.

Rep. Welch wanted to know the percentage for administrative costs. Attorney Reed noted the percentage to be 4.5%. Rep. Welch further questioned. It was noted that the administrative costs for the Manchester Airport is 10%.

Rep. Nowe commented that he is in favor of the agreement, but noted his calculations of \$41,000 remaining in salaries for the half-person. He also requested that a breakdown of costs be provided.

Rep. Pitts questioned where the \$87,500 was in the budget. Ms. Young referred to line 30022 – District Court. She noted that the grant was not received last year, and that is why there is no money in the line. It was noted that the Portsmouth agreement began the last week in September and that bills have gone out, but no payments have been received to date. Rep. Pitts referred to the fact that the Executive Committee agreed at their last meeting that all services would be paid up front.

Rep. Packard requested that Chairman Beaulieu request from Attorney Reams a breakdown of the costs associated with the contract. Chairman Beaulieu noted that he would send Attorney Reams a letter requesting the information. Rep. Belanger suggested that Chairman Beaulieu also include in the request a breakdown of administrative costs incurred by the County while providing services during Portsmouth's lapse in coverage.

Rep. Welch questioned the benefit package. Jennifer Nelson, representative from the County Attorney's Office, explained that the employees are temporary positions who are not eligible for benefits.

Rep. Belanger presented the Medical Examiner's budget. He noted that the budget is 81% expended to date. Rep. Belanger made a motion to approve the Medical Examiner's budget as presented. Rep. J. Flanders seconded the motion. The motion was approved by a voice vote.

Sheriff's Department – Rep. Ed Putnam, Chairman of the Sheriff's Subcommittee, reported that the budget is 74% expended to date. He referred to line item transfer requests that will be taken up later in the meeting. Rep. Weyler made a motion to approve the Sheriff's Department budget as presented. Rep. J. Flanders seconded the motion. The motion was approved by a voice vote.

Rep. Nowe commented on the arrival of the bomb dog. He congratulated Sheriff Linehan for his efforts. Sheriff Linehan provided an update for the members.

Manchester Airport – Rep. Ed Putnam presented the Manchester Airport budget noting that it is 76% expended. A motion was made by Rep. Nowe to approve the Manchester Airport budget as presented. Rep. Weyler seconded the motion. The motion was approved by a voice vote.

Rep. Pitts questioned if the bomb dog was specifically for the airport. Chairman Beaulieu noted that the bomb dog is for the entire county.

Registry of Deeds – Rep. Janet Arndt, Chair of the Deeds Subcommittee, reported that the Deeds budget is 69% expended to date, and that all line items are in line with the third quarter. Rep. Arndt congratulated Ms. Cathy Stacey who recently received the Register of Deeds of the Year Award at the Association of Counties Meeting. Rep. Arndt made a motion to approve the budget as presented. Rep. J. Flanders seconded the motion. The motion was approved by a voice vote.

Treasurers/Commissioners/General Government/Human Resources - Rep. Packard, Chairman of the Treasurers/Commissioners/General Government/Human Resources Subcommittee, reported that the Treasurers budget appears to be in line, as well as the Commissioners and General Government budgets. The Human Resources Department is requesting a line item transfer to accommodate drug testing, which was anticipated to be a potential problem. Rep. Packard noted that the subcommittee would take this into consideration next year. Rep. Packard made a motion to approve the Treasurers/Commissioners/General Government/ Human Resources budgets as presented. Rep. J. Flanders seconded the motion. The motion was approved by a voice vote.

Rep. Welch asked Treasurer Buck if the County is going to continue utilizing the services of Fleet Bank in the future. Treasurer Buck reported that from an investment standpoint their services are excellent, but acknowledged the concerns raised from the recent bond issuance. Rep. Welch updated the members on the fact that he never received a response from Attorney Roger Vacco from Palmer & Dodge, Bond Counsel. Rep. Welch referred to the matter as a poor way to conduct business. He also noted that he is familiar with another entity who encountered similar problems and who will not use their services in the future.

There being no further questions, the motion was approved by a voice vote.

Rep. Beaulieu, referring back to the drug testing issue, asked Superintendent Charron if the County could enter into the same program that the Jail currently has with the state for drug testing. Rep. Packard noted that the County was able to work out the details with the State, and that the program started approximately a month ago.

Capital Improvements – Rep. Vivian Clark, Chair of the Capital Improvements Subcommittee, reported that she recently attended a meeting with the Commissioners, Nursing Home Administrator, and Contractors regarding the Supported Residential Care Facility. She noted that a contractor was selected for the project, and that the details of the contract are in the process of being worked out.

Mr. Sturtevant provided the members with an update. He noted that the contract is going out to be reviewed by the County Attorney. Mr. Sturtevant reported that he is in the process of looking and working out the numbers at this time. He noted that he will be appearing before the Certificate of Need Board on Monday, October 23, to seek the certificate of need for the project. Chairman Beaulieu urged any interested representatives to attend.

Rep. Clark made a motion to approve the Capital Improvements report as presented. Rep. Weyler seconded the motion. The motion was approved by a voice vote.

Fiscal/Revenue – Rep. Sheila Francoeur, Chair of the Fiscal/Revenue Subcommittee, reported that everything appears to be on track with the Finance Office budget which is 74% expended. She reported that Revenues are 88% expended. Rep. Francoeur made a motion to approve the Fiscal/Revenue budgets as presented. Rep. J. Flanders seconded the motion. The motion was approved by a voice vote.

Human Services – Rep. Jacqueline Pitts, Chair of the Human Services Subcommittee, reported on the Human Services budget noting that it is on track at 79% expended. Rep. Pitts recognized Dawn Barns who received the Human Services Award at the Association of Counties Meeting. Rep. Pitts made a motion to approve the budget as presented. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Rep. Pitts informed the members of a situation that the County has just been informed of with regards to the Human Services budget. She noted the shortfall of about one million dollars in the budget. She explained that over the last 13 to 14 months nothing has been filed by the State to the County, which is attributed to a "computer glitch." She noted that this will result in the Human Services Department budget to be in arrears by one million dollars. She noted that the County is obligated to pay the amount. Rep. Weyler questioned. Rep. Pitts further explained that clients have been receiving services from the

State and the County needs to reimburse them. Commissioner Barka commented that the County has no control over the issue. Rep. Weyler questioned the fact that the County should have been informed. Rep. Major questioned if we normally get billed monthly and, if so, wasn't something suspect last year. Commissioner Barrows explained that the County is responsible to pay 25% of the bill for all Medicaid recipients in Rockingham County. We need information from the State with regards to how many individuals are receiving services. Without the information, the County cannot predict what the costs. She noted that in this particular instance the County could owe as much as 1.8 million dollars. Rep. Francoeur requested clarification on the process. Commissioner Barrows explained. Rep. Letourneau questioned if there are funds in the budget that can be transferred over. Commissioner Barrows explained that the Commissioners recently sent a memorandum to all departments informing them of a spending freeze, effective November 1, 2000, in an effort to cover the shortfall.

Theresa Young, Finance Officer, explained referring to last year's fund balance of 2 million dollars where all but 1.6 million dollars was taken for reserves. It is hoped that funds from this year's budget will also be available. She explained that it will affect the fund balance in the 2001 budget, which will ultimately affect taxes.

Rep. Weyler, referring to the 684 positions, questioned the average number of employees, and whether the County is running high or low. Kathy Nikki's, a representative from the Finance Office, reported that out of the 684 positions, 423 positions are filled. She noted that the number fluctuates widely, and offered to provide more definite figures at a later date, if necessary. Rep. Weyler questioned that if the County was running low on filled positions, wouldn't there be excess payroll that has not expended. Theresa Young, Finance Office, responded noting that 50 positions were not fully funded last year.

Rep. Ron Nowe, Chairman of the Salary Subcommittee, referred to \$73,000 in salaries removed from last year's budget for positions that were not filled.

Rep. Francoeur questioned if this was an issue with all the 10 counties in the state and, if so, that the legislators should look into the situation. Rep. Major commented on the excess money that was appropriated by the State to purchase a computer system a few years ago.

Jail - Rep. Al Weare, Chairman of the Jail Subcommittee, recognized Superintendent Gene Charron and Assistant Superintendent Al Wright, who recently received the Outstanding Employee of the Year Award at the Association of Counties Meeting. Rep. Weare noted that the Jail budget is on track at 74% expended. He noted that three line item transfers would be taken up later at the meeting. Rep. Weare made a motion to approve the Jail budget as presented. Rep. Francoeur seconded the motion. The motion was approved by a voice vote.

Non-County Specials - Rep. Letourneau, Chairman of the Non-County Specials Subcommittee, reported on the Non-County Specials budget noting that it is 73% expended. He noted that funds have been expended as expected for the third quarter, with the exception of the of the Interstate Emergency Fire Unit.

UNH Cooperative Extension – Rep. Maryann Blanchard, Chair of the UNH Cooperative Extension Subcommittee, reported that the UNH Cooperative Extension budget is 72% expended to date. Rep. Blanchard read a report provided by Rollie Barnaby, Director. Rep. Blanchard made a motion to approve the UNH Cooperative Extension budget as presented. Rep. J. Flanders seconded the motion. Rep. Weyler asked Rep. Blanchard if the extension service was requesting an additional position in the next budget cycle. Rep. Blanchard responded no, but will address this in the next budget cycle.

Nursing Home – Rep. Peg Case, Chair of the Nursing Home Subcommittee, congratulated Mr. Sturtevant who was recently received the Volunteer for Public Television National Award. Rep. Case referred to the Nursing Home Subcommittee report that was provided to the members. She noted that the Nursing Home census continues to be low, and the costs for agency personnel to be significant. She noted that the overall budget is 79% expended to date. She referred to line item transfer requests that will be addressed later in the meeting.

Rep. Welch had a question regarding the Certified Nursing Assistant classes referred to in the report. Specifically, why the graduates can no longer be required to sign a contract with the County requiring them to work at the Nursing Home for a reasonable length of time. Mr. Sturtevant explained that it is a state regulation from the Board of Registration in Nursing. Rep. Clark questioned. Mr. Sturtevant explained that the Nursing Home cannot charge for the courses offered.

Rep. Pitts wanted to know if the County received any training money for offering the courses. Mr. Sturtevant noted that they do. Rep. Case made a motion to approve the Nursing Home budget as presented. Rep. J. Flanders seconded the motion. The motion was approved by a voice vote.

Maintenance & Land Management – Rep. Kobel, Chairman of the Maintenance Subcommittee, reported that the Maintenance budget appears to be in order at 72% expended. He noted that everything is going well. Rep. Kobel made a motion to approve the Maintenance budget as presented. Rep. Nowe seconded the motion. The motion was approved by a voice vote.

Telecommunications – Rep. Norm Major, Chairman of the Telecommunications Subcommittee, reported on the Telecommunications budget noting that it is 49% expended to date. Rep. Major introduced Mr. Frank Stoughton, the new MIS/Telecommunications Manager, who has been on board since the first week in August. Rep. Major informed the members that he has met with Mr. Stoughton on several occasions to extensively review line items in the budget. He noted that the subcommittee also met and referred to the report provided to the members. He noted that a line item transfer request would be taken up later in the meeting. Rep. Major made a motion to approve the Telecommunications budget as presented. Rep. Belanger seconded the motion. Rep. Weyler referred to the Y2K efforts of last year where several supplies were bought in anticipation of Y2K. Rep. Major noted that a very small percentage was expended. Ms. Nelson, former Telecommunications Manager, briefly explained that the money expended was for new equipment. Items such as bottled water, blankets and other supplies budgeted were not purchased.

There being no further questions, the motion was approved by a voice vote.

Chairman Beaulieu noted the next item on the agenda was the approval of line item transfer requests.

LINE ITEM TRANSFER REQUESTS

Sheriff's Department:

From line 15100000-53502 Sheriff's Equipment Non-Expendable \$10,000 to line 15100000-53501 Sheriff's Equipment Expendable \$10,000.

From line 15101000-51402 Dispatch Overtime \$2,500 to line 15101000-5153 Dispatch Grant Salary \$2,500.

From line 15100000-51161 Dog Handler Salary \$3,000 to line 15100000-51159 Special Deputy \$3,000.

From line 15100000-53000 Sheriff's Telephone \$3,000 to line 15100000-51402 Deputy Overtime \$3,000.

Comments:

1. New cruiser equipment invoices budgeted in equipment non-expendable line need to be paid out of equipment expendable line. To reconcile with Y2K fixed asset' budgeting guidelines.
2. Employee turnover in grant line caused buyout of leave time and training salary expense.
3. Special Deputy coverage while Dog Handler in training or caring for dog.
4. Increase in extradition travel has caused this line to become depleted.

Rep. Nowe made a motion to approve the line item transfer requests as presented. Rep. Weyler seconded the motion. The motion was approved by a voice vote.

Rep. Beaulieu commented favorably on the detail of information provided in the Sheriff's Department transfers.

Human Services:

From line 11402000-56103 Aid to the Permanently and Totally Disabled \$200,000 to line HCBC 11402000-56106 Home & Community Based Care and Provider Payments \$200,000.

Comments: This transfer will insure that there will be funds to cover payment of the State bills through September 2000, which will be paid in December 2000.

Rep. Pitts made a motion to approve the line item transfer requests as presented. Rep. Arndt seconded the motion. Rep. Clark questioned if there were other lines to transfer the funds from. Ms. Young explained noting that she recommends the transfer as proposed. Rep. Pitts noted that the lines would overspend without the transfer. Rep. Welch questioned if the lines were overspent at this time. Ms. Young responded no, but explained that the line would be overspent before the next Executive Committee Meeting. Rep. Belanger commented supporting Ms. Young's recommendation. Rep. Welch commented on the procedure in place, noting his understanding that the Executive Committee is to act on transfers as they occur, not before they occur. Ms. Young further explained the process in place noting that transfers

Line item transfers are proposed when the expense has or is known to be incurred. Rep. Welch noted that he accepts Ms. Young's explanation and recommendation.

The motion was approved by a voice vote.

County Attorney:

From line 13100000-53701 Software \$4,000 to line 13100000-53903 Travel \$4,000.

Comments: None

From line 13100000-51100 Assistant County Attorney \$5,000 to line 13100000-51001 Deputy Official Salary \$5,000.

Comments: None

Rep. Belanger made a motion to approve the line item transfer request as presented. Rep J. Flanders seconded the motion. The motion was approved by a voice vote.

Human Resources:

From line 11500000-53700 Publications \$1,000; 53200 Printing \$2,000; 53000 Telephone \$300 to line 11500000-53402 Advertising \$3,300.

Comments: Publications – The department will not purchase various publications/books/literature until 2001. Printing – The department will forgo printing employee handbooks and wait until January 2001. Telephone – It appears early projections using the new vendor were high. Advertising – Due to high employee vacancy rate and turnover advertising budget is depleted.

From line 11500000-54000 Occupational Health \$2,000; 5300 Telephone \$400 to line 11500000-54003 New EE Physicals & Drug Testing \$2,400.

Comments: Occupational Health – Stocks of medical supplies and vaccines will last through year-end. Telephone – See above notation. New EE Physicals & Drug Testing – Due to large turnover in employee's extra new employee physicals are resulting in an over-expenditure of this line.

Rep. Packard explained that the employee drug-testing program with the State was effective September 1, 2000. He noted that this should reflect a \$2,000 savings in this year's budget and approximately \$6,000 savings in next year's budget.

Rep. Packard made a motion to approve the line item transfer requests as presented. Rep. Arndt seconded the motion. The motion was approved by a voice vote.

Nursing Home:

To line 41702051121 Nursing LPN's \$71,000. Since the first of the year we have been using agency personnel to fill in for vacancies. The majority of vacancies for licensed personnel is for RN's however agencies have been filling in with LPN's from line 41702051120 Nursing Salaries - RN's \$71,000. This line will underspend since we have RN vacancies and agencies have been sending LPN's to cover \$71,000.

To line 41702051002 Nursing Salaries - Nursing Administration \$10,000. Due to a calculation error. From line 41702051120 Nursing Salaries - RN's. \$10,000.

To line 41713053400 Recreation Supplies \$1,000. Failed to take into consideration Cable TV fees for all common areas of nursing home, from line 41713051002 Recreation Salaries \$1,000. One full-time employee reduced her hours to part time, thus effecting a savings to the line.

To line 41713059250 Ancillary Therapy Programs \$4,100. We have used more hours than originally anticipated in this area. It has helped to supplement the staffing on 3-11 shift, from line 41713051002 Recreation Salaries \$4,100. One full-time employee has reduced her hours to part-time, thus effecting a savings to this line.

To line 41701059101 Dietary Papergoods \$3,000. The cost of papergoods has increased. From line 41701059102 Dietary Tableware \$3,000. We have had some tableware donated to the facility.

To line 41701053400 Dietary Supplies and Expenses \$1,500. Our expenses for menu development and software program have been greater than anticipated. From line 41701059 Dietary Tableware \$1,500. See above.

To line 417010591002 Dietary Salaries \$7,000, from line 41704053502 Dietary Non-Expendable Equipment \$7,000.

To line 41704051002 Laundry Salaries \$4,000. Miscalculation in preparation of 2000 budget, overtime due to a lone-term illness of an employee. From line 417 06051002 Environmental Services Salaries \$4,000.

To line 41715051002 Adult Day Care Salaries. This line will overexpend due to a payout of earned time \$3,000. From line 41713051002 Recreation Salaries \$3,000.

Rep. Case made a motion to approve the line item transfer requests as presented. Rep. Belanger seconded the motion. Rep. Weyler questioned the transfer from RN salaries to LPN salaries, noting that positions in the Nursing Home were upgraded to raise current salaries.

Rep. Weyler questioned if there was fear of certification for the nursing home. Mr. Sturtevant explained that the administration is made up of RN's to cover that area. Rep. Blanchard questioned minimum staffing requirements. Mr. Sturtevant explained.

Telecommunications:

From line 118051002 MIS/Telecommunications Staff \$4,600. This line will underexpend due to vacancy of MIS/Telecommunications position. To line 118053601 MIS/Telecommunications Service Contracts \$4,600. Additional technical support services needed due to vacancy of MIS/Telecommunications position.

Rep. Norm Major made a motion to approve the line item transfer request as presented. Rep. Belanger seconded the motion. The motion was approved by a voice vote.

Corrections:

From line 54847 Health & Safety \$1,500 to line 54822 paper Plastic \$1,500.

Comments: The increase population has caused us to use more products than budgeted for.

From line 51301 Correction Officers \$28,000 to line 51402 Overtime \$28,000.

Comments: Due to a combination of the inability of filling open position since the first of the year due to resignations, retirement and failure to make probation necessitates this request for transfer.

From line 53500 Equipment Repairs \$3,450 to line 53501 Equipment Expendable \$3,450.

Comments: Ten radios were purchased to replace 10 old ones.

Rep. Weare made a motion to approve the line item transfer request Rep. Belanger seconded the motion. The motion was approved by a voice vote.

The Internal Service Funds and Drug Forfeiture Accounts were provided to the members for their information only. Chairman Beaulieu asked if there were any questions. There were none.

Rep. Weyler reviewed the handout he provided to the members entitled, New Hampshire County Comparative Results – 2000. He stated that he is pleased once again to report that Rockingham County remains to have the number one efficiency rating in per-capita costs. He congratulated the Commissioners, Elected Officials, Department Heads, Executive Committee, and Delegation for their continued efforts. Rep. Weyler noted that he is very proud to be a member of Rockingham County.

Rep. Weyler reported that he would soon be putting together a Nominating Committee prior to the Organizational Meeting to be held on December 13, 2000. He thanked the Executive Committee members for their excellent attendance over the past couple of years. He offered them his congratulations on a job well done. He asked the members for a show of hands as to who would like to serve on the Executive Committee again. He noted that the Vice-Chairs are anticipated to move up. He asked that if anyone knows of someone who would like to serve on the Executive Committee to please let him know as suggestions are always welcomed.

Rep. Weyler recognized Rep. Jon Beaulieu, who has served as Chairman of the Executive Committee for the past two years, who will not be running for reelection. He thanked Rep. Beaulieu for his hard work and devotion to his job in representing the taxpayers of Rockingham County. He congratulated Rep. Beaulieu on his efforts to ensure that the County is run as efficiently as possible.

Rep. Beaulieu thanked Rep. Weyler for the recognition. Rep. Beaulieu thanked everyone for their cooperation in working with him over the last couple of years. Rep. Beaulieu noted that he is looking forward to his retirement.

Rep. Beaulieu made a motion to adjourn the meeting. Rep. J. Flanders seconded the motion.

Commissioner Barrows made a request to discuss the renewal of the Probation Lease. Commissioner Barrows explained that the Probation Department has made a request to extend the lease for another 6 months. She noted that there is a problem with poor air quality in the building, which is estimated to cost approximately \$80,000 to correct the problem. The Commissioners have offered to increase the rent payment to \$1,100 in the lease terms, in hopes to cover the costs to correct the problem.

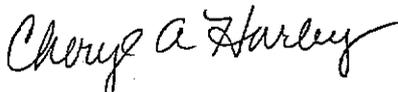
Rep. Weyler noted the needed improvements to the space if the County may at some point in time need to lease the space to another entity.

Rep. Pitts expressed concern regarding the County's potential liability. Rep. Belanger agreed with Rep. Pitts' concern. Jude Gates, Director of the Maintenance Department explained that the problem is that there is a high CO2 level in the building, which is not considered to be dangerous to individuals occupying the building.

The Executive Committee agreed that the Commissioners should further investigate and negotiate the issue and update the committee with their findings.

There being no further business, the meeting adjourned at 11:13 a.m.

Respectfully submitted,



Cheryl A. Hurley
Delegation Coordinator



Rep. David A. Welch, Clerk
Rockingham County Executive Committee

cah

ROCKINGHAM COUNTY CONVENTION



DELEGATION

George Katsakiores, Chairman
Shella Francoeur, Vice Chairman
David A. Welch, Clerk

EXECUTIVE COMMITTEE

Vivian R. Clark, Chairman
Lee Quandt, Vice Chairman
David A. Welch, Clerk

118 North Road, Brentwood, New Hampshire 03833
Telephone (603) 679-9369
Fax 679-9370 (24 hours)

MINUTES

ROCKINGHAM COUNTY DELEGATION ORGANIZATIONAL MEETING

Wednesday, December 13, 2000
10:00 a.m.

Hilton Auditorium
Rockingham County Nursing Home
Brentwood NH

The Rockingham County Delegation held an Organizational Meeting on Wednesday, December 13, 2000 at 10:00 a.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH.

Rep. Kenneth L. Weyler, Chairman, called the meeting to order at 10:00 a.m.

Rep. Marshall Quandt delivered the Invocation.

Rep. Ron Nowe led the Pledge of Allegiance.

Chairman Weyler announced that Rep. David Welch, Clerk, would not be attending the meeting as he has experienced a travel delay due to bad weather. Chairman Weyler announced that he has appointed Rep. Vivian Clark to be the Acting Clerk.

Rep. Vivian Clark conducted the roll call. Those in attendance were: Rep. Arndt, Belanger, Bishop, Blanchard, Bowles, Bridle, Camm, Case, Chalbeck, Vivian Clark, Coes, Cox, Dalrymple, Dearborn, DiFruscia, Dodge, Dowling, Downing, Fesh, Flanagan, Flanders, Jeff Gilbert, Karl Gilbert, Giordano, Gleason, Griffin, Henderson, Hill, Holland, Introne, Itse, Johnson, Kane, George Katsakiores, Phyllis Katsakiores, Kelley, Kobel, Langley, Langone, Letourneau, Major, McGuire, McKinney, Mikowski, Moore, Nowe, O'Keefe, Packard, Pitts, Priestley, Putnam, Marhsall Quandt, Matthew Quandt, Rausch, Reardon, Robertson, Ruffner, Saia, Sapareto, Shultis, Sloan, Splaine, Stone, Stritch, Trueman, Varrell, Weatherspoon, Weyler, and Woekel.

Rep. Clark announced a total of 68 members present. Rep. Weyler declared a quorum.

Also Present: Commissioner Katharin Pratt, Theresa Young, Finance Officer; Sandy Buck, Treasurer; Cheryl Hurley, Delegation Coordinator; Jon Beaulieu.

Chairman Weyler presented Jon Beaulieu, Past Chairman of the Executive Committee for the term 1999/2000, with a gift of appreciation. Jon Beaulieu briefly commented and thanked the members.

Jon Beaulieu then presented Rep. Weyler, Chairman of the Delegation for the term 1999/2000, with a gift of appreciation. Rep. Weyler briefly commented and thanked the members.

Rep. Weyler opened the floor for nominations for the position of Delegation Chairman. Rep. Charles Fesh nominated Rep. George Katsakiores of Derry as Chairman of the Delegation. Rep. Putnam seconded the nomination. Rep. Weyler called for further nominations from the floor. There were no further nominations. Rep. Flanders moved that the nominations be closed.

Rep. Weyler announced Rep. George Katsakiores, Chairman of the Delegation for the term 2001/2002.

Chairman Katsakiores then called for nominations of Vice Chairman of the Delegation. Rep. Fesh nominated Rep. Ron Nowe of Epping as Vice Chairman of the Delegation. Rep. Splaine seconded the nomination. Chairman Katsakiores called for nominations from the floor. Rep. Jane Langley nominated Rep. Sheila Francoeur for Vice Chair of the Delegation. Rep. Langley read a letter submitted by Rep. Francoeur who could not be present at the meeting as she had a prior commitment. Rep. Norman Major seconded the nomination. Rep. Major commented. Chairman Katsakiores called for further nominations. There were no further nominations. Chairman Katsakiores declared that nominations be closed.

Chairman Katsakiores briefed the members as to the procedure for ballot voting.

Ballots for the position of Vice Chairman of the Delegation were given to those members present. All ballots were collected. Rep. Katsakiores called for five tellers from each district to count the ballots. Rep. Vivian Clark, Acting Clerk, reported the following: Rep. Francoeur 41 and Rep. Ron Nowe 22.

Chairman Katsakiores declared Rep. Sheila Francoeur, Vice Chair of the Delegation.

Chairman Katsakiores called for nominations for the position of Clerk of the Delegation. Rep. Bob Fesh nominated Rep. David Welch of Kingston as Clerk of the Delegation. Rep. Putnam seconded the nomination. Rep. Flanders moved that the nominations be closed. Rep. Katsakiores called for nominations from the floor. There were no further nominations. Rep. Katsakiores instructed Rep. Vivian Clark, Acting Clerk, to cast one ballot in favor of the nomination of Rep. David Welch as Clerk of the Delegation. Chairman Katsakiores declared Rep. David A. Welch, Clerk of the Delegation.

Chairman Katsakiores called for a nomination for Chairman of the Executive Committee. Rep. Bob Fesh nominated Rep. Vivian Clark of Hampstead as Chair of the Executive Committee. Rep. John Flanders seconded the nomination. Chairman Katsakiores called for further nominations. There were no further nominations. Rep. Katsakiores instructed the Clerk to cast one ballot in favor of Rep. Vivian Clark as Chair of the Executive Committee. Chairman Katsakiores declared Rep. Vivian Clark, Chair of the Executive Committee.

Chairman Katsakiores called for nominations for Vice Chairman of the Executive Committee. Rep. Bob Fesh nominated Rep. Lee Quandt of Exeter for Vice-Chairman of the Executive Committee. Rep. Ed Putnam seconded the nomination. Rep. Fesh spoke to his nomination. Chairman Katsakiores called for nominations from the floor. Rep. Sherman Packard nominated Rep. Robert Letourneau for Vice Chairman of the Executive Committee. Rep. Ron Belanger seconded the motion. Rep. Packard spoke to his nomination. Chairman Katsakiores called for further nominations. There were no further nominations. Chairman Katsakiores declared that the nominations be closed.

Rep. Bowles requested that Chairman Katsakiores allow the two candidates to speak to their nomination. Chairman Katsakiores asked Rep. Quandt speak to his nomination. Rep. Quandt spoke to his nomination. Chairman Katsakiores asked Rep. Letourneau to speak to his nomination. Rep. Letourneau spoke to his nomination.

Chairman Katsakiores informed the members that concern had been expressed regarding the procedure for ballot voting. Specifically, the name of the individual nominated by the Nominating Committee has been printed on the ballots, and the individual names nominated from the floor are not on the ballots. B He asked the members for their opinion on the matter, referring to the situation as a standard practice of several years. Rep. Henderson spoke to the issue and his opinion that the ballots being distributed should be blank. He referred to the matter as simply fair democracy. Rep. Ruffner spoke in favor of Rep. Henderson's suggestion. Rep. Putnam opposed. Rep. Langone questioned. Rep. Belanger spoke in favor of Rep. Henderson's suggestion. Rep. Flanders called the question. The question was seconded by Rep. Belanger and approved by a voice vote.

Chairman Katsakiores informed the members that he would like to request a voice vote on the issue. He explained the vote in that a yes vote would be to keep the current system, and a no vote would be to provide blank ballots. Chairman Katsakiores conducted a voice vote as explained above. Chairman Katsakiores reported that the no vote carried. Blank ballots were then provided to the members. The Acting Clerk collected the ballots. Tellers from each of the five districts were called upon to count the ballots.

Rep. Vivian Clark, Acting Clerk, reported the following: Rep. Quandt 34, Rep. Letourneau 31. Chairman Katsakiores declared Rep. Lee Quandt, Vice Chairman of the Executive Committee.

Chairman Katsakiores called for nominations for the position of Clerk of the Executive Committee. Rep. Robert Fesh nominated Rep. David Welch of Kingston as Clerk of the Executive Committee. Rep. Norman Major seconded the nomination. Rep. Katsakiores instructed the Acting Clerk to cast one ballot in favor of Rep. David Welch as Clerk of the Executive Committee. Chairman Katsakiores then declared Rep. David Welch, Clerk of the Executive Committee.

Rep. Katsakiores recognized Rep. Robert Fesh, Chairman of the Nominating Committee, for the slate of members for the Executive Committee. Rep. Fesh read the five members nominated from each district as follows:

<u>District 1</u>	<u>District 2</u>	<u>District 3</u>
Norman Major	Margaret Case	Robert Letourneau
Sheila Francoeur	Kenneth Weyler	Janet Arndt
Natalie Flanagan	John Flanders	Sherman Packard
Jacqueline Pitts	Rudy Kobel	Ron Belanger
Maryann Blanchard	Betsy Coes	William Zolla

Chairman Katsakiores noted that a nomination from District 1 would be necessary, due to Rep. Sheila Francoeur's appointment as Vice-Chair of the Delegation.

Chairman Katsakiores called for further nominations from the floor for District 1. Rep. Marhsall Quandt nominated Rep. Rogers Johnson from Stratham. Rep. Russell Bridle seconded the nomination. Rep. Katsakiores called for further nominations. There were no further nominations. Chairman Katsakiores instructed the Acting Clerk to cast one vote in favor of Rep. Rogers Johnson from District 1. Rep. Weyler

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made a motion to close nominations for District 1. Rep. Quandt seconded the motion. Chairman Katsakiores instructed the Acting Clerk to cast one ballot in favor of the 5 nominations from District 1. Chairman Katsakiores read the names of the members from District 1 appointed to serve on the Executive Committee.

Chairman Katsakiores recognized Rep. Fesh for nominations for District 2. Rep. Fesh read the slate of members nominated from District 2. Rep. Belanger seconded the motion. Chairman Katsakiores called for further nominations. There were no further nominations. Chairman Katsakiores instructed the Acting Clerk to cast one ballot in favor of the 5 nominations from District 2. Chairman Katsakiores read the names of the members from District 2 appointed to serve on the Executive Committee.

Chairman Katsakiores recognized Rep. Fesh for nominations for District 3. Rep. Fesh read the slate of members nominated from District 3. Rep. Belanger seconded the motion. Chairman Katsakiores called for further nominations. There were no further nominations. Chairman Katsakiores instructed the Acting Clerk to cast on ballot in favor of the 5 nominations from District 3. Chairman Katsakiores read the names of the members from District 3 appointed to serve on the Executive Committee.

Members appointed to serve on the Executive Committee for the term 2001/2002 are as follows:

<u>District 1</u>	<u>District 2</u>	<u>District 3</u>
Norman Major	Margaret Case	Robert Letourneau
Rogers Johnson	Kenneth Weyler	Janet Arndt
Natalie Flanagan	John Flanders	Sherman Packard
Jacqueline Pitts	Rudy Kobel	Ron Belanger
Maryann Blanchard	Betsy Coes	William Zolla

The next order of business was to approve Resolutions for 2001. Rep. Weyler read the Resolutions as follows:

Resolution 2001-1 - Adoption of Procedures for Filling Rockingham County Executive Committee Vacancies (RSA 24:2-b):

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.

Rep. Belanger seconded Resolution 2001-1. Resolution 2001-1 was approved by a voice vote.

Resolution 2001-2 - Authorization for Rockingham County to Pay 2001 Expenses (RSA 24:15):

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 County Convention, authorize

Page 5

the County to spend up to \$6.5 million for 2001 expenses during the months of January and February in anticipation of the subsequent approval of the 2001 budget.

Further, that the \$6.5 million be allocated proportionately to line items based on 2000 approved net appropriations to fund like operating and personnel expenses in existence as of 12/31/00.

Rep. Belanger seconded the motion. Rep. Dodge commented. Resolution 2001-2 was approved by a voice vote.

Resolution 2001-3 - Authorization for Rockingham County to Borrow in Anticipation of Taxes (RSA 29:8):

I move that 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, 2001, 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. Belanger seconded the motion. Resolution 2001-3 was approved by a voice vote.

Resolution 2001-4 - Executive Committee to act as a Subcommittee (RSA 24:2)

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 make recommendations to the County Convention.

Rep. Clark seconded the motion. Resolution 2001-4 was approved by a voice vote.

Chairman Katsakiores announced that the Executive Committee would be meeting immediately following the adjournment of the Delegation meeting to confirm officers and consider line item transfer requests.

The next item on the agenda was a request from Rep. Rogers Johnson to provide an overview of the insurance bidding procedure. The question was raised as to the appropriateness of discussing the issue at this meeting. Discussion and comments ensued. Rep. Johnson requested a point of clarification, noting that his request is to explain his credentials and offer his expertise to the Commissioners.

Rep. Katsakiores noted that he would request the Delegation to vote if they were in favor of accommodating Rep. Johnson's request. He noted that a yes vote would give Rep. Johnson the opportunity to speak, and a no vote would not allow for the presentation at this time. Chairman Katsakiores called for a voice vote. The Chair announced that he was in question and requested a show of hands. Rep. Stone asked that the Chair restate the question. Chairman Katsakiores restated the question. Chairman Katsakiores requested a show of hands. The vote was 31 to 22 in favor of Rep. Johnson's presentation. Rep. Pitts asked if Rep. Johnson had a bid with the County at the present time. Rep. Johnson responded yes. Rep. Pitts made a motion to reconsider the question. Chairman Katsakiores requested a vote to reconsider the question. Chairman Katsakiores asked all those in favor of reconsideration to vote yes. A voice vote was taken. The motion to reconsider passed. Rep. Pitts moved that the discussion on insurance bidding procedure be disallowed at this time. Rep. Belanger seconded the motion. Rep. Nowe questioned the purpose of the presentation. Rep. Weyler further explained Rep. Johnson's request. Rep. Belanger commented as to the unfairness to other bidders. Rep. Stone stated that

Page 6

he was unaware of Rep. Johnson's bid with the County and withdrew his comments. Rep. Johnson commented and withdrew his request to speak.

Rep. Splaine expressed his concern that all legislators should fully understand the conflict of interest rules. He urged any member of the Delegation wishing to pass on information to County Officials to carefully read the conflict of interest laws prior to doing so.

Rep. Pitts, under new business, made a motion that as of January 1, 2001, that the Delegation adopts the federal mileage rate option at the County level. Rep. Varrell seconded the motion. Rep. Vivian Clark commented. Rep. Langone questioned if representatives received a per-diem rate. Rep. Putnam commented. Theresa Young, Finance Officer, explained that if the federal rate of 34.5 cents per mile effective January 1, 2001, were adopted by the Delegation it would not be taxed. She noted the per-diem rate is separate. Commissioner Pratt commented.

Rep. Weyler restated Rep. Pitts' motion. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

There being no further business, the meeting adjourned at 12:07 p.m.

Respectfully submitted,



Cheryl A. Murley
Delegation Coordinator



Rep. David A. Welch, Clerk
Rockingham County Delegation

cah

RESOLUTION – 2001-1

Resolution 2001-1 – Adoption of Procedures for Filling Rockingham County Executive Committee Vacancies (RSA 24:2-b):

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.

David A. Welch

Rep. David A. Welch, Clerk
Rockingham County Delegation

RESOLUTION – 2001-2

Resolution 2001-2 - Authorization for Rockingham County to Pay 2001 Expenses (RSA 24:15):

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 2001 expenses during the months of January and February in anticipation of the subsequent approval of the 2001 budget.

Further, that the \$6.5 million be allocated proportionately to line items based on 2000 approved net appropriations to fund like operating and personnel expenses in existence as of 12/31/00.



Rep. David A. Welch, Clerk
Rockingham County Delegation

RESOLUTION – 2001-3

Resolution 2001-3 - Authorization for Rockingham County to Borrow in Anticipation of Taxes (RSA 29:8):

I move that the 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, 2001, 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. David A. Welch, Clerk
Rockingham County Delegation

RESOLUTION – 2001-4

Resolution 2001-4 – Executive Committee to act as a Subcommittee (RSA 24:2)

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 make recommendations to the County Convention.

David A. Welch

Rep. David A. Welch, Clerk
Rockingham County Delegation

ROCKINGHAM COUNTY CONVENTION



DELEGATION

George Katsakiores, Chairman
Sheila Francoeur, Vice Chairman
David A. Welch, Clerk

EXECUTIVE COMMITTEE

Vivian R. Clark, Chairman
Lee Quandt, Vice Chairman
David A. Welch, Clerk

118 North Road, Brentwood, New Hampshire 03833
Telephone (603) 679-9369
Fax 679-9370 (24 hours)

MINUTES

ROCKINGHAM COUNTY EXECUTIVE COMMITTEE

Wednesday, December 13, 2000

12:15 p.m.

Hilton Auditorium

Rockingham County Nursing Home
Brentwood NH

The members of the Rockingham County Executive Committee held a meeting on Wednesday, December 13, 2000 at 12:15 p.m., following the Delegation Organization Meeting, in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH. The purpose of the meeting was to confirm officers for 2001/2002 and consider line item transfer requests.

Rep. Vivian Clark, Chair, called the meeting to order at 12:15 p.m.

Rep. Norm Major, Acting Clerk, conducted the roll call.

Those in attendance were: Rep. Vivian Clark, Chair; Representatives Arndt, Belanger, Blanchard, Case, Coes, Flanagan, Flanders G. Katsakiores, Kobel, Pitts, Major, Packard, Johnson, Weyler.

Also Present: Cheryl Hurley, Delegation Coordinator; Theresa Young, Finance Officer; Jude Gates, Maintenance & Engineering; High Sheriff Daniel Linehan, Sheriff's Department; Attorney James Reams, County Attorney's Office; Rollie Barnaby, Director, UNH Cooperative Extension; Commissioner Katharin Pratt, Mr. William Sturtevant, Nursing Home Administrator.

Rep. Sherman Packard made a motion to confirm the Delegation and Executive Committee Officers for 2001/2002 as follows:

Rep. George Katsakiores, Delegation Chairman
Rep. Sheila Francoeur, Delegation Vice-Chair
Rep. David A. Welch, Delegation Clerk

Rep. Vivian Clark, Executive Committee Chair
Rep. Lee Quandt, Executive Committee Vice-Chairman
Rep. David A. Welch, Executive Committee Clerk

Rockingham County Executive Committee 2001/2002:

Rep. Vivian Clark, Rep. Janet Arndt, Rep. Ronald Belanger, Rep. Maryann Blanchard, Rep. Margaret Case, Rep. Betsy Coes, Rep. Natalie Flanagan, Rep. Sheila Francoeur, Rep. John Flanders, Rep. George Katsakiores, Rep. Rudy Kobel, Rep. Robert Letourneau, Rep. Jacqueline Pitts, Rep. Lee Quandt, Rep. Rudy Kobel, Rep. Sherman Packard, Rep. Bill Zolla, Rep. Rogers Johnson, Rep. David Welch, and Rep. Kenneth Weyler.

Rep. Ron Belanger seconded the motion. The motion was approved by a voice vote.

The next item on the agenda was a request to consider line item transfer requests as follows:

County Attorney – From line 53900-10302 Conferences \$2,637.71 to line 53900 Conferences \$2,637.71

From line 53601 Service Contracts \$2,500 to line 53900 Conferences \$2,500.

Comments: The conference line encompasses two sub-lines – specifically, cost of training provided by the office. These funds are being transferred to cover these costs as well as the remaining accrued costs of the NDAA Board of Directors Meeting.

County Attorney – From line 13100000-53601 Service Contracts \$350.00 to line 13100000-53300 Due \$350.00

Comments: There are three dues invoices outstanding – two are court fees and bar fees for an ACA, and one is for dues to the Police Chief's Association.

Rep. Belanger made a motion to approve the line item transfer requests as presented. Rep. Flanders seconded the motion. Rep. Clark requested an explanation from Attorney Reams. Attorney Reams explained. The motion was approved by a voice vote.

Sheriff's Department – From line 15100000-52103 Sheriff's Retirement \$3,500 to line 15100000-51150 Sheriff's Deputies \$3,500. From line 15100000-53501 Sheriff's Equipment-Expendable \$5,000 to line 15101000-51002 Dispatch Operators \$5,000.

Comments: Covers employee turnover and buyout expenditures for year-end adjustment.

Sheriff's Department – From line 15101000-53900 Dispatch Conference/Training \$2,000 to line 15101000-53600 Dispatch Service Contracts \$2,000. From line 15103000-54001 Airport New Hire Exams \$500 to line 15103000-54303 Airport Uniforms \$500. From line 15103000-54302 Airport Contingency \$7,500 to line 15103000-51155 Airport Salaries \$7,500.

Comments: 1) Two \$900 State NCIC 1999 invoices and \$250 annual PSNH lease payment put this line over by \$2,050. Neither amount was in original budget. 2) To cover last invoices for the year for approximately \$500. 3) To cover last pay period of 2000. Buy-out for senior deputy (not budgeted) and OT coverage of position vacancies during course of the year caused over expenditure.

Rep. Belanger made a motion to approve the line item transfer requests as presented. Sheriff Linehan explained. Rep. Weyler seconded the motion. The motion was approved by a voice vote.

Maintenance – From line 11300021-55400 Water Treatment Facility Supplies and Expenses \$4,000 to line 11300007-55100 Maintenance Electricity \$4,000.

Comments: To cover anticipated over-expenditure in Maintenance Electricity.

Maintenance – From line 11300021-55500 Water Treatment Facility Purchased Services \$1,000, from line 11300022-55803 Bench Stock Plumbing \$3,000, from line 11300008-55100 Sheriff Electricity \$1,200, from line 11300008-55200 Sheriff Fuel \$1,000, to line 11300008-55803 Sheriff Gasoline \$6,200.

Comments: To cover anticipated over-expenditure in Sheriff Gasoline line – gasoline expenditures increased more than projected in 2000 and this department, as the highest user, requires a transfer to cover the expenditure.

Maintenance – From line 11300002-55100 RCNH Electricity \$20,000, from line 11300017-55500 Boiler Plant Purchased Services \$10,500, from line 11300021-55500 Water Treatment Facility Purchased Services \$12,500, to line 11300002-55200 RCNH Fuel \$43,000.

Comments: To cover anticipated over-expenditure in the fuel line for the RCNH. Pricing for this fuel was not fixed by contract, as was the #2 fuel oil, and prices increased greater than what had been projected for 2000.

Ms. Gates explained the transfer requests presented further.

Rep. Packard made a motion to approve the transfers as requested. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

Nursing Home – To line 41702051121 Nursing LPN's – \$55,000 - Since the first of the year we have been using agency personnel to fill in for vacancies. The majority of vacancies for licensed personnel is for RN's, however agencies have been filling in with LPN's, from line 41702051120 Nursing Salaries – RN's \$55,000 – This line will under spend since we have RN vacancies and agencies have been sending LPN's to cover.

To line 417010059103 Provisions – \$28,000 - Although the number of nursing home residents has decreased over the year, we have continued to see price increases and the increased need to use supplements due to the acuity level of the residents, from line 417010053500 - Dietary Equipment Repairs \$2,000, from 417010053600 - Dietary Service Contracts \$1,500, from line 417000053502 - Administration-Non-Expendable Equipment \$2,500, from line 417020059202 Nursing Mental Health Services - \$19,000, from line 417050059400 – Linen & Bedding \$3,000, to line 417130059250 Ancillary Therapy Programs - \$2,000, from line 417030051002 - Recreational Therapy Salaries \$2,000.

Rep. Belanger made a motion to approve the line item transfer requests as presented. Rep. Packard seconded the motion. Mr. Sturtevant, Nursing Home Administrator, spoke to the

transfer requests. Rep. Johnson questioned if the rate of pay for the nursing staff was competitive. Mr. Sturtevant explained that processes are in place, such as a hiring bonus in an attempt to compete with local entities.

The transfer requests were approved by a voice vote.

UNH Cooperative Extension - From (Equipment Non-Expendable) line 53502 Small Equipment Purchased \$1,283 to (Equipment Expendable) line 53501 Small Equipment Purchased \$1,283.

Comments: We did not realize this amount of small purchases had to come out of Equipment Non-Expendable.

Rep. Packard made a motion to approve the line item transfer request as presented. Rep. Belanger seconded the motion. Rollie Barnary, Director, Cooperative Extension, spoke to the transfer request. The motion was approved by a voice vote.

Rep. Rudolph Kobel arrived at the meeting making a total of 13 members present.

Rep. Pitts, under new business, read the following motion:

I move that the Finance Office, upon the approval of the Commissioners, has the authority between December 31, 2000 and February 1, 2001, to make periodic transfers to the Human Services Categorical Assistance lines and Nursing Department salary lines from available appropriation balances for the 2000 expenses that exceed the remaining appropriation balance.

The estimated Categorical Assistance and Nursing Department salary needs anticipated are \$1.9 million and \$118,000 respectively.

Rep. Case seconded the motion. Commissioner Pratt spoke to the motion noting that it is an inter-departmental transfer. She explained that the issue is a second step toward the spending freezes initiated at the end of October. Rep. Weyler questioned if it is anticipated that there will be sufficient funds in the budget. Ms. Young responded yes. Rep. Katsakiores commented. Ms. Young noted the matter is not a cash flow issue, but rather expenditures that have been incurred that the County must pay and accrue the expense to the proper year, which will over-expend. She also pointed out that there is nothing left in the fund balance to reduce taxes next year. The motion, if approved, will allow the Finance Department to make periodic transfers to accommodate the expenditures throughout the year.

Rep. Pitts noted comments made at the last Executive Committee Meeting informing members that the County would be in arrears of approximately 2 million dollars.

Commissioner Pratt commented regarding the passage of Senate bill 409.

Rep. Pitts made a motion to move the question. Rep. Flanders seconded the motion. The motion was approved by a voice vote.

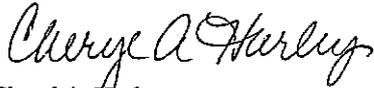
Rep. Pitts' motion, as stated above, was approved by a voice vote.

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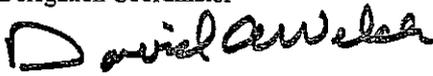
Rep. Weyler requested an updated on the Assisted Living Project in the Nursing Home. Mr. Sturtevant, Nursing Home Administrator, provided an update informed the members that the CON Board gave the Nursing Home direction to break the project into two. With that, Mr. Sturtevant noted that Driscoll II would be renovated first.

There being no further business, the meeting adjourned at 12:55 p.m.

Respectfully submitted,



Cheryl A. Hurley
Delegation Coordinator



Rep. David A. Welch, Clerk
Rockingham County Convention

cah

ROCKINGHAM COUNTY COMMISSIONERS

119 North Road
Brentwood, NH 03833



TELEPHONE: (603) 679-9350
FAX: (603) 679-9354

Ernest P. Barka, Chairman

Maureen Barrows, Vice Chairman

Katharin K. Pratt, Clerk

The Rockingham County Commissioners are pleased to report that we met the planned and unplanned challenges and demands of 2000 successfully with cooperation of all County departments.

Our vision for 2000 was that it be the continuation of positive transitions, regardless of any unexpected challenges, that would ensure quality services to Rockingham County residents. Strategies developed were put into action, significant issues identified were addressed diligently and effectively, and challenges were met and mastered.

In recent years, strategic planning helped us to identify an aging population trend and the related need to provide a level of care for citizens that would ease the transition from their home to nursing home care when needed. The Assisted Living project was developed to address this need and was put into motion in August when the Delegation approved a bond issue to move ahead with a variety of projects.

At the same time, other national trends in the Health field also had quite an effect on Rockingham County and were common issues among all New Hampshire counties. Labor shortages, especially with nursing staff, as well as a higher number of empty bed days caused a second wing in the Nursing Home to be closed and revenues to decrease.

Temporary personnel agencies were used while creative measures to attract and retain employees were explored and implemented. However, the problem remains and is very taxing on the nursing staff and the use of the temporary agencies has increased our staffing costs significantly.

Also, the national issue of providing good health care at a reasonable cost is constantly a concern as we try to address the labor shortages. The County successfully implemented a self-insured health program in 2000 after determining it is the best solution to balancing the key issues of cost, coverage and network.

Another issue that was a common thread among all counties was addressing the effects of SB 409. As we entered the year 2000 the effects of SB 409 relative to long term care were not fully known by the State Department of Health and Human Services making it difficult for Rockingham County to determine a budget amount. By the third quarter of the year it was estimated that the State bills for the year would exceed our 2000 Categorical Assistance appropriations by \$1.9 million. We instituted a spending freeze and devised a financial plan to address the crisis and retain a sound financial picture. The cost shifting and new program costs generated by SB 409 are still an unknown but, we look forward to working collaboratively with the Delegation in order to effect change.

The fallout will be seen in 2001; the General Funds Fund Balance available to reduce future taxes took a significant blow to accommodate the \$1.9 million in expenses, the State Categorical Assistance bills for 2001 and the related county appropriations to pay these amounts increased, and the Nursing Home revenues are decreasing while expenses related to nursing care are increasing.

However, we will continue to plan the County's future in the best interest of the citizens while meeting any unexpected challenge. We would like to acknowledge the outstanding efforts of the County departments who work with us to ensure the County's continued success.

Ernest P. Barka
Ernest P. Barka, Chairman

Maureen Barrows
Maureen Barrows, Vice-Chairman

Katharin K. Pratt
Katharin Pratt, Clerk

**ROCKINGHAM COUNTY NURSING HOME
2000 ANNUAL REPORT**

Administrator's Report
Census Documentation
Medical Director's Report

ROCKINGHAM COUNTY NURSING HOME

2000 ANNUAL REPORT

TO: THE HONORABLE BOARD OF COUNTY COMMISSIONERS

ROCKINGHAM COUNTY, NEW HAMPSHIRE

I respectfully submit the Annual Report of the Rockingham County Nursing Home for the year ending December 31, 2000.

Retention and turnover of staff, especially in the nursing department, was a major challenge for the year. Although we have had difficulty in maintaining an adequate staffing ratio, we have continued to meet our mission and role providing quality care to residents of the Home. Many steps were taken to maintain our standards.

The lack of qualified nursing personnel was the cause of major expenditures in the nursing home. We were forced to supplement the evening and night shifts significantly with agency personnel. The cost of supplementing staff was in excess of \$531,000.00.

The lack of adequate personnel caused us to suspend admissions from time to time throughout the year. In November we made a decision to close another nursing unit at least on a temporary basis. It is our hope that in the near future should the staffing issue improve we will be able to reopen Underhill One. The turnover of residents in the home has been extreme during the past year. We continue to admit residents that are more ill than we have in the past. Dr. Karl Singer will address this in his annual report.

Rockingham County Nursing Home is not the only facility facing empty beds or recruitment issues in the state or the nation. Throughout the Seacoast region in particular this has been an issue. Recruitment has continued to be a "war of wages and benefits" between health care providers.

The average daily census in 2000 was 253 a decrease in the average daily census in 1999 of 269. During 1998, we averaged 286 compared to 296 in 1997. The average age at time of admission in 2000 was 85 years, compared to 80 years in 1997. This statistic adds to the theory that the types of services available in the Seacoast allow folks to remain in their home for a longer period. It also verifies the fact that we are seeing an increase in the frail elderly population entering nursing homes.

The reduction in the average daily census over the past two years has had an adverse effect on revenues. We do not see this improving in the near future. Although we did have some saving from the lack of expenses in operations these were not enough to offset the loss of revenue.

Revenues have also been affected by the reimbursement system established by the State of New Hampshire. Currently all rate adjustments have been budget neutral state-wide. While the acuity rated system recognizes the acuity of each resident in each facility, a budget neutral system allows for no new dollars to be added to the system.

We have planned an operating budget in 2001 based on a bed population of 242 beds compared to our normal configuration of 300 beds. This has an adverse effect on revenues although we will have fewer expenditures for supplies. The number of personnel required to staff with this configuration is fewer than we would have had if we had staffed for a 300-bed facility.

In May, the Bureau of Health Facilities visited us for its Annual Survey of Long Term Care Facilities, as required by the Federal Government. The results of the survey were satisfactory. The staff is to be complimented for the results of this survey.

We have continued to perform self-audit and mock surveys to ready ourselves for our annual visit. 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 the fall of 2001.

During September we re-established our relationship with the NH Vocational Community College System, nursing program. Students were here one day per week during their first semester. We look forward to their return in the fall of 2001.

The "Employee of the Month" program continued throughout the year. Peers, residents, families, visitors, volunteers, or any other individual who has an interest in Rockingham County Nursing Home may nominate employees. Each month the selected employee receives a Savings Bond, reserved parking, a plaque and picture posted in the main lobby, a cake, and balloons. Recognized in 2000 were:

January -	Paul Hefernan – Reception - Administration
February -	Pam Mann – Food Services
March -	James West – Food Services
April -	Marilee Norris – Nursing
May -	Barbara McLaughlin – Food Services
June -	Joan Piecuch – Nursing
July -	Carol Steven – Nursing
August -	Johnna Ploof – Nursing
September -	Janet Lavoie – Laundry Services
October -	Brian Glover – Food Services
November -	Doreen Ward – Nursing
December -	Julia Diaz – Nursing

The tenth 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.

Plans are steadily developing for building out Driscoll Two to move 25 nursing beds from Underhill One. A Certificate of Need Application was scheduled to be filed in late January or early February 2001. The plans for the Assisted Living Facility will start to develop soon after we receive approval for the Driscoll Wing.

A word of thanks to Gene Charron, Corrections Administrator; Sheriff Daniel Linehan; Theresa Young, Director of Finance, and members of their respective departments for their assistance and cooperation throughout the year.

Thank you to 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

2000

ROCKINGHAM COUNTY NURSING HOME

ANNUAL REPORT

DATE: MARCH 14, 2001

The services provided this year continue to be of an extremely high quality. One measure of this is that only seventeen people were required to be hospitalized. Only one of these was a patient with dehydration, and this was actually a patient who was dying. Seven patients were hospitalized with fractured hips and the remainder were hospitalized for surgery, except three who were hospitalized for psychiatric problems. This rate of hospitalization is extremely low compared to the national average, and is a reflection of the high quality of medical services, which are available here at Rockingham County Nursing Home.

Staffing continues to be a problem and is likely to be a problem into the foreseeable future, because of the fact that the nursing home population is aging and there are very few young people entering the nursing profession. It is particularly difficult to provide services in a personnel intensive environment like a nursing home. It is unlikely that there is much in the way of automation that can replace the hands on care that is given here.

We continue to take care of an older and sicker population as the resources for community care increase. A very large percentage of the patients enter here in the last days and weeks of life die shortly after they are admitted to the nursing home.

Overall, the quality of care provided at Rockingham County Nursing Home continues to be extremely high. Our staff of physicians, geriatric nurse practitioner, nurses and ancillary staff work together to provide an excellent environment for all of the patients who reside here.

Karl Singer, M.D.
Medical Director

KSMD/kma



ROCKINGHAM COUNTY ATTORNEY
STATE OF NEW HAMPSHIRE

JAMES M. REAMS
COUNTY ATTORNEY

THOMAS F. REID
DEPUTY COUNTY ATTORNEY

COUNTY ATTORNEY'S
2000 ANNUAL REPORT

One of my frustrations at the County Attorney's Office has been the lack of detailed and accurate record keeping on a host of issues. As I have uncovered the deficiencies, I have tried to institute policies and procedures for tracking the various activities that the County Attorney's Office does in order to judge our effectiveness and allow for long range planning. While that process is not complete, I am able to provide some statistics for some of the things done by the employees at the County Attorneys Office.

With the support from the Commissioners and past Delegations, I have added a reporting software program (Crystal Reports) that will enable me to get better reporting from the existing database (Prosecutors Dialog). Over time, I will have comparable statistics that will track changes from year to year. At this time, I am, in essence, documenting the baseline to be able to compare the statistics in the future.

With this in mind, I can clearly say that all indicators are that the County Attorney's Office is undergoing a surge in business that does not appear to be related to growth in population or an actual increase in crime.

The office re-organization that I began in 1999 was finished in 2000. The results of the re-organization are beginning to be felt in the Office and around the County. The results are reflected in the increase in business in the Office. The results for the taxpayer are in improved and more uniform justice in the County.

P.O. Box 1209
Kingston, New Hampshire 03848-1209
Tel. (603) 642-4249
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The County Attorney's Office prosecutes all felonies for the 37 police departments, Sheriff's Department and the State Police in Rockingham County. In addition, the County Attorney's Office also prosecutes all Class A Misdemeanor Jury Trials in the "Jury Trial Project". By contract, the County Attorney's Office provides District Court prosecution to a number of local Towns, such as Newington, Northwood, Epping and others.

Recently, the County Attorney's Office contracted with the City of Portsmouth to provide complete prosecution services to the City. This contract required the County Attorney's Office to provide prosecutors to the City, provide oversight and backup at no cost to the County. This is being accomplished at no cost to the County.

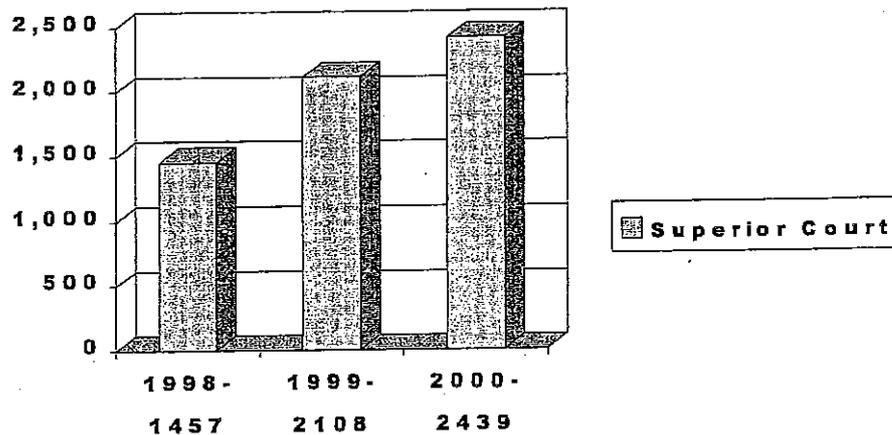
POPULATION

The population of Rockingham County was at 245,845 in the 1990 Census and 269,746 in 1999 (an increase of 9.7%, countywide) and is projected to be around 300,000 when the 2000 Census is finalized. The growth in the Towns ranges from 56.1% in Newfields to 6.9% in Exeter. The only exceptions are Portsmouth and Newington, which lost population, presumably due to the Pease Air Force Base closing.

ACTIVITY

The County Attorney's Office has two primary sources of cases. The first source is new Indictments, Informations and/or Complaints filed by the County Attorney's Office or police departments. The second source is cases that return to the Court's Docket for one reason or another, such as a Motion to Impose a Suspended Sentence.

67% Increase in Court Filings



In 1998, the Rockingham Superior Court Clerk's Office processed 1,457 Superior Court criminal case filings. In 1999, the number grew 29% to 1,609. In 2000, the number continued to grow to 2,412 an *increase of 67 %* in two years. The vast majority of the increased filings concern cases handled by the County Attorney's Office.

Cases Handled-2000

• Superior Court	2,412
• Re-Opened cases	682
• Jury Trial	1,234
• District Courts	1,339
• TOTAL	5,667

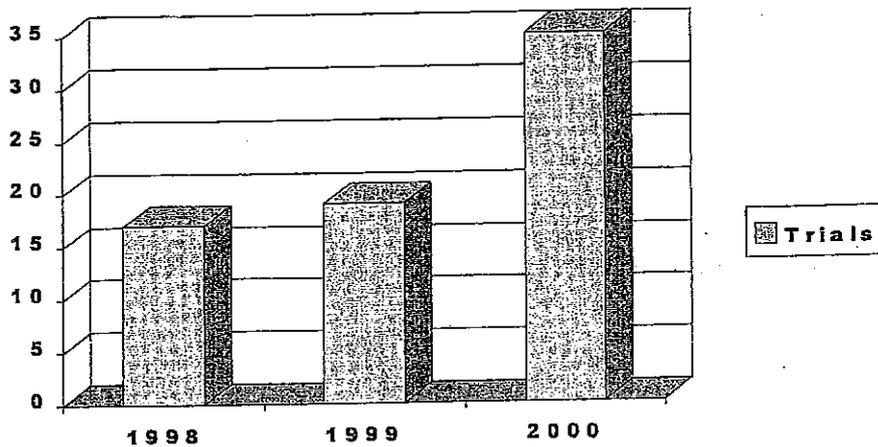
There is also on average of 200 new cases per month that are in the process of being reviewed by the attorneys for Grand Jury presentation and ultimately prosecution.

The Office also prosecuted 1, 339 District Court cases for the local police departments. The Re-opened Superior Court cases numbered 682 in 2000. The Jury Trial Team handled 1,234 Class A Misdemeanors, which requested Jury Trials.

TOTAL CASES 5,667.

This was accomplished through re-organization, hard work and dedication, but without an increase in attorneys or staff. I have asked the Delegation to increase my support staff by one Legal Assistant and one Victim/Witness Advocate. This request has been reduced to a Legal Assistant by the Salary Sub-Committee.

Superior Court Trials



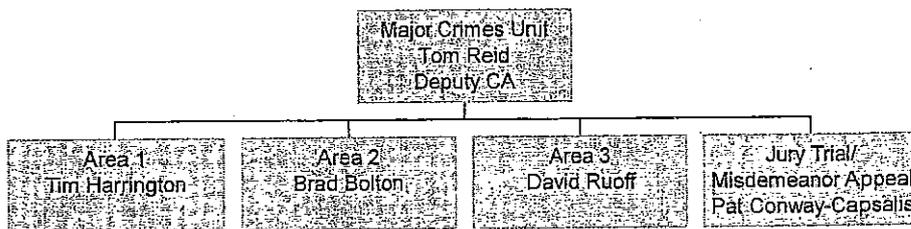
TRIALS

In 1998, the County Attorney's Office took 17 cases to trial in the Superior Court. 19 cases went to trial in 1999. In 2000, 33 cases went to trial in Superior Court, which represents an *increase of 94%* over 1998.

Some of the increase in criminal activity is attributable to an increase in population. The rest of the increase in activity would appear to be a result of the growing confidence that the police departments have in the County Attorney's Office. The increase in confidence means that the Police Departments now send more of their felony cases to the County Attorney's Office.

Organization

Litigation Teams



LITIGATION TEAMS

As referred to earlier, I began a re-organization of the Office in 1999 and completed in early in 2000. The Office is now divided into 4 Litigation Teams with 3 Attorneys assigned to each Team. I divided the County into 3 firm geographic "catchment" areas and the Jury Trial/Misdemeanor Appeal is the other area. A Litigation Team is assigned to each of the areas. The size of the areas is set to attempt to equalize the caseload of the attorneys. Each of the Teams is headed by a Team Leader responsible for those specific police departments and the other attorneys assigned to the area.

Catchment Areas

- **AREA 1:** Chester, Derry, Londonderry, Salem, Sandown, Windham

- **AREA 2:** Atkinson, Auburn, Brentwood, Candia, Danville, Deerfield, East Kingston, Epping, Exeter, Fremont, Hampstead, Kensington, Kingston, Newfields, Newmarket, Newton, Northwood, Nottingham, Plaistow, Raymond, Stratham

- **AREA 3:** Greenland, Hampton, Hampton Falls, New Castle, Newington, North Hampton, Portsmouth, Rye, Seabrook, South Hampton

The average caseload for the Assistant County Attorneys is between 75 and 135 cases at any given time. (By contrast, using a weighted system, the Public Defenders office has an agreement with the State of New Hampshire that each attorney can carry only 55 cases at a time. Therefore, experienced Public Defenders carrying the complex cases have a caseload many times smaller than the Team Leaders in my office. When that level of cases is reached, the Public Defender quits taking additional cases.)

MAJOR CRIMES UNIT

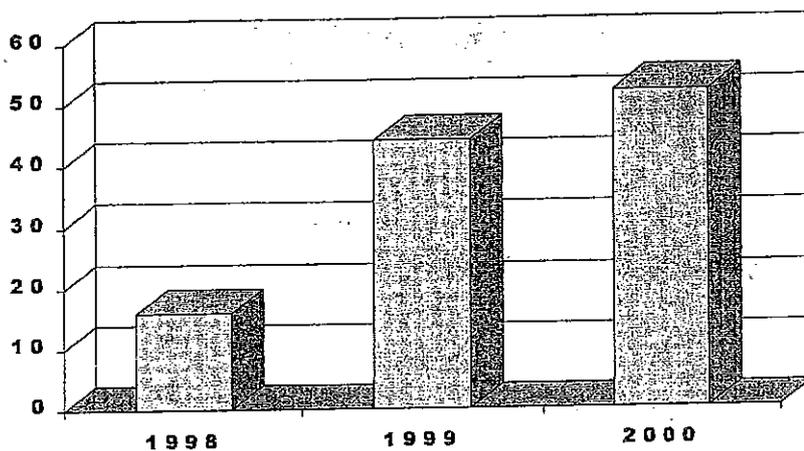
The Major Crimes Unit is supervised by the Deputy County Attorney. Its function is to promote consistency in response and to optimize the use of resources given to the County Attorney's Office as it concerns major cases.

Attorney Caseload (Average)

- **Team Leaders-135 each**
- **Team Members-75 each**
- **Compare: Public Defenders-55***

*weighted cases

Huge Increase in Extraditions



EXTRADITIONS

One other measurable indicator of the increasing volume of the County Attorney's Office is the number of felons that we return to New Hampshire for prosecution. Individuals are returned to New Hampshire through either the U.S. Marshall's Office or the Rockingham County Sheriff. In 1999, I expanded the Extradition Limits used by Rockingham County. Since that expansion, the number of individuals returned to New Hampshire has tripled. This means that Defendants can no longer evade prosecution by leaving the State of New Hampshire. In effect, the "long arm of the law" just got longer!

INVESTIGATORS

The Office has two part time Investigators. The Chief Investigator is a retired Manchester Detective with 24 years experience. In 2000, a second Investigator was added. He is a 30+ year State Police veteran that was assigned to Major Crimes at the State Police. The Investigators review the incoming complex case files for the completeness of the investigation and act as liaison with the 37 Police Departments for any follow up investigation that may be required. In 2000, the Investigators reviewed 351 complex victim cases.

The Investigators also do the primary investigations on cases that local departments have an identified conflict of interest. The Investigators also assist the smaller departments with cases that the departments have no experience in handling. There were a number of major "white collar" investigations that the Investigators either did or helped investigate last year. Additionally, the Investigators conducted over 20 initial sexual assault interviews last year at the request of various agencies.

We are required by the FBI National Crime Information Center (NCIC) contracts, rules and regulations to constantly review our outstanding Bench Warrants to insure that the NCIC system is accurate. The Investigators review an average of 35 requests a month from NCIC and respond back to the FBI and Sheriff with the results. In 2000, the Investigators validated over 350 Bench Warrants.

VICTIM/WITNESS ADVOCATES

The Office has 3 Victim/Witness Advocates, who work with the victims of crime throughout the County. The Advocates are charged with the responsibility to carry out the mandates of the NH Victims Bill of Rights (RSA 21-M). One of the Advocates is partially funded by a long term grant through the Attorney General's Office.

One of the larger responsibilities of the Advocates is to keep victims apprised of the changing status of their cases, including any plea offers that are made by either side. The other time consuming and major responsibility is to help prepare the witnesses for testifying in any Hearings, Depositions and/or Trials. The Advocates participated in 63 completed Trials in the District and Superior Courts in 2000.

The Advocates conduct an average of 30 office conferences, 183 telephone calls and 14 letters to victims per month. The Advocates make many other contacts, by telephone and otherwise with the Police Departments, service providers and Court personnel. The

Advocates also lend assistance to police departments in cases that are never referred to the County Attorney's Office.

As noted earlier, I had requested an additional Advocate in the 2001 Budget in order to assign an advocate to each Team, but the request was cut by the Salary Sub-Committee.

Advocate Office Staffing

• Hillsborough	14	87,451/Adv
• Merrimack	3	41,388/Adv
• Strafford	4	26,598/Adv
• Rockingham	3	127,360/Adv

Advocate per 1999 population

Advocate Caseload

• **Director** **98**

• **Advocate** **104**

• **Advocate** **105**

Victim/Witness Advocates

- **Compliance with NH Victims Bill of Rights-RSA 21-M:8 et. seq.**
- **63 Trials in 2000**
- **Interactions with Victims**
- **183 Phone calls per month**
- **30 Office Conferences**
- **14 letters per month**

SUPPORT STAFF

Each litigation Team is supported by two Legal Assistants, a Lead Legal Assistant II, who administers the Team and supports the Team Leader and a Legal Assistant I, who supports the other two attorneys on the Team.

In addition there are positions that support the Office generally, such an Office Manager, Receptionist and District Court Assistants.

I also re-organized some of the support positions to squeeze more efficiency out of the system. I combined Office Manager with the old Systems Administrator and have a better overall system.

ATTORNEY SALARY STRUCTURE

The attorneys are divided into Attorney III (Team Leaders), Attorney II (Middle Level experience) and Attorney I (Entry Level experience). The entry level (Step 1) starting salary for the Attorney I's is \$ 32,566; the Attorney II's start at \$34,100 and Attorney III's start at \$41,916.

By contrast, the Entry level starting salary for Attorneys in the Attorney General's Office Criminal Division is \$42,000. The Attorney General is requesting increases in his salaries in order to remain competitive with other State agencies. Our salary structure is not competitive in any sense of the word.

Attorney Office Staffing

● Hillsborough	20	17,490/ACA
● Merrimack	9	13,796/ACA
● Strafford	7	15,404/ACA
● Rockingham	9	28,302/ACA

felony attorneys per 1999 population

Attorney Starting Salaries

● Attorney General	\$ 45,000
● Merrimack County	\$ 45,000
● Belknap County	\$ 44,000
● Coos County	\$ 40,000
● Cheshire County	\$ 42,000
● NH HHS	\$ 36,933
● <i>Rockingham</i>	<i>\$ 32,566</i>
● Hillsborough	\$ 31,955

Rockingham-Hillsborough Starting Comparison

	Rockingham	Hillsborough	Difference
• Year 1	32,566	31,955	-611
• Year 2	34,227	38,522	4,295
• Year 3	35,899	44,855	8,956
• Year 4	37,550	53,848	16,298
• Year 5	39,211	62,604	23,393
• Year 6	40,873	65,669	24,796
• Year 7	42,534	69,659	27,125
• TOTAL			104,252

Rockingham-Merrimack Starting Comparison

	Rockingham	Merrimack	Difference
• Year 1	32,566	45,700	13,134
• Year 2	34,227	48,483	14,256
• Year 3	35,899	51,225	15,326
• Year 4	37,550	53,969	16,419
• Year 5	39,211	58,712	19,501
• Year 6	40,873	59,454	18,581
•			
• TOTAL			97,217

Rockingham-Merrimack Supervisor Comparison

	Rockingham	Merrimack	Difference
• Year 1	41,916	52,611	10,695
• Year 2	44,070	55,683	11,613
• Year 3	46,224	58,555	12,331
• Year 4	48,377	61,527	13,150
• Year 5	50,531	64,499	13,968
• Year 6	52,684	67,473	14,789
• TOTAL			76,546

Supervisory Attorney's

- **Merrimack County** **\$ 52,611**
- **Attorney General** **\$ 51,079**
- ***Rockingham County*** ***\$ 41,916***
starting salary for each

Attorney Starting Salaries after Re-Grade

● Attorney General	\$ 45,000
● Merrimack County	\$ 45,000
● Belknap County	\$ 44,000
● Cheshire County	\$ 42,000
● <i>Rockingham</i>	<i>\$ 40,274</i>
● Coos County	\$ 40,000
● NH HHS	\$ 36,933
● Hillsborough	\$ 31,955

Attorney salaries in Rockingham County are not competitive with other Counties; not competitive with the State and clearly not competitive with private practice.

I have asked the Delegation to approve a re-grading of the attorneys in order to place them in the "middle of the pack" of starting salaries for prosecutors around the state.

I would appreciate your joining in the support given to these requests by the Commissioners, County Attorneys Sub-Committee and Salary Sub-Committee.

MEDICAL EXAMINER

My budget includes a separate Budget for Medical Examiners. This budget covers all criminal autopsies and related expenses conducted in the County in a given year. In addition, we pay the Assistant Deputy Medical Examiners to go to the scene of *all* deaths and make a declaration and determination of the cause of death. Obviously, the Budget only estimates the number of deaths likely to occur in a given year and has to be revised when necessary.

FUTURE

I suspect that the huge growth in the County Attorney's Office caseload will level off and we should NOT see a 67% increase in activity in the next two years. Future increases are likely to be attributable to increases in population unless the Country experiences a major recession.

If you have any questions about this summary or the County Attorney's Office, please feel free to contact me.



James M. Reams



OFFICE OF THE REGISTER OF DEEDS
2000 ANNUAL REPORT

To the Honorable Board of Commissioners:

I am proud to report that this office, by careful planning and by a conscientious management realized a profit of slightly under \$2,962,000.00, the details of which are reflected on my statistics below. The sincere efforts of my staff, not only effected this pleasant financial result, but also made it possible to improve service to the public.

The copy department continues to be an extremely busy area. Over \$364,287.00 in income was generated by this department in 2000. Approximately \$59,420 was earned through our FAX copies. This reflects a decrease of \$13,535.00 in revenue from this department below 1999 documented figures. This is a trend I believe will be the norm for the next couple of years given the economy, increased lending rates and lack of inventory in the real estate market.

The Scanning/Retrieval System purchased from Connor & Connor in 1997 is on its way to bringing this office into the Twenty-First Century. We are scanning all documents on a daily basis and are in the process of reviewing bids sent out for the hardware to allow this system and the images to be made available to the public. We anticipate this system will eliminate staff having to retrieve documents resulting in better use of man hours and ultimately allow the indexing system and documents to be accessed via modem.

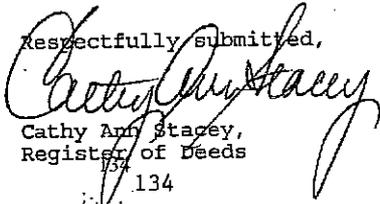
We began a large conversion project of film to images at the end of 1998 which will continue over the next several years. This program involves considerable expense and can only be reasonably accomplished over time. It is our hope to offer images and indexes back to 1960 when completed on the public computer terminals as well as via remote access.

It remains my belief that the Registry of Deeds should be operated in the best interest of the general public and particularly the taxpayers. My staff and I pledge ourselves to this end.

2000 STATISTICS

Number of Recordings	73,745 documents
Pages filmed	
Number of Copies Made	271,909 pages
FAX Copies Sent	23,479 pages
2000 Copy Dept. Receipts	\$ 364,287.00
2000 Total Receipts	\$2,962,159.24
2000 Expenditures	\$1,001,745.00
Surcharge Account	\$ 147,490.00

Respectfully submitted,


Cathy Ann Stacey,
Register of Deeds



James D. Linehan
Rockingham County High Sheriff

Immediate Past-President – New Hampshire Sheriff's Association
Governor's Appointee To Enhanced 911 Commission
Board of Directors Seacoast Child Advocacy Center
Criminal Justice Information Systems Committee
U.S. Attorneys Anti-Violent Crime Task Force

This year has been very gratifying for me, both personally and professionally. First, in the November elections, Rockingham County voters supported me in numbers greater than any other candidate on the ballot, state and national races included. This overwhelming demonstration of support reflects the broad appeal that my administration has brought to the Rockingham County Sheriff's Department and the citizens of this county. Secondly, from a professional standpoint, I can look back at 2000 and feel confident that this Department maintained and continued to improve upon its lead in quality of service.

This admirable level of public safety services was not achieved and cannot be maintained without sacrifice and commitment. To this end I commend the men and women who comprise the many Divisions of the Rockingham County Sheriff's Department for their unselfish devotion to duty, commitment to excellence, and esprit' de corps'. I am also grateful for the continuous support I have received from the Board of Rockingham County Commissioners and the Rockingham County Legislative Delegation. Together we have been successful in providing the citizens of Rockingham County with a fiscally responsible and superior level of service that demonstrates the utilitarianism of county government.

In 2001, the State of New Hampshire will begin the necessary, technically challenging, and expensive process of implementing a state-wide advanced police radio communications network. Fortunately, the Rockingham County Sheriff's Department is exceptionally well positioned to take advantage of the federal monies that are available to institute this network throughout the county. Ultimately, for Rockingham County, this will be a cost saving measure, and one whose coincidental benefits will pay enormous public safety dividends. As a policy-setting member of the Criminal Justice Information Committee that recommends the allocation of available federal monies, I have been successful in obtaining over one million dollars of federal grant money for Rockingham County and its 37 police departments. The county's tax dollar obligation to this grant is \$100,000.00, which I have proposed raising over two years. Your continued understanding and support is critical to this process, and I welcome the opportunity to discuss the merits of this program at various forums throughout the county.

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DEDICATION



Malissa Sadler Greeley
February 2, 1979 - November 30, 2000

The 2000 Annual Report is dedicated to Malissa Sadler Greeley. Malissa began her public safety career as an on-call firefighter in Newmarket in 1989. In 1997, she began serving as an on-call firefighter and EMT with the Town of Kingston and was hired full-time by the Rockingham County Sheriff's Department as a dispatcher. In 1998, Malissa became a part-time police officer with the UNH Police Department and a Special Deputy with the Rockingham County Sheriff's Department. Malissa excelled in her career and was quickly promoted to dispatch supervisor.

Malissa bravely battled Hodgkin's Disease until November 30, 2000, when she quietly passed away at her home. During her battle, she continued to work full-time in her position as dispatch supervisor, squeezing in chemotherapy and radiation treatments between shifts. Her demonstration of commitment and dedication to the organization in the midst of her personal challenge was an inspiring feat that will always be remembered by those who witnessed her struggle to overcome the disease.

We are all grateful to have shared a portion of our lives with this gifted young woman.



Mission Statement

It is the mission of the Rockingham County Sheriff's Department to enforce the Laws of the State of New Hampshire and United States of America faithfully and impartially and to provide public safety services for the citizens, businesses, and other law enforcement agencies within our jurisdiction, emphasizing professionalism, cooperation, competence and integrity, in order to foster a partnership which will preserve and improve the quality of life in Rockingham County.

Foreword

"All politics are local," as the saying goes. As true as this may be, in this technological age, we are all affected to some degree by decisions and happenings that occur outside of our local sphere of influence.

Perhaps the greatest impact on our lives in 2000 has been the strong national economy, whose benefits and drawbacks eventually impacted local environments. Throughout the year Americans were enjoying the longest period of uninterrupted economic growth in history. Unemployment was under 4%, and at the end of the federal fiscal year in September, the government announced a \$237 billion surplus. While the economy went up, the crime rate appeared to be going down below 1999 figures. The year of 2000 was a time of general prosperity.

It was also a political year, with New Hampshire Governor Jeanne Shaheen winning her third term in office over challenger Gordon Humphrey. Presidential candidates crisscrossed the state in search of the first in the nation primary votes. In the September primary election, Senator John McCain defeated governor George W. Bush on the Republican side, while Vice President Al Gore narrowly won over former senator Bill Bradley in the Democratic race. New Hampshire's electors eventually went to George W. Bush in the November election, who went on to win the presidency in the closest race in United States history.

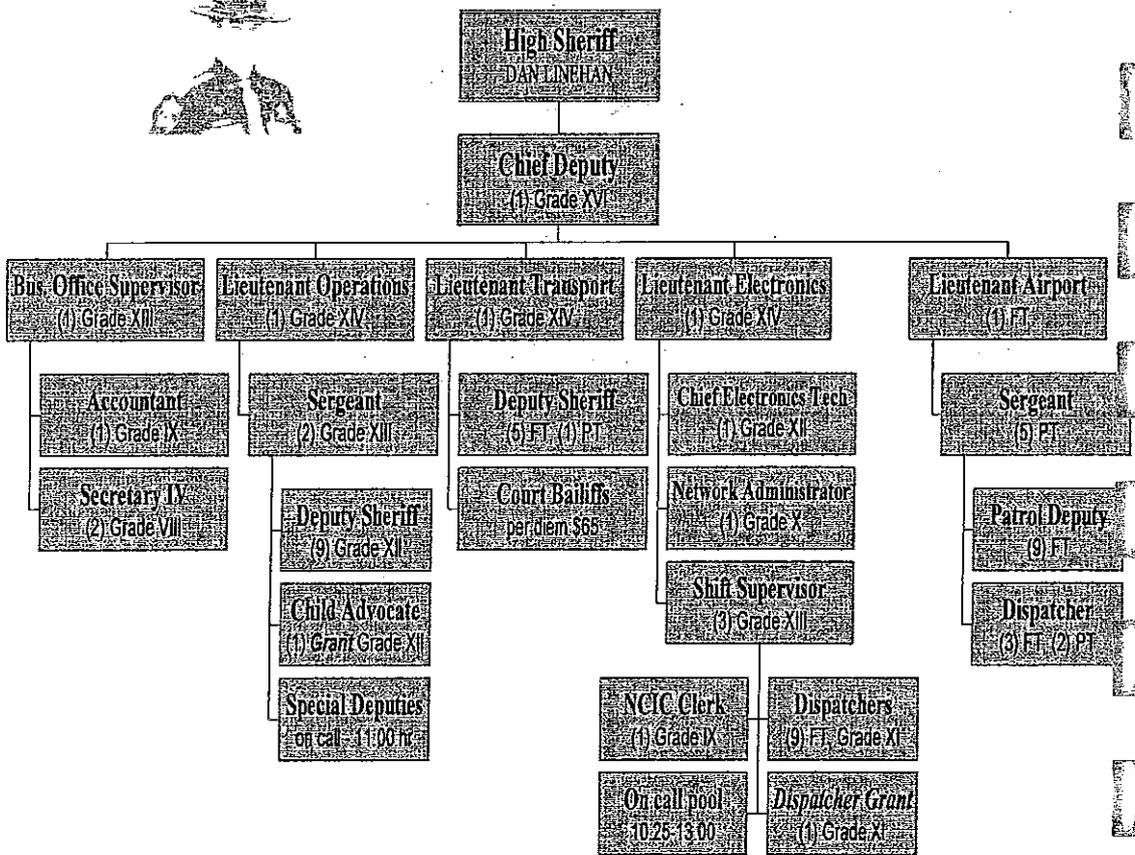
The New Hampshire Supreme Court faced two major issues. The first was the impeachment of Chief Justice David Brock by the House of Representatives in July. The Senate acquitted Brock in October, but not before the state's highest court suffered seemingly irreparable damage to its reputation. The Court also wrestled with an appeal relative to the basic funding formula for state aid to education, a question likely to significantly influence the mechanism for appropriating tax dollars in New Hampshire.

While the nation mourned over the deaths of Hollywood's Walter Matthau and New York's Cardinal John O'Connor, New Hampshire's law enforcement community was saddened by the deaths of two of its own. Portsmouth Police Lieutenant Steve Demo lost a long battle with cancer in August, and Rockingham County Sheriff's Department Dispatch Supervisor Malissa Greeley succumbed to cancer in November.

Throughout all these events, Sheriff's Department personnel continued to perform their duties, fulfilling the mission of the Department and improving the quality of life in Rockingham County.



Sheriff's Department Organizational Chart - 2000



Command Staff



**Captain Joe Akerley
Chief Deputy**



**Lt. Jim Szeliga
Electronics Services Division**



**Lt. Mark Peirce
Operations**



**Lt. Barry Peacock
Transportation Division
Rockingham County Courthouse Division**



**Lt. Tom Orfe
Airport Division**

Business Office Division

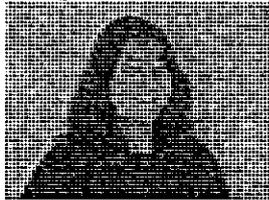
The Rockingham County Sheriff's Department Business Office manages all fiscal and personnel record keeping matters relating to the operation of the Department. This includes:

- Personnel Records Management
- Payroll
- Accounts Receivable & Accounts Payable
- Grant and Revenue Management
- Budget Preparation, Review & Accountability



Christine M. Croto
Business Office Manager

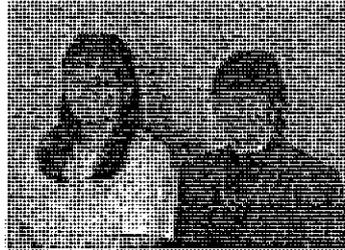
The Business Office is also the operations center for the receipt, service, and billing of all civil process that is directed to the Department.



Jobena Lopez

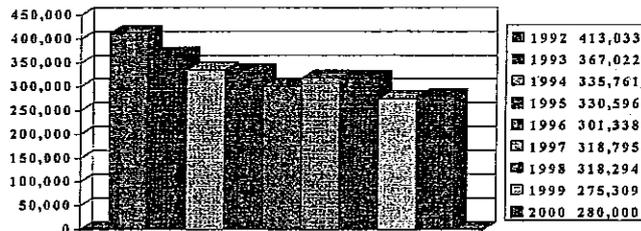
Civil writs received by the Department are screened by the Business Office, entered into the computer tracking system, and assigned to patrol deputies according to service requirements. After service has been completed, the writs are returned to the Business Office for final processing. A

standard schedule of fees has been established by New Hampshire Law for the service of writs, and individuals or entities are billed accordingly. Revenues received by the Sheriff's Department are routed to the county's general fund.



Valerie Hammond & Susan Howard

Civil Process Revenue Dollars



Sheriff's Business Office
2000 Budget Report

REVENUE : 89%

<u>Department</u>	<u>Estimated</u>	<u>Actual</u>
Outside Detail	\$ 324,776	\$ 243,524
<i>(Actual revenue less salary expenses of \$ 215,023 = \$ 28,501 net admin)</i>		
Bailiff Reimbursement.....	\$ 318,657	\$ 272,369
Civil Process Division	\$ 300,000	\$ 279,633
Seabrook Grant Salary	\$ 27,000	\$ 27,000
Emergency Management GR	\$ 12,000	\$ 12,000
COPS Grant	\$ 27,608	\$ 29,516
Sheriff's Misc. Grants.....	\$ 30,200	\$ 27,408
District Court	\$ 82,000	\$ 107,369
<i>(Juvenile \$ 37,349.53 + District Court \$ 70,019.04)</i>		
Miscellaneous revenue.....	\$ 1,500	\$ 2,112
TOTAL	\$ 1,123,741	\$ 1,000,931

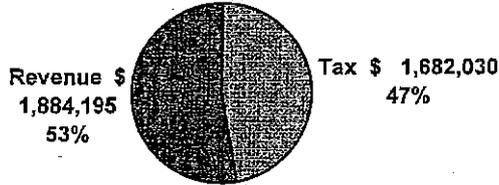
EXPENSES : 94.6%

<u>Department</u>	<u>Estimated</u>	<u>Actual</u>
Sheriff's.....	\$ 1,711,891	\$ 1,622,012
Dispatch	\$ 790,217	\$ 787,567
Radio Shop.....	\$ 61,094	\$ 58,359
Outside Detail	\$ 271,969	\$ 215,023
TOTAL	\$ 2,835,171	\$ 2,682,961

AIRPORT DETAIL: 96%

<u>Revenue</u>	<u>Estimated</u>	<u>Actual</u>
Reimbursements.....	\$ 837,339	\$ 805,043
10% Admin Fee	\$ 77,969	\$ 78,221
REVENUE (96.5%).....	\$ 915,308	\$ 883,264
EXPENSES (96%).....	\$ 837,339	\$ 804,444

The Sheriff's Department receives revenue from a variety of additional sources, all of which are applied to offset the Department's total tax dollar impact for the year.



Electronic Services Division

Rockingham County Sheriff's Department Dispatch Center

Network Administration

Mobile Command Post

Radio Maintenance



Dispatch Supervisor
Richard Scribner

The Sheriff's Department Dispatch Center provides 24 hour dispatching for 23 police departments and 13 fire departments. Communities dispatched for include:

- | | | | |
|------------|---------------|---------------|---------------|
| Auburn | Brentwood | Candia | Chester |
| Danville | Deerfield | East Kingston | Epping |
| Fremont | Greenland | Hampstead | Hampton Falls |
| Kensington | Kingston | Newcastle | Newington |
| Newton | North Hampton | Northwood | Nottingham |
| Sandown | South Hampton | Rye | |

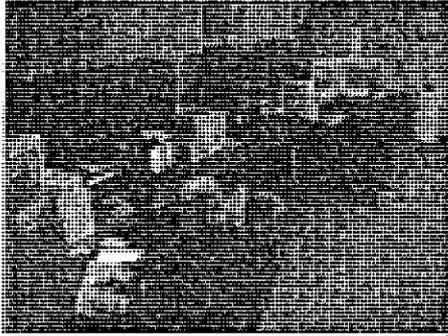


Dispatch Supervisor
Kevin Walsh

The full-time base of dispatchers stabilized in 2000 after a three year period of extraordinary attrition. The November 1999 pay increase contributed to this by making wages competitive with surrounding areas. All dispatchers attended at least one specialized training session, and at year's

end, all were certified SPOTS operators. Several significant emergency exercises occurred during 2000. In March, 22 dispatchers received enhanced training in the Radiological Emergency Response Plan for the Seabrook nuclear generating facility. Two combined functional drills were conducted in conjunction with the New Hampshire Office of Emergency Management and the 17 communities within the Emergency Planning Zone. The first occurred in March, the second in May. On June 7, a formal graded exercise was conducted to test the response to a nuclear emergency at the Seabrook facility. Under the watchful eye of the Federal Emergency Management Agency, the Rockingham Sheriff's Department Dispatch Center performed flawlessly. On May 20, the Dispatch Center participated in TOPOFF 2000. This 36 hour exercise involved a massive

combination of local, state and federal agencies that simulated a response to a terrorist act. Over 50 HAZMAT Teams from throughout New Hampshire, Massachusetts and Maine were dispatched to this mock terrorist act in Portsmouth, along with an assortment of police and fire/rescue personnel. Federal controllers critiquing the response praised the efforts of the Dispatch Center during this exercise.



Another emergency exercise was conducted during December in coordination with the Derry Fire Department. During this simulated mass casualty event, the Dispatch Center tested its ability to assume hospital polling duties (routing of victims to various hospitals according to admitting capabilities) and its communications capabilities with numerous public safety organizations.

The Rockingham County Sheriff's Department utilizes 4 frequencies for public safety dispatch services: 1 fire and 3 police. The frequencies are commonly referred to as Sheriff, Local Police, County Repeater, and Seacoast Fire. The primary transmitting and receiving station is located on top of Saddleback Mountain in Deerfield. Back-up transmitters and receivers for 3 of the frequencies are located at the Sheriff's Department facility in Brentwood. In addition, to enhance communication capabilities, 7 auxiliary receivers are scattered throughout the county. These 7 auxiliary receivers provide radio communication data to the Rockingham County Dispatch Center over telephone lines, at a cost of \$52,000 per year. Sheriff Linehan, in cooperation with the NH Department of Safety, is actively planning to improve public safety communications and reduce recurring costs, by providing digital capability to the county's radio infrastructure. Over 1 million dollars in federal grant money has already been allotted to Rockingham County which will serve to defray expenses for subscriber units such as mobile radios for the Sheriff's Department and 37 communities. The digital communications will increase range, reliability, clarity, and interoperability with other public safety agencies. The 4 Motorola Computer Aided Dispatch consoles, placed in service during August of 1998, are already digitally capable.

In June, this department began experimenting with different scenarios in an attempt to find a solution to the overcrowding that had developed on the local police frequency. On August 7, a successful resolution was implemented that divided the 23 police departments that are dispatched for by geographical area and assigning them to two frequencies, Local 4 and Sheriff 4. This adjustment has been widely lauded by local officers and has decreased congestion, improved service and mitigated many safety issues.

Calls for service continued to rise during 2000, reaching 80,510 by year's end. In 1999 the Dispatch Center handled 70,492 calls for service.

The maintenance and repair of the Rockingham County Sheriff's Department Dispatch Center, transmitters and receivers on Saddleback Mountain, Sheriff's Department cruiser radios, portables, and 7 remote sites, are the responsibility of the Radio Technician. In addition, assistance with radio related issues is provided to local police and fire departments throughout the county. In 2000, the Radio Technician provided, at no charge, 525 hours of service to local communities. This assistance ranged from minor repairs of pagers to equipment installations in cruisers, base station maintenance, and informational forums.



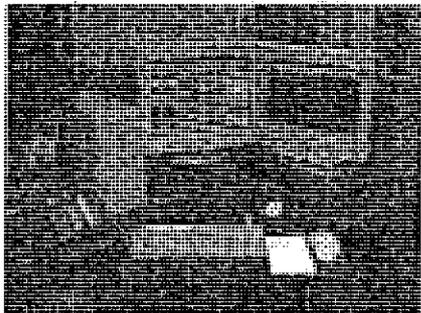
**Radio Technician
Skip Christianbury**

All Divisions within the Sheriff's Department rely heavily upon computer networking. The rapidly changing technological environment necessitates that a knowledgeable individual be readily available to keep all systems on-line and in proper working order. Modifications and updates to software, and maintenance and repair to hardware, are the responsibility of the



**Network Administrator, who
Network Administrator
Robert Jordan**

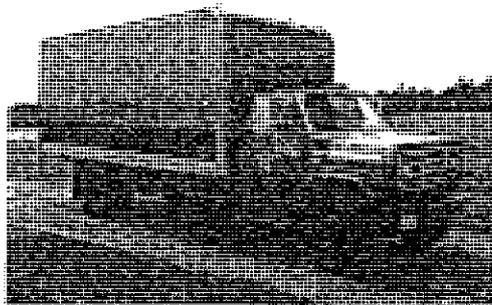
often teams up with the Radio Technician to provide technical assistance wherever it is needed. In 2000, a significant amount of time was rendered to other law enforcement agencies in the county for computer related assistance matters.



**Motorola Digital Radio
Dispatch Console**

Mobile Command Post

The Electronic Services Division maintains a mobile communications vehicle that is available to police and fire departments throughout the county. This vehicle is equipped with maps, a GPS, weather station, plotting boards, fax machines, a computer with topographical mapping and HazMat software, telephones, and a variety of office supplies. It generates its own power and has 8 separate radios which enable communications capabilities across the spectrum. This mobile command post is available 24 hours a day and has seen frequent use in the last year, especially during TOPOFF 2000 and the Seabrook drills and graded exercise.



Operations Division

Patrol Unit

The 37 communities in Rockingham County are divided into 7 patrol areas. Deputy Sheriffs who are assigned to these areas are responsible for:

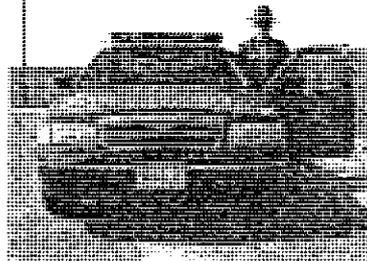
- Service of Civil Process
- Motor Vehicle Law Enforcement
- Criminal Investigations
- Law Enforcement Assistance to Other Agencies
- Transportation of Prisoners, IEAs & Juveniles
- Executing Arrest Warrants
- Fugitive Apprehension and Transportation



Sgt. Brenda Blonigen

Each deputy is assigned a marked police cruiser which is normally garaged at the officer's residence. Patrol deputies are often required to respond from their homes during off duty hours for a variety of circumstances, such as:

- Involuntary Emergency Admissions (IEA)
- Rockingham County Jail Emergencies
- Arrest and Transportation on Superior Court Warrants
- Emergency Assistance to Local Police and Fire Agencies
- Juvenile Transports



In 2000, Division deputies initiated 53 criminal reports, stopped 813 motorists for moving violations, assisted 286 drivers on the roadways, and covered 16 motor vehicle accidents.

Warrants Unit



Sgt. Jim Nye

Attached to the Operations Division, the Warrants Unit is composed of specially trained personnel whose task it is to track down and arrest fugitives nationwide, as well as in-state individuals, on outstanding warrants and arrest orders from Superior Court and Family Division. A civilian National Crime Information Center Technician (NCIC) is assigned to this unit, and assists the deputies in processing warrants, arranging extraditions, and locating wanted persons through the exchange of electronic information.

Each of the 3 deputies assigned to the Warrants Unit is provided with a police cruiser. Like their counterparts in patrol, the vehicles remain with them on a 24 hour basis, as they are often subject to the same off duty call-outs.

Warrants Unit Statistics

Active Warrants – Superior Court – Family Division

As of December 31, 2000

Active Warrants in NCIC	413
Active Superior Court Civil Warrants – non NCIC (Equity, Family Division, Cost Containment)	90
Active Warrants – Persons serving time in other states	65
Total Active Warrants	568



Deputy Darin Melanson



Arrests – Superior Court Warrants

As of December 31, 2000

Criminal Warrant Arrests	325
Civil Warrant Arrests	114
Total Arrests	439
Recalls	275

District Court Civil Arrest Warrants

The Sheriff's Department is responsible for executing Civil Arrest Warrants issued out of the District Courts in New Hampshire. These warrants are typically generated from Small Claim actions where an individual has failed to appear on a Court Order or failed to make appropriate Court Ordered Payments. Most of the Civil Arrest Warrants received by the Rockingham Sheriff's Department are from the 7 District Courts within the county. Receipt and tracking of District Court Warrants is managed by Business Office staff in concert with Patrol Division deputies.

Because these warrants do not involve a criminal offense, they are handled in a different fashion. Once a warrant is received by the Sheriff's Department, a letter is mailed notifying the person that an active warrant for their arrest has been issued. The individual is given a 10-day period of grace to clear the matter with the Court. If the matter has not been resolved at the expiration of 10 days, Patrol Deputies will seek to arrest and bail the person. Most people act on this courtesy notice and take the appropriate steps to have the warrant recalled by the Court. Many warrants are recalled by the Court after the individual named in the warrant learns a deputy has been to their residence or place of employment. Only a few remain uncooperative and find themselves under arrest.

Active Warrants – District Court

As of December 31, 2000



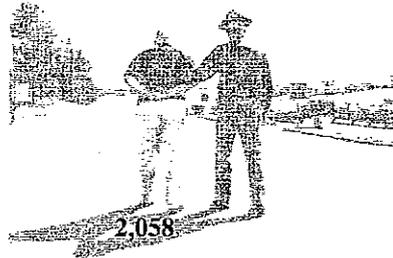
NCIC Technician
Cathaleen Champion

Active Warrants	56
Warrant Recalls after notice	353
Warrant Recalls after the person learned a deputy was actively seeking their arrest	268

Arrests – District Court Warrants

As of December 31, 2000

Arrests	22
Non Est	77



Total Warrants Managed in 2000

2,058

Total Arrests on Warrants in 2000

461

The extradition of fugitives from other states and the costs associated with this process are authorized and paid for by the Rockingham County Attorney. Included in the active Superior Court Arrest Warrants are 69 individuals whose locations are known but who are located beyond extradition limits set by the County Attorney.

2000 Fugitive Extraditions By State

TOTAL 162 + 18% 1999

California	4	Arizona	1	Connecticut	4	Florida	15
Georgia	3	Kentucky	1	Maine	23	Maryland	2
Mass.	92	Tennessee	1	New Jersey	4	No Carolina	1
New York	3	Rhode Island	2	Penn	4	Washington	1
		Virginia	1				

The U.S. Marshal Service assisted in transporting 11 of the above fugitives to the Manchester Airport where they were taken into custody by deputies. In the remaining 151 instances, deputies traveled by vehicle or aircraft to retrieve the wanted persons.

Special Deputy Unit

The Sheriff maintains a reserve of Special Deputies under authority of RSA 104:3-e. As of December 31, 2000, they numbered 90. Every Special Deputy is certified as either a part-time or full-time police officer by the NH Police Standards and Training Council. Special Deputies, like full-time deputy sheriffs, are empowered with statewide jurisdiction under RSA 104:6.

The Sheriff makes appointments based upon the operational requirements of the Sheriff's Department and in consideration of the needs of other law enforcement agencies. The expanded jurisdiction enhances the ability of some local police officers or specialized units to provide effective law enforcement services. Forty-two Special Deputies have been appointed as a convenience to other departments. These appointments include full-time local police officers, members of the NH Attorney General's Drug Task Force, investigators from the County Attorney's Office, and an investigator from the NHSPCA.

Of the remaining 48 Special Deputies, 7 are Superior Court Bailiffs, and 41 serve as an auxiliary force to the full-time deputies.

Transportation Division – Rockingham County Courthouse Security

The Rockingham County Sheriff's Department is responsible for:

- Transporting prisoners to and from the Rockingham County Courthouse
- Security at the Rockingham County Courthouse
- Transporting prisoners from other holding facilities to the RCJ & HC
- Custody and control of prisoners at the 7 District Courts
- Transporting prisoners to and from the 7 District Courts
- Transporting individuals on Involuntary Emergency Admissions
- Transporting juveniles between Family Division and holding facilities

Transportation Division

Most of the transports are accomplished by the 6 deputies assigned to the Transportation Division, however, Patrol units are involved in a significant number of juvenile and IEA transportation requests.

Total Division Transports	2000	6,182	+ 18% 1999
(Excludes IEAs, Juvenile) & Extraditions	1999	5,235	

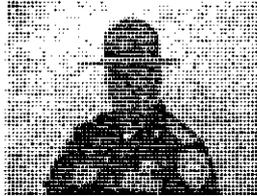
Police Departments requesting the greatest number of transports during 2000 were:

Salem 628 Portsmouth 408 Hampton 252 Derry 371

Transportation Division assists to local police departments and state agencies in 2000 numbered 3,119. This was a **28.5 % increase** over 1999.

Total Department Transports – (Includes Transportation Division, Patrol Division, IEAs, Juvenile, and Extraditions)

2000	7,512	+ 25% 1999
1999	6,005	
1998	4,896	
1997	4,150	



Deputy Bruce Golden

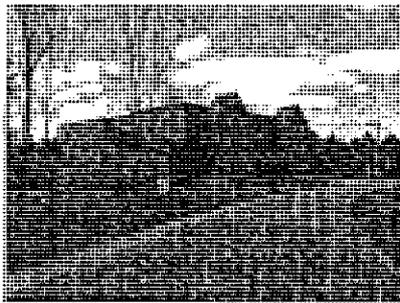
The transportation of juveniles is reimbursed at the rate of \$8.24 per quarter hour and is accounted for as revenue to the Department. In 2000, 487 juveniles were transported which amounted to \$36,150. Funds are provided by the NH Division for Children, Youth, and Families.

2000	487	+ 32% 1999
1999	368	

Involuntary Emergency Admissions (IEAs) involve individuals who are determined to need emergency psychiatric care. These transportation requests usually originate from the emergency room of a hospital, at any hour of the day, and occasionally involve individuals displaying violent behavior. Reception facilities are normally the Portsmouth Pavilion and New Hampshire State Hospital. In 2000, 341 individuals were transported on IEAs. RSA 171-A:28 makes this the Sheriff's Department responsibility.

2000	341	+ 32.6% 1999
1999	257	

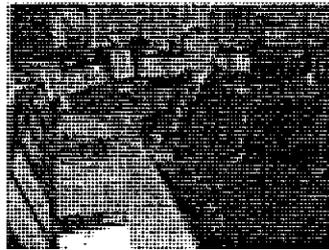
Rockingham County Courthouse Security



Superior Court, Probate Court, Family Division, Registry of Deeds, and the County Attorney's Office are all located within the Rockingham County Courthouse. Security at this facility is provided by a staff of 19 Bailiffs and augmented by Transportation Division Deputies. On an average, 825 persons enter the facility each day.

The Bailiffs, many of whom are armed, are assigned to security stations at the courthouse entrances, in the corridors, and within the courtrooms. Bailiffs are paid, by state statute, a per-diem rate of \$65, which represents a \$15 increase that became effective on July 1, 1999. The NH Administrative Office of the Courts reimburses the Rockingham County Sheriff's Department for the per-diem rate plus payroll expense, which is accounted for as revenue for the Department. In 2000, this amounted to \$272,369.

On January 1, 1999, the Rockingham County Sheriff's Department assumed responsibility for the custody and control of prisoners in the District Courts. This additional task, plus the increase in the per-diem rate for bailiffs, were the surviving parts to House Bill 204. The portion of that Bill turning over District Court security to the Sheriff's Departments was ruled unconstitutional by the State Supreme Court. Along with the additional responsibility came added revenue, with the NH State Department of Administrative Services reimbursing the Sheriff's Department for time expended. In 2000 this amounted to revenue in the amount of \$70,019.



Bailiff Duane Frank at Sheriff's Control

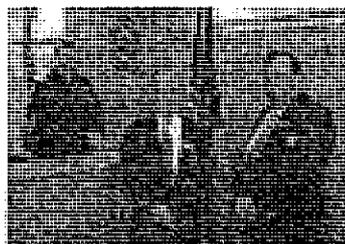


Bailiffs John Kiley & Bill Maughan

During 2000 there was 1 high-profile Superior Court trial that demanded an extra ordinary amount of attention to detail.

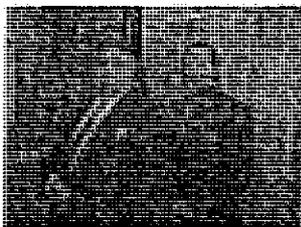
◆ State v. Skinner

This trial was considered to be a high security operation and involved jury views at various locations.

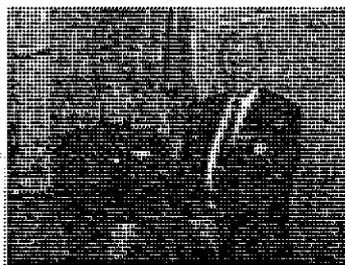


Bailiffs Ed Daneault, Dick Schanda, & Charlie Burlington

Bailiffs, working at security checkpoints in 2000, took into temporary possession 3,853 items that were weapons or that could be used as such. Legally possessed items are returned to the individual when they leave the Courthouse.



Bailiffs Robert Gaudet & Richard Brow



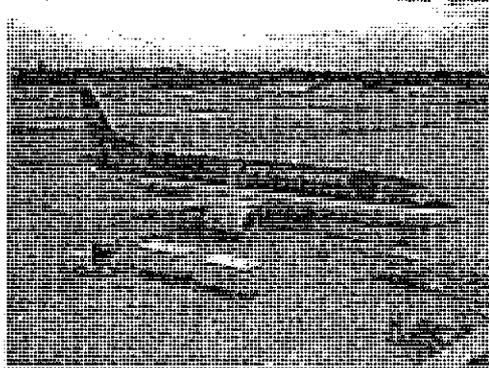
Bailiffs Connie Bentley & Romeo Levesque



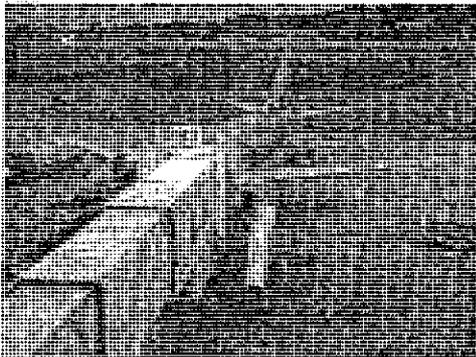


Airport Division

The Airport Division is staffed by 15 sworn officers and 5 civilian dispatchers. This Division is responsible for law enforcement services at the fastest growing airport in the country. Passenger activity increased 13% during 2000, with 3,169,301 persons using the airport. Airfield development continued at a rapid pace, with the lengthening of both runways and the construction of numerous ancillary facilities.



Staffing levels continued to be problematic and administrators struggled to find a comfortable working arrangement between full-time and part-time personnel in order to provide optimum law enforcement services and reduce overtime expenses.



Deputies permanently assigned to the Airport Division must meet the following minimum qualifications:

- Full-time or Part-time Certification by NH Police Standards and Training
- 40 hour FAA Certification School
- 8 hour FAA Airport Driving School
- 8 hour Automated External Defibrillator and CPR Course
- 80 hour Orientation Schedule



Sgt. Leo Leblanc

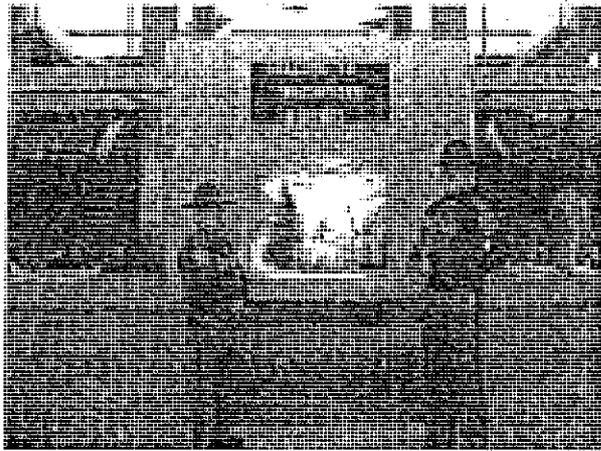


Deputy Michael Lehane

Airport Unit Statistics

	1997	1998	1999	2000
Door Alarms	2,490	3,870	7,232	7,198
Escorts	320	580	430	295
Calls For Service	1,102	2,410	1,338	1,349
Vehicle Related	429	1,131	832	853
Criminal	189	254	570	531
Medical	64	130	157	214
Aircraft Related	29	30	29	43
Suspicious Item	68	136	266	273
FAR Violation	96	106	113	112
Law Enforcement Assist	303	625	457	328
Parking Tickets	1,408	1,774	1,617	1,885
Total	6,498	13,064	13,061	12,981

All costs associated with the operation of the Airport Division are fully reimbursed by the Manchester Airport Authority. In addition, the Authority pays a 10% administration fee, which, in 2000, amounted to \$78,221. The administration fee and reimbursements are accounted for as revenue. The Rockingham County Sheriff's Department is in its fourth year of a 5-year contract.



Deputy Rosemary Millard & Sgt. Frank Grzasko

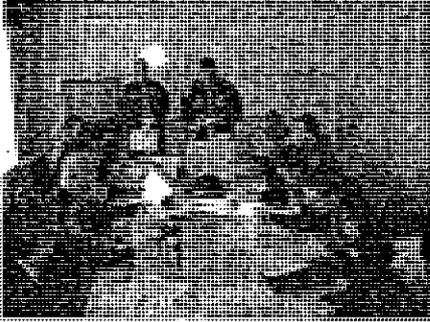


Senior Airport Division Deputy Kevin Mahoney



Deputy Jim Drago

Training



Sheriff Linehan has increased yearly training levels in the Department over 400% from the time of his appointment in 1997. In 2000, the Department coordinated training for 101 members of the agency.

Training costs, where applicable, include tuition, fees, lodging, travel expenses and meals. In an effort to maintain high training levels and reduce expenses, the Department sponsored 543 hours of "in house training" at no cost. Whenever

practical, the resources of the NH Police Standards and Training Council are utilized to keep expenses at a minimum.

The total training hours were down compared to 1999 (2,920.15), due primarily to NHPS&TC cancelling all of their scheduled training for August, September and October.

Total Hours	Average Per Individual	Average Per Day	Total Cost
2,643.75	26.18	7.25	\$4,463.13

The NH Police Standards and Training Council requires all certified police officers to receive each year, at a minimum:

- ◆ 8 hours of approved training
- ◆ 4 hours of instruction in the use of force – RSA 627:5
- ◆ a qualifying score in an approved firearms program



Officers who do not meet the minimum standards are subject to de-certification.

Several challenging firearms training sessions were conducted in 2000. NHPS&TC approved courses included a combination of handgun and shotgun proficiency tests, closely monitored by the Department's instructors. Training occurred in May, August, September, October and December, at an outdoor range in Fremont.

Special Deputies were offered an eight-hour certification training session in December and were required to complete 8 hours of Department in-service training before the end of the year. Firearm qualification and use of force instruction were also offered in December.

Outside Details

Road Details

In New Hampshire, road construction and utility companies often hire police officers to direct and control traffic around their work sites. A few communities require this coverage by local ordinance, but there is no state law that mandates it. Private corporations reimburse police departments for the cost of providing an officer, and in many cases, a police cruiser. Rates in Rockingham County vary somewhat from town to town, but average approximately \$27 per hour.

If a local police department has a "road detail" that they cannot provide coverage for, a request for assistance is made to the Rockingham County Sheriff's Department. A deputy may then be scheduled to work this "outside detail" during off-duty time. The private company is billed \$27 per hour for the deputy's wages, \$5 per hour for the use of the cruiser, and a \$5 per hour administrative fee, which covers billing and payroll expenses. This reimbursement is accounted for as revenue to the Department. Road details provide extra income for the officer and generate some net revenue for the county. A beneficial administrative sidebar is that many deputies, who would otherwise be entitled to overtime pay, choose compensatory time instead, opting to maintain a reserve of comp hours that can be utilized when road details become available. This has helped to reduce overtime expenses considerably. In 2000, \$243,524 in revenue was generated. Net revenue to the county amounted to \$28,501.



Deerfield Fair – September 28, 29, 30 & October 1

An annual autumn event, that draws one of the largest crowds in New Hampshire, is the four day Deerfield Fair. Widely known as a "family event," the Deerfield Fair Committee and the town of Deerfield take particular pains to ensure that it remains just that. This includes a significant cost commitment on their part to ensure the highest level of public safety presence. At the request of the Deerfield Police Department, the Rockingham County Sheriff's Department provides manpower and special support services to the fair. In 2000, deputies covered 82 shifts.

Loudon Motorcycle Races June 16 & 17

Each June, tens of thousands of motorcycle enthusiasts descend upon the Loudon Motor-sports Speedway and Weirs Beach. The crowds are not always orderly, and a substantial police presence is mandatory. State, local and county officers from throughout New Hampshire provide law enforcement assistance to communities near the event. In 2000, Sheriff Linehan assigned 6 deputies to the multi-day event. Costs associated with this detail were reimbursed by Belknap County and were accounted for as revenue.

Special Services

Many deputies have received extensive training and are experienced in practices, techniques and procedures that enable them to perform functions, conduct classes or demonstrations, and to teach others in specialized subject matters. Whenever possible, these deputies enthusiastically assist communities and other agencies.

- ❖ Deputy Wayne Partington, the Sheriff's Department Chief Firearms Instructor, regularly teaches at the NH Police Standards and Training Council Police Academy.



Deputy Wayne Partington

- ❖ Sergeant Brenda Blonigen teaches Juvenile Law at both the full-time and part-time Police Academies. She is also on the Board of Directors for the Seacoast Child Advocacy Center.

- ❖ Deputy Bill Dawson, an instructor in defensive tactics, certified officers from 11 police departments in such things as the use of OC Spray, ASP (collapsible baton), handcuffing techniques, and knife defense. He also served as a member of the Cadre for the ten week 122nd Police Academy. Deputy Dawson also made several safety presentations to children in area elementary schools.



Deputy Bill Dawson

Deputy Dawson is the liaison and appears at many of the presentations for the Officer Phil Program, which the Rockingham County Sheriff's Department continues to sponsor in the elementary schools. He is the Sheriff's Department representative to the Boy Scouts of America Police Explorer Program.

- ❖ Lieutenant Peirce teaches Civil Process Service at seminars sponsored by the NH Police Standards and Training Council.
- ❖ Lieutenant Szeliga and Deputies Burnett and Melanson are certified DARE Officers. Lt. Szeliga and Deputy Melanson continued the DARE program during the academic year at the Fremont Elementary School.
- ❖ Deputy Kevin Rutina and K-9 Deputy Rocky are certified by the US Police Canine Association as a drug detection team. They are available to assist local, state and federal agencies.
- ❖ Special Deputy John MacMaster is a certified Bomb Technician and instructs police officers and civilians in screening and precautionary measures.



Deputy Kevin Rutina & Rocky

- ❖ Deputy Steve Warnock and Deputy Kenny Ling are certified Simunitions Instructors and assist staff members at the NHPS&TC Police Academy, as well as other local police departments.

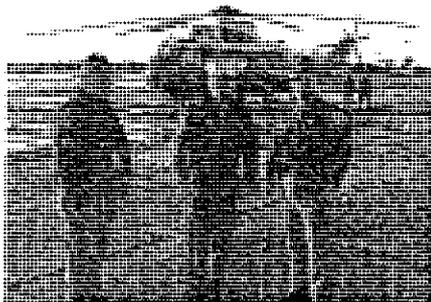


Deputy Steve Warnock



Deputy Kenny Ling

- ❖ VIP Security – The Rockingham County Sheriff's Department has a significant amount of experience in handling VIP visits. Several supervisors have received enhanced training from the US Secret Service. Sheriff's Deputies accounted for the lion's share of security for president George H. Bush during his numerous arrivals and departures from the Pease International Tradeport while visiting his home in Kennebunkport, Maine. Additionally, the first in the nation Presidential Primaries occur every four years in New Hampshire. Because of this, Presidential hopefuls campaign in earnest in the Granite State and arrivals and departures from the Manchester Airport and Pease Tradeport become numerous. Sheriff's Deputies handle the security for

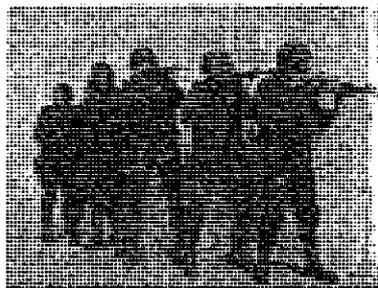


Sgt. Al Partington and Deputy Ronald Randall speaking with the President's Helicopter Pilot. Marine 1

all VIP visits at the Manchester Airport and routinely work with the US Secret Service and the US Department of State to ensure the safety of visiting dignitaries from around the world.

Warrant Entry Team

Some of the over 2,000 Arrest Warrants that are managed each year by the Sheriff's Department involve individuals who are alleged to have committed violent crimes, are facing return to incarceration for parole or probation violations and do not want to be apprehended, or have threatened to resist arrest and cause injury to an officer. In these instances, a specially trained team of deputies is assigned the task of safely effecting the apprehensions and arrests. The use of these highly trained law enforcement officers minimizes the danger to other police officers and increases the likelihood that the arrest will be made with due regard for the safety of the wanted person, the officers, and the citizens of the community.



Community Services

Seniors and Law Enforcement Together - SALT Program

The Rockingham County Sheriff's Department participates in a program to bring senior citizens and law enforcement together. This is a three-way commitment between local law enforcement agencies, the National Sheriff's Association and the American Association of Retired Persons. The goal of this program is to encourage seniors to communicate with their local law enforcement agencies and voice any concerns they may have about their community.

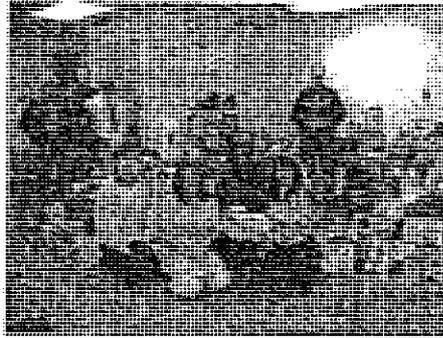


Deputy Chris Stone

Deputy Chris Stone and Hampton senior Jerry McConnell have teamed together to present this program to senior citizens throughout Rockingham County.

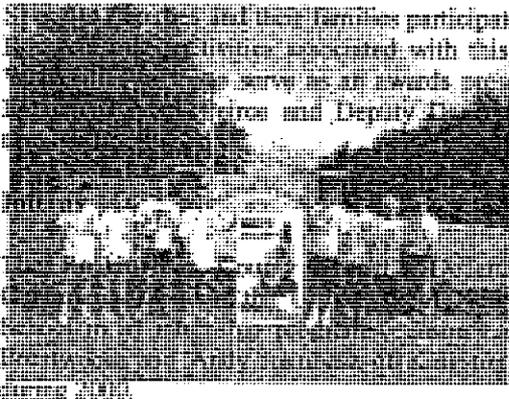
Toys For Tots

Several Sheriff's Department employees, including Sheriff Linehan, formerly served in the US Marine Corps. Each Christmas, the Sheriff's Department in Brentwood and the Manchester Airport serve as a drop-off point for toys that will be distributed to needy children by the Marine Corps Reserve. Yearly, the generosity of citizens in Rockingham County increases. The Sheriff's Department is proud of its role in helping with this Christmas tradition.



Special Olympics Torch Run

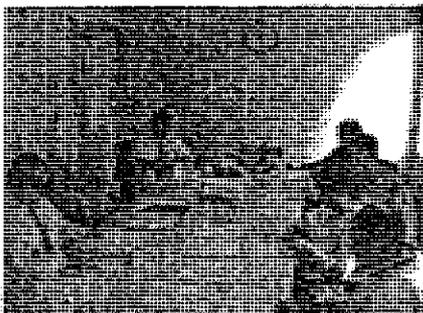
Rockingham County Sheriff's Department employees participate each year in the Special Olympics Torch Run. Deputy Bill Dawson traveled to the state capital to serve as an awards presenter at festivities in February. In June, Sheriff Linehan and Deputy Bill Dawson ran a "leg" of the Torch Run.



Special Olympics Torch Run

Deputy Bill Dawson participated with Northern Essex Community College and Sanborn Regional High School in the torch run. Jennifer McCullough of the Sheriff's Department successfully completed their internships during the event.

Emergency Management



Bob Jeffries (top-left) from NHOEM helps train Sheriff's Department personnel.

the Seabrook Nuclear Power Plant. The law also required the plan to be reviewed annually by the NHOEM.

The Sheriff's Department performs an integral role in this plan, usually referred to as the Radiological Emergency Response Plan (RERP).

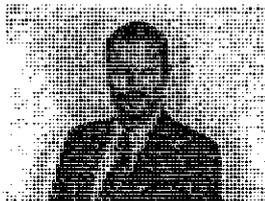
- Each of the 17 communities within a 10-mile radius of the plant is first notified of a nuclear emergency by the Sheriff's Department Dispatch Center. In addition to a radio roll call of the 17 towns, 102 local officials are paged.
- The Sheriff's Department Dispatch Center controls the 94 sirens located throughout the seacoast area, and has the ability to broadcast messages or tones utilizing any number or combination of sirens.
- Sheriff's deputies manage the State Transportation Staging Area in Epping. From this location over 500 busses, ambulances, and vans may be dispatched to predetermined sites within the seacoast in order to evacuate people.

Sheriff's Department personnel regularly review procedures. Every two years, a full-scale exercise is conducted with officials from the Federal Emergency Management Agency.

As part of a continued licensing agreement, the plant is assessed a fee for the costs of emergency preparedness. The fee is collected by the state and disbursed to plan participants. The Sheriff's Department receives \$27,000 per year to offset dispatch salary expenses. This is accounted for as revenue. In addition to the plant assessment, the Sheriff's Department received \$12,000 for Emergency Management Planning. This amount is also included as budget revenue.

GRANTS

COPS Universal Hiring Program – A 3 year grant request for \$75,000 was submitted through this program to partially fund a deputy sheriff who would assist communities throughout the county in the investigation of crimes against children. The grant was approved by the US Department of Justice and by the Rockingham County Convention for FY '99. Deputy Steve Burnett is the department's Child Advocate. In 2000, the



Deputy Steve Burnett

Sheriff's Department interviewed 32 children and assisted in 48 other interviews at the Seacoast Child Advocacy Center in Portsmouth.

Operation Streetsweeper - This reimbursement grant is provided through the United States Attorney's Office. The Grant was awarded in 1999 in the amount of \$25,000 for maintenance of the K-9 Drug Interdiction Program. The Department's K-9, Rocky, was purchased and trained with these funds.

Office of Emergency Management Dispatch Grant – This is an annual grant, presently in the amount of \$27,000, funded by authority of state statute through an assessment against the utility that operates the Seabrook Nuclear Power Plant. The Grant began in the 80's for the purpose of providing a second dispatcher on the midnight shift so that an emergency at the power plant could be given primary attention.

Emergency Management Administration – This \$12,000 reimbursement grant was awarded in 2000 by the Office of Emergency Management in support of Project CPR, an emergency management planning program developed by the Sheriff's Department as an aid to communities throughout Rockingham County. Project CPR is a two year initiative scheduled to be completed in 2001.



Liquid Propane Gas Tanker unloading fuel at a Newington terminal on the Piscataqua River

Explosive Detection K-9 Grant – This grant, in the amount of \$25,000, was awarded in 2000 by the US Department of Justice so that the Department could purchase, train and maintain a bomb sniffing dog.

Legislation

Amendments to RSA 260:14, the Driver Privacy Act, further defined and restricted what information, from an individual's motor vehicle record, could be made available to non law enforcement agencies or individuals.

Personnel Change Report

2000

New Employees



Part-time Sworn

03-22-00	Special Deputy James Drago	Airport Division
03-28-00	Special Deputy Stephen Bancewicz	Airport Division
07-17-00	Special Deputy Hussan Hussni	Airport Division
08-28-00	Special Deputy Craig Corriveau	Airport Division

Full-time Civilian

04-02-00	Dispatcher Lanie Butland	Communications Division
05-09-00	Susan Howard Secretary IV	Business Office Division
06-05-00	Dispatcher Susan Young	Airport Division
06-19-00	Valerie Hammond Secretary IV	Business Office Division
08-21-00	Dispatcher Monica Morretti	Airport Division

Part-time Civilian

07-17-00	Dispatcher Lisa Partington	Airport Division
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On Call Civilian

02-22-00	Dispatcher Heather Dille	Communications Division
04-06-00	Dispatcher Jason Lewis	Communications Division
07-17-00	Dispatcher Joseph Crotty	Airport Division
08-28-00	Dispatcher James Dalelio	Communications Division
08-28-00	Dispatcher Jason Laing	Communications Division

Per Diem

04-10-00	Bailiff Robie Beckman	Superior Court Division
06-08-00	Bailiff William Maughan	Superior Court Division
09-25-00	Bailiff Romeo Levesque	Superior Court Division
11-08-00	Bailiff Barry Gorski	Superior Court Division

Special Deputies

03-10-00	Robert McGuire	03-22-00	James Drago
04-17-00	Douglas Lorenz	04-19-00	Drug Task Force
04-19-00	Drug Task Force	04-19-00	Drug Task Force
04-19-00	Drug Task Force	07-19-00	Richard Simpson
11-09-00	Kevin Walsh	11-10-00	Nicholas Halias
11-18-00	Drug Task Force	12-18-00	Drug Task Force

Resignations & Retirements

Full-time Sworn

10-08-00	Deputy Sheriff Al Fratus	Airport Division
12-20-00	Deputy Sheriff Glendon Drolet	Airport Division

Part-time Sworn

11-05-00	Deputy Stephen Bancewicz	Airport Division
12-04-00	Deputy Mike Roberts	Airport Division
12-31-00	Sergeant Robert McGuire	Airport Division



Full-time Civilian

03-03-00	Brenda Rand Secretary IV	Business Office Division
04-05-00	Dispatcher Jason Lewis	Communications Division
04-26-00	Sharon Johnson Secretary IV	Business Office Division
06-09-00	Dispatcher Ginger Cloutier	Airport Division
11-30-00	Dispatch Supervisor Malissa Greeley	Communications Division

Part-time Civilian

07-16-00	Dispatcher Joseph Crotty	Airport Division
08-27-00	Dispatcher Lisa Partington	Airport Division

On Call Civilian

03-26-00	Dispatcher Lanie Butland	Communications Division
09-01-00	Dispatcher Richard Carrico	Communications Division
08-26-00	Dispatcher Terry-Lyn Monfet	Communications Division
08-12-00	Dispatcher Cecily McNair	Communications Division
11-30-00	Dispatcher James Dalelio	Communications division

Per Diem

02-24-00	Bailiff Ronald Smith	Superior Court Division
03-13-00	Bailiff John Daly	Superior Court Division
04-24-00	Bailiff Arthur Wiggin	Superior Court Division
05-04-00	Bailiff James Murphy	Superior Court Division
08-03-00	Bailiff George Krook	Superior Court Division
12-29-00	Bailiff Andrew Christie, Jr.	Superior Court Division

Special Deputies

Mark Wefers	02-11-00	Henry Wade	07-17-00
Sharon Johnson	04-26-00	T. Richard Latham	08-08-00
Michael Ogonowski	04-30-00	Janet Micklos	11-27-00
Norman Bower	05-31-00	Malissa Greeley	11-30-00

Transfers & Reassignments

03-27-00	Justin Snyder	MHT Dispatch to Communications Division
04-24-00	Deputy Darin Melanson	Child Advocate to Warrants Unit
04-24-00	Deputy Steve Burnett	Warrants Unit to Child Advocate
10-05-00	Deputy Jay MacKenzie	Patrol Unit K-9 to Transportation Division
10-05-00	Deputy Kevin Rutina	Transportation Division to Patrol Unit – K9
11-06-00	Deputy Steve Burnett	Evidence Officer

Separations

02-25-00	Deputy Sheriff Jeffrey Gibbons	Airport Division
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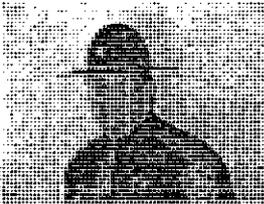




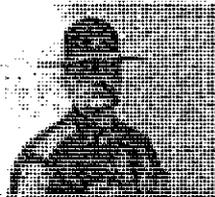
Awards & Recognition



A depth of gratitude is owed to Special Deputies Bob Donovan, Tom Moreau and Ron Smith who have been deeply committed in their support of this agency on a part-time basis. Much was accomplished with their initiative and dedication.



Deputy Tom Moreau

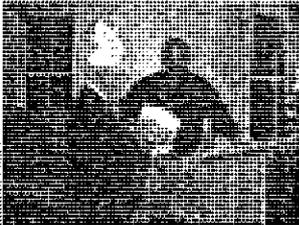


Deputy Ron Smith

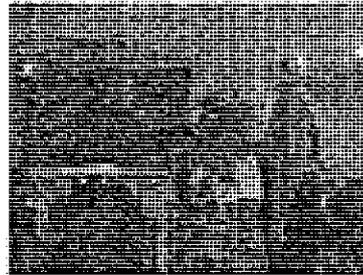


Deputy Bob Donovan

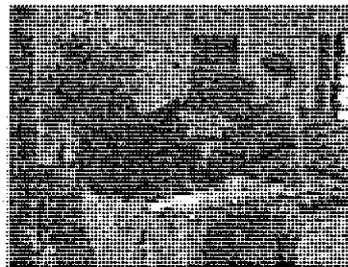
Sheriff Linehan presents Special Deputy Dick Latham a plaque, with his badge mounted on it, for over 25 years of extraordinary service with the Department.



Senior citizen Jerry McConnell is presented a plaque by Sheriff Linehan for his efforts in the SALT Program.



Newton Police Officer Mike Greeley accepts the first annual High Sheriff's Award on behalf of his wife, Dispatch Supervisor Malissa Sadler Greeley, who died on November 30, 2000.



A big thanks goes to Jim Dills of the Rockingham County Maintenance Department. Jim, who is a master certified automotive technician, keeps our fleet of vehicles operating flawlessly. Well Done!



ROCKINGHAM COUNTY TREASURER

EDWARD R. (SANDY) BUCK III

119 North Road
Brentwood, NH 03833

Phone (603) 679-2256 x 9068
Fax (603) 658-0724
Email erbuck@nh.ultranet.com

To: Rockingham County Commissioners
From: Edward R. Buck III
Date: January 22, 2001

THE 2000 ANNUAL REPORT OF THE ROCKINGHAM COUNTY TREASURER'S OFFICE

During 2000, the County issued two tax anticipation notes. The first note was issued February 29th for the amount of \$6.5 million. The lowest bid out of the potential purchasers was Fleet Securities, which purchased the note at a net interest rate of 4.46%. The principle and interest on this issue were paid on December 29, 2000.

The second tax anticipation note was issued on July 24th for \$7 million. During the bidding process, six bidders emerged with Commerce Capital Markets offering the lowest bid at a net interest rate of 4.4029%. The principle and interest on this issue were paid on December 29, 2000.

A bond anticipation note was issued on August 17th for \$1.5 million. The note is for the first portion of the County's \$3.7 million bond authorization for capital improvements. Of three bidders, Fleet Securities offered the lowest net interest rate of 4.53%. This note is due on August 17, 2001.

Rockingham County maintained its credit rating of AA by Moody's Investors Service. This credit rating is a par with the State of New Hampshire and is only bestowed on a few counties throughout New Hampshire. Due to our continued strong credit rating, we were able to borrow both bond and tax anticipation notes at favorable rates.

During the year, the Treasurer's Office collected \$23,769,790 in taxes from the thirty-seven cities and towns of Rockingham County. We currently are not involved with any legal proceedings regarding taxes.

Respectfully submitted by,

Edward R. Buck III
Rockingham County Treasurer



Rockingham County

DEPARTMENT OF CORRECTIONS

CAPT. JOHN BLOMEKE
Staff Training

GENE P. CHARRON
Superintendent

Al Wright
Deputy Superintendent

LOUISE TURNER
Business Office Supervisor

2000 Annual Report

January 31, 2001

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

I respectfully submit the Annual Report for the Rockingham County Department Of Corrections for the year 2000.

The inmate population for this past year remained stable. In fact, as you scan the graph, which is attached to this report, you will see the fluctuation of the monthly averages beginning in June increasing through December. The average daily population for the year was 265. The average daily count for 1999 was 247. The increase in part is due to the holding of prisoners for the US Marshall and Department of Immigration.

Admissions for 2000 were 3,602. 3,158 Males and 444 females.

1999 was 3,165 -- 2,769 Males and 396 females

Training

There were seven officers who attended the 55th and 56th Association of Counties Correctional Officers Training Academy. Currently, 92% of the Correctional Staff is certified. All certified officers have been re-certified for the year. Re-certification requires 30 training hours per year. The total training hours for the year was 3,610. All are CPR and First Aid certified. Thank you is extended to Sgt. Shawn Fogarty, Cpl. Ren Horne, Lt. Steve Church, Sgt. Jay McKinley and Cpl. Anthony Dagostino.

A note of recognition to outside agencies that provide us with additional training on subjects ranging from Health, constitutional law and behaviors. All again, at no cost. A special; thanks also to Captain Blomeke who is in charge of training and Deputy Superintendent Wright who oversees the program. Thank you is extended to Sgt. Shawn Fogarty, Cpl. Ren Horne, Lt. Steve Church, Sgt. Jay McKinley and Cpl. Anthony Dagostino.

SPECIAL COMMUNITY PROGRAMS

I firmly believe that Corrections should play an important role in providing programs in the community. The following programs represent an array of opportunities for schools, municipalities, the inmates, and especially the victims.

Project Community Phase II

Entering our fifth year in this vital program was a little disappointing. There were many requests from the towns for participation. Due to a shortage of Correctional staff most of the year and a lower inmate population classified as minimum security which are the only ones able to participate in this program, fewer projects were completed. It is our hope that we will be back on track in 2000. We were able to provide a total of 7,098 hours to municipalities.

Inmate Hours

The Nursing Home and Maintenance Department received a total 41,808 -inmate man-hours. This is equal to 5,226 work days an increase. Seven towns received a total of 7098 inmate man-hours. Total inmate man-hours 48,906 hours. This does not include the inmate man-hours involved within the facility and facility grounds.

Project Kid Care

This program was conducted during the County Fourth of July Home Days.. This program is for young children. It consists of a packet for the parents consisting of a Polaroid picture, fingerprints, an identification booklet, and safety coloring book and car seat identification stickers. 130 children participated. Thanks to Lieutenant Steve Church and Corporal David Consentino.

V.I.N.E Victim Notification System

This program officially came on line in August 1998. This program allows a victim of a crime to register and ultimately be able to see if the perpetrator is still incarcerated or has been released. When the perpetrator has been released the victim is called and notified of it. There were 76 victims who registered. We continue to receive many calls thanking the Department for this program. This program will continue to grow. Deserving of recognition is my Administrative Assistant Charlene Roche who oversees this program.

In November of 2000 the department received an award of recognition for promoting a violence free America, by the National Domestic Violence Hotline. We are proud of this recognition.

On Site Work

Inmate labor and talent continues to be used throughout the year for various projects inside and outside the facility. We have inmates painting, washing and waxing of floors. Washing and waxing of cruisers. Spreading mulch, mowing and sweeping of the parking lots. Flowers were planted around the grounds. All of these projects are providing cost saving hours of manpower. A special thanks to the Maintenance/Engineering Department for their support.

Work Release Program

There were 75 inmates who participated in this program. This program allows an inmate by court order and our specific guidelines to work within the private sector. The inmates pay for board and room generating a revenue for the County. It also provides the inmate with the ability to pay restitution, support his family, pay fines and reimburse victim's etc. The success rate of this program for 2000 is 80%. Recognition is extended to Janet Micklos Human Services Director and Corporal Ren Home Sentence Classification for the continued success of this valuable program.

Human Services & Inmate Programs

The importance of having substantive programs for the inmate population can not be overemphasized. Correctional facilities can no longer be warehouses as they have been for many years. Programs provide the opportunity for the inmate to take advantage of what is available. Our Human Services Director Janet Micklos has had a major role in providing guidance and direction to those involved in this very important area. She oversees all programs in this area.

Our GED program had 154 inmates signed up. 15 inmates successfully obtained their GED certificates. Although the success rate appears low in relation to applicants, we need to be reminded that many inmates are not here long enough to complete the program. We do attempt to encourage the individual to continue the program on the outside. We also have volunteer certified tutors who give their time to help inmates in certain areas and levels of their education.

Additionally, we have AA, NA, Bible Study, Anger Management, Art Therapy, and classes on AIDS, which also provides counseling and referral.

Of special note are the volunteers who tirelessly and unselfishly provide invaluable time and energy on these programs. We need to recognize these people for their dedication and genuine care and interest in these programs. We had a volunteer appreciation and recognition night to thank everyone for his or her time, effort and dedication.

Spiritual Guidance

A thank you to Chaplain Walter Johnston for coordinating chapel services and providing for the spiritual needs of the inmate population. We are fortunate to have local churches involved with the facility. We thank them for their donations of puzzles and games for Christmas. A special thanks to Catholic Charities who has begun to provide a weekly catholic mass conducted by a team of Eucharistic Ministers.

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 and service within the correctional field. Our counselors work diligently in providing one on one sessions. Providing group sessions is another important area. The management of drug/alcohol dependant inmates is critical in addressing the inmates needs. Mental Health is becoming increasingly prevalent. My appreciation is extended to Helen Watkins our Mental Health Counselor and Noreen Frizzle our Substance Abuse Counselor.

Medical Department

The medical department Prime Care who is a private provider has done a great job in providing services to the inmate population. We continue to be accredited by the National Commission on Correctional Health Care.

In Memoriam

A special thought and prayer for retired Police Chief Neil Parker who passed away this past year. An individual committed to law enforcement and to the town he served for so many years.

Honors

In October of 2000 I was honored in receiving the Superintendent of the Year Award it was indeed a surprise. Deputy Superintendent Al Wright received the Correctional Officer of the Year Award. We both extend our appreciation to all those we serve and work with. Thank You!

Promotions

The following promotions were made this year due to a retirement and open positions being filled. Sergeant Rusty Poliquin to Lieutenant Operations.

Retirements

Lieutenant Herbert Stevens retired this year after serving this department for 22 years. Correctional Officer Ron Thibeault after 14 years. We wish them well as they enter another season of their lives.

Conclusion

We celebrated Correctional Officers week by having a tour of the facility with the family members of our officers. Over 70 people attended. It was a great success. It provided the family members with a visual presentation of where their love ones work.

I would like at this time to express my sincerest gratitude to the Rockingham County Board of Commissioners, Representative Al Weare Chairman of our Jail Sub-committee his committee members and members of the Delegation for their guidance and support during this past year.

My Administrative team, Deputy Superintendent Al Wright, Business Office Manager Louise Turner Charlene Roche, Captain John Blomeke and Lieutenant's Herb Stevens (RET) and Steve Church.

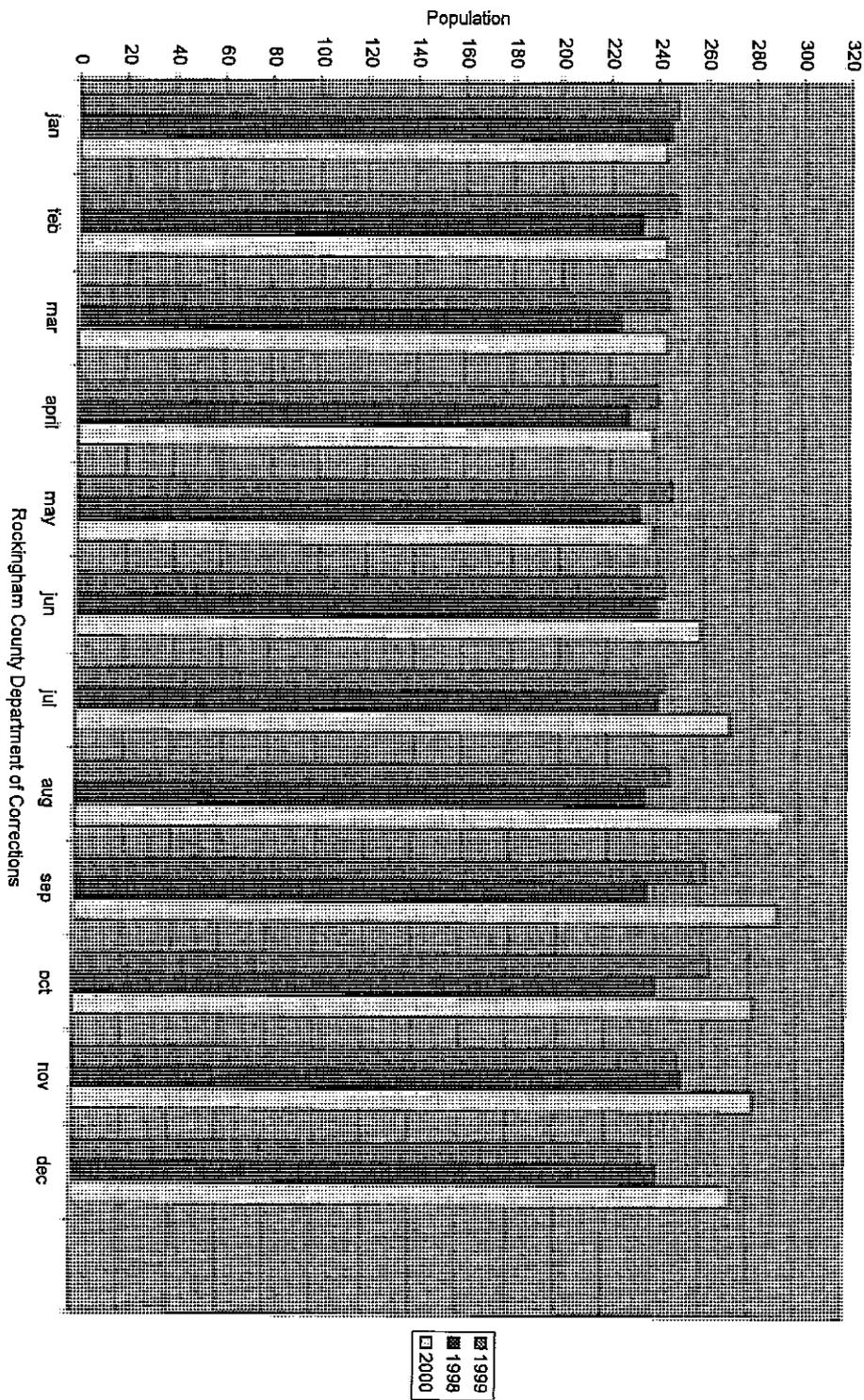
A thank you to all Department Directors, elected officials and their staff for their assistance and cooperation throughout the year.

Last but not least, my appreciation and recognition to all Department of Corrections staff. Professionals who are dedicated and committed to the ideals and goals of this department. Employees who perform on all levels of an important public service. A group of individuals who care about their profession A special acknowledgement to the parents ,husbands, wives and children who support our employees.

Respectfully submitted,

Superintendent Gene P. Charron

3 year ave. mo population





Rockingham County

DEPARTMENT OF CORRECTIONS

GENE P. CHARRON
Superintendent

Al Wright
Deputy Superintendent

CAPT. JOHN BLOMEKE
Staff Training

LOUISE TURNER
Business Office Supervisor

Rockingham County Department of Corrections Monthly Statistical Report as of 1/08/2001

	P/Trial	Sentenced	Total
Inmate Count on 1 January 2000	139	95	234
Inmate Count on 31 December 2000	173	94	267
Inmates Committed 1 January to 31 Dec 2000	2832	770	3602

Average Daily Count of Inmates in custody during	1986		86
	1987	26% Increase	108
	1988	3% Increase	111
	1989	17% Increase	130
	1990	26% Increase	164
	1991	9% Increase	149
	1992	0% Increase	149
	1993	19% Increase	178
	1994	13% Increase	202
	1995	4% Increase	211
	1996	13% Increase	238
	1997	1% Increase	241
	1998	1% Decrease	238
	1999	4% Increase	247

Average daily count of Inmates in custody during year 2000 6% Increase (263)

Number of Female Inmates Booked during year 2000	13%	444
Number of Male Inmates Booked during year 2000	87%	3158
First offenders Booked during year 2000	56%	2041
Repeat offenders Booked during year 2000	44%	1571

Respectfully Submitted

Albert Wright
Albert Wright
Deputy Superintendent

Administration
Phone: (603) 679-2244
FAX: (603) 679-9465

173
99 North Rd.
Brentwood, NH 03833

Admissions & Release
Phone: (603) 679-1342
FAX: (603) 679-9460

Distribution of Commitments by Community or Agency
January - December 2000

Town	Number	Town	Number
Atkinson	48	North Hampton	22
Auburn	38	Northwood	36
Brentwood	26	Nottingham	22
Candia	21	Plaistow	27
Chester	16	Portsmouth	197
Danville	8	Raymond	177
Deerfield	23	Rye	32
Derry	176	Salem	351
East Kingston	22	Sandown	14
Epping	72	Seabrook	42
Exeter	105	South Hampton	4
Fremont	11	Stratham	54
Greenland	25	Windham	25
Hampstead	15	Belknap Sheriff	7
Hampton	341	Hillsborough Sheriff	12
Hampton Falls	4	Rockingham Sheriff	697
Kensington	7	Strafford Sheriff	15
Kingston	98	N.H. State Police	191
Londonderry	14	N.H.State Prison	4
Newcastle	0	N.H. Probation / Parole	60
Newfields	7	Immigration	181
Newington	22	Self Turn / In's	167
Newmarket	68	U.S. Marshal	47
Newton	33	Total	3602

Summary of Charges During 2000
January 1-December 31

Acts Prohibited	52	Murder (Attempted)	1
Aggravated Fel. Sex Assault	26	Murder 1 st Degree	1
Assault 1 st Degree	14	Murder 2 nd Degree	1
Assault 2 nd Degree	13	Negligent Homicide	0
Assault Simple	319	Non Payment of Fines	15
Assault on a Police Officer	13	Non Support	1
Arson	5	Op. After Revo/Susp.	208
Att.Theft of a Motor Vehicle	3	Op. with/out License	30
Bail Jumping	18	Open Container	41
Bail Revoked	22	Overnight Hold	205
Burglary	68	Perjury	0
Carcer Criminal	0	Poss. Burglary Tools	2
Conduct After an Accident	17	Poss. Controlled Drugs	207
Conspiracy	0	Poss. W / Intent to Sell	30
Contempt of Court	119	Pornography	0
Criminal Liability	2	Poss. Hypodermic	11
Criminal Mischief	98	Poss. Prop. Veh W/O S/N	0
Criminal Restraint	11	Prohibitive Sales	7
Criminal Threat	105	Prowling	9
Criminal Trespass	74	Protective Custody	393
Cruelty to Animals	0	Rec. Stolen Property	118
Default	90	Reckless Conduct	26
Destruction of Evidence	2	Reckless Operation	27
Disobey a Police Officer	90	Resist Arrest	133
Disorderly Conduct	83	Riot	0
Domestic Violence	85	Robbery	22
DWI Sentenced	176	Sale of Control Drugs	70
DWI Pre/Trial	236	Shoplifting	131
Endanger Welfare of a Child	13	Stalking	21
Escape	13	Theft	98
Fail to Register as a Sex Offender	0	Theft by Deception	11
False Imprisonment	0	Theft Unauth. Taking	48
False Report to Police	44	Transport Cont. Drugs	17
False Scrips	17	Unauth. / Use M/V	12
Federal & Immigration Charges	160	Unlawful Poss. Alcohol	37
Felon in Possession of a Firearm	16	Viol. of Protective Order	192
Felon Sex Assault	44	Unlawful Use Weapon	0
Forgery	37	Warrants	450
Fugitive from Justice	93	Welfare Fraud	0
Fraud use of Credit Card	18	Wire Tapping	0
Habitual Offender	85	Witness Tampering	0
Harassment	34	Viol. Probation/Parole	242
Hindering Apprehension	14	State Prison Transfers	6
Indecent Exposure	11	M/Vehicle Violations	44
Issuing Bad Checks	23	Littering	2
Interfere with Custody	9		
Kidnapping	1		
		<hr/>	
		Total Charges Booked	5605



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 2000

To the Board of Rockingham County Commissioners:

I respectfully submit the annual report for the year ending December 31, 2000.

2000 was another busy and varied year for the Engineering & Maintenance Services department. It is a great source of pride that our staff and crew met all of the challenges put before us with professionalism and skill. We are charged with ensuring the safety and comfort of all of our residents, clients, staff and visitors in the most efficient way possible. What this means is that when all goes well, we are essentially invisible. On an ongoing basis, the members of Engineering & Maintenance Services contribute to the quality of life at the County Complex. Over 37,000 direct labor hours were contributed to this effort.

In addition to the day to day operations of the Complex facilities, our department has as a primary goal the long term efficiency and health of the buildings and grounds. All work performed is undertaken with an eye to the future.

Some of the larger projects in which we were involved in 2000 include the following:

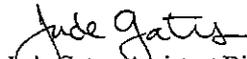
1. Construction, plantings, benches, etc. in the new Driscoll Courtyard for the safety and enjoyment of the residents.
2. Installation of automatic doors from the Driscoll Atrium to the Driscoll foyer and the Courtyard, and to the Snack Bar area.
3. Installation of lighting over the sinks in the resident's rooms in Fernald Building.
4. Phase II installation of braukman valves in Fernald Building for increased resident comfort and heating efficiency.
5. Installation of over-bed lighting, wired to the emergency generator circuits, in Blaisdell Building.
6. Installation of a ventilation and exhaust system in the RCNH Mitchell/Driscoll Mechanical Room.
7. Upgrades to the lighting in the RCNH Laundry.
8. Design and installation of a compressor to blow back the lines to the Fire Pump.
9. Repairs, plumbing upgrades, and enhanced slip proof flooring of the Jail E-block showers.

10. Completion of renovations to the former CDC I Building for use by the Nutrition/ Meals on Wheels Department. Assistance with relocation of the department.
11. Renovations to the former CDC II Building for use by the Rockingham County Conservation District. Renovations included upgrades for accessibility, a new boiler, wiring updates, new vinyl siding and replacement windows.
12. Renovations to the building vacated by Rockingham Conservation District for use as the County Delegation offices. Renovations included interior and exterior upgrades for accessibility, upgrading the wiring to current Code and installation of a phone/data network, and replacement windows.
13. Phase I renovations to the (Horse) Barn in preparation for use as a storage facility. Replacement windows and vinyl siding were installed to protect the integrity of the structure.
14. Extensive efforts have been made toward flood mitigation of the Jail/House of Corrections. At the end of 2000, all permits were in place for the work to be performed for construction of a dike and renovations to the dam. The work is scheduled for 2001.
15. A great deal of time has been invested in pursuit of a formal site investigation of a historical #6 oil release at the RCNH Boiler Plant. We have worked very closely with the State toward development of a remedial action plan.
16. Our efforts in the area of environmental compliance (e.g., above and below ground oil storage tanks, petrochemical storage, hazardous materials and waste, storm water, Well Head Protection, and proper management of each area) have become an integral part of all operations and projects. Our vigilance results in a safe and efficient management of our resources and ensures that we are not only staying in compliance but that we are leaving a sound legacy.

I am pleased and proud to be associated with such a fine group. When faced as a team, there has been no challenge unmet. They are professional and skilled craftspeople: their dedication to the service of County personnel and facilities is visible daily in the quality of life enjoyed by our residents, staff and visitors.

I would like to thank the Board of Rockingham County Commissioners and all Officials and Department Heads for their continued feedback and support.

Respectfully Submitted,


Jude Gates, Assistant Director
Engineering & Maintenance Services

ROCKINGHAM COUNTY HUMAN RESOURCES DEPARTMENT

2000-Annual Report

To: The Honorable Board of County Commissioners

Herein is the annual report of the Rockingham County Human Resources Department for the year ending December 31, 2000.

During the past year the Human Resources Department finalized employee training for, and transferred all qualified employees to the Earned Time Program. In addition to this, the department completed orientation for County employees to the new Short Term Disability and Dependent Care Programs. Benefits training was provided at the Nursing Home "Under-the-Tent" day held in the fall at which Nursing Home employees are trained on essential issues by many different departments of the County. The Supervisors' Academies I and II were held during September and October during which the various County Department Supervisors were updated on issues ranging from annual reviews to Personnel, Policies and Procedures. The third annual Benefits Fair was held in the month of October for all employees. This event provides employees with a chance to meet with the many benefits providers of the County, learn the particulars of the various plans and make any necessary membership changes.

During the year 2000, the Human Resources Department re-enrolled those employees interested in health and dental insurance with new administrators. Employee Benefits Administrators is now the third party administrator for the County self-insured health insurance plan and Northeast Delta Dental serves as the network and administrator for the County's self-insured dental plan.

At the fall 2000, New Hampshire Association of Counties banquet, the following Rockingham County employees were honored:

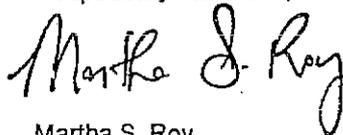
Gene P. Charron, Superintendent of Corrections received the Corrections Superintendent of the Year Award; Al Wright, Deputy Superintendent of Corrections received the Corrections Employee of the Year Award and Cathy Ann Stacey, Register of Deeds received the Register of Deeds of the Year Award.

Our congratulations to all.

The Human Resources Department continues to provide entrance and exit interviews to all County employees, introducing them to the current County benefits as well as Personnel Policies and Procedures. Support is provided for personnel issues and facilitation supplied to the Employee Advisory Committee, Joint Loss Management Program (Safety) Committee and County Management Team. All employee personnel files for each County department are maintained in the Human Resources Department.

We welcome any suggestions to better serve the County.

Respectfully submitted,



Martha S. Roy
Human Resources Director

ROCKINGHAM COUNTY DEPARTMENT OF HUMAN SERVICES

2000 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, 2000.

The Department of Human Services was responsible for an appropriated budget of \$ 12,808,463 for the funding of services to residents of nursing homes, juveniles and their families, the disabled, and the elderly.

The Intermediate Nursing Care line item of the budget represents the most costly portion of this department's budget. INC pays for medical services to residents of private nursing homes, as well as the Rockingham County Nursing Home, with costs split - fifty percent federal share, 25 percent county share and 25 percent state share. There were as many as 863 residents per month receiving INC benefits, at an average monthly cost of \$ 633,175.

With the passage of Senate Bill 409 in January, 1999, the counties gained financial liability for other long-term care services. The goal of SB 409 was to provide less costly options for care of the elderly and chronically ill. Some elderly prefer to be cared for at home, or in a setting less acute than a nursing facility. Medicaid-eligible elderly and chronically ill adults may receive services in their own homes, or in mid-level care facilities. The two new categories of services are Home and Community Based Care and Provider Payments. The costs for these services are funded 50% federal share, 25% state and 25% county shares. Services are available only to those persons who would be eligible for Medicaid nursing facility services. The average monthly caseload for HCBC clients was 275 persons, at an average cost of \$ 78,430/month. The Provider Payment caseload averaged 1,150 persons, at an average cost of \$157,345/month.

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 fifty percent of the total cost. Rockingham County paid for up to 196 clients per month, at a total average cost of \$11,630.

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 caseload of 773 persons, at a total average monthly cost of \$ 68,000.

The Department of Human Services is responsible for approving for payment court-ordered expenses for services for juveniles and their families; including Children in Need of Services, delinquents, and children who have been abused or neglected. Rockingham County funds twenty-five percent of these costs, and the State of New Hampshire, Division of Children, Youth and Families, funds seventy-five percent. Rockingham County paid expenses for as many as 460 children on a monthly basis. Average monthly costs totaled \$130,600 for out of home placement and in-home services. Reimbursement for juvenile's expenses was collected from parents in the amount of \$ 151,371.26 by this department, acting on behalf of the state.

In order to reduce the number of court-involved juveniles, and the out of home placements that may result from that involvement, counties receive prevention funds from the State of NH, Division for Children, Youth and Families. Rockingham County granted \$ 540,000 to community prevention programs that provide services to prevent children and families from becoming involved in the juvenile justice system, or to provide judges with alternatives to costly placements or services once a juvenile petition has been filed.

An example of a prevention program is Rockingham County's Parent-Child Mediation Programs. Dedicated community volunteers completed their fourteenth year providing mediation services to families who are experiencing difficulties with their adolescents. The programs received referrals from the courts as a diversion alternative, from schools, from the Division for Children, Youth and Families, and from police departments. Parent-child mediation is provided free of charge to families residing in Rockingham County, and continues to have the strong support of the legislators who comprise the Human Services budget sub-committee.

I would like to express my appreciation to the Board of Commissioners for their guidance and assistance to 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

MIS/Telecommunications Department 2000

I respectfully submit the Annual Report of the Rockingham County MIS/Telecommunications Department for the year ending December 31, 2000.

2000 was a transition year for the MIS/Telecommunications Department. Responsibilities for day to day operations of the department moved under the Nursing Home Administrative staff in February, when Jennifer Nelson moved from her position as Telecommunications Manager to new responsibilities as Office Manager at the County Attorney's office. Personal Computer technical support was performed by departmental network administrators with help from Micro C, Inc. while telephone system administration and support was brought under the Nursing Home Administration department. While most projects were put on hold until a new manager was hired, some progress was made during the second half of 2000.

Changes in 2000:

- Conversant (formally BLD) became Rockingham County's local and long distance carrier saving the county 50% on voice communication costs.
- A computer-leasing plan was conceived and implemented which upgraded older computers, improving productivity and lowering maintenance and repair costs.
- The integration of the Department of Corrections and Nursing Home networks improved information flow and communication between the departments by providing staff at the Rockingham County Jail access to email and financial applications.
- Negotiations were completed for a laser printer maintenance contract with TEI of Portsmouth. The contract will keep our laser printers functioning smoothly and save the county money.

The challenge for 2001 will be balancing the need for change with budget limitations. Setting priorities and getting the most value for our money will go a long way toward meeting this challenge.

Initiatives for 2001:

- Continue the computer-leasing plan, which will continue the upgrade of PCs to improve reliability & performance.
- Research Internet connection options to improve performance
- Upgrade telephone switch maintenance agreement
- Upgrade server storage capacity
- Develop training program for users and administrators

- Update Web site content
- Document storage system follow-up

I would like to express my gratitude for the support and assistance I have received since coming to the county. Thanks to the Board of Commissioners, the Delegation, Bill Sturtevant, and Norman Majors for introducing me to the finer points of the budgeting process. Thanks also go to the staffs of the Nursing Home Administration, Maintenance, and Fiscal departments, and the departmental network administrators group for their help and cooperation.

Respectfully submitted,

Frank L. Stoughton
MIS/Telecommunications Manager

ROCKINGHAM COUNTY

UNH Cooperative Extension is the outreach arm of the University of New Hampshire. It offers research-based education to people of all ages, in cooperation with county, state, federal, and private partners. UNH Cooperative Extension helps foster the full development of youth, adults, families, and communities; improves our economy; and provides effective natural resources management. The Rockingham County staff had a busy and productive year providing practical education which helps people of all ages throughout Rockingham County. In every city and town this program is at work, teaching residents about the critical issues of today, and encouraging them to improve the quality of life around them. Some of the major impacts that Cooperative Extension has had on the citizens and environment of Rockingham County during the past year include:

AGRICULTURAL RESOURCES, NANCY ADAMS

Community Profiles – The Community Profile is a process, conducted by UNH Cooperative Extension, by which communities take stock of where they are today and develop an action plan for how they want to operate in the future. In 2000, Salem and Nottingham participated in hosting a Community Profile as part of their Master Plan updates. Action items included issues such as preserving and protecting natural resources, developing an open space plan, improving infrastructure, instituting a town crier, and hosting a Nottingham Day event.

Composting – Towns, businesses, and farms continue to pursue composting activities in an effort to reuse valuable organic resources. For example, Star Island at the Isles of Shoals, with assistance from UNH Cooperative Extension and the NH Department of Environmental Resources was able to develop a system that composted approximately 2100 pounds of food wastes. Efforts will be expanded in the coming year to include a greater diversity of material.

Home Horticulture – The Family, Home, and Garden Education Center, UNH Manchester, was initiated in 2000 to provide practical solutions to everyday questions in areas of home horticulture, household food safety/preservation, water quality, IPM backyard livestock, tree planting, and more. Trained volunteers staff a toll-free hotline and in the last quarter of 2000, they answered more than 450 calls from Rockingham County citizens.

AGRICULTURAL RESOURCES - NADA HADDAD

Twenty-eight sheep producers attended an all day sheep shearing class. Besides learning the importance of warming-up before starting shearing, the audience also learned how to set up their equipment. Later in the day and under the supervision of three professional shearers, six women, four men, and two teenagers had the opportunity to actually shear sheep. At the end of the workshop people felt confident in learning this new skill.

Assisted in the development of a two-day statewide marketing tour with our UNH Business Management and Agroecology Specialists. The emphasis was on Alternative Marketing strategies. Five producers and 14 UNH Extension Educators visited eight farms in Massachusetts and learned innovative ways to market products. As a result of the tour, we formed a committee that is in the process of planning an educational workshop for NH growers.

Farmers' Market critique activities were resumed. The committee, consisting of two UNH Extension Specialists and myself, evaluated 12 vendor's displays in Exeter and Concord. We also critiqued the whole market looking at parking accessibility, safety, layout, etc. Final reports with committee recommendations were then mailed to the participating vendors plus the market managers.

Alerted and distributed to more than 50 New Hampshire towns the "Preserving Rural Character through Agriculture - A Research Kit for Planners." The kit is intended to inspire planners and town officials to take steps toward making their community more farm friendly - and as a consequence make an important contribution

FAMILY DEVELOPMENT, CLAUDIA BOOZER-BLASCO

Family Focus Parenting Education - 256 parents received information on parenting the young child, school-aged child, or adolescent in workshops and one-to-one settings. Sixteen Family Focus Parent Educators were supported and/or trained to provide 11 of these parenting programs. From a sampling of 29 parents completing end-of-series evaluations, 100% said they gained knowledge and their parenting behaviors improved. Also, as part of a Positive Parent segment on WMUR-TV, five interviews on a variety of parenting topics reached thousands of viewers.

Better Kid Care - Held at the Salem High School TV studio, 136 child care providers attended eight down-linked conferences from Penn State Cooperative Extension. Of the 103 evaluations completed, 72% of participants indicated that they will incorporate many of the new ideas into their child care setting.

Food Safety Training - 313 restaurant food managers and handlers, specialty food producers, volunteers and consumers participated in *SAFE*, *ServSafe*, *Emerging Food Safety Issues*, and *Food Preservation* workshops to learn about foodborne illness, safe food handling practices and preserving foods safely. Evaluations completed following the *SAFE* and *Emerging Food Safety Issues* programs found that 65% indicated they gained knowledge and skills. All participants in the National Restaurant Association-sponsored *ServSafe* training passed the national certification examination and are considered *ServSafe* certified.

Child Development Newsletters - 722 parents received the age-paced newsletter series, *Cradle Crier* and *Toddler Tales*. A sampling of 70 parents completed evaluations, and 98% indicated they gained knowledge or skills that would help them in their parenting role, and 75% indicated the newsletter affected their parenting behaviors in a positive manner.

NH Celebrates Wellness - As part of the statewide *NH Celebrates Wellness Project*, provided support and resource information for six Wellness Teams in Rockingham County, that are providing leadership for wellness education and activities for school personnel, students or community citizens.

FAMILY DEVELOPMENT, KAREN BLASS

Taking Charge of Your Finances (TCYF) - This series on money management was again provided to fifteen participants of the Rockingham County Academy Program. The Academy program is an option for individuals convicted of a non-violent crime whereby they avoid prison but agree to complete educational programs in addition to other requirements. The topics included Communication, Setting Goals, Identifying Values, Credit Management, Insurance, Organizing and Keeping Financial Records, and Developing a Spending/Savings Plan. Another

TCYF was provided to a group in Exeter in November. A total of 24 participants completed TCYF this year.

93% of participants reported tracking their spending, 80% set financial goals, 86% adjusted spending/savings plan to accomplish financial goals, 71% decreased credit card debt by paying in full or paying more than the minimum payment.

Medicare Beneficiaries - Through Cooperative Extension involvement in HICEAS, 683 Rockingham County beneficiaries received a personal print-out of their Medigap options with information on premiums for their age and sex. Much of this demand was generated by the HMO terminations. In addition, 2140 Rockingham County beneficiaries contacted the 800# and were referred to a trained volunteer to assist them with their problems. The Extension Educator has worked with beneficiaries on appeals related to issues including diabetes coverage, asthma medication coverage, mammogram denial, ER nosebleed denial, nursing home medical equipment, nursing home prescription, and others.

Similar to 1999, 2000 was a difficult year for Medicare beneficiaries, especially those in the southern part of the state. Healthsource opted to terminate their NH Medicare HMO members for the year 2000, impacting beneficiaries in five counties. In February 2000, another HMO made the same decision. Some of these beneficiaries had been terminated two or three times, each time having to find a new doctor. HICEAS played a critical role in getting accurate information to beneficiaries about what was happening and what their options were.

High School Financial Planning Program (HSFPP) - The High School Financial Planning Program curriculum and all materials are provided by the National Endowment for Financial Education in Denver as a community service. UNH Cooperative Extension has an agreement with them to train volunteers and assist in implementing the program through volunteer support. **This year we trained an additional nine teacher volunteers, representing five high schools.** Participants reported an increased knowledge of teens and money and that they gained ideas for teaching financial management creatively and effectively.

Project Safeguard - This program is a prevention education program designed to bring parents and middle school students together for a one-day conference on issues of communication, self-esteem, conflict resolution, and drug and alcohol abuse. Last spring Nottingham Elementary School implemented their first Project Safeguard program for their seventh graders. The program was held in May at the University of New Hampshire with 98 parents, students, and staff participating. In the year before the program, I had met with the principal, nurse, guidance counselors, teachers, parents, and youth to plan workshops and coordinate details of the project.

FOREST RESOURCES, PHIL AUGER

Land and Water Conservation - Extension co-hosted fourteen land conservation and estate planning workshops with conservation organizations and communities this past year and one-on-one assistance was provided to more than forty landowners interested in exploring voluntary land conservation options.

Tree Farmers - Extension helps to coordinate the Tree Farm program that it cosponsors with the Society for the Protection of NH Forest and the NH Timberland Owners Association. Rockingham County is one of the most active counties in the state in this program with approximately two hundred active Tree Farmers who own and actively manage more than ten

thousand acres of forest land.

Community Shade Trees - The Community Tree Stewards Program trains volunteers to help communities with shade tree beatification and maintenance programs. Volunteers trained through this program were involved with projects in six communities in the county during this past year.

4-H YOUTH AND COMMUNITY DEVELOPMENT, MARIATOU DIALLO

4-H Youth Development: New to UNH Cooperative Extension. Built relationship with UNH Cooperative Extension Specialists, colleagues, local agencies, churches, community leaders, parents, school administration, and law enforcement. Participated in service training, Manchester Community Profile and food safety exhibit. Held a follow-up forum on Rockingham County Community Youth Profile. Observed Taking Charge of Your Finances and Food Safety classes. Attended Rockingham County Advisory Council meeting in Rockingham County.

Worked with Barbara Bruggerman, principal from Raymond High School and parents for Community and Youth Empowerment in Raymond. Presentation from Charlotte Cross, Extension Specialist for Youth Development on the Teen Assessment Project. Development of a pilot project at Green Hills Mobile Home Park in Raymond. Met with service providers and business owners in the Raymond Community. Assist residents in planning, designing, developing, implementing, monitoring and evaluating the Green Hill Mobile Home Park

Plan to build on new relationship with NH DCYF Foster and Independent Living in Rockingham County. Continue with relationships in Raymond and to attend training where at all possible. Attended Substance Abuse training in PA in April. Member of the Haymarket Board, Greater Manchester Lead Coalition and NAACP. Received certificate of training for Executive Leadership Mandatory Certification Training Project from the National Association for the Advancement of Colored People.

4-H YOUTH DEVELOPMENT, LYNN GARLAND

4-H Youth Development: The mission of 4-H is to provide positive experiences for all youth and adults to develop their individual potential as caring, competent, and contributing members of our ever-changing world. In the 1999-2000 year, there were 600 youth involved in 112 4-H clubs throughout Rockingham County that represents more than 15% of the youth statewide and 21% of the clubs statewide. Additionally we had 2,266 youth involved in special interest groups where youth focus on a project or life skill for at least six hours of instruction. This represents 31% of the state totals. 17,329 youth were reached through school enrichment experiences of 4-H curriculum. We had 691 4-H volunteers assisting in sharing their time, skills, and knowledge developing youth's head, heart, hands, and health to better living. Annually 4-H volunteers gave an average of 147.2 hours to coordinating and conducting 4-H programs. That represents an in-kind contribution of 1.1 million dollars. Thirty new volunteers were screened and oriented with new clubs forming in Auburn, Chester, Deerfield, Epping, Nottingham, Londonderry, and Plaistow. 4-H clubs practice leadership and democracy in action, decide on group goals, projects, and complete community service activities. The top 10 projects youth enroll in as 4-H members in the county are: community service, arts and crafts, safety, veterinary science, flower gardening, foods and nutrition, horses, fruit and vegetable gardening, clothing and textiles, and outdoor education. Highlights of the county 4-H program include Leadership Lab, Favorite Foods Festival, Demonstration Day, Spaces Conference, Crafts Funshops, Fashion Revue, County Horse Show, judging events, quiz bowls, tours, Teen Conference, Stratham Fair, Deerfield Fair, and County Recognition Night. Some of the short

courses offered include the Babysitting Short Course, Let's Go Fishing, Let's Talk about Money, Safe at Home, and High School Financial Planning Programs. Other youth were reached through the Celebrate NH Folklife Festival, Portsmouth's Children's Day, Londonderry Old Home Days 4-H hands-on activities showcases, Kids on the Block - handicapped awareness puppet programs, involvement in the Teen Assessment Project (TAP) in SAU 16 at the Exeter High School and Cooperative Middle School, and the International 4-H Youth Exchange programs.

NUTRITION CONNECTIONS, TERRI SCHOPPMAYER

Making the Most of What You Have - Critical for low-income consumers is the ability to maximize limited resources by purchasing low-cost foods and preparing nutritious family meals. Eighty-two adults graduated from programs in the areas of improving diet quality, managing food resources, food safety, cooking instruction, nutrition education during pregnancy, feeding infants and children, and managing available resources.

Cultural Cuisine After-School Enrichment - Collaborated with the Portsmouth Elementary Partnership 2000 to provide after-school programming with a food-based curriculum to increase the dietary acceptance of a diverse selection of healthy foods. Children learned about food from a global perspective, looking at the way the land, culture, and resources influence how different people eat and how eating affects health.

Strong Living Program - Research shows that loss of muscle and strength is not an inevitable fact of aging, but rather typical of our sedentary lifestyle. The Strong Living Program was initiated at the Rockingham County Home in the spring of 2000 with continued success. Using ankle weights and free weights, this strength-building program builds muscle, improves bone health, flexibility, and balance. Participants average 50% increase in strength at the end of the twelve sessions.

SEA GRANT & MARINE RESOURCES, ROLLIE BARNABY

Fisheries Research - Cooperative Extension is the outreach arm of a multimillion dollar fisheries research project called the Northeast Consortium. Last year the Consortium distributed close to four million dollars to fishermen and scientists in New England with 75% of the money going to the fishermen. This year the Consortium will distribute seven million dollars in cooperative research projects.

Marine Aquaculture - Cooperative Extension is a full partner in a UNH multidiscipline team that is successfully growing mussels at an offshore site. It is hoped that commercial fishermen suffering financially from reduced fish stocks and restrictive regulations could spend some of their time growing seafood. Mussels are being looked at as a possible species. Cooperative Extension has brought fishermen out to the site, conducted workshops, and met with local cooperatives in an effort to keep them informed on the project's progress.

The Rockingham County Educators and staff want to thank the Board of Commissioners for their continued support. The county, state, federal, and private partnership that has been in existence for 86 years is one that continues to serve the needs of the citizens of the state and county.

Agricultural Resources

Nancy Adams & Nada Haddad, Extension Educators
Gail Ramsey, Educator Assistant

Family Development

Claudia Boozer-Blasco & Karen Blass, Extension Educators
Mary Russell, Educator Assistant

Forest Resources

Phil Auger, Extension Educator
Kay Matthews, Educator Assistant

4-H Youth Development

Lynn Garland & Mariatou Diallo, Extension Educators
Ann Atwater & Jeanne Hussey, Educator Assistants

Nutrition Connections

Terri Schoppmeyer, Program Associate
Jeanne Hussey, Educator Assistant

Sea Grant & Marine Resources

Rollie Barnaby, Extension Educator
Kay Matthews, Educator Assistant

Rockingham County Finance Office

119 North Road, Brentwood, NH 03833

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May 3, 2001

To: Board of Commissioners
From: Judie Milner, Accounting Manager
Re: 2000 Management Letter

Dear Board,

Theresa Young and I met with the County's auditor, John Lyford of Mason & Rich, on 2/16/01. There aren't any auditor recommendations for the year 2000. Since there were also no auditor recommendations for 1999, a management report for December 31, 2000 will not be issued with the financial statements.

If you have any questions or concerns, please call me at the above number or Mr. Lyford at 603-224-2000.

Sincerely,

J. Milner
Judie Milner

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
GENERAL PURPOSE FINANCIAL STATEMENTS
WITH SUPPORTING SCHEDULES
FOR THE YEAR ENDED DECEMBER 31, 2000

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INDEPENDENT AUDITOR'S REPORT

March 2, 2001

Board of County Commissioners
County of Rockingham, New Hampshire

We have audited the accompanying general purpose financial statements of the County of Rockingham, New Hampshire as of and for the year ended December 31, 2000 as listed in the table of contents. These financial statements are the responsibility of the County's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general purpose financial statements referred to above do not include the general fixed assets account group, which should be included in order to conform with generally accepted accounting principles. The amounts that should be recorded as general fixed assets are not known.

The County has decided for the year 2000 to not report the amount budgeted as an operating subsidy from the County's General Fund to the County's Enterprise Fund (Nursing Home). In our opinion, generally accepted governmental accounting principles in the United States require that the budgeted operating subsidy be recognized in the financial statements. If the operating subsidy was accounted for properly, for the General Fund the amount due from other funds would be increased by \$775,041, fund equity (undesignated fund balance) would be decreased by \$775,041, and the excess of revenues over expenditures and other financing sources (uses) would be decreased by \$775,041. For the Enterprise Fund (Nursing Home) the amount due from other funds would be decreased by \$775,041, retained earnings would be increased by \$775,041 and the net loss would be decreased by \$775,041.

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In our opinion, except for the effect on the financial statements of the omission described in the third paragraph and except for the effects on the County's General Fund and Enterprise Fund of not recording the operating subsidy as discussed in the preceding paragraph, the general purpose financial statements referred to above present fairly in all material respects, the financial position of the County of Rockingham, New Hampshire at December 31, 2000 and the results of its operations and cash flows of its proprietary fund types for the year then ended in conformity with generally accepted accounting principles.

Our examination was made for the purpose of forming an opinion on the combined financial statements taken as a whole. The accompanying individual fund financial statements listed as supporting schedules in the table of contents are presented for purposes of additional analysis and are not a required part of the combined financial statements and in our opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.

In accordance with *Government Auditing Standards*, we have also issued our report dated March 2, 2001 on our consideration of Rockingham County's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

Respectfully submitted,

Mason & Rich, P.C.

MASON + RICH PROFESSIONAL ASSOCIATION
Certified Public Accountants

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 Combined Balance Sheet - All Fund Types and Account Groups
 December 31, 2000

ASSETS	Governmental Fund Types				Proprietary Fund Types			Fiduciary Fund Type		Totals Memorandum Only
	General	Special Revenue	Capital Projects	Enterprise Fund	Nursing Home		Trust And Agency	Long-Term Debt		
					Internal Service	General				
Cash and Equivalents	\$ 10,174,645	\$ 239	\$ 1,514,954	\$	\$	\$	\$ 139,138	\$	\$ 11,828,976	
Restricted Assets, Cash				317,530					317,530	
Investments, at Fair Value	82,968			37,204			9,461		2,947,209	
Accounts Receivable	614,407			1,513,370		2,900,545			1,621,884	
Due from Other Governments	1,930					23,546			614,407	
Due from Others	2,380,510			1,318					3,248	
Due from Other Funds	527,158			1,705		1,415,107	10,829		3,818,151	
Inventory	83,403			137,652					664,810	
Prepaid Expenses	1,600					36,324			119,727	
Deposits						32,000			33,600	
Property, Plant and Equipment (net)				10,786,546					10,786,546	
Amount To Be Provided For Retirement of Long-Term Debt								6,253,938	6,253,938	
TOTAL ASSETS	\$ 13,876,621	\$ 239	\$ 1,514,954	\$ 12,795,325	\$ 4,409,522	\$ 159,428	\$ 6,253,938	\$ 39,010,027		

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
Combined Balance Sheet - All Fund Types and Account Groups
December 31, 2000

	Governmental Fund Types				Proprietary Fund Types				Fiduciary Fund Type		Totals Memorandum Only
	General	Special Revenue	Capital Projects	Enterprise Nursing Home	Internal Services	Trust And Agency	General Long-Term Debt				
LIABILITIES AND FUND EQUITY											
Liabilities											
Accounts Payable	\$ 431,255	\$ -	\$ 7,924	\$ 159,226	\$ 1,475,809	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,074,224
Accrued Expenses	545,437	-	-	416,408	-	-	-	-	-	-	961,845
Due to Other Governments	8,079,045	-	-	284	-	-	-	-	-	-	8,079,329
Due to Other Funds	1,339,320	-	1,705	2,335,404	75,787	65,935	-	-	-	-	3,818,151
Due to Others	-	-	-	-	-	-	-	-	-	-	-
Due to Specific Individuals	-	-	-	282,033	-	84,032	-	-	-	-	366,065
Deferred Revenue	104,175	-	-	-	54,207	-	-	-	-	-	158,382
Bond Anticipation Note Payable	-	-	1,439,952	60,048	-	-	-	-	-	-	1,500,000
Bonds Payable	-	-	-	2,075,000	-	-	5,225,000	-	-	-	7,300,000
Capital Leases Obligations	-	-	-	46,917	-	-	223,594	-	-	-	270,511
Compensated Absences Payable	-	-	-	1,321,111	431,269	-	805,344	-	-	-	2,557,724
Total Liabilities	10,497,242	-	1,449,881	6,696,431	2,037,072	149,967	6,253,938	-	-	-	27,084,231
Fund Equity											
Contributed Capital	-	-	-	3,726,511	-	-	-	-	-	-	3,726,511
Retained Earnings	-	-	-	72,700	-	-	-	-	-	-	72,700
Reserved by Donor Restricted Assets	-	-	-	2,299,683	2,372,450	-	-	-	-	-	4,672,133
Unreserved	-	-	-	-	-	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-	-	-	-	-	-
Reserved for Encumbrances	55,723	-	9,893	-	-	-	-	-	-	-	66,616
Reserved for Inventories	527,158	-	-	-	-	-	-	-	-	-	527,158
Reserved for Prepaids	83,403	-	-	-	-	-	-	-	-	-	83,403
Unreserved	-	-	-	-	-	-	-	-	-	-	-
Designated for Special Purposes	-	239	55,480	-	-	9,461	-	-	-	-	65,180
Designated for Continuing Appropriations	410,220	-	-	-	-	-	-	-	-	-	410,220
Undesignated	2,301,875	-	-	-	-	-	-	-	-	-	2,301,875
Total Fund Equity	3,379,379	239	65,373	6,098,894	2,372,450	9,461	-	-	-	-	11,925,796
TOTAL LIABILITIES AND FUND EQUITY	\$ 13,876,621	\$ -	\$ 1,514,954	\$ 12,795,325	\$ 4,409,522	\$ 159,428	\$ 6,253,938	\$ -	\$ -	\$ -	\$ 39,010,027

The Accompanying Notes are an Integral Part of This Financial Statement

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, 2000

EXHIBIT B

	Governmental Fund Types			Fiduciary	Totals
	General	Special Revenue	Capital Projects	Expendable Trust	Memorandum Only
Revenues					
Taxes	\$ 23,769,790	\$ -	\$ -	\$ -	\$ 23,769,790
Charges for Services					
Deeds	3,277,980	-	-	-	3,277,980
Sheriff's Department	1,887,062	-	-	-	1,887,062
Maintenance	1,058,364	-	-	-	1,058,364
Commissioner's Office	-	-	-	-	-
County Attorney	85,091	-	-	-	85,091
Corrections Department	993,476	-	-	-	993,476
County Land Management	17,160	-	-	-	17,160
Human Services	583,854	-	-	-	583,854
Human Resources	157,588	-	-	-	157,588
Financa	173,409	-	-	-	173,409
Treasurer	14,319	-	-	-	14,319
Telecommunications	10,026	-	-	-	10,026
Interest	303,037	1,587	27,277	768	332,669
Other	403,889	-	-	-	403,889
Total Revenues	32,735,045	1,587	27,277	768	32,764,676
Expenditures					
Current					
Public Assistance	14,275,046	-	-	-	14,275,046
Corrections	5,629,657	-	-	-	5,629,657
Maintenance	2,322,753	-	-	-	2,322,753
Finance Office	388,969	-	-	-	388,969
General Government	1,008,836	-	-	-	1,008,836
Commissioner's Office	136,850	-	-	-	136,850
Human Resources	244,502	-	-	-	244,502
Sheriff's Department	3,642,477	7,158	-	-	3,649,634
Register of Deeds	1,002,013	-	-	-	1,002,013
County Attorney	1,461,469	-	-	-	1,461,469
Medical Examiner	76,639	-	-	-	76,639
Extension Service	346,269	-	-	-	346,269
Telecommunications	89,654	-	-	-	89,654
Treasurer	47,751	-	-	-	47,751
Delegation Office	42,990	-	-	-	42,990
Non County Specials	214,542	-	-	-	214,542
Debt Service - Principal	1,115,000	-	-	-	1,115,000
Debt Service - Interest	759,732	-	-	-	759,732
Capital Outlay	22,158	-	143,879	-	166,037
Total Expenditures	32,827,307	7,158	143,879	-	32,978,343
Excess (Deficiency) of Revenues Over Expenditures	(92,262)	(5,571)	(116,602)	768	(213,667)
Other Financing Sources (Uses)					
Proceeds of Capital Lease	144,055	-	-	-	144,055
Operating Transfers In	54,933	-	86,328	-	141,261
Operating Transfers Out	(65,000)	-	(21,230)	-	(86,230)
Total Other Financing Sources (Uses)	133,988	-	65,098	-	199,086
Excess(Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	41,726	(5,571)	(51,504)	768	(14,581)
Changes in Reserves (Inventory)	65,140	-	-	-	65,140
Fund Balances, January 1	2,472,513	5,810	116,877	8,693	2,603,893
Residual Equity Transfer In	800,000	-	-	-	800,000
Fund Balances, December 31	\$ 3,379,379	\$ 239	\$ 65,373	\$ 9,461	\$ 3,454,452

The Accompanying Notes are an Integral Part of This Financial Statement
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COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
Statement of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual (Non GAAP Budgetary Basis)
General Fund
For the Year Ended December 31, 2000

LARGE C

	General Fund		Variance Favorable (Unfavorable)
	Budget	Actual	
Revenues			
Taxes	\$ 23,769,790	\$ 23,769,790	\$ -
Charges for Services			
Deeds	2,851,000	3,277,980	426,980
Sheriff's Department	2,039,049	1,887,062	(151,987)
Maintenance	-	1,058,364	1,058,364
Commissioner's Office	-	-	-
County Attorney	146,852	85,091	(61,761)
Corrections Department	765,000	993,476	228,476
County Land Management	21,521	17,160	(4,361)
Human Services	634,210	583,854	(50,356)
Human Resources	-	157,588	157,588
Finance	-	173,409	173,409
Treasurer	-	14,319	14,319
Telecommunications	1,360	10,026	8,676
Interest	255,508	303,037	47,529
Other	1,094,968	403,889	(691,079)
Total Revenues	31,579,248	32,735,045	1,155,797
Expenditures			
Current			
Public Assistance	14,171,675	14,275,046	(103,371)
Corrections	4,600,002	5,629,620	(1,029,618)
Maintenance	2,343,239	2,308,292	34,947
Finance Office	391,541	388,969	2,572
General Government	1,208,494	953,771	254,723
Commissioner's Office	144,686	136,850	7,836
Human Resources	247,530	244,502	3,028
Sheriff's Department	3,526,570	3,498,422	28,248
Register of Deeds	1,001,745	989,270	12,475
County Attorney	1,529,225	1,461,469	67,756
Medical Examiner	80,100	76,639	3,461
Extension Service	349,302	346,269	3,033
Telecommunications	150,980	89,654	61,326
Treasurer	47,078	47,183	(105)
Delegation Office	45,188	42,990	2,198
Non County Specials	214,542	214,542	-
Debt Service - Principal	1,640,000	1,115,000	525,000
Debt Service - Interest	908,982	759,732	149,250
Capital Outlay	62,159	15,570	46,589
Total Expenditures	32,663,138	32,593,789	69,349
Excess (Deficiency) of Revenues Over Expenditures	(1,083,890)	141,255	1,225,146
Other Financing Sources (Uses)			
Operating Transfers In	-	54,933	54,933
Operating Transfers (Out)	(775,041)	(65,000)	710,041
Total Other Financing Sources (Uses)	(775,041)	(10,067)	764,974
Excess(Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	(1,858,931)	131,188	1,990,119
Changes in Reserves (Inventory)	65,140	65,140	-
Fund Balances, January 1	2,326,327	2,326,327	-
Residual Equity Transfer In	-	800,000	800,000
Fund Balances, December 31, Budgetary Basis	\$ 532,536	\$ 3,322,656	\$ 2,790,119
Reconciliation to GAAP Basis:			
Elimination of Encumbrances Outstanding at End of Year		56,723	
Fund Balances - December 31, GAAP Basis		\$ 3,379,378	

The Accompanying Notes are an Integral Part of This Financial Statement

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, 2000

	Proprietary Fund Type		
	Enterprise Fund	Internal Service Funds	Totals Memorandum Only
Operating Revenues			
Charges for Services	\$ 12,743,484	\$ 3,718,851	\$ 16,462,335
Reimbursements/Refunds	-	334,260	334,260
Investment Income	-	275,139	275,139
Other	1,459,408	47,225	1,506,633
Total Operating Revenues	14,202,892	4,375,475	18,578,367
Operating Expenses			
Nursing Services	8,229,346	-	8,229,346
Ancillary Services	2,710,000	-	2,710,000
Dietary	2,649,414	-	2,649,414
General	1,205,366	-	1,205,366
Administrative	1,050,782	-	1,050,782
Claims and Premiums	-	4,167,738	4,167,738
Compensated Absences	-	348,517	348,517
Depreciation	749,706	-	749,706
Other	361,179	163,463	524,642
Total Operating Expenses	16,955,793	4,679,718	21,635,510
Operating Income(Loss)	(2,752,901)	(304,243)	(3,057,143)
Nonoperating Revenues(Expenses)			
Interest Expense	(127,114)	-	(127,114)
Gain (Loss) on Disposal of Assets	-	-	-
Total Nonoperating Revenues(Expenses)	(127,114)	-	(127,114)
Income (Loss) Before Operating Transfers	(2,880,015)	(304,243)	(3,184,257)
Operating Transfers In	21,230	-	21,230
Operating Transfers (Out)	(21,328)	-	(21,328)
Total Operating Transfers	(98)	-	(98)
Net Income (Loss)	(2,880,113)	(304,243)	(3,184,355)
Retained Earnings, January 1	5,252,496	3,476,693	8,729,189
Residual Equity Transfers In	-	600,000	600,000
Residual Equity Transfers (Out)	-	(1,400,000)	(1,400,000)
Retained Earnings, December 31	\$ 2,372,383	\$ 2,372,450	\$ 4,744,833

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
Statement of Cash Flows
All Proprietary Fund Types
For the Year Ended December 31, 2000

Exhibit E

	Enterprise Fund Nursing Home	Internal Service Funds	Totals
<u>Cash Flows From Operating Activities</u>			
Net Operating Income (Loss), Exhibit D	\$ (2,752,901)	\$ (304,243)	\$ (3,057,144)
Adjustments to Reconcile Net Income (Loss) to Net Cash Provided by Operating Activities:			
Interest on Investments	-	(275,139)	(275,139)
Depreciation	749,706	-	749,706
Change in Operating Assets and Liabilities:			
(Increase) Decrease in Operating Assets:			
Accounts Receivable	381,077	(15,392)	365,685
Restricted Assets	(2,289)	-	(2,289)
Deposits and Prepaids	-	(26,246)	(26,246)
Inventories	20,641	-	20,641
Due from Other Funds	22,260	(1,069,102)	(1,046,842)
Increase (Decrease) in Operating Liabilities:			
Accounts Payable	87,191	997,233	1,084,424
Accrued Expenses	53,936	302,687	356,623
Due to Other Funds	2,188,968	(26,176)	2,162,792
Other Liabilities	11,471	-	11,471
Deferred Revenue	-	5,169	5,169
Total Adjustments	3,512,961	(106,966)	3,405,995
Net Cash Provided by Operating Activities	760,060	(411,209)	348,851
<u>Cash Flows from Noncapital Financing Activities</u>			
Operating Transfers In (Out)	(98)	-	(98)
Loans to Other Funds	-	(1,000,000)	(1,000,000)
Residual Equity Transfers In (Out)	-	-	-
Net Cash Provided by Noncapital Financing Activities	(98)	(1,000,000)	(1,000,098)
<u>Cash Flows from Capital and Related Financing Activities</u>			
Acquisition of Property, Plant and Equipment	(143,323)	-	(143,323)
Proceeds of Bond Anticipation Note	60,048	-	60,048
Principal Paid on Long Term Debt	(525,000)	-	(525,000)
Principal Paid on Capital Leases	(21,563)	-	(21,563)
Interest Paid on Long Term Debt	(127,114)	-	(127,114)
Net cash Provided by Capital and Related Financing Activities	(756,952)	-	(756,952)
<u>Cash Flow from Investing Activities</u>			
Purchase of Investments	(3,010)	(18,281,951)	(18,284,961)
Sale of Investments	-	19,418,021	19,418,021
Interest Earnings on Investments	-	275,139	275,139
Net Cash Provided by Investing Activities	(3,010)	1,411,209	1,408,199
Increase (Decrease) in Cash and Cash Equivalents	-	-	-
Cash and Cash Equivalents, January 1	-	-	-
Cash and Cash Equivalents, December 31	\$ -	\$ -	\$ -
<u>Noncash Transactions:</u>			
Retirement of Fully Depreciated Assets	\$ -	\$ -	\$ -
Residual Equity Transfer	\$ -	\$ (800,000)	\$ (800,000)

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

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 current year 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, and 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 follows:

Governmental Funds

Governmental funds are used to account for most of a government's programs and activities, including the collection and disbursement of earmarked monies (*special revenue funds*), and the acquisition or construction of general fixed assets (*capital projects funds*) or the accumulation of resources for the payment of principal and interest (*debt service funds*). The general fund is used to account for the resources traditionally associated with government operations, which are not required legally to be accounted for in some other fund. The general fund is the overall operating entity of the County. The General Fund, including the Sheriff's Department and Dispatch; Register of Deeds; County Attorney and Medical Examiner; Department of Corrections; Human Services; and General Administration provides most of the essential governmental services and functions. 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, 2000 are clearly identifiable.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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".

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 are generally used to account for assets that the government holds on behalf of others. The County currently has the following individual agency funds: (1) *Inmate Funds* – To account for various funds held by the County for individuals incarcerated at the County Corrections Facility, (2) *Commissary Account* – To account for funds from operation of the Commissary at the County Corrections Facility, (3) *Chapel Fund* – To account for funds for the operation of the chapel at the County Corrections Facility, and (4) *Trust Funds* – To account for funds designated for subsequent years expenditures of the Nursing Home as appropriated.

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. In accordance with the practices followed by many other municipal entities in the State, the County does not maintain a record of its general fixed assets and, accordingly, a statement of general fixed assets, as required by generally accepted accounting principles, is not included in this report.

Long-Term Debt is recognized as a liability of a governmental fund primarily when due. For other long-term obligations 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 Assets and General 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

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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 proprietary operations.

All governmental fund types, expendable trust funds and agency funds use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e. when they become both measurable and available). *Measurable* means the amount of the transaction can be determined and *available* means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. 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.

Proprietary fund types and nonexpendable trust funds utilize the accrual basis of accounting. 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, 2000, \$1,685,554 in beginning general fund unreserved fund balance was used to reduce taxes.

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:

Exhibit B	\$32,827,307
Encumbrances, December 31, 1999	(146,187)
Encumbrances, December 31, 2000	56,723
Capital Leases	(144,055)
Exhibit C	<u>\$32,593,789</u>

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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 certificate of deposits) with a maturity date within three months of the date acquired by the County.

Investments, if any, are stated at fair value, in accordance with GASB Statement #31, "Accounting and Financial Reporting for Certain Investments and for External Investment Pools". The fair value of investments is determined annually and is based on current market prices. Fair value fluctuates with interest rates and increasing rates could cause fair value to decline below original cost. County Management believes that liquidity in the portfolio is more than adequate to meet cash flow requirements and to preclude the County from having to sell investments below original cost for that purpose.

Internal Service Fund investment income is comprised of the following for the year:

Interest and Dividends	\$ 276,096
Net Increase (Decrease) in the Fair Value of Investments	<u>955</u>
Total Investment Income	<u>\$ 277,051</u>

The net increase in fair value of investments during the year was \$955. This amount takes into account all changes in fair value (including purchase and sales) that occurred during the year.

ACCOUNTS RECEIVABLE

Billable services rendered during 2000 and prior and uncollected at December 31, 2000 are recorded as receivables. The allowance for estimated uncollectibles in the Nursing Home Enterprise Fund is \$64,991.

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 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.

PREPAID EXPENSES

Reported prepaid expenses are equally offset by a fund balance account (reserve for prepaid) as they do not represent "available spendable resources" even though they are a component of net current assets.

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.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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 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 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 earned time and holiday pay 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. 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.

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 appropriated 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).

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:

Maintenance	\$ 4,312
Grants/Projects	<u>52,410</u>
	<u>56,722</u>

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(Continued)

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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 the following:

- Obligations of the United States Government,
- Savings bank deposits of banks incorporated under the laws of the State of New Hampshire,
- Certificates of deposits 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.

The County was in compliance with these applicable deposit and investment state laws and regulations for the year.

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 years.

Claims, Judgments and Contingent Liabilities

Grants – Amounts received are subject to later year's 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, 2000, the County believes that disallowed expenditures, if any, based on subsequent review will not have a material effect on any individual funds or the overall financial position of the County.

Judgement – Settlement of *Desfosses vs St of New Hampshire*, regarding liens placed by the Department of Health and Human Services between 1993-1999 on estates of individuals with surviving spouses, resulted in a future liability to the County. According to the New Hampshire State Department of Health and Human Services, the County's portion of the liability is approximately \$240,000 and will be billed in 2001 and payable in the month of April 2001.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

NOTE 3—CASH AND INVESTMENTS

Deposits

At year end, 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.

	<u>Category</u>			<u>Carrying</u>	<u>Book</u>
	<u>1</u>	<u>2</u>	<u>3</u>	<u>Amount</u>	<u>Balance</u>
General Fund	\$100,000	\$10,448,152	\$-	\$10,548,152	\$10,171,212
Special Revenue Fund	239	-	-	239	239
Capital Projects Fund	-	1,551,616	-	1,551,616	1,514,954
Proprietary Funds	33,939	301,478	-	335,417	311,730
Trust and Agency Funds	<u>100,000</u>	<u>82,799</u>	<u>-</u>	<u>182,799</u>	<u>139,137</u>
	<u>\$234,178</u>	<u>\$12,384,045</u>	<u>\$-</u>	<u>\$12,618,223</u>	<u>\$12,137,272</u>

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 counterpart'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 counterpart, or by its trust department (or agent) but not in the County's name.

	<u>Category</u>			<u>Carrying</u>	<u>Book</u>
	<u>1</u>	<u>2</u>	<u>3</u>	<u>Amount</u>	<u>Balance</u>
U.S. Government Securities	\$-	\$2,947,215	\$-	2,947,215	2,947,211

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:

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

NOTE 4—PROPERTY AND EQUIPMENT—PROPRIETARY FUNDS (CONTINUED)

	Balance 01/01/00	Additions	Reductions	Balance 12/31/00
Land	\$196,187	\$-	\$-	\$196,187
Building and improvements	16,475,965	101,308		16,577,273
Moveable equipment	<u>1,801,790</u>	<u>42,013</u>	<u>0</u>	<u>1,843,803</u>
Subtotal	18,473,942	143,321	0	18,617,264
Less: Accumulated Depreciation	<u>(7,081,012)</u>	<u>(749,705)</u>	<u>0</u>	<u>(7,830,718)</u>
Total	<u>\$11,392,930</u>	<u>(606,384)</u>	<u>0</u>	<u>\$10,786,546</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 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 were 4.90% and 4.24% of covered payroll for police officers and general employees, respectively, through December, 2000 and 5.66% and 4.47% effective July 1, 2001. 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, 2000, 1999 and 1998 were \$670,730, \$614,902 and \$516,701, 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:

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

NOTE 6—LONG-TERM DEBT (CONTINUED)

	Payable January 1	Additions	Reductions	Payable December 31
General Obligation Debt:				
General Fund	\$6,340,000	\$ -	(\$1,115,000)	\$5,225,000
Nursing Home Enterprise Fund	2,600,000	-	(525,000)	2,075,000
Capital Lease Obligations	<u>262,614</u>	<u>144,055</u>	<u>(136,158)</u>	<u>270,511</u>
	<u>\$9,202,614</u>	<u>\$144,055</u>	<u>\$1,776,158</u>	<u>\$7,570,511</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 the Nursing Home enterprise fund are as follows:

<u>Long-Term Debt Account Group</u>	<u>Interest</u>	<u>Balance</u>
1992 - \$13,200,000 Public Improvement Bond, maturing in 2004	5.2% - 6.0%	\$5,225,000
<u>Nursing Home Enterprise Fund</u>		
1994 - \$6,600,000 Mitchell Project Bond, maturing in 2004	4.45% - 4.90%	<u>2,075,000</u>
Total General Obligation Long-Term Debt		<u>\$7,300,000</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 the capital leases balances at year end:

<u>Long-Term Debt Account Group</u>	
Equipment, due in annual installments of \$21,763 including interest, through August, 2001 at 6.00%	\$ 20,532
Equipment, due in annual installments of \$2,874 including interest, through May, 2004 at 6.52%	129,509
Equipment, due in annual installments of \$6,443 including interest, through May, 2001 at 2.5%	6,287
Equipment, due in annual installments of \$7,203 including interest, through April, 2002 at 6.95%	13,031
Equipment, due in annual installments of \$29,685 including interest, through August, 2002 at 6.25%	54,235

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

NOTE 6—LONG-TERM DEBT (CONTINUED)

Nursing Home Enterprise Fund

Equipment, due in annual installments of \$25,501 including interest, through June, 2002 at 5.75%

46,917
\$270,512

Annual debt service requirements to maturity for general obligation debt and capital leases, including interest are as follows:

Debt Service

<u>Year Ended December 31</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2001	1,710,000	405,910	2,115,910
2002	1,785,000	313,965	2,098,965
2003	1,865,000	215,685	2,080,685
2004	<u>1,940,000</u>	<u>110,900</u>	<u>2,050,900</u>
Totals	<u>\$7,300,000</u>	<u>\$1,046,460</u>	<u>\$8,346,460</u>

Capital Leases

<u>Year Ended December 31</u>	<u>Principle</u>	<u>Interest</u>	<u>Total</u>
2001	109,057	15,797	124,853
2002	87,433	9,196	96,629
2003	30,569	3,654	34,223
2004	<u>43,453</u>	<u>1,613</u>	<u>45,066</u>
Totals	<u>270,512</u>	<u>30,260</u>	<u>300,771</u>

NOTE 7—DUE TO AND DUE FROM OTHER FUNDS

Individual interfund balances at year end are as follows:

<u>Fund</u>	<u>Due From</u>	<u>Due To</u>
General Fund	3,191,261	2,140,071
Capital Projects Funds	0	1,705
Nursing Home Enterprise Fund	1,705	2,335,404
Internal Service Funds:		
Health Insurance Risk Management Fund	1,038,353	
Dental Insurance Risk Management Fund	875	-
Unemployment Fund		75,000
Worker's Comp Risk Management Fund	1,100,879	725,000
Compensated Absences	378	1,165
Fiduciary Funds	<u>10,829</u>	<u>65,935</u>
Totals	<u>5,344,280</u>	<u>5,344,280</u>

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

NOTE 8—BOND ANTICIPATION NOTES PAYABLE

On May 31, 2000 the County Convention approved \$3,700,000 to be bonded for Public Improvement purposes pursuant to RSA 28, the Municipal Finance Act. On August 17, 2000 the County issued Bond Anticipation Notes (BANs) in the amount of \$1,500,000, payable at 4.75% interest on August 17, 2001. The BANs outstanding at year-end were recorded as a fund liability in either the Capital Projects Fund or Enterprise Fund as appropriate.

NOTE 9—CONTRIBUTED CAPITAL – PROPRIETARY FUNDS

There were no changes in the contributed capital account for the Nursing Home Enterprise Fund during the year.

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, 2000:

Human Services	\$408,825
Jail	<u>1,395</u>
Total	<u>\$410,220</u>

Non-Expendable Trust Funds

Non-Expendable Trust Funds balances designated for subsequent years' expenditures are as follows:

Nursing Home Non-Expendable Trust	<u>\$ 9,461</u>
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Capital Projects

Capital Projects fund balance designated for specific capital project expenditures in future years by the Capital Projects fund.

Special Revenue Fund

The Special Revenue (Drug Forfeiture) fund balance is designated for use of that fund in future years.

NOTE 11—OPERATING LEASES

Office Space

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. This lease expires on June 30, 2005. The terms of the lease require annual payments of \$152,006, payable in monthly installments, with adjustments based on percentage adjustments in the Consumer Price Index. Rental expense for the year ended December 31, 2000 was \$152,006.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS

NOTE 11—OPERATING LEASES (CONTINUED)

Future minimum rental payments are as follows:

Year	
2001	152,006
2002	152,006
2003	152,006
2004	152,006
2005	76,003

Office Space

In November 1997, the County entered into a three-year agreement to lease office space to the State of New Hampshire. The lease expired on November 5, 2000 and was extended for 6 months. The County is responsible for the payment of utilities. Rental income for the year ended December 31, 2000 was \$22,970. The County expects \$1,914 in monthly rental income during the remaining term of the lease.

NOTE 12—CONTINGENCY

There are some outstanding lawsuits pending against the County. The County follows the practice of recording liabilities resulting from claims and legal actions only when they become fixed or determinable in amount. It is County management's opinion that the County is not liable in these suits and the County intends to contest the cases.

NOTE 13—SUBSEQUENT EVENT

Subsequent to the County's balance sheet date, a decision was rendered by Judge Galway in the case of Evelyn Sirrell, et al. V. State of New Hampshire (in which the County was not involved as a litigant) which may affect the County's method of collecting taxes in the future. Judge Galway states in his decision regarding the current method of raising school taxes that it "clearly shows that the New Hampshire taxation system is constitutionally flawed". As County taxes are raised through the same mechanism as the school tax assessment, the County's ability to collect taxes in calendar year 2001 is in doubt.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
General Fund
Statement of Estimated and Actual Revenues
For the Year Ended December 31, 2000

	Estimated	Actual	Variance Favorable (Unfavorable)
REVENUES			
Taxes			
County Taxes	\$ 23,769,790	\$ 23,769,790	\$ -
Total Taxes	<u>23,769,790</u>	<u>23,769,790</u>	<u>-</u>
Charges for Services			
Deeds			
Deed's Surcharge	251,000	251,000	-
Real Estate Transfer Tax	500,000	1,075,551	575,551
Other	2,100,000	1,951,429	(148,571)
Total Register of Deeds	<u>2,851,000</u>	<u>3,277,980</u>	<u>426,980</u>
Sheriff's Department			
Outside Details and Other Services	1,014,741	869,286	(145,455)
Dispatch Services	27,000	27,000	-
Airport Security	915,308	883,408	(31,900)
District Court Transportation	82,000	107,368	25,368
Total Sheriff's Department	<u>2,039,049</u>	<u>1,887,062</u>	<u>(151,987)</u>
Maintenance			
Nursing Home Maintenance Reimbursement	-	1,057,779	1,057,779
Other	-	585	585
Total Maintenance	<u>-</u>	<u>1,058,364</u>	<u>1,058,364</u>
County Attorney	146,852	85,091	(61,761)
Corrections Department			
Federal Prisoners	627,000	801,200	174,200
Work Release Board	60,000	61,245	1,245
Telephone Reimbursement	75,000	107,348	32,348
Other	3,000	23,683	20,683
Total Corrections Department	<u>765,000</u>	<u>993,476</u>	<u>228,476</u>
County Land Management			
Rent of Farm Trailers	5,520	5,520	-
Hay Sales	16,000	11,540	(4,460)
Other	1	-	(1)
Total County Land Management	<u>21,521</u>	<u>17,160</u>	<u>(4,361)</u>
Human Services			
Flexible Funds	15,000	15,085	85
Incentive Funds	547,919	545,560	(2,359)
Other	71,291	23,209	(48,082)
Total Human Services	<u>634,210</u>	<u>583,854</u>	<u>(50,356)</u>
Human Resources			
Nursing Home Human Resource Reimb	-	157,265	157,265
Other	-	323	323
Total Human Resources	<u>-</u>	<u>157,588</u>	<u>157,588</u>
Finance			
Nursing Home Finance Reimbursement	-	173,409	173,409
Total Finance	<u>-</u>	<u>173,409</u>	<u>173,409</u>
Treasurer			
Nursing Home Treasurer Reimbursement	-	14,319	14,319
Total Treasurer	<u>-</u>	<u>14,319</u>	<u>14,319</u>
Telecommunications			
Nursing Home Telecommunications Reimb	-	7,132	7,132
Other	1,350	2,894	1,544
Total Telecommunications	<u>1,350</u>	<u>10,026</u>	<u>8,676</u>
Total Charges for Services	<u>6,458,982</u>	<u>8,258,329</u>	<u>1,799,346</u>
Interest	255,508	303,037	47,529
Other			
State Lease - Parole	22,968	22,970	2
Miscellaneous	-	5,947	5,947
Grant - Contingencies	1,072,000	374,972	(697,028)
Total Other	<u>1,094,968</u>	<u>403,889</u>	<u>(691,079)</u>
Total Revenues	<u>31,579,248</u>	<u>32,735,045</u>	<u>1,155,797</u>
Other Financing Sources			
Operating Transfers In	-	54,933	54,933
From Other Funds	-	54,933	54,933
Total Other Financing Sources	<u>-</u>	<u>54,933</u>	<u>54,933</u>
Total Revenues and Other Financing Sources	<u>\$ 31,579,248</u>	<u>\$ 32,789,978</u>	<u>\$ 1,210,730</u>
Unreserved Fund Balance Used to Reduce Tax Rate	2,230,738	-	-
Total Adopted Budget	<u>\$ 33,809,986</u>	<u>-</u>	<u>-</u>

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 General Fund
 Statement of Appropriations, Expenditures and Encumbrances
 Non GAAP Budgetary Basis
 For the Year Ended December 31, 2000

	Prior Year's Encumbrances	Adopted Budget 2000	Approved Transfers 2000	Revised Budget 2000	Actual	Variance Favorable (Unfavorable)
Public Assistance						
Old Age Assistance	\$	189,700	(51,655)	128,045	\$ 132,009	\$ (3,964)
Intermediate Nursing Care		6,500,000	1,218,142	7,718,142	7,831,545	(113,403)
Aid to Permanently and Totally Disabled		1,090,000	(300,813)	789,187	803,628	(14,441)
Court Ordered Services for Children		1,690,159	254,429	1,944,588	1,950,039	(5,451)
Home and Community Based Care		2,120,000	696,584	2,816,584	2,813,450	3,134
Mediation Programs		493,438	(20,000)	473,438	441,402	32,036
Administration		329,578	(27,887)	301,691	302,973	(1,282)
Other						
Total Public Assistance		12,412,875	1,758,800	14,171,675	14,275,046	(103,371)
Corrections	37	4,853,923	(253,958)	4,600,002	5,629,620	(1,029,618)
Operations	18,774	2,402,877	(78,412)	2,343,239	2,308,292	34,947
Maintenance		405,891	(14,350)	391,541	388,969	2,572
Finance Office		152,004		152,004	152,006	(2)
Operations		65,000	(52,564)	12,436	8,257	4,179
General Government		1		1		1
Courthouse Lease Payments		15,000	(12,960)	2,040	2,039	1
Legal		462,206	67,000	529,206	467,999	61,207
Judgements		36,583		36,583	36,098	485
Union Negotiations		22,000	(2,521)	19,479	7,453	12,026
Insurance		15,000		15,000	15,994	(994)
Property Tax		1,072,000	(827,732)	351,744	233,335	118,409
Audit Fees		1		1		1
Dues	107,476	90,000		90,000	30,590	59,410
Contingency		1,929,795	(828,777)	1,208,494	953,771	254,723
Assessments		145,980	(1,294)	144,686	136,850	7,836
Short Term Disability Insurance		249,955	(2,425)	247,530	244,502	3,028
Total General Government	107,476	1,929,795	(828,777)	1,208,494	953,771	254,723
Commissioner's Office						
Operations						
Human Resources						
Operations						
Sheriff's Department						
Law Enforcement		1,711,891	(88,896)	1,622,995	1,627,213	(4,218)
Dispatch		782,446	7,771	790,217	791,574	(1,357)
Radio		62,094	(1,000)	61,094	58,456	2,638
Airport		837,339		837,339	805,740	31,599
Outside Details		271,969	(56,944)	215,025	215,439	(414)
Total Sheriff's Department		3,665,739	(139,069)	3,526,670	3,498,422	28,248

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
General Fund
Statement of Appropriations, Expenditures and Encumbrances
Non GAAP Budgetary Basis
For the Year Ended December 31, 2000

	Prior Year's Encumbrances	Adopted Budget 2000	Approved Transfers 2000	Revised Budget 2000	Actual	Variance Favorable (Unfavorable)
Register to Deeds						
Operations	\$ 12,743	\$ 1,054,663	\$ (65,661)	\$ 1,001,745	\$ 989,270	\$ 12,475
County Attorney						
Operations		1,582,952	(53,767)	1,529,225	1,461,469	67,756
Medical Examiner						
Operations		84,600	(4,500)	80,100	76,639	3,461
Extension Service						
Operations		364,163	(14,861)	349,302	346,269	3,033
Telecommunications						
Operations		251,899	(100,919)	150,980	89,654	61,326
Treasurer and Deputy Treasurer	568	52,205	(5,695)	47,078	47,183	(105)
Delegation Office						
Operations		60,188	(15,000)	45,188	42,990	2,198
Non County Specials						
Conservation District						
A Safe Place		55,000	-	55,000	55,000	-
Area Homemakers		10,000	-	10,000	10,000	-
Visiting Nurses Association		43,000	-	43,000	43,000	-
Emergency Unit Fire Training		43,000	-	43,000	43,000	-
Retired Senior Volunteers Program		6,250	-	6,250	6,250	-
Sexual Assault Support		14,000	-	14,000	14,000	-
Nutrition		2,500	-	2,500	2,500	-
Total Non County Specials		40,752	-	40,752	40,792	-
Debt Service						
Principal Long Term Debt		214,542	-	214,542	214,542	-
Interest Long Term Debt		1,640,000	-	1,640,000	1,115,000	525,000
Interest on Tax Anticipation Notes		490,475	-	490,475	366,225	124,250
Interest on Bond Anticipation Notes		25,000	(33,493)	393,507	393,507	0
Total Interest		942,475	(33,493)	908,982	759,732	149,250
Capital Outlay						
Other						
Total Expenditures	5,688	175,000	(119,429)	62,159	15,570	46,589
Other Financing Uses	145,186	32,489,762	27,190	32,663,138	32,593,730	69,348
Operating Transfers Out						
To Capital Projects		775,041	-	775,041	65,000	(65,000)
To Enterprise Fund		775,041	-	775,041	775,041	-
Total Other Financing Uses		1,550,082	-	1,550,082	825,041	725,041
Total Expenditures and Other Financing Uses	\$ 146,186	\$ 33,264,803	\$ 27,190	\$ 33,438,179	\$ 32,658,790	\$ 779,389

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 General Fund
 Statement of Changes In Unreserved Fund Balance
 For the Year Ended December 31, 2000

Unreserved Fund Balance	
Fund Balance - January 1	\$ 1,384,092
Fund Balance - December 31	2,301,875
Change in Unreserved Fund Balance	<u>\$ 917,783</u>
Analysis of Change	
Revenue Variance	\$ 1,210,730
Expenditure Variance	1,061,733
Residual Equity Transfer	800,000
Fund Balance Used to Reduce Taxes	(2,230,738)
(Increase) Decrease in Reserve for Prepaid	(2,183)
(Increase) Decrease in Reserve for Encumbrances	89,464
(Increase) Decrease in Reserve for Continuing	
Appropriations	(11,223)
Change in Unreserved Fund Balance	<u>\$ 917,783</u>

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
Internal Service Funds
Combining Balance Sheet
December 31, 2000

	Worker's				Totals
	Compensation Fund	Health Fund	Dental Fund	Unemployment Fund	
ASSETS					
Investments, at Fair Value	\$ 1,237,852	\$ 900,943	\$ 243,968	\$ 78,651	\$ 2,900,545
Accounts Receivable		25,546			\$ 25,546
Due From Other Funds	375,879	1,038,353	875		1,415,107
Prepaid Expenses		36,024	300		36,324
Deposits	20,000				12,000
Amounts Provided for LT Liability					
TOTAL ASSETS	\$ 1,633,731	\$ 2,000,866	\$ 245,143	\$ 78,651	\$ 4,409,522

LIABILITIES AND EQUITY

Liabilities					
Accounts Payable	\$ 529,609	\$ 927,078	\$ 17,332	\$ -	\$ 1,475,809
Due to Other Governments					
Due to Other Funds				75,000	75,787
Deferred Revenues		49,983	4,030		194
Compensated Absences Payable					431,269
Total Liabilities	529,609	977,061	21,362	75,000	434,040
Equity					
Retained Earnings	1,104,122	1,023,805	223,781	3,651	17,091
TOTAL LIABILITIES AND EQUITY	\$ 1,633,731	\$ 2,000,866	\$ 245,143	\$ 78,651	\$ 4,409,522

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 Internal Service Funds
 Combining Statement of Revenues, Expenditures and Changes in Retained Earnings
 For the Year Ended December 31, 2000

	Worker's Compensation Fund	Health Fund	Dental Fund	Unemployment Fund	Compensated Absences Fund	Totals
Revenues						
Charges for Services	\$ 472,870	\$ 2,840,684	\$ 223,366	\$ 13,930	\$ 168,001	\$ 3,718,851
Reimbursements/Refunds	10,667	294,178	28,413		1,002	334,260
Investment Income	142,742	102,095	12,452	4,075	13,775	275,139
Other	30,818	2,214	129	14,064		47,225
Total Revenues	657,097	3,239,171	264,360	32,069	182,778	4,375,475
Expenses						
Claims and Premiums	435,909	3,392,768	284,855	40,724	13,482	4,167,738
Compensated Absences					348,517	348,517
Other	107,046	48,834	349	70	7,164	163,463
Total Expenses	542,955	3,441,602	285,204	40,794	369,163	4,679,718
Net Income (Loss)	114,142	(202,431)	(20,844)	(8,725)	(186,385)	(304,243)
Retained Earnings, January 1	2,314,980	826,236	244,625	87,376	3,476	3,476,693
Residual Equity Transfers In		400,000			200,000	600,000
Residual Equity Transfers (Out)	(1,325,000)			(75,000)		(1,400,000)
Retained Earnings, December 31	\$ 1,104,122	\$ 1,023,805	\$ 223,781	\$ 3,651	\$ 17,091	\$ 2,372,450

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 Combining Statement of Cash Flows
 All Internal Service Funds
 For the Year Ended December 31, 1999

	Worker's Compensation Fund	Health Fund	Dental Fund	Unemployment Fund	Compensated Absences Fund	Totals
Cash Flows from Operating Activities						
Net Operating Income (Loss), Schedule B-2	\$ 114,142	\$ (202,431)	\$ (20,844)	\$ (8,725)	\$ (186,385)	\$ (304,243)
Adjustments to Reconcile Net Income (Loss) to Net Cash Provided by Operating Activities:						
Interest on Investments	(142,742)	(102,095)	(12,452)	(4,075)	(13,775)	(275,139)
Change in Operating Assets and Liabilities:						
(Increase) Decrease in Operating Assets:						
Accounts Receivable		(15,392)				(15,392)
Deposits and Prepaids		(13,946)	(300)			(26,246)
Due from Other Funds	(1,098,641)	29,354	185		(12,000)	(1,069,102)
Increase (Decrease) in Operating Liabilities:						
Accounts Payable	59,731	927,078	8,635		1,789	997,233
Accrued Expenses		(26,963)			302,687	302,687
Due to Other Funds		4,700	275		787	(26,176)
Deferred Revenue					194	5,169
Total Adjustments	(1,181,652)	802,736	(3,657)	(4,075)	279,682	(106,966)
Net Cash Provided by Operating Activities	(1,067,510)	600,305	(24,501)	(12,800)	93,297	(411,209)
Cash Flow from Noncapital Financing Activities						
Loans to Other Funds		(1,000,000)				(1,000,000)
Residual Equity Transfers in (Out)	(600,000)	400,000			200,000	
Net Cash Flow from Noncapital Financing Activities	(600,000)	(600,000)			200,000	(1,000,000)
Cash Flow from Investing Activities						
Purchase of Investments	(6,097,992)	(10,563,366)	(628,370)	(257,197)	(735,026)	(18,281,951)
Sale of Investments	7,622,760	10,460,966	640,419	265,922	427,954	19,418,021
Interest Earnings on Investments	142,742	102,095	12,452	4,075	13,775	275,139
Net Cash Provided by Investing Activities	1,667,510	(305)	24,501	12,800	(293,297)	1,411,209
Increase (Decrease) in Cash and Cash Equivalents						
Cash and Cash Equivalents, January 1						
Cash and Cash Equivalents, December 31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Noncash Transactions						
Residual Equity Transfer	\$ (725,000)	\$ -	\$ -	\$ (75,000)	\$ -	\$ (800,000)

Cash Flows from Operating Activities
 Net Operating Income (Loss), Schedule B-2
 Adjustments to Reconcile Net Income (Loss) to Net Cash Provided by Operating Activities:
 Interest on Investments
 Change in Operating Assets and Liabilities:
 (Increase) Decrease in Operating Assets:
 Accounts Receivable
 Deposits and Prepaids
 Due from Other Funds
 Increase (Decrease) in Operating Liabilities:
 Accounts Payable
 Accrued Expenses
 Due to Other Funds
 Deferred Revenue
 Total Adjustments
 Net Cash Provided by Operating Activities
 Cash Flow from Noncapital Financing Activities
 Loans to Other Funds
 Residual Equity Transfers in (Out)
 Net Cash Flow from Noncapital Financing Activities
 Cash Flow from Investing Activities
 Purchase of Investments
 Sale of Investments
 Interest Earnings on Investments
 Net Cash Provided by Investing Activities

Increase (Decrease) in Cash and Cash Equivalents
 Cash and Cash Equivalents, January 1
 Cash and Cash Equivalents, December 31
 Noncash Transactions
 Residual Equity Transfer

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 Trust and Agency Funds
 Combining Balance Sheet
 December 31, 2000

SCHEDULE C

	Agency Funds			Expendable		Totals
	Jail Inmate Fund	Jail Commissary	Chapel Fund	Trust Funds		
ASSETS						
Cash and Equivalents	\$ 38,728	\$ 100,024	\$ 386	\$ -	\$ -	139,138
Investments, at Fair Value	-	-	-	9,461	-	9,461
Due From Other Funds	-	10,829	-	-	-	10,829
TOTAL ASSETS	\$ 38,728	\$ 110,853	\$ 386	\$ 9,461	\$ -	159,427
LIABILITIES AND FUND EQUITY						
Liabilities						
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -	-
Due to Other Funds	15,936	50,000	-	-	-	65,936
Due to Specific Individuals	22,792	60,853	386	-	-	84,031
Total Liabilities	38,728	110,853	386	-	-	149,967
Fund Equity						
Fund Balances						
Unreserved	-	-	-	-	-	-
Designated for Special Purposes	-	-	-	9,461	-	9,461
Total Equity	-	-	-	9,461	-	9,461
TOTAL LIABILITIES AND FUND EQUITY	\$ 38,728	\$ 110,853	\$ 386	\$ 9,461	\$ -	159,427

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 Agency Funds
 Statement of Changes in Assets and Liabilities
 For the Year Ended December 31, 2000

Schedule C-2

	Balance January 1	Additions	Deductions	Balance December 31
Inmate Fund				
ASSETS				
Cash and Equivalents	\$ 38,708	\$ 506,541	\$ 505,521	\$ 38,728
TOTAL ASSETS	\$ 38,708	\$ 506,541	\$ 505,521	\$ 38,728
LIABILITIES				
Due to Other Funds				
To General Fund	\$ 7,722	\$ 5,111	\$ 7,727	\$ 5,106
To Commissary Account	9,303	195,778	194,252	10,829
Due to Specific Individuals	21,683	305,652	304,542	22,793
TOTAL LIABILITIES	\$ 38,708	\$ 506,541	\$ 505,521	\$ 38,728
Jail Commissary Fund				
ASSETS				
Cash and Equivalents	\$ 84,241	\$ 219,887	\$ 204,104	\$ 100,024
Due from Other Funds				
From Inmate Fund	9,303	191,459	189,933	10,829
TOTAL ASSETS	\$ 93,544	\$ 411,346	\$ 394,037	\$ 110,853
LIABILITIES				
Accounts Payable	\$ 9,412	\$ -	\$ 9,412	\$ -
Due to General Fund		60,616	10,616	50,000
Due to Specific Individuals	84,132	350,730	374,009	60,853
TOTAL LIABILITIES	\$ 93,544	\$ 411,346	\$ 394,037	\$ 110,853
Jail Charge Fund				
ASSETS				
Cash and Equivalents	\$ 344	\$ 56	\$ 14	\$ 386
TOTAL ASSETS	\$ 344	\$ 56	\$ 14	\$ 386
LIABILITIES				
Due to Specific Individuals	\$ 344	\$ 56	\$ 14	\$ 386
TOTAL LIABILITIES	\$ 344	\$ 56	\$ 14	\$ 386
TOTAL - ALL AGENCY FUNDS				
ASSETS				
Cash and Equivalents	\$ 123,293	\$ 726,484	\$ 710,639	\$ 139,138
Due From Other Funds				
From Inmate Fund	9,303	191,459	189,933	10,829
TOTAL ASSETS	\$ 132,596	\$ 917,943	\$ 900,572	\$ 149,967
LIABILITIES				
Accounts Payable	\$ 9,412	\$ -	\$ 9,412	\$ -
Due to Other Funds				
To General Fund	7,722	65,727	18,344	55,106
To Commissary Fund	9,303	195,778	194,252	10,829
Due to Specific Individuals	106,159	656,438	678,565	84,032
TOTAL LIABILITIES	\$ 132,596	\$ 917,943	\$ 900,572	\$ 149,967

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
SINGLE AUDIT REPORTS
FOR THE YEAR ENDED DECEMBER 31, 2000

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Schedule of Findings and Questioned Costs

Schedule of Expenditures of Federal Awards

REPORT ON COMPLIANCE AND ON INTERNAL CONTROL
REQUIRED BY GOVERNMENT AUDITING STANDARDS



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CERTIFIED
PUBLIC
ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND ON INTERNAL CONTROL
OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

March 2, 2001

Board of County Commissioners
County of Rockingham

We have audited the financial statements of the County of Rockingham as of and for the year ended December 31, 2000, and have issued our report thereon dated March 2, 2001, which was qualified because the County does not report its General Fixed Assets and did not record an operating subsidy. Except as discussed in the preceding sentence, we conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

COMPLIANCE

As part of obtaining reasonable assurance about whether the County of Rockingham's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audit, we considered the County of Rockingham's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operations that we consider to be material weaknesses.

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MEMBER
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PRIVATE COMPANIES
PRACTICE SECTION

This report is intended for the information of the County Commissioners, County management and federal and state awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

Sincerely,

Mason, Rich, P. A.

MASON + RICH PROFESSIONAL ASSOCIATION
Certified Public Accountants

REPORT ON COMPLIANCE
AND ON INTERNAL CONTROL OVER COMPLIANCE
IN ACCORDANCE WITH OMB CIRCULAR A-133
(SINGLE AUDIT)

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS



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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS
APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL
OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133**

March 2, 2001

Board of County Commissioners
County of Rockingham

COMPLIANCE

We have audited the compliance of the County of Rockingham with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended December 31, 2000. The County of Rockingham's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the County of Rockingham's management. Our responsibility is to express an opinion on the County of Rockingham's compliance based on our audit.

We conducted our audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the County of Rockingham's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the County of Rockingham's compliance with those requirements.

In our opinion, the County of Rockingham complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 2000.

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PRACTICE SECTION

INTERNAL CONTROL OVER COMPLIANCE

The management of the County of Rockingham is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the County of Rockingham's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

We have audited the general purpose financial statements of the County of Rockingham as of and for the year ended December 31, 2000 and have issued our report thereon dated March 2, 2001. Our audit was performed for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the general purpose financial statements. 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 stated, in all material respects, in relation to the general purpose financial statements taken as a whole.

This report is intended for the information of the Board of Commissioners, County management and federal and state awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

Sincerely,

Mason & Rich, P.C.

MASON + RICH PROFESSIONAL ASSOCIATION
Certified Public Accountants

COUNTY OF ROCKINGHAM
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED DECEMBER 31, 2000

A. SUMMARY OF AUDIT RESULTS

1. The author's report expresses a qualified opinion on the general purpose financial statements of the County of Rockingham for the reporting of general fixed assets and also the reporting of an operating subsidy.
2. No reportable conditions were disclosed during the audit of the financial statements.
3. No instances of noncompliance material to the financial statements of the County of Rockingham were disclosed during the audit.
4. No reportable conditions were disclosed during the audit of the major federal award programs.
5. The auditor's report on compliance for the major federal award programs for the County of Rockingham expresses an unqualified opinion.
6. Audit findings relative to the major federal award programs for the County of Rockingham are reported in Part C of this schedule.
7. The programs tested as major programs included:

Department of Housing and Urban Development -
Seybolt Building Improvement Project - CFDA # 14.228
8. The threshold for distinguishing Types A and B programs was \$300,000.
9. The County of Rockingham was determined to not be a low-risk auditee.

B. FINDINGS - FINANCIAL STATEMENTS AUDIT

REPORTABLE CONDITIONS

No reportable conditions were identified during the financial statement audit.

C. FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAMS AUDIT

No findings and/or questioned costs were found during the major federal award program audit.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
 FOR THE YEAR ENDED DECEMBER 31, 2000

Federal Grantor/Pass-through Grantor/Program Title	Federal CFDA Number	Agency or Pass-through Number	Total Funds Expended
<u>U.S. Department of Housing and Urban Development</u>			
State of N.H. - Office of State Planning: Community Development Block Grant -			
Seybolt Building Improvements	14.228	98-408-CDPF	\$221,257
Nursing Home Feasibility Study	14.228	99-408-FSPF	11,538
Total Department of Housing and Urban Development			232,795
<u>U.S. Department of Justice</u>			
State of N.H. - Attorney General DV Prosecutor and Advocate			
	16.588	99 WF VX 0033	38,144
Byrne Grant-			
Adult Diversion Program	16.579	99 DBB X 0033	22,843
COPS Universal Hiring Program	16.710	99 ULW X 0002	29,515
Total Department of Justice			90,502
TOTALS			\$323,297

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

NOTE A - SIGNIFICANT ACCOUNTING POLICIES

The accompanying schedule of expenditures of federal awards is prepared on the accrual basis of accounting.

