



2017 Annual Report

Year Ending December 31, 2017

Rockingham County Commissioners:

Kevin Coyle, Chair
Kevin St. James, Vice Chair
Thomas Tombarello, Clerk

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ELECTED OFFICERS

Commissioners

Kevin Coyle, Chair
Kevin St. James, Vice-Chair
Thomas Tombarello, Clerk
commissioners@co.rockingham.nh.us

119 North Road
Brentwood, NH 03833
Phone: 603-679-9350 Fax: 603-679-9354

www.co.rockingham.nh.us

County Attorney

Patricia Conway
pconway@rcao.net

Mailing Address:

P.O. Box 1209
Kingston NH 03848

Physical Address:

10 Route 125
Brentwood, NH 03833
Phone: 603-642-4249 Fax: 603-642-8942

Register of Deeds

Cathy Ann Stacey
cstacey@nhdeeds.com

Mailing Address:

P.O. Box 896
Kingston, NH 03848

Physical Address:

10 Route 125
Brentwood, NH 03833
Phone: 603-642-5526 Fax: 603-642-5930

Sheriff

Michael Hureau
101 North Road
Brentwood, NH 03833
Phone: 603-679-9475 Fax: 603-679-9474

Treasurer

Scott Priestly, Sr.
119 North Road
Brentwood, NH 03833
Phone: 603-679-5335 Fax: 603-679-9346

DEPARTMENTS

Department of Corrections

99 North Road
Brentwood, NH
Phone: 603-679-2244
Fax: 603-679-9465

Engineering & Maintenance

116 North Road
Brentwood, NH
Phone: 603-679-9375
Fax: 603-679-9380

Finance Office

119 North Road
Brentwood, NH
Phone: 603-679-9341
Fax: 603-679-9346

Human Resources

111 North Road
Brentwood, NH
Phone: 603-679-9337
Fax: 603-679-9357

Long Term Care Services

117 North Road
Brentwood, NH
Phone: 603-679-9383
Fax: 603-679-9456

Admissions Offices

Rockingham County Nursing Home:
603-679-9305

Ernest P. Barka Assisted Living:
603-679-5335

Connect With Us

Visit our website at co.rockingham.nh.us
and connect with us on Facebook and Twitter

REPRESENTATIVES TO THE GENERAL COURT

District 1:

Bruce Hodgdon
Brian Stone

District 2:

Joe Duarte
James Spillane
Kevin Verville

District 3:

Kathleen Hocizel
Lawrence Kappler
Carolyn Matthews
Michael Costable

District 4:

William Gannon
Joseph Hagan
Jason Osborne
Chris True
Kari Lerner
Jess Edwards

District 5:

Alfred Baldasaro
Martin Bove
David Lundgren
Betsy McKinney
Sherman Packard
Bob Rimol
Douglas Thomas
Robert Introne
Daniel Tamburello

District 6:

Brian Chirichiello
Patricia Dowling
Robert Fesh
Phyllis Katsakiores
David Milz
John O'Connor
Frank Sapareto
Richard Tripp
James Webb
Brenda Willis
G. Thomas Cardon
Beverly Ferrante
John Potucek
Katherine Prudhomme-
O'Brien

District 7:

David Bates

Mary Griffin
Walter Kolodziej
Charles McMahon

District 8:

Arthur Barnes
Robert Elliott
Betty Gay
John Janigian
John Manning
John Sytek
Gary Azarian

District 9:

Jeffrey Harris
Michael Vose

District 10:

Daniel Itse

District 11:

Allen Cook

District 12:

Elisabeth Sanders
Steven Woitkun

District 13:

Dennis Green
Joseph Guthrie
David Welch
Kenneth Weyler

District 14:

Debra DeSimone
William Friel
Shem Kellogg
Norman Major
Peter Torosian

District 15:

Mary Allen

District 16:

Robert Nigrello

District 17:

Michael Cahill
Marcia Moody
Adam Schroadter
Charlotte DiLorenzo
Ellen Read

District 18:

Skip Berrien
Betsey Farnham
Paula Francese
Julie Gilman
Frank Heffron
Alexis Simpson

District 19:

Patrick Abrami
Debra Altschiller
Joanne Ward

District 20:

Max Abramson
Francis Chase
Rio Tilton
Jason Janvrin
Aboul Khan

District 21:

Robert Cushing
Michael Edgar
J. Tracy Emerick
Frederick Rice
Phillip Bean

District 22:

Michelle Peckham
Henry Marsh

District 23:

Pamela Tucker
Dennis Malloy

District 24:

David Borden
Thomas Sherman
Mindi Messmer
Kate Murray

District 25:

Laura Pantelakos

District 26:

Rebecca McBeath

District 27:

Peter Somssich
Debbie DiFranco

District 28:

Gerald Ward

District 29:

Pamela Gordon

District 30:

Jacqueline Cali-Pitts

District 31:

Carol Bush
Tamara Le

District 32:

Yvonne Dean-Bailey

District 33:

Steven Woitkun
Scott Wallace

District 34:

Jeffrey Oligny
Mark Pearson

District 35:

Richard Gordon

District 36:

Patricia Lovejoy

District 37:

Andrew Christie
Rio Tilton

Delegation Officers

Norman L. Major
Chair

Mary E. Griffin
Vice Chair

David Welch
Clerk

Executive Committee

Kenneth L. Weyler
Chair

Walter Kolodziej
Vice-Chair

David Welch
Clerk

ROCKINGHAM COUNTY COMMISSIONERS



Chair Kevin L. Coyle, District 3
Vice Chair Kevin St. James, District 1
Clerk Thomas Tombarello, District 2

As Rockingham County Commissioners, it is our duty to provide essential services to the taxpayers of Rockingham County in the most efficient, cost effective manner.

The structure of county government today is modeled after a basic three-branch system of government. The County Commissioners make up the Executive Branch, which is responsible for the day-to-day operations of county government, in both fiscal and policy matters. The Board of Commissioners is responsible for all county departments and exercise budgetary oversight of all county finances. Other responsibilities include the management of county buildings, land, and personnel. Authority to permanently hire, discipline, and discharge a county employee is solely the responsibility of the County Commissioners unless otherwise provided for.



A number of projects were started and improvements were implemented across the County in 2017.

Human Resources continues to play an important role in the success of this county while providing incentive programs in the training and development of current and new hire employees. The policies and procedures in regards to employee relations, which are coordinated by Human Resources, are consistent with the overall business goals and objectives of the county. A new Human Resources Information System called Kronos and the "Workforce HR" module have been implemented.

The jail has had continued success in reducing the amount of incarcerated individuals, with a strong focus on community corrections initiatives and treatment, for both pre and post release. Along with the current programs such as Adult Diversion, Pre-Trial Supervision and Electronic Monitoring, Inmate Work Hours, Video Arraignments and STAR, there were several new programs implemented in 2017 to include Parenting on the Inside, Care Transitions Team, Anger Management for Substance Abuse and Mental Health, Thinking for Good, Cage Your Rage, 99 Days and a Get Up, and WRAP, all of which have helped in lowering the recidivism rate. A decrease in the number of arraignments held at the facility is greatly due to the Rockingham County's Felonies First program.

The County Attorney's Office reviewed and disposed of 1903 cases in 2017, with an average caseload of 105, not including probation violation cases, for each prosecutor. It is anticipated there will be an expected increase for 2018 due to the Felonies First legislation. The RCAO continues to have a solid working relationship with the police departments. In dealing with the Opioid Epidemic, this office has formed a Drug Prosecution team.

The Registry of Deeds 2017 revenue of more than \$3 million reflects a decrease from 2016. . The office continued its pilot program for electronic filing of land records, further upgrading the software system in 2017 with full functionality anticipated in 2018. This program is proving to reduce transaction times for real estate closings as well as further reduce mail handling and postage fees.

Long Term Care Services major renovation project is moving forward with the goal toward 2018 as being completed. A few of the projects nearing completion are the Fernald 2 nursing rehabilitation unit, which is a short term rehab, providing an additional service for the residents here at Rockingham County that need short term stay, and allow for more private rooms. Subsequently, the new Singer entrance and cafeteria will provide better service to the staff, residents and guests.

The Sheriff's Office provided 8,697 prison transports, 157,169 dispatch calls for service, and 8,312 civil services in 2017. The Sheriff's Office regularly conducts Internal Investigations for local police departments when requested, as well as providing coverage when local departments are short on manpower. Deputies also provide added law enforcement visibility in the communities as they carry out their duties, and in 2017 conducted 1,818 enforcement actions in the towns and cities of Rockingham County.

The biomass plant continues to save the tax payers money, approaching two million dollars since being built about five years ago, while providing heat and hot water for the county. Rockingham County produces about 65,000 gallons of water daily for our use and is exploring selling water to our neighbors in Brentwood, helping to generate more revenue to the tax payers.

Each year Rockingham County borrows funds in anticipation of the county tax receipts paid by the towns and city in the county each December. Thanks to the diligence and prudent financial planning of Rockingham County's Finance department, the county was able to avoid the tax anticipation borrowing in 2017 and save the county from the associated interest costs. Due to the great working relationship the Commissioners have with the Delegation, we were able to navigate and guide the Finance Director through the change of our budget cycle from a calendar year to a June fiscal year. This was done without a cost or burden to the towns or county.

The Commissioners look forward to an improved economy in 2018, and will actively work with all department heads in order to seek continued cost-savings and improved services for county residents.



Kevin L. Coyle
Chair
District 3

Serving: Auburn, Candia, Chester, Deerfield, Derry, Londonderry, Northwood, Nottingham, Windham

I am a 47 year resident of Derry. I proudly served my community on the ZBA, Finance Committee, Trustee of the Trust Funds, and Town Council.

I worked for the Town of Londonderry for 22 years and currently work for the Town of Hampstead and Sandown as their prosecutor.

My goal as County Commissioner is to provide County services in a responsible manner without competing with private sector businesses.



Kevin St. James
Vice Chair
District 1

Serving: Danville, East Kingston, Greenland, Hampton, Hampton Falls, Kensington, Kingston, New Castle, Newington, Newton, North Hampton, Plaistow, Portsmouth, Rye, Seabrook, South Hampton, Stratham

I've lived in Southern New Hampshire since the late 80s and settled in Kingston with my wife. As a resident of Kingston, I strive to give back to my community in ways I feel helps it grow.

I've served on the Municipal Budget Committee, Sanborn Regional School Board, a two year term as a State Representative, and am currently a Selectman as well as in my second term as a County Commissioner.

I'm a Firefighter/AEMT with the Town of Exeter and my wife is a School teacher for the City of Lawrence, MA. As your County Commissioner, I vow to continue to help Rockingham County become the best County in these United States. Please contact me if there is anything I can do for you; constituent service is an obligation and duty I take seriously.



Thomas Tombarello
Clerk
District 2

Serving: Atkinson, Brentwood, Epping, Exeter, Fremont, Hampstead, Newfields, Newmarket, Raymond, Salem, Sandown

With over a decade of public service, I represent my district with the dedication and thoroughness the taxpayers deserve. My public service ranges from law enforcement, conservation commission, planning board, and Selectman.

I have lived in Sandown for 17 years with my wife Marykate, my children Molly and Jake and my dog Tazer.

Proudly, I have witnessed many accomplishments of this county. We have begun the renovations throughout the Rehabilitation and Nursing Center. The jail has controlled overcrowding and successfully implemented many programs such as drug court, bracelet monitoring and a diversion program.

I enjoy going to the towns and speaking about the ongoing events taking place at our facility and to explain to our tax payers where their taxes are going. It is an honor for me to continue to work with the greatest employees in the State of NH.

Rockingham County Department of Corrections | 2017
Annual Report



Rockingham County Department of Corrections | 2017 Annual Report

March 23, 2018

To: Honorable Board of Commissioners
From: Superintendent Stephen A. Church

I respectfully submit the following report covering the Department of Corrections for the year 2017. We continued a focus on community corrections initiatives in order to reduce the amount of incarcerated individuals and utilized pre and post release planning with a strong focus on Treatment. The Department of Corrections funded the Rockingham County Adult Drug court again in 2017 and we have seen steady progress in the number of offenders treated and the success of those in the program.

We have enjoyed steady progress throughout 2017. We were able to institute some new inmate programs and continue existing services that will be outlined in the following report.

2017 was another busy year for the department. We continue to experience great success in the use of the Video Arraignment system and the employee man hours needed to accommodate the demand. Half of our average inmate population continues to be pre-trial offenders. Three of our six cell blocks are dedicated to housing pre-trial inmates. Female offenders numbers have stabilized, however associated housing costs continue to be of budgetary concern.

The following 2017 census is a general breakdown of statistics:

Average Daily Count: 220

Intakes: 4010 / Males: 2988 Females: 982

New Offenders: 1701 Repeat Offenders: 2309 Recidivism Rate: 57.6%

Total # Charges: 7280

CONVICTED OFFENDER ELECTRONIC MONITORING

Our Electronic monitoring program continues to be a popular alternative to incarceration for those convicted offenders that meet the criteria and have the option written into their court sentencing order. The System that the department utilizes is state of the art and incorporates the latest GPS and mapping systems to monitor the location of participants at all times. Participants are required to report to the facility at regular intervals and are subject to random urinalysis screening as well as random home visits by Corrections staff. Participants are also required to fund the cost of the system in order to have the privilege of participating, thus alleviating any cost to the taxpayer to fund this program. We averaged approximately 15 inmates on Electronic Monitoring throughout the year. This translates into a considerable savings on housing, meals and medical expenses. Changes in legislation under RSA 651:19 have been a positive step into utilizing this sentencing alternative.

Number of Participating inmates in 2017: 38

Bed days saved: 5444

Success Rate: 90% and a NEW PARTICIPANT Success Rate of: 89%

Rockingham County Department of Corrections | 2017 Annual Report

ADULT DIVERSION

The Rockingham County Adult Diversion Program is designed to divert individuals who have been charged with violation, misdemeanor and/or felony level offenses. Individuals, who are referred to, accepted into and successfully complete the program avoids prosecution/convictions, related fines and/or incarceration. The goal is to redirect offenders away from the criminal justice system and toward healthier choices through support, guidance and education. In 2017 we again worked with the County Attorney on Felony level diversion and it has continued to be very successful.

In 2017 we have averaged approximately 74 inmates weekly in the Adult Diversion Program. There were 68 cases successfully closed and 14 cases that were returned for prosecution. Diversion is an alternative to incarceration and a positive way to reach first time offenders and curb recidivism.

PRE-TRIAL SUPERVISION AND ELECTRONIC MONITORING

Pre-Trial Supervision is a cooperative effort in a task force capacity with Department of Corrections working with the County Board of Commissioners, the Rockingham County Sheriff's Department, Superior Court, Prosecutors and Defense Bar. This program began in April 2014 and was designed to keep some pre-trial detainees in the community with added supervision as a bail condition, and has included a component of Electronic Monitoring. This has helped to alleviate overcrowding at the jail facility and the tax burden of care and custody of these offenders.

In 2017 we had 137 participants in the Pre-Trial Supervision Program. We are extremely happy with this multi jurisdictional approach to Positive Community Corrections.

Bed Days Saved: 9,861

INMATE WORK HOURS

Whenever possible we schedule Minimum Security convicted offenders to various work details around the county facilities. These people work for several county departments including the Nursing Home and County Maintenance. We also have several area police agencies that are assigned an inmate worker. The workers will provide general janitorial duties and grounds maintenance services for the local safety complex. In 2015 this program expanded to include a special detail work crew performing duties such as renovations, painting, flooring, and roofing for town offices and buildings in surrounding area towns which has saved many paid man hours for the county and area towns that would otherwise have to hire civilian employees to complete these tasks. The following is a representation of the man hours provided with inmate labor.

Complex 23,364+

Municipalities 7392+

Special Details in surrounding Towns 4752

DISCIPLINARY BOARD HEARINGS

Disciplinary hearings (D boards) are a formal due process hearing afforded an incarcerated individual when charged with an in house rules violation. These hearings must be completed in order to levy any sanctions against an individual's liberty interest should they be found guilty at the hearing.

There were a total of 188 D-Board Hearings assigned in 2017; this is 27 less scheduled hearings than in 2016. This can be attributed to our continued decrease in inmate population. There was a total of 16 scheduled hearings that were not completed within the allotted time which is 7 less than last year.

CLASS A OFFENSES (Most Serious Offenses of Assault, Fights, Drug Use/Possession, etc): 85

Fighting - 17
Assault on Inmate - 11
Assault on Staff - 5
Attempted Escape - 0
Sexual Misconduct between Inmates - 3
Delivery of Prohibited Article; Possession of unauthorized/illegal drugs - 26
Positive Urinalysis - 26
Hoarding of Medication - 7
Sprinkler Activation - 0

CLASS B OFFENSES (Violation of Non-Violent acts where no drug involvement and/or no injuries were involved): 103

Possession/Consumption/Preparation of Home Brew - 6
Being Away from Work Detail - 0
Removal of I.D. Bracelet / Tampering with Security Device- 6
Disorderly Conduct including Threats/Intimidation - 35
Stealing - 10 (Inmate PIN#)
Destruction of County Property - 2
Being in Unauthorized Area - 0
Possession/Use of Tobacco - 17
Threatening Staff - 2
Sexual Misconduct toward Staff - 2
Violation of Electronic Monitor - 3
Refusal to Lock In - 2
Possession of Dangerous Contraband - 8
Tampering with Plumbing/Electrical/Ventilation Systems - 0
Disobeying Direct Orders - 2
Racial Harassment - 3
Possession/Use of Tattooing Equipment - 5

DISPOSITION OF DISCIPLINARY HEARINGS

Guilty Findings - 126

Not Guilty Findings - 25

Hearings Dismissed for not being held in the allotted time period - 16

Hearings Dismissed due to inmate release / transfer - 19

Inmate Appeals to Disciplinary Hearings - 4

Appeals Granted due to flawed hearing process - 2

TOWN COMMITMENTS REPORT
END OF YEAR 2017

Atkinson 13

Auburn 8

Brentwood 52

Candia 25

Chester 18

Danville 22

Deerfield 13

Derry 190

East Kingston 8

Epping 63

Exeter 91

Fremont 31

Greenland 14

Hampstead 25

Hampton 177

Hampton Falls 17

Kensington 12

Kingston 31

Londonderry 62

Newcastle 2

Newfields 5

Newington 27

Newmarket 47

Newton 27

North Hampton 36

Northwood 25

Nottingham 12

Plaistow 55

Portsmouth 343

Raymond 104

Rye 26

Salem 362

Sandown 8

Seabrook 182

South Hampton 4

Stratham 34

Windham 36

Immigration 0

Federal Marshal 0

Probation/Parole 160

Rockingham Sheriff 1012

N.H. State Police 289

Self Turn In 158

Other Counties/Agencies 184

Rockingham County Department of Corrections | 2017 Annual Report

HUMAN SERVICES

We have a very pro-active human services/inmate programs staff. They are a small group of very dedicated professionals working to provide the best services for those in their care with the continual focus on positive incarceration to give offenders the tools and life skills needed to break the cycle and ultimately reduce recidivism.

One program that we are especially proud of is our STAR Program.

STAR = Solutions Transitioning and Recovery This is a 28 day in-house residential drug treatment program that involves re-entry planning. Through Court Order, inmates may be released upon completion of this program. Some inmates enter the program through staff recommendation and/or self referral.

2017 STAR Participants: 87
Graduations: 83
Bed Days Saved: 4662

The following represents other initiatives that the Human Services staff is involved in:

Case Management	Assisting inmates with issues that revolve around incarceration and pre release planning.
Education	Five inmates passed the HiSET exam and earned their NH High School Equivalency Certificate in 2017, well below the numbers who passed during the periods when the GED was administered.
Reasoning Skills	Individual program where inmates work through modules
Coping with Anger	Offered to all sentenced inmates
Restorative Justice	This group participates in workshops with a focus on Community involvement, such as various crafts and donations to local shelters.

VINE = Victim Identification and Notification Every day

The department Victim notification program continues to see an increase in use. This program began in 1998 and allows for victims of crime to register for automated notification of an offenders release from the facility. Technology in this area continues to increase and as a result we have seen registration through the internet increase with E-mail notification on the rise. We continually receive positive feedback about this program. In 2018 we will again promote this program to all Law Enforcement and social service/domestic violence protective agencies in the county. This service can be accessed at www.vinelink.com.

New Registrations = 571 Phone Calls Generated = 1682 Vine site searches = 27,483

Rockingham County Department of Corrections | 2017 Annual Report

VIDEO ARRAIGNMENT

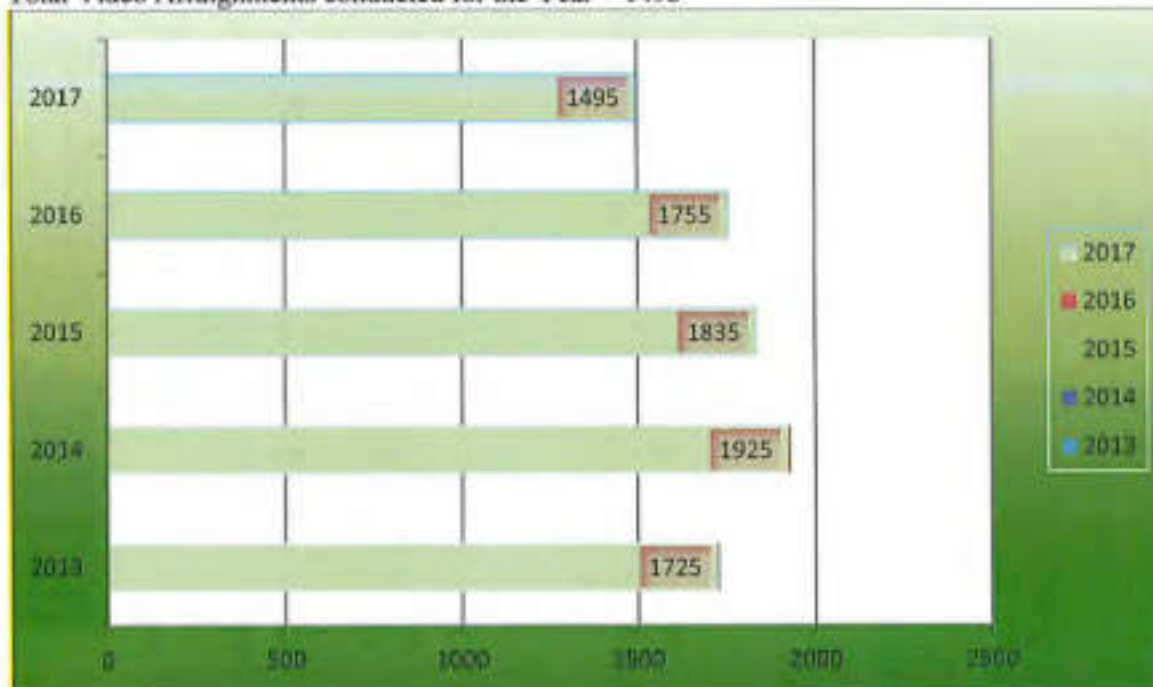
We are currently connected to all seven Rockingham County Circuit Courts as well as many other courts and institutions throughout the state and beyond. We have maintained our ability to connect using an I.P. connection (cable).

Total for 2017: 1495 This represents a 38% decrease from the prior year.
Total for 2016: 1755
Total for 2015: 1835
Total for 2014: 1925
Total for 2013: 1725

The Video Arraignment program continues to provide excellent service at an expedient pace. The total bookings for last year were 4010. This means that the video room has processed approximately 38% of all inmates coming through the facility due to the reoccurrence of duplicate hearings. The extended exposure to outside county courts due to handling their own EBWs has grown our reputation of professionalism.

The launching of Rockingham County's Felonies First Program on October 1, 2017 largely contributes to the decreased number of arraignments held at the facility.

Total Video Arraignments conducted for the Year = 1495



NEW PROGRAMS IMPLEMENTED IN 2017

Parenting on the Inside- is a 7 week program, which helps understand your parenting role, child development and helping your child through your incarceration and your return home.

Care Transitions Team- Launched by Manchester Mental Health Center; this is a 9 month, case management model designed to assist adults 18+ who have a behavioral health disorder and are in a critical transition. The program assist clients in managing their transition back to the community adequately.

In addition to the above programs, the following four correspondence course/programs were also implemented in 2017:

Anger Management for Substance Abuse and Mental Health- 12 week Anger Management Treatment Correspondence course, completed independently.

Thinking For Good- Confronting Antisocial and Criminal Thinking - Correspondence course, completed independently.

Cage Your Rage An Inmate's Guide to Anger Control - Correspondence course, completely independently, 5 chapter workbook.

99 Days and a Get Up- A Guide to Success Following Release for Inmates and Their Loved Ones. Correspondence program, completed independently, 45 Activity Workbook.

WRAP - Correctional Wrap is a bi-monthly inter-agency meeting that invites agencies throughout the community to discuss services available to inmates and invite community stakeholders into the jail to work with inmates pre-release. The meeting utilizes the resources of local agencies to brainstorm solutions for inmates entering reentry who are dealing with unique medical, mental health and/or housing challenges. By collaborating with community service providers and facilitating a "warm hand off" of high risk inmates, it is the goal of RCDOC to reduce barriers of those in reentry that may lead to recidivism.

The programs listed below were implemented in 2016 and continue to be run *in addition to* the programs implemented last year:

Naltrexone Injection Reentry Initiative - In an effort to address the opiate crisis, RCDC has begun a medication assisted treatment reentry program. The voluntary program provides counseling, case management and an initial injection of Vivitrol. Once released, participants are connected to substance abuse treatment in the community. Vivitrol is a once monthly injection of Naltrexone, a medicine that has been shown to decrease cravings for opiates and alcohol, an also has shown to effectively block the high associated with opiate use. RCDC hopes this effort and care coordination will reduce barriers associated with accessing treatment.

Medicaid - Qualifying inmates are able to sign up for Medicaid prior to their release and their health insurance is turned on the day of their release. This allows for the continuity of care for individuals with medical or mental health needs as they reenter the community. If referrals are needed to those services, RCDC can facilitate. Inmates incarcerated at the jail are also eligible to be signed up for NH Medicaid if they are sent out to a hospital and admitted for any inpatient services.

Thinking For A Change - is an integrated Cognitive Behavioral Program developed by the National Institute of Corrections that concentrates on changing the criminogenic thinking of offenders.

Living on the Outside - is an eight session, four week class on re-entry. Modules cover gathering identifying documents job search, resumes, interviewing, budgeting and accessing services in the community.

Staying Quit - is an eight session, four week group that uses an evidenced based cognitive-behavioral approach to relapse prevention

We have had a positive response to all of the programs offered and all of the programs are being utilized by our inmate population.

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MEDICAL SERVICES

Prime Care Medical Incorporated continues to provide the care for the inmate population. This company specializes in Jail Healthcare. They provide a team of highly dedicated and professional health care workers to include Nurses, MD, PA, Psychiatrist, Dentist, and Mental Health Services. We continue to be the only corrections agency in the state of NH to be accredited with the National Commission on Correctional Health Care. The contract with this company runs through December 2018.

PERSONNEL

The Rockingham County Department of Corrections represents the largest, full time, uniformed Law Enforcement agency in the county. These dedicated professionals give much of themselves in their chosen public safety profession.

We welcomed 19 new Officers and two new Administrative staff to the department in 2017, filling slots left vacant as others retired or endeavored upon other opportunities, we wish them well in their training as they embark on their new career.

We had two employees retire in 2017: Lt. Shawn Fogarty after 24 years of service, and Lt. Allan Hughes after 20 years. We congratulate them on their retirement and wish them well in the future.

The following is a list of Milestones reached by several of our employees. I congratulate them on achieving these goals and I thank them for their dedication and service to the citizens of Rockingham County.

Employee Milestones

5 Years

Gregory Pantazis
Jessica Salas
Craig Szopa
Adele Duchesneau

10 Years

Edward Kern
Michael Evans
Nancy Monroe

15 Years

Richard King
William Bousley
Thomas Cwynar
Patrick Valencia

20 Years

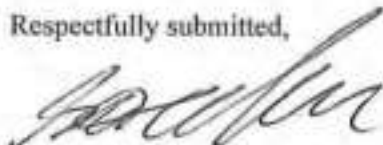
Michael Marriott
Allan Hughes
Robert Remick

25 Years

In conclusion I would like to express my appreciation to the Rockingham County Board of Commissioners. This past year has come with some new and interesting challenges and the Board's support and guidance has been refreshing and most helpful when many tough decisions needed to be made. I would also like to express my thanks to Representative Bob Fesh, the Chairman of the Jail Sub-Committee. He has been a long term member of the delegation and the Jail Sub-Committee and his oversight and thorough and positive review are always welcome and refreshing. Many thanks also to all of the members of the Jail Sub-Committee and the Rockingham County Delegation for their support. A renewed focus on alternative incarceration programs and pre and post release planning has been very effective, as well as financially and socially responsible.

I must recognize the Corrections Staff, the office team, Human Services Staff, medical personnel, Command Staff and the Correctional Officers of the department. This is a group of highly dedicated and career minded individuals. The professionalism and skill the staff projects while dealing with a difficult population is amazing to see. The Correctional Officers work in a direct supervision atmosphere directly on the cell blocks among the inmate population. As the years go on, and society changes, their work becomes more difficult. The work they do and the number of issues they deal with, and are able to resolve, make me proud to be the head of this agency and a member of the corrections profession.

Respectfully submitted,



Stephen A. Church
Superintendent



ROCKINGHAM COUNTY ATTORNEY STATE OF NEW HAMPSHIRE

PATRICIA G. CONWAY
COUNTY ATTORNEY

JENNIFER HAGGAR
DEPUTY COUNTY ATTORNEY

2017 Annual Report

To the County Convention and Citizens of Rockingham County

INTRODUCTION

Rockingham County Attorney Patricia G. Conway is honored to submit the 2017 Annual Report for the Rockingham County Attorney's Office. County Attorney Conway started her second term as County Attorney in 2016. Public safety and Professionalism are the top priorities for County Attorney Conway and the staff at the County Attorney's Office.

MISSION STATEMENT

"The mission of the County Attorney's Office is to provide professional and ethical prosecutorial services for the people of Rockingham County with the ultimate goals of achieving justice for victims of crime and reducing crime and recidivism."

The County Attorney is a constitutional officer whose duties and responsibilities have been defined by common law and various statutes. The County Attorney is the chief law enforcement official in Rockingham County. She has the responsibility for and exercises general supervisory control over the enforcement and prosecution of the criminal laws of the State.

In January of 2015, County Attorney Conway entered her position with excitement, hope and passion for the office's mission. In the years that followed, this positive attitude became pervasive in the County Attorney's Office. The attorneys, investigators, victim witness advocates and support staff are excited about working for the RCAO! We continue to be passionate about our work and support the following initiatives:

1. The staff in our office is broken into 3 teams. Each team consists of 1 lead attorney, 4 assistant county attorneys and 3 legal assistants. The 3 teams represent 3 different geographic areas. This system allows the RCAO staff to create good, solid working relationships with the police departments in their respective area.

Area 1: Atkinson, Plaistow, Newton, Kingston, East Kingston, Danville, Hampstead, Salem and Windham.

Area 2: Auburn, Candia, Chester, Derry, Deerfield, Londonderry, Sandown, Raymond, Nottingham, Epping, Fremont, Brentwood and Northwood.

Area 3: Exeter, Kensington, North Hampton, South Hampton, Hampton Falls, Hampton, Rye, Portsmouth, Stratham, Seabrook, Greenland, New Castle, Newington, Newmarket, and Newfields.

2. County Attorney Conway instituted a policy whereby the 3 Lead Attorneys in the Office are expected to meet periodically with the police departments within their respective area. All the departments are invited to participate in periodic meetings. The departments are not required to do so.
3. County Attorney Conway appointed Lead ACA, Jennifer Haggar, as the new Deputy County Attorney in August of 2017. Attorney Haggar has been a key member of the Rockingham County Attorney's Office and quickly earned a reputation as a highly knowledgeable and professional prosecutor. Attorney Haggar began her career in Massachusetts with the Essex County District Attorney's Office in 2006 and worked there until joining the Rockingham County Attorney's office in 2013 where she quickly excelled to the position of Lead Attorney. In 2017, she was a tremendous asset to the RCO by working closely with County Attorney Conway to make hiring and policy decisions. DCA Haggar also worked very hard to get our new website up and running. Please visit www.rockca.org to view out our new website.
4. Rockingham County Attorney Conway assigned Lead Attorney Stephanie Johnson to work hand and hand with the Rockingham County Drug Task Force in fighting the drug epidemic. Attorney Johnson provides support and advice regarding active drug investigations and oversees the prosecution of these cases.
5. County Attorney Conway advocated for and continues to support alternative sentencing programs including, drug court, mental health court, adult diversion and Veteran's Court. Assistant County Attorney Aaron Dristillarias oversees our alternative sentencing courts.
6. County Attorney Conway attended numerous substance abuse forums and meetings regarding the drug epidemic throughout Rockingham County with the purpose of educating the public regarding addiction and advocating for more drug treatment and educational/prevention programs.

7. County Attorney Conway advocated for and continues to support the Rockingham County Pre-trial Release Program. This program saved taxpayers approximately half million dollars in year 2017.
8. At no cost to the County, County Attorney Conway was able to send numerous Assistant County Attorneys to trainings for issues such as forensic digital evidence, drug court, sexual assault prosecutions and human trafficking. These free trainings were made possible due to the RCAO's involvement with SART (Sexual Assault Resource Team), ICAC (Internet Crimes Against Children) task force, CSEC task force (Commercial Exploitation of Children) and the CAC (Child Advocacy Center).
9. County Attorney Conway presented to numerous law enforcement officers regarding the Felonies First Legislation and a training related to investigating adult sexual assault cases sponsored by the Rockingham County Sexual Assault Resource Team. Governor Sununu appointed County Attorney Conway to become a member of the New Hampshire Traffic Safety Commission. County Attorney Conway is also a member of the Bail Reform Committee, the National Association of Drug Court Professionals, the National District Attorney's Association and the Justice Involved Veteran's Task Force. County Attorney Conway testified in Concord this year regarding several bills related to human trafficking/prostitution and sexual assault laws.
10. County Attorney Conway started an Early Case Resolution (ECR) program in 2015. With Felonies First starting in October of 2017, this program has become much more robust. All 37 towns in Rockingham County are now participating in this program. This program identifies felony cases that are ripe for resolution immediately after the arrest. The purpose of the program is to identify these cases and resolve them early in the criminal justice process. This allows us to prosecute cases more effectively and efficiently. ECR allows us to resolve approximately 30-40% of our cases promptly prior to Grand Jury proceedings. As a result, we have more time to spend on the more serious cases that will eventually go to jury trial.

FELONIES FIRST:

As mentioned above, the Felonies First legislation rolled out in Rockingham County on October 1, 2017. Prior to October 1, 2017, law enforcement filed all felony complaints first with the circuit courts. The circuit courts would then hold an arraignment and a probable cause hearing. After the probable cause hearing, if probable cause was found by the circuit court judge, the complaints were bound over to the Rockingham County Superior Court. During this circuit court process, often times, circuit court prosecutors would reduce a felony charge to a misdemeanor thereby resolving the criminal case in circuit court. As a result, the Rockingham County Attorney's Office

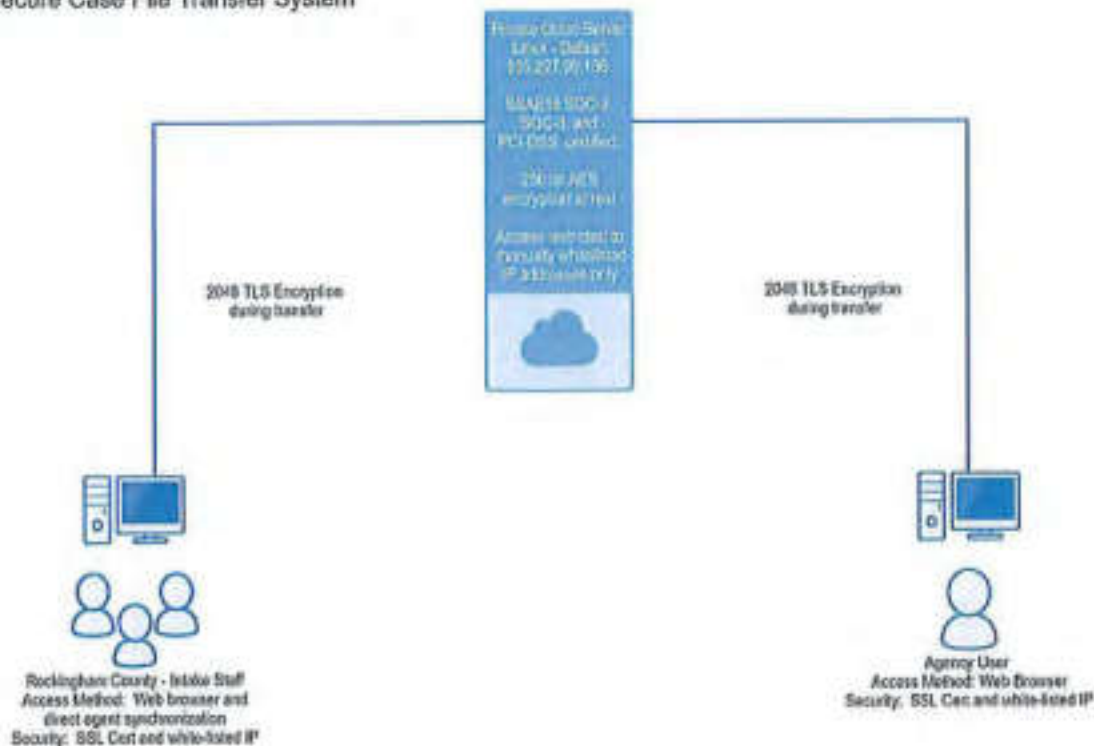
would never see these cases. Generally speaking, this Office would not receive felony case files, if not resolved in circuit court, from the police departments until sometime after the probable cause hearing in circuit court.

Due to the Felonies Frist legislation, all felony complaints are now filed first with the Rockingham County Superior Court. All the complaints are filed by Assistant County Attorneys rather than police officers. After an arrest is made, officers send the RCAO proposed complaints, an affidavit supporting the charges and whatever police reports are available. My Assistant County Attorneys then review the paperwork, draft complaints and file them with the Superior Court. When an arrestee is being held on bail, the Rockingham County Attorney's Office must file the complaints the next day by 11:00am as an incarcerated defendant is entitled to an arraignment within 24 hours of arrest. Accordingly, the Office receives new felony cases every day. Additionally, if an arrestee is not being held on bail, the defendant is entitled to an arraignment within 20 days. The departments send us the non-incarcerated felony files within 4 days of making an arrest.

Since the Assistant County Attorneys are required to file felony complaints within 24 hours of an arrest where the defendant is held on bail, County Attorney Conway needed to come up with a way to enable police departments to transfer information to the office quickly, securely and efficiently. It was clear to everyone involved that officers from 37 different towns could not realistically drive to the Rockingham County Superior Court every day to deliver documents. Moreover, law enforcement professionals are not allowed to share information via email as it is not secure as mandated by the Department of Justice.

County Attorney Conway worked with our IT people from Block 5 and created the Rockingham County Attorney's Office Secure Case File Transfer system. Essentially, the transfer system is an I Cloud based server. Access to the server is restricted to manually whitelisted IP addresses only. At least one person from each agency in Rockingham County provided Block 5 with his/her IP address so that he/she has access to the server. The agency or police department user transfers the documents to the Rockingham County Attorney's Office through this system. Using the system is simple, secure and efficient. Police Departments are happy with the system as it saves them a trip to the County Attorney's Office. County Attorney Conway and her staff are happy with the system because it enables us to receive the information as quickly as possible.

Rockingham County Attorney's Office
Secure Case File Transfer System



Prior to October 1, 2017, County Attorney Conway invited all 37 police departments and the New Hampshire State Police to attend a Felonies First Meeting on September 20, 2017, where County Attorney Conway explained the new law and what steps needed to be taken to comply with the new court procedures. Block 5 was also present in order to answer any questions about the Case File Transfer System.

FELONIES FIRST MEETING



SEPTEMBER 20, 2017
9:00AM TO 11:00AM
AT THE HILTON AUDITORIUM
117 NORTH ROAD
BRENTWOOD, NH

Who should attend:
· Police Chiefs or their Designee
· Circuit Court Prosecutors
· Records personnel
· Point people
· Anyone at your agency who shares documents with the County Attorney's Office.

Topics Covered:

- Law Overview
- What to Expect
- Share information in a secure manner

This new procedure increased our caseload significantly. In fact, County Attorney Conway projects we will see a 30-40% increase in our caseload in year 2018. Due to the new procedure starting in October, we were unable to come up with any accurate number for 2017.

To effectively deal with the increase in cases, the Board of Commissioners and the Delegation approved two new Assistant County Attorney positions and two new legal assistant positions in 2017. For year 2018, the Board of Commissioners and Delegation approved one new victim witness coordinator position. Although these additional positions increased the County Attorney's Office budget, the positions are needed to counteract the significant increase in cases.

County Attorney Conway dedicated two Assistant County Attorneys to review and file felony complaints. These two attorneys are also responsible for prosecuting the cases County Attorney Conway deems appropriate for the Early Case Resolution (ECR) Program. If a case is not resolved through Early Case Resolution, the case is reassigned to a non ECR Assistant County Attorney.

PROSECUTORS:

The Rockingham County Attorney's Office employees 21 attorneys, 2 investigators, 4 victim/witness coordinators and 14 support staff. 19 attorneys prosecute felony cases and 2 of the attorneys handle circuit court cases for various towns in the Plaistow Circuit Court and the Exeter Circuit Court. The felony Assistant County Attorneys are divided into teams covering three geographic regions of the county.

In 2017, County Attorney Conway further organized the attorneys by assembling a Felonies First/ECR team of two Assistant County Attorneys, one Alternative Courts' Assistant County Attorney and a Drug Prosecution Team of two Assistant County Attorneys. The Drug Prosecution

Team specializes in prosecuting high level drug crimes. The Drug Prosecution Team has become necessary to combat the Opioid Epidemic.

Rockingham County Superior Court is the busiest superior court in the State.

In 2017, 1903 criminal cases were reviewed and disposed of in some manner by the Attorneys in the Rockingham County Attorney's Office as opposed to 1737 cases in 2015. 3326 criminal charges were filed in the Rockingham County Superior Court as compared to 2510 charges filed in year 2015.

Approximately 497 jury trials were scheduled for trial by the Superior Court in 2017. The Court did not schedule or hear any trials for 20 weeks out of the calendar year. Jury trials can generally take anywhere from 2 to 14 days to complete. The remainder of the cases were resolved through negotiated dispositions.

In addition, 251 probation violations were prosecuted by this office. The average caseload for each felony prosecutor was 105. This number does not include probation violations and post-conviction matters that are routinely filed and litigated by the Office.

The County Attorney continues to be proactive in providing assistance during the earliest stages of a case. Prosecutors are available to answer questions and to go to a crime scene to assist in investigations and charging decisions 24 hours a day. All prosecutors are periodically scheduled to be "on-call" at night and on weekends. Prosecutors are "exempt" employees who do not receive overtime or other consideration for this added duty. The prosecutors recognize that this is an important function that results in better investigations, better prosecutions and protection of the rights of citizens of the County. Duty calls from police departments were 250 in 2017.

The following are a sample of the types of cases prosecuted in 2017:

State v. Leo Witham: Negligent Homicide

The defendant was charged and convicted of negligently causing the death of a toddler. The toddler was the defendant's step son. The defendant used fentanyl and left a small amount of the drug in an area where the toddler was able to gain access to it. The baby ingested the drug through his mouth and died of fentanyl poisoning. The defendant entered a plea of guilty to the charge and was sentenced to serve 7.5-15 years stand committed at the New Hampshire State Prison. County Attorney Patricia Conway and Assistant County Attorney Ryan Ollis prosecuted the case. Stephanie Callahan served as the victim witness coordinator.

State v. Christine Tumulty – Second Degree Assault

The defendant and her boyfriend engaged in a tug of war for up to five minutes where the defendant was pulling and twisting her one moth old child. The child suffered numerous broken bones and eye hemorrhaging. The defendant was convicted of multiple counts of second degree assault after

a jury trial. She was sentenced to serve 8-18 years at the New Hampshire State Prison with 3 years off the minimum and 6 years off the maximum for good behavior. Lead Attorney Melissa Fales and Deputy County Attorney Jennifer Haggar prosecuted the case. Stephanie Callahan served as the victim witness coordinator.

State v. Edward Proctor – Prohibition from Child Care Service

The defendant is a convicted sexual offender. He employed a juvenile which is prohibited by law contrary to RSA 632-A:10. The defense filed a motion to dismiss, arguing that employing a child didn't qualify as prohibited conduct under the statute. The Court denied the motion to dismiss and the defendant was convicted after trial. The defendant was sentenced to stand committed time at the State Prison. Lead Attorney Stephanie Johnson prosecuted the case. Kate Winter served as the victim witness advocate in the case.

State v. George Colbath – 17 Counts Aggravated Felonious Sexual Assault

The defendant began sexually abusing the victim when she turned 14. The defendant repeatedly assaulted the victim over a period of several years and used threats against her and her animals to keep her silent. The crimes occurred in several New Hampshire towns. After a jury trial where the prosecution called more than 15 witnesses, the jury deliberated in less than an hour before convicting the defendant on all 17 counts of Aggravated Felonious Sexual Assault. The Court sentenced the defendant to 25-60 years stand committed at the New Hampshire State Prison. Assistant County Attorneys Annaliese Wolf and John Mara prosecuted the case. Kate Winter served as the victim witness coordinator.

State v. Kelly Barry - Sale of a Controlled Drug with Death Resulting

On January 16, 2017, the defendant sold the controlled drug, Fentanyl, to an adult male. The adult male suffered from substance abuse disorder and used the drug at his apartment in Portsmouth. The next day, the victim's mother found him deceased in his apartment and notified the Portsmouth Police Department. The defendant entered a plea of guilty to the offense and was sentenced to 10-20 years at the New Hampshire State Prison, stand committed. County Attorney Patricia Conway and Assistant County Attorney Colleen Laffin prosecuted the case. Meghan Lennon served as the victim witness coordinator.

State v. Gregory Bruno- Arson, Attempted Arson, Animal Cruelty, Burglary and Criminal Threatening.

The defendant befriended A.A. in the fall of 2013. From that point on the defendant became obsessed with A.A. In January 2015, it became clear that A.A. did not have any interest in the defendant. Refusing to accept this fact, the defendant began a reign of terror aimed at A.A., A.A.'s family and A.A.'s friends. The defendant set a fire at A.A.'s home and in the course of doing so killed their three beloved family dogs: Baron, Owen and Raven. After the first fire,

Bruno took to his cell phone and the internet to send harassing and threatening messages to A.A., A.A.'s family, A.A.'s friends and to himself in an effort to paint himself as a victim. Ultimately, the State was able to present evidence which demonstrated that the defendant was responsible for the harassing and threatening messages. The defendant also set fires in multiple locations including Raymond, New Hampshire, Epping, New Hampshire and in a car in Stratham, New Hampshire. Sadly, another beloved dog, Stewie, was inside of this car and perished as a result of the defendant's actions. Bruno also fed razor blades to his family pet, Frannie. The defendant was convicted of multiple charges after a three-week long jury trial. Deputy County Attorney Jennifer Haggart and Assistant County Attorney Terri Harrington prosecuted the case while Meghan Lennon served as the victim witness coordinator. The defendant was sentenced to 22.5 -60 years at the New Hampshire State Prison, stand committed.

State v. Frederick McKenzie – Domestic Violence

A Seabrook man was sentenced on December 6, 2017 to 10 -20 years in prison after viciously attacking a woman he had been dating. Frederick McKenzie, 46, pled guilty to six felony charges and six misdemeanor charges, alleging different acts of domestic violence for conduct that took place June 7, 2017 in Seabrook. During the course of an evening, he terrorized the victim for hours, strangling her several times, threatening her and injuring her with scissors, and repeatedly physically assaulting her. He threatened her and taunted her, and told her to pray because she was going to die that night. Her injuries included a laceration, bruising, muscle strain, and serious hemorrhaging in her eyes, still evident several days after the assault. Deputy County Attorney Jennifer Haggart prosecuted the case. Stephanie Callahan served as the victim witness coordinator.

State v. Adam Kumis –Aggravated Felonious Sexual Assault and Felonious Sexual Assault

On Tuesday, October 10, 2017, Adam Kumis, of Manchester, NH, was convicted of two counts of aggravated felonious sexual assault, a count of felonious sexual assault, a count of sexual assault. The defendant was 24 years old at the time of the offense. He met the 13-year-old victim one night at a property in Raymond, NH. He sexually assaulted the victim when she was incapacitated by alcohol. When the matter was brought to the attention of the Raymond Police Department approximately 14 months later, they found the property in incredibly similar condition to what the victim described. Phone records provided a link between the two, although he denied knowing her to police. The Court sentenced the defendant to 5-15 years at the New Hampshire State Prison, stand committed. Lead Attorney Stephanie Johnson and Assistant County Attorney Annaliese Wolf prosecuted the case. Stephanie Callahan served as the victim witness coordinator.

State v. Mark Lemay– 6 counts Aggravated Felonious Sexual Assault, Strangulation and other Domestic Violence related charges.

On December 19, 2017, the defendant was found guilty after trial by jury in the Rockingham County Superior Court of six counts of aggravated felonious sexual assault, one count of strangulation, four counts of misdemeanor domestic violence, and one count of criminal threatening. Several witnesses testified over a period of three days at trial including New Hampshire's Chief Medical Examiner, Dr. Jennie Duval and Intimate Partner Violence Expert, Scott Hampton. The jury found that Mark Lemay physically and sexually assaulted his ex-girlfriend of several years on two separate occasions in the fall of 2016. Lead Rockingham County Attorneys Melissa Fales and Douglas Sheehan prosecuted the case. Megan Lennon served as the victim witness coordinator. The defendant was sentenced the defendant to 20-40 years at the New Hampshire State Prison, stand committed.

Awards and other Special Accomplishments:

Deputy County Attorney Jennifer Haggar: Attorney Haggar is a member of the New Hampshire Internet Crimes Against Children Task Force as well as the Human Trafficking Task Force. She also received the Every Day Hero award in 2017 from our Statewide Child Advocacy Center Organization for all her hard work and dedication in prosecuting abuse against children crimes.

Assistant County Attorney Mandi Werner: Attorney Werner is a Board member of the New Hampshire Children's Trust.

Assistant County Attorney Ryan Ollis: Attorney Ollis of the New Hampshire Army National Guard. He was recently promoted to the rank of Captain. Attorney Ollis served on the New Lawyers Committee for the New Hampshire Bar and the Justice Involved Veteran's Task force in 2017.

DISTRICT COURT:

While the County Attorney is responsible for criminal prosecution in her County, many of the police departments prosecute their own cases at the Circuit Court level. The County Attorney's Office provides assistance to departments when requested and occasionally for short periods when departments have been without personnel. The County Attorney has assumed complete responsibility for District Court prosecution under circumstances where the individual department or municipality reimburses the county for the associated cost of providing that service. This is done because the County Attorney does not provide district court prosecutors for all the towns in Rockingham County.

The Plaistow District Court prosecutor position was created in 2003 with 6 towns having entered into a contract with the County Attorney's Office to provide a prosecutor for the towns. Currently, 3 towns are involved in the Plaistow District Court contract: Plaistow, Kingston, and Danville. Assistant County Attorney Garrett Bartlett handles all the Plaistow District Court matters. Additionally, in 2007 the Exeter District Court position was created. Currently, Exeter and

Hampton Falls utilize our prosecutorial services. Assistant County Attorney Mandi Werner handles all misdemeanor offenses for Exeter and Hampton Falls in the Exeter District Court.

VICTIM WITNESS COORDINATORS

The County Attorney's Office has four full-time Victim/Witness Coordinators. The coordinators work primarily on victim cases. They provide information and assistance to people affected by crimes with compassion and professionalism. Coordinators guide victims through the criminal justice process and work to ensure that the victim's rights are protected in accordance with RSA 21-m:8.

- . The Victim/ Witness Coordinators averaged 1,352 telephone conferences, 436 emails and 220 office conferences with victims and witnesses of crime in 2017.
- . The Coordinators and interns generated 1304 letters to go out to victims and witnesses in 2017.

Awards and other Special Accomplishments:

Stephanie Callahan: Member of the Domestic Violence Fatality Review Committee. Member of the New Hampshire Partnering for Futures Without Violence Conference Committee.

Megan Lennon: Works with the Child Advocacy Center to coordinate all the CAC interviews. Megan is also our Karpel point person.

Kate Winter: Member and Co-facilitator of the Rockingham County Sexual Assault Resource Team. Kate also serves as an EMT in the town of Sandown.

INVESTIGATORS

The County Attorney's Office has two investigators. Both are retired law enforcement. The investigators review all cases involving victims. Other duties of the investigators include, but are not limited to, assisting law enforcement agencies in follow-up investigations, locating missing witnesses and conducting some interviews.

- . The investigators reviewed 68 cases.
- . The investigators located 145 witnesses.
- . They conducted 67 witness interviews.
- . They conducted 100 follow up investigations.

SUPPORT STAFF

The support staff at the County Attorney's Office consists of an Office Administrator, an Assistant Office Administrator, a Receptionist, a Paralegal and numerous Legal Assistants. The support staff is responsible for duties such as transcribing, drafting pleadings, scanning documents,

generating subpoenas, filing and mailing various legal correspondence and pleadings, coordinating and scheduling monthly Grand Jury proceedings, as well as assembling all felony files for review by the prosecutors.

- . The support staff generated approximately 1110 trial subpoenas in 2017 and processed approximately 1903 cases involving multiple items of trial evidence.
- . Additionally, our Assistant Office Administrator processed 34 Interstate Agreement on Detainers and 6 Governor's Warrants to prosecute out of state defendants.
- . The reception office received an astonishing 13,359 incoming calls this year.

CHILD ADVOCACY CENTER OF ROCKINGHAM COUNTY

Our Child Advocacy Center is the first established in New Hampshire. The Child Advocacy Center provides child friendly forums for multidisciplinary interviews of child victims and witnesses at sites in both Portsmouth and Derry. Assistant County Attorneys attend all interviews that involve an adult perpetrator.

Prosecutors attended 200 interviews at the Child Advocacy Center in 2017. The process is time consuming for attorneys, but is critical to successful resolutions to these types of cases. Additionally, one prosecutor will attend monthly case review meetings to ensure that all the cases are being handled appropriately.

ALTERNATIVE SENTENCING

County Attorney Conway recognizes that some defendants require alternative sentencing in order to reduce recidivism. Nationally, the recidivism rate is 67%. Thus, 67% of defendants who are incarcerated are arrested for another criminal offense within 3 years after being released from incarceration. This number is unacceptable. Accordingly, since being sworn into office several years ago, County Attorney Conway has encouraged the prosecutors in the office to recommend alternative sentencing programs in appropriate cases. These programs are not considered for those defendants who are violent and/or sexual predators.

DRUG COURT:

A few years ago, Justice Tina Nadeau brought Drug Court to Rockingham County. The program targets high risk, high need offenders. The offenders are highly addicted individuals. The program is divided into 4 separate phases. The participant will graduate after successfully completing the

sign a contract agreeing to complete a number of tasks within a period of a year. For example, the participant may be required to complete counseling, write a letter of apology or complete community service. If the participant remains of good behavior and completes all the tasks, the felony charge against him/her will be dismissed.

VETERANS' TRACK:

Rockingham County commenced a Veterans' Track Program at the end of 2016. The combat experience leaves many of our veterans with Post-Traumatic Stress Disorder and/or Traumatic Brain Injury. In fact, one in five veterans experience symptoms of a mental health disorder or cognitive impairment. Our Veterans' Track requires regular court appearances and mandatory attendance at treatment sessions. A member of Veterans' Affairs works with the prosecutor, the defense attorney and the Court to connect the veteran with local and state resources that the veteran has earned and is entitled to. This alternative to incarceration results in fixing or treating the underlying issue and ultimately reduces the likelihood that the veteran will commit another crime.

NEW CHALLENGES AND OPPORTUNITIES

Rockingham County will face some significant challenges in 2018. We are currently faced with an ongoing drug epidemic. Heroin and Fentanyl are particularly addictive and dangerous. In 2017, 413 people died from drug overdose in the State of New Hampshire. Of those 413 deaths, 310 were the result of Fentanyl or Fentanyl and other drugs. 89 of the deaths took place in Rockingham County.

The County Attorney's Office will continue to promote and advocate for alternative sentencing programs for those who are highly addicted; however, the drug dealers will be prosecuted to the fullest extent of the law. Furthermore, the County Attorney's Office will work closely with the Rockingham County Drug Task Force and other local agencies to aggressively fight the sale of drugs in Rockingham County. Additionally, the County Attorney's Office is encouraging and assisting law enforcement agencies in investigating sale of controlled drugs with death resulting cases.

Moreover, the County Attorney will continue to speak at public forums to educate our citizens about the dangers of drugs and to advocate for more treatment facilities in Rockingham County and the State of New Hampshire. Lastly, the County Attorney will educate young people as to the dangers of drugs as prevention is the most cost-effective way to battle drug addiction.

Also of concern to the County Attorney's Office are sexual assault offenses, human trafficking and internet crimes against children. The County Attorney's Office will continue to work closely with the Internet Crimes Against Children Task Force (ICAC) to properly investigate and prosecute those who sexually exploit children through the use of the internet or computers. In

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2015, County Attorney Conway formed a SART (Sexual Assault Resource/Response Team) in Rockingham County. The mission of the Rockingham County SART is to guide adult victims of sexual assault along the path toward justice through open communication and using a collaborative, victim centered approach in order to offer a network of services and to hold perpetrators accountable. This program has been tremendously successful. The SART started case review in 2016. The purpose of case review is to learn from the successes and failures of previously investigated/prosecuted sexual assault cases. In June of 2017, at the Hilton Auditorium, SART members sponsored and presented a training for first responders investigating adult sexual assault cases. The training was well attended and was a huge success.

Furthermore, the Rockingham County Attorney's Office will continue to collaborate with Homeland Security Investigations, ICAC, Portsmouth Police Department, Salem Police Department and other agencies in the State of New Hampshire to target, investigate and prosecute human traffickers.

Another challenge for the County Attorney's Office is the growing number of cases our staff and the Court's staff will be tasked with managing in 2018. With the new staff positions granted by the Board of Commissioners and the Delegation, County Attorney Conway is confident that the RCO can handle the increase in workload.

In closing, I want to congratulate the entire staff of the Rockingham County Attorney's Office. They are dedicated and compassionate professionals who are committed to the mission of the office. They have and will continue to do what it takes to get the job done. The citizens of this county can be assured that the staff of this office serves them well.

I would also like to thank the Commissioners, Department Heads, Elected Officials and the Delegation for your hard work and professionalism. I am fortunate to work alongside a great group of people. I look forward to working together in the coming year to do what is best for the citizens of Rockingham County!

I am truly humbled and honored to be the County Attorney and I feel blessed to be given an opportunity to make our community safer.

Respectfully submitted,



Patricia G. Conway
Rockingham County Attorney

ENGINEERING & MAINTENANCE SERVICES

Jude Gates, Director of Facilities, Planning and Information Technology

The mission of the Engineering & Maintenance Services (E&MS) department is to provide, safely and efficiently, the infrastructure services that contribute to the quality of life for our residents, the safety of the personnel in the Correctional facility, and the maximum productivity of the employees. Operations are structured with an eye to the long term good of the County, focusing on preventive maintenance to foster equipment and facility longevity, and to maximize stability in expenditures. Land management strategies and conservation measures are employed consistent with our responsibility for stewardship of the natural resources.

In 2017, the Engineering & Maintenance Services (E&MS) team met the day to day operational needs of our residents, staff, visitors, facilities and grounds while at the same time engaging in work that contributes to the long term efficiency and viability of the Complex. The carpentry, electrical, grounds, heating, IT/Telecommunications, locksmith, motor services, plumbing, water, wastewater, and Projects needs are met or coordinated by the skilled and dedicated employees of E&MS. We continuously take on new and refine existing functions for the greatest efficiency to the County. Truly, an accomplished facilities department is virtually invisible: light switches turn the lights on and off; thermostats adjust room temp, the air is always properly filtered and conditioned, all of the multitude of permits, rules, regulations, compliance requirements are met. Although much of the work of E&MS is done behind the scenes, there is a tremendous amount of work that goes into a well-run Complex. The pride of craftsmanship and personal insistence on excellence by the E&MS Team is clearly visible in every aspect.

In addition to the daily preventive maintenance and repairs, E&MS participated in the following projects and upgrades throughout the Complex in 2017.

- Continued upgrades to security of the Rehabilitation and Nursing Center were accomplished. This has become an increasing focus in the past few years; additional card access and camera/video security were completed
- E&MS was able to take advantage of a jail block that was empty due to Department of Corrections initiatives; we were able to completed renovate E Block including plumbing chases, door locking mechanisms, complete replacement of cell and tier lighting to LED fixtures, painting, etc.
- Following replacement of the hot water storage tanks at the Jail, all deteriorated mixing valves were replaced, lending energy efficiency.
- The glycol system serving HVAC rooftop units at eth jail was refurbished.
- Seventy-five detention cell and fire doors at the jail were replaced.
- Repairs and epoxy coating of twenty-two shower units at the jail were accomplished
- The water main between Well House #3 and the Water Treatment Facility was replaced
- Parking lots and roadways on the south side of North Road were repaved and storm drainage equipment serviced
- A significant Motorola backhaul was completed to ensure stable emergency communications to the Sheriff's Dispatch and the communities served
- In the IT Realm, our IT Manager consolidated photocopier contracts for all county departments, firewall and web filter upgrades were undertaken, a major component of the Storage Area Network was replaced and a major Document Preservation Project began.

- An RFP was published for the installation of an Electrostatic Precipitator on our Biomass Boiler #2 to enable certification to generate Thermal Renewable Energy Certificates. This will even further clean emissions and be a source of revenue for the County going forward.
- We continue to look to the future needs and space allocation/planning for County departments. An evaluation was conducted with numerous options offered as potential long range plans. An engineering firm has been engaged to conduct an assessment of the capacity of the Wastewater Treatment Facility to better understand the possibilities and limitations of the County Complex in Brentwood.

Of particular note is the tremendous contribution of the E&MS team to the major renovation project at the Blaisdell and Fernald buildings of the Rehabilitation and Nursing Center. Our Foreman, Master Electrician, Master Plumber and Projects Coordinator have spent countless hours in design discussion, plans review, inspection and daily coordination ensuring that the final product will be a premier facility of the highest standard. The entire team has stepped up and embraced the additional responsibilities of maintenance of a facility and grounds under construction.

Whereas approximately 68% of the E&MS Operating budget is for utilities expenses, a strong emphasis is placed on preventive maintenance for maximum performance, energy efficiency and potential cost savings. The audited energy savings for measures installed in 2003 is \$219,519 and a continued savings of about 20,000 gallons of water per day. The biomass plant, constructed in 2012 and 2013 demonstrated a savings by virtue of burning wood instead of oil of about \$279,000 in 2017. As noted, we look for an LED solution when replacing light fixtures, energy efficient mechanical equipment, and seek rebates from the utilities wherever possible. We continue to maintain a Wellhead Protection Program ensuring water quality and cost savings on annual laboratory fees. Treated wastewater is used to irrigate the hay fields, recharging the aquifer and generating a source of revenue that can absorb the nutrients. Conservation and efficiency are truly a factor in every work order, purchase and project. It is both an increasing challenge and a great source of pride to be ever more effective in this arena.

I am grateful for rapport with the Officials and Division Directors, working together for the betterment of the County, and particularly for the continued support and confidence shown to the Engineering & Maintenance Services department by the Board of Rockingham County Commissioners.

Human Resources

Alison Kivikoski, Director

The Human Resources Department has had a busy year. The department remains responsible for benefits administration, recruitment, support and guidance to employees regarding Personnel Policies, new hire orientation, employee relations, staff development and trainings, the Workers' Compensation program, and the County's performance evaluation process.

The County remains self-insured for Health, Dental and Short Term Disability insurance. The market is ever-evolving and we are constantly reviewing our plans to mitigate claim and premium costs while still meeting the needs of our employees. An important highlight this year was the roll out of the new Premium Incentive Program. This program is for subscribers of the Cigna Health Plan. It provides opportunities for employees to engage in health related activities as a means to receive premium incentive payments.

Human Resources embarked on the implementation of a new Human Resources Information System (HRIS) called Kronos. To date, we have fully implemented the "Workforce HR" module which allows us to automate administrative processes to reduce errors and enforce policies consistently. Additionally, we will be moving to an electronic benefit enrollment process in the fall of 2018. Other modules that are scheduled to be released over the next year include Applicant Tracking, Leave of Absences and Employee Performance Evaluation Management.

In the fall of 2017, the Department of Human Resources facilitated our annual Employee Years of Service Recognition event. A total of 84 employees - 13 with over 25 years of service with the County - were recognized for their years of service.

We continue to publish a County-wide Quarterly Newsletter that is a means for departments to share articles of interest and milestones. This initiative has been received positively by staff, who have commented that they enjoy reading the articles about other departments. We look forward to continuing with this endeavor to promote a sense of inclusion and community throughout the County.

As part of our mission to foster wellness within the County, we were able to introduce a Weight Watchers at Work on-site program. The program began in March of 2017 with eighteen members and has quickly grown to thirty-three active members. The meetings remain open to any employee of the County who has an interest in this program.

In 2018 we anticipate opening our new employee fitness center that will have a variety of fitness equipment to encourage employees to attain their own wellness goals.

Human Resources provided educational training opportunities on the following subject matters: Comprehensive Workers' Compensation, Employee Personnel Files, Harassment Prevention, Department of Labor Wage and Hour. These trainings covered important updates on current laws and regulations for the workplace.

I would like to express my appreciation to the Human Resources team for their hard work and dedication. Additionally, my thanks go out to the Board of Commissioners for their continued support of the department.

Long Term Care Services

Steven Woods, Administrator/Long Term Care Services Director

The year 2017 was full of changes and setting new goals while continuing to provide the highest quality care to our nursing home residents, short term rehab clients and assisted living residents according to our mission.

I certainly want to acknowledge all of the staff and departments that ensured our steady course throughout the entire year. A strong team approach assured consistency and a high quality of care delivery to everyone we served.

Our annual Medicare/Medicaid State Survey was conducted in February 2017. Once again Rockingham County Rehabilitation and Nursing Center stands out as one of the best nursing homes in the State of New Hampshire. The nursing home had a very good survey.

We continued with our strong rehabilitation program. We served residents in our community that required short term rehabilitative services with a goal of returning many back to their homes. Our contract continued with Select Rehabilitation. Our nursing staff continued to be trained in IV services so we could meet higher acuity needs, as well. We kept moving to the future of long term care delivery by growing as a more regional provider of skilled services and making a more frequent connection with all of the hospitals in our service delivery area.

The major renovation project continued moving forward. The renovation of our Fernald 2 nursing unit was wrapping up at the end of the year. This will allow for more private rooms to be added to our facility with private bathrooms to allow for greater customer service and better infection control practice. The Blaisdell 1 and Blaisdell 2 nursing units continued moving along, as well. When complete this will create a warm, cohesive and inviting environment for both the short term and long term residents we serve. The final piece of the project will be the new Singer entrance that will allow a better cafeteria for staff, residents and all guests. It will also allow a newer, brighter beauty salon to be put in and a locker room for staff to enhance wellness opportunities. These final pieces will wrap up in 2018.

Another big change was converting to Glendale for our food service contract. This conversion allowed for a smooth transition to a company that has considerable experience with running cafes and food programs that allow for the greatest resident/client selections, flexibility and satisfaction. The conversion was very successful and will only help enhance food service operations as we continue to move to the future.

I am proud of Rockingham County Long Term Care Services and the strong community reputation that it deserves. I look forward to the year ahead with excitement. I am especially proud of the people I work with every day here at the facility. I have so many colleagues who work with loyalty and high professional standards. We spend time letting them know how much they are all appreciated throughout the year and especially during our annual staff appreciation week held in May.

We are all grateful for the dedication, guidance and support of our three County Commissioners and look forward to the year ahead.

ROCKINGHAM COUNTY REHABILITATION AND NURSING CENTER

CENSUS 2017

TOTAL CENSUS	JANUARY 2017	159
TOTAL ADMISSIONS		179
Home		9
Hospital		82
Nursing Home		6
Psych. Hospital		1
Rehab		2
Assisted Living		3
Returns from Hospital		76
TOTAL DISCHARGES		210
Hospital Discharges		91
Expired in Hospital		6
D/C home from hospital		1
Permanent Discharges		112
Discharge to Another facility		2
Discharged to Assisted Living		13
Discharged Home		57
Deaths		40
TOTAL CENSUS	DECEMBER 31, 2016	138
TOTAL RESIDENT DAYS		
DAILY AVERAGE CENSUS		141
HIGHEST CENSUS		165
LOWEST CENSUS		137
DAILY AVERAGE:		
FERNALD BULDING		0
BLAISDELL BUILDING		75
DRISCOLL BUILDING		65
AVERAGE AGE OR RESIDENTS DECEMBER 31, 2017		84
AVERAGE AGE OF RESIDENTS DEATH		86
AVERAGE AGE OF ADMISSION		84
AVERAGE LENGTH OF STAY		0 yrs – 11 mos. – 21 days

OFFICE OF REGISTER OF DEEDS

**CATHY ANN STACEY
REGISTER OF DEEDS
ROCKINGHAM COUNTY
10 ROUTE 125
BRENTWOOD NH 03833**

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2017 ANNUAL REPORT ROCKINGHAM COUNTY REGISTER OF DEEDS

TO THE HONORABLE BOARD OF COMMISSIONERS:

As I begin my twenty-fourth year as Rockingham County Register of Deeds, I'd like to dedicate this Annual Report to Cheryl Durling. Cheryl is a forty-year veteran of the Registry and should be commended for her continued efforts at maintaining the computer programming, digital images and indexing system which are the backbone of this office. I'd be remiss if I did not take this opportunity to commend the entire Registry of Deeds staff for their continued hard work and dedication in fulfilling the mission of this office. Additionally, I extend my deepest appreciation to the residents of Rockingham County for their continued support and confidence in me as their elected County Register of Deeds. It continues to be my pleasure to serve you and I pledge to continue on my vision to make the Registry of Deeds records more accessible to the public and strive to discover ways to ensure continued fiscal responsibility in the budgeting and administration of this office.

In 2017 we had three members of our staff reach milestone years working for the County – 15 years, 30 years and 40 years. All three individuals are dedicated to the successful operation of this department and Rockingham County. Congratulations to each of them!

In 2017 the Registry of Deeds continued to open the pilot program for E-filing of land records documents. A total of ninety-five (95) Title Companies and attorneys participated in the pilot program with a total of 13,069 documents being recorded for the year. This is an increase of 4,000 documents. An appropriation to update the current software system was awarded. Significant work has been accomplished but testing has shown us the product was not ready for prime time, therefore, we continue to massage the software to best suit our needs and anticipate it to be fully functioning in the first quarter of 2018. At that time the electronic filing program will be fully opened to all lawyers, title companies and lenders wishing to participate. This transition will result in less mail handling for this office and save on postage fees.

The restoration of ancient documents continues to move forward. From the dedicated fund the sum of \$56,000.00 was budgeted and expended for this project. As a reminder, the dedicated fund (surcharge fund) contains non-taxpayer dollars which are statutorily dedicated for use in the Registry of Deeds.

The Registry of Deeds experienced an overall decrease in document recording volumes over 2016 of five (-5%) percent for a total of 58,111 filings.

The following chart reflects annual transactions reported to each municipality within Rockingham County. A total of 34,057 transactions were reported reflecting a five (5%) percent decrease in activity. 1172 went to all communities as no location was specified within the document.

MUNICIPAL TRANSACTIONS

Atkinson	825	Greenland	500	Newington	136
Auburn	591	Hampstead	906	Newton	488
Brentwood	400	Hampton F	224	Northwood	571
Candia	472	Hampton	2356	Plaistow	847
Chester	573	Kensington	223	Portsmouth	2335
Danville	480	Kingston	738	Raymond	1037
Deerfield	515	Londonderry	2629	Rye	689
Derry	3107	New Castle	136	Salem	2942
E Kingston	269	Newfields	178	Seabrook	911
Epping	726	Nottingham	600	S Hampton	102
Exeter	1491	N Hampton	625	Sandown	652
Fremont	396	Newmarket	753	Stratham	864
				Windham	1598

The foreclosure trend in Rockingham County continues to decline. During 2017 Rockingham County recorded 250 foreclosures which reflect a decrease of 40 or -16% from the previous year. This is a positive sign.

Foreclosure Transactions

Atkinson	2	Greenland	2	Newington	0
Auburn	1	Hampstead	6	Newton	8
Brentwood	2	Hampton F	0	Northwood	9
Candia	5	Hampton	6	Plaistow	15
Chester	6	Kensington	2	Portsmouth	6
Danville	9	Kingston	11	Raymond	17
Deerfield	5	Londonderry	20	Rye	0
Derry	31	New Castle	0	Salem	22
E Kingston	0	Newfields	0	Seabrook	7
Epping	6	Nottingham	4	S Hampton	0
Exeter	14	N Hampton	5	Sandown	7
Fremont	6	Newmarket	3	Stratham	4
				Windham	9

This office recorded at total of 14,353 Mortgages, 12,005 Deeds, 105 Attachments, 768 Liens, 267 UCC Financing Statements and 677 Subdivision Plans in addition to 29,686 other various documents.

I am happy to report the total County revenue collected by the Registry of Deeds in the 2017 calendar year was \$3,852,938.80.

The total State revenue collected by the Registry of Deeds in calendar year 2017 was \$43,340,431.00.

2017 Revenue Collected by Register of Deeds

State Transfer Tax	\$42,330,295.00
4% RETT commission	\$1,692,554.80
State LCHIP tax	\$1,010,136.00
4% LCHIP commission	\$ 42,189.00
Copies/Faxes	\$ 332,974.67
Recording Fees	\$1,635,220.33
Document Surcharge offset	\$150,000.00
Total Revenue	<u>\$3,852,938.80</u>

Total Documents recorded 58,111

Current year documents scanned/filmed	288,561 pages
Current year scanned plans	1,013 sheets
Current year daybook filmed	9,000 pages
Historical records rescanned	100 books

TOTAL PAGES..... 298,574 pages

In closing, I wish to acknowledge the Rockingham County Board of Commissioners, Engineering & Maintenance Department/IT Department personnel and members of the Rockingham County Finance Department and Human Services Department for their continued assistance and support provided to this office.

Respectfully submitted,

Cathy Ann Stacey

Cathy Ann Stacey
Rockingham County Register of Deeds



Office of the Sheriff

Rockingham County

Michael G. Hureau High Sheriff

I am honored to serve the citizens of Rockingham County as High Sheriff. I was appointed to this position in June of 2015 and formally elected in November of 2016.

Rockingham County Communications Center handled 157,169 calls for service in 2017. A communications equipment upgrade project, which was grant funded and completed in 2016, represented a significant upgrade in technology and equipment for our dispatch center. In 2017, a project undertaken with Motorola proposed to upgrade our external radio transmitter sites for better reception when dispatching fire calls. Motorola also suggested a changeover to Linear Simulcast Modulation (LSM) on the digital (police) side to improve coverage throughout Rockingham County. This changeover required a software reprogram to the radios. Motorola assured us that the changeover would work with all existing radios. Unfortunately, this was not the case.

Because the modulation change was ultimately determined as not possible with older Motorola Astro Spectra mobile radios, Motorola offered a 50% discount off the retail price on new radios, along with free removal and installation. The offer was made to all police and fire agencies within Rockingham County. The purchase program began November 1, 2017 and will continue until July 31, 2018.

Rockingham County Supervised Pretrial Release Program entered its fourth year in 2017. The program is a joint effort between Rockingham County Sheriff's Office and Department of Corrections along with the Court System of the State of New Hampshire. Participants wear electronic monitoring bracelets while living and working in their respective communities rather than remaining incarcerated. The program maintains contact with the supervised individuals by both electronic and personal communication to ensure that orders of various courts and the contractual agreement between the parties are followed, while no new or additional crimes are committed. One hundred eighty-six (186) defendants participated in 2017 with 51 successfully completing the program. This represents an increase over program participants and those with successful completion in 2016.

Sheriff's Office Drug Task Force was involved with numerous drug investigations involving multiple agencies. In 2017, the Task Force conducted successful drug-buy operations in Task Force towns, aimed at reducing opioid abuse. Funding for these initiatives (Operation Granite Hammer) was secured through a grant offered by NH Department of Safety. Fifty-six operations involved the controlled purchase of illicit narcotics: fifty-two were successful and four were unsuccessful. Three parking lot/highway interdiction operations were conducted. One initiative involved NH, MA & ME agencies along the I-95 corridor. The Task Force assisted the DEA in three joint investigations. Thirty-two drug investigations were sent to the County Attorney for indictment. Twenty-eight offense reports were completed and twelve on-view arrests occurred.

The Warrants/Investigations Division was responsible for arresting 734 people on outstanding warrants in 2017. The Sheriff's Office and the United States Marshal's Service continue to work cooperatively to apprehend New Hampshire's most wanted criminals. This effort has resulted in the apprehension of more than three hundred eighty-five (385) felons with United States Marshal's Service in Rockingham County and throughout New Hampshire in 2017.

Warrant Entry Team members were successful in apprehending or clearing approximately 11 individuals with outstanding warrants. These warrants and operations met the criteria of medium to high risk warrant situations. Most individuals displayed "special threat considerations" that would be better handled by a specialized tactical team. Special threat considerations include but not limited to; felony warrants, drug warrants, suspects with a propensity toward violence, persons known to be armed, a heavily fortified location (booby trapped) or known gang members.

The Patrol/Civil Division processed an average of 693 court-issued writs and other legal documents per month for the thirty-seven towns within Rockingham County. Throughout the year, all deputies were instrumental in traffic enforcement. Deputies stopped 1,818 vehicles issuing 1,303 warnings and 515 summonses. This enforcement action contributed to making the roadways in Rockingham County safer for the motoring public. Additionally, deputies rendered assistance to 125 disabled highway users. These services are those activities that have an impact upon traffic flow and hazard identification/resolution, as well as those designed to assist the stranded motorist.

The Court Services Division transported 8,697 prisoners in 2017. This is a 2.04% increase over those transported in 2016.

In closing, I would like to thank the employees of Rockingham County Sheriff's Office for their dedication and support. I appreciate all they do to serve the citizens of Rockingham County.

Respectfully submitted,

Michael G. Hureau

High Sheriff

Rockingham County Sheriff's Office



2017 Annual Report

Rockingham County Sheriff's Office 2017 Statistics

Arrest Warrant Statistics

As of 12-31-2017

Active Warrants – Superior Court & Family Division

Active Warrants in NCIC	791
Active Superior Court Civil Warrants non-NCIC (Equity, Family Division, Cost Containment)	197
Active Warrants – Persons Serving Time in Other States	76
Subtotal	1,064

Active Warrants – Persons Beyond Extradition Limits (included above)	185
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Active Warrants - District Court

Active Warrants	65
Active Warrants Issued to Other Counties	0
Subtotal	65

Grand Total – Active Warrants All Courts	1,129
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Arrest & Recall Statistics

As of 12-31-2017

Arrests – Superior Court Warrants

Criminal Warrant Arrests	670
Civil Warrant Arrests	64
Warrant Recalls	349
Subtotal	1,083

Arrests – District Court Warrants

Arrests	18
Non-Est	54
Warrant Recalls	181
Subtotal	253

Grand Total – All Warrants Cleared	1,336
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Total Warrants Managed – All Courts	2,465
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Court Services Division

The Court Services Division transported 8,697 prisoners in 2017. This is a 2.04% increase over those transported in 2016.

Transports for Other Agencies	8,331
Involuntary Emergency Admissions	210
Juvenile Transports	156
Total 2017	8,697
Total 2016	8,523

Patrol / Civil

The Patrol / Civil Division processed an average of 693 documents per month for the thirty-seven towns within Rockingham County. Services cover court documents which must be served in hand, by leaving at place of business or residence and services which must be recorded at Rockingham County Registry of Deeds.

Throughout the year, all deputies were instrumental in traffic enforcement. Deputies stopped 1,818 vehicles issuing 1,303 warnings and 515 summonses. This enforcement action contributed to making the roadways in Rockingham County safer for the motoring public. Additionally, deputies rendered assistance to 125 disabled highway users. These services are those activities that have an impact upon traffic flow and hazard identification/resolution, as well as those designed to assist the stranded motorist.

Civil Process Served	8,312
Motor Vehicle Enforcement	1,818
Assistance to Disabled Motor Vehicles	125

Criminal Investigations / Warrants Division

The Warrants / Investigations Division was responsible for 100 criminal cases that include drug investigations, background investigations and cases that other towns pass onto this agency due to conflicts of interest. The division is responsible for all investigations that occur on Rockingham County grounds and include all Rockingham County Jail investigations.

Criminal Investigations	
Backgrounds	6
Fugitive from Justice	4
Conflict of Interest	1
Department of Corrections	89
Total	100

The Warrants / Investigations Division was responsible for arresting 734 people on outstanding warrants in 2017. The Sheriff's Office and the United States Marshal's Service continue to work cooperatively to apprehend New Hampshire's most wanted criminals. This effort has resulted in the apprehension of more than three hundred eighty-five (385) felons with United States Marshal's Service in Rockingham County and throughout New Hampshire in 2017.

2017 Out of State Extraditions

California	1	Florida	4
Massachusetts	138	Maine	31
Montana	1	New York	4
Vermont	2	Connecticut	2
Kentucky	1	Maryland	1
Nevada	2	New Jersey	1
Pennsylvania	1		
Total Out of State Extraditions:	189		

Drug Task Force

The Sheriff's Office Drug Task Force has seven participating towns with fourteen sworn Task Force officers.

Several of the cases addressed by the Task Force began with a deputy's initial point of contact during a motor vehicle stop, arrest or transport. Civilians were also instrumental in notifying police agencies and personnel of possible drug activity. Several incarcerated but cooperating individuals also assisted in some investigations.

Numerous narcotic investigations took place often involving multiple agencies. These included nineteen law enforcement agencies within Rockingham County itself, three agencies outside of the county, three agencies in Massachusetts, two in Maine as well as New Hampshire's Department of Probation and Division of Homeland Security, New Hampshire State Police's Narcotics Investigation Unit, United States' Drug Enforcement Administration and Federal Bureau of Investigation and Strafford County's Drug Task Force.

In 2017, the Task Force conducted successful drug-buy operations in Task Force towns, aimed at reducing opioid abuse. Funding for these initiatives (Operation Granite Hammer) was secured through a grant offered by NH Department of Safety. Fifty-six operations involved the controlled purchase of illicit narcotics: fifty-two were successful and four were unsuccessful. Three parking lot/highway interdiction operations were conducted. One initiative involved NH, MA & ME agencies along the I-95 corridor. The Task Force assisted the DEA in three joint investigations. Thirty-two drug investigations were sent to the

County Attorney for indictment. Twenty-eight offense reports were completed and twelve on-view arrests occurred.

The Task Force is thankful to everyone who assisted throughout 2017.

Seizures

Drug Name	Amount
Cocaine / Crack	104 grams
Heroin / Fentanyl	164 grams
Marijuana	1 pound
Butane Honey Oil	87 grams
Suboxone	33 strips
Gabapentin	3 pills
Clonazepam	6 pills
Methamphetamine	3 grams
Zoloft	18 pills
Vehicles	2

Rockingham County Supervised Pretrial Release Program

The Rockingham County Supervised Pretrial Release Program (RCSPP) began its fourth year of operation as a joint effort between Rockingham County Sheriff's Office and Rockingham County Department of Corrections. In late January, Deputy Winter was assigned to the position after the departure of Deputy Gilman. The program has run smoothly, in part to the patience of Cpl. Raymond, who assisted in the transition of Deputy Winter.

The purpose of the program is to supervise pretrial defendants who have been recommended by superior and district courts to be released on bail from incarceration and pending dispositions on their criminal cases. Once the defendants have been evaluated for the program (if applicable per the respective court) they are fitted for an electronic ankle, GPS monitoring device. The program then maintains contact through electronic monitoring and personal contact with office reporting for drug screens and status checks for movement and curfew to ensure that the bail orders and the contract for the program participants is upheld, while ensuring that there is compliance and that no new offenses are committed and that the safety of Rockingham County and the New Hampshire public is maintained.

The program continues to provide Rockingham County Superior Court with detailed evaluations of candidates/defendants recommended for the program, and familiarity with the process has reduced the amount of time required to produce the finished product for the parties. Deputy Winter and Corporal Raymond also appear and participate in court hearings involving candidates and participants. Once approved, defendants/candidates are supervised 24/7 through the Track Group monitoring system cell phone application. Also required are scheduled weekly drug screens, residential visits, and telephonic contact for check-ins regarding curfews and day to day movement. Assistance is also provided for periodic electronic and mechanical issues with the Track Group equipment, as well as other domestic, employment, rehabilitative and residential matters that occasionally arise.

For the calendar year, there were 201 referrals made to the RCSPR program by the following courts: Brentwood District: 15; Candia District: 9; Derry District: 16; Plaistow District: 10; Portsmouth District: 27; Salem District: 16; Seabrook District: 40 and Rockingham County Superior: 68. Since the launch of Felonies First in Rockingham Superior Court in October, 2017 the number of referrals from the district courts has decreased as the felony level cases are now automatically transferred to superior court. The cases that are requested for review from superior court, which require an evaluation for the program involving case review, personal interview, criminal record check, community contacts and home visits, do not appear to have increased.

A total of 186 defendants were released on the program, 51 of those participants successfully completed the RCSPR program when their cases were disposed of by the courts. Conversely, 37 defendants were revoked from the program for new crimes committed while being supervised or other actions/behaviors that violated either their bail orders or the contract that they agreed to when placed upon the program.

As of the end of the year there were 21 individuals active on the program, and all have been outfitted with an electronic GPS monitoring device. These subjects are in various stages of the pretrial process, but continue their path due to their ability to function daily in their communities while abiding to the program requirements and court orders.

The estimated cost of housing a male inmate at the Rockingham County House of correction is \$97.50 per day. The estimated cost of housing a female inmate (in another house of correction, as Rockingham does not house females) is \$57.50 per day. The cost to the program for each GPS monitor-in-use is \$6.29 per day. For every male inmate released on the program, the county receives a saving of \$91.21 per day, per inmate. For the females not housed due to placement on the RCSPR, the savings is \$51.21 each day, per inmate. This figure does not include the cost of medications or medical treatment both inside the facility and outside at area medical centers. For the current year, a total of four pretrial inmates spent 29 days assigned to the program while receiving care at Exeter Hospital, saving the Sheriff's Office and Rockingham County the cost of having the subjects under 24 hours/7 days constant guard while receiving treatment.

As of 12/31/2017, a total of 186 participants spent 9,296 calendar days in the RCSPR program and not occupying cell assignments in the Rockingham County Jail, saving Rockingham County \$802,028.00 in inmate-associated costs for the year.

Warrant Entry Team

The Warrant Entry Team currently operates with one team commander, one team leader, one assistant team leader, one tactical medic and up to eight operators/members. In 2017, The members of the Warrant Entry Team remained unchanged from 2016.

The Warrant Entry Team maintained overall proficiency by participating in scheduled physical training days and twenty-two (22) scheduled SWAT related training days. They participated in one (1) planned operation / warrant sweep. The team additionally responded to multiple incidents utilizing the entire team and numerous other incidents with individual members that assisted by utilizing their enhanced equipment and skills.

The Team responded to a suicidal, barricaded subject with an air rifle in Hampstead, NH. The team secured the scene, put less lethal force options into position while setting up a quick reaction team. They negotiated with the subject and peacefully resolved the situation with the subject surrendering.

The Team responded to a reported barricaded gunman in Kingston. The team secured the area with elements of the NH State Police SWAT team and the subject ultimately surrendered without incident.

Additional training this year was conducted by firearms qualifications, safety training, hostage rescue, active shooter exercises, barricade subjects, motor vehicle assaults, Sig Sauer Academy, use of force and breaching, officer rescue techniques with shields and vehicles, less lethal systems and high-risk arrests and search warrant services.

The team was also activated and instrumental in assisting the Drug Task Force and Warrants Division by executing search warrants and arrests in, and with the following communities / agencies:

Kingston Police Dept.	Plaistow Police Dept.	Danville Police Dept.
Epping Police Dept.	Fremont Police Dept.	Portsmouth Police Dept.
Seabrook Police Dept.	Raymond Police Dept.	Newmarket Police Dept.
Brentwood Police Dept.	Derry Police Dept.	Londonderry Police Dept.
Windham Police Dept.	Salem Police Dept.	Hampstead Police Dept.
Deerfield Police Dept.	Northwood Police Dept.	Hampton Police Dept.
Atkinson Police Dept.	Auburn Police Dept.	Sandown Police Dept.
Newington Police Dept.	Manchester, NH Police Dept.	

Warrant Entry Team members were successful in apprehending or clearing approximately 11 individuals with outstanding warrants. These warrants and operations met the criteria of medium to high risk warrant situations. Most individuals displayed "special threat considerations" that would be better handled by a specialized tactical team. Special threat considerations include but not limited to; felony warrants, drug warrants, suspects with a propensity toward violence, persons known to be armed, a heavily fortified location (booby trapped) or known gang members.

The Warrant Entry Team has conducted additional training this year to increase proficiency in their role as an assisting tactical unit during critical incidents to larger, regional tactical teams. They also continued to train in response to active shooter situations, counter terrorism response and have been assisting and working with local Fire Departments and EMS responders to begin implementing Warm Zone Integration practices and principals. This will allow communities to get medical personnel into warm zones quicker to prevent further loss of life during critical or mass casualty incidents.

The Warrant Entry Team continues to maintain proficiency and actively seeks out further training to increase its mission readiness. Team members are frequently recognized for their efforts and actions. The additional training and equipment that team members receive, makes them a much more versatile asset, during team assignment as well as regularly assigned duties.

Administrative Services Division

Rockingham County Communications Center handled 157,169 calls for service in 2017. It continues to dispatch for twenty-five police departments, eighteen fire/EMS departments, and the Sheriff's Office. The 2017 authorized strength of the dispatch center was four dispatch supervisors, fourteen full-time dispatchers and four on-call dispatchers.

A large upgrade project in the dispatch center was completed in 2016. This included the installation of the Motorola MCC7500 radio console system. This system replaced an obsolete CentraComm Gold Elite console that was installed in the 1990's. It was no longer supported by Motorola and parts were no longer being manufactured. The MCC7500 was purchased using a fully funded grant from the NH Homeland Security and Emergency Management.

Motorola engineers determined that a change to Linear Modulation would drastically increase our County wide radio coverage. During this process several issues with older Astro mobile radios was discovered. Motorola offered a replacement package for the Astro radios at a fifty (50%) percent price reduction along with free installation of new mobile radios. Motorola is continuing to rectify unforeseen issues with several older mobile and portable radios.

Network Administrator:

The Network Administrator's authorized strength is (1) one computer technician. In August of this year, Network Administrator Robert "Bob" Jordan retired after 19 years of service. We are thankful for all the work Bob had put into the role and will miss all the knowledge and experience that he brought to the job. Brynda Poggi has taken over the position as the new Network Administrator. Brynda has big shoes to fill but has taken the challenge head on and is becoming more comfortable and bring fresh new ideas to the job.

Radio Shop:

The Radio Shop has an authorized strength is (1) one Chief Electronics' Technician. A new Chief Technician has taken over for Josh Mann as he left to join the radio team up at NH State Police. His replacement, Tobias Dannhausen, began employment in January of 2017. Tobias is continuing to grow into the position and we wish him continued success in this role.

PROMOTIONS/CHANGES/NEW HIRES/RESIGNATIONS

01/24/2017	Martin Katz	Bailiff	Date of Hire
01/30/2017	Tobias Dannhausen	FT Chief Engineer/Radio	Date of Hire
03/20/2017	Randall Brown	Bailiff	Date of Hire
03/28/2017	Meghan Dawson	FT Dispatch Operator	Resigned – 4 years of service
04/27/2017	Nicholas McLellan	Reserve Deputy	Date of Hire
05/08/2017	Brianna Beaupre	Status Change	FT to PT Dispatch Operator
06/16/2017	Douglas Lorenz	Reserve Deputy	Honorably Discharged – Seventeen (17) years of service
06/29/2017	Glenn Nesbitt	Bailiff	Resigned – 11 years of service
07/02/2017	Jon-Thomas Harmon	FT Dispatch Operator	Date of Hire
07/26/2017	Jon-Thomas Harmon	FT Dispatch Operator	Resigned
08/31/2017	Michael Gilman	FT Deputy Sheriff, SPR Coordinator	Resigned – 6 years of service
08/31/2017	Dean Winter	FT Deputy Sheriff	Assigned as RC-SPR Coordinator
09/06/2017	Brynda Poggi	FT Network Administrator	Date of Hire
09/18/2017	Keith Carter	Bailiff	Date of Hire
09/20/2017	Robert Jordan	FT Network Administrator	Retired – 19 years of service
10/08/2017	Mario Foti	FT Dispatch Operator	Date of Hire
11/13/2017	Nicholas McLellan	Status Change	PT to FT Deputy Sheriff– Assigned to Court Services
11/14/2017	Randall A. Brown	Bailiff	Resigned – 8 months of service
11/15/2017	Richard Fowler	Status Change	FT to PT Dispatch Operator
12/06/2017	Cynthia Lariviere	FT Dispatch Operator	Date of Hire
12/31/2017	Louise Artimovich	FT Dispatch Operator	Resigned – 18 years of service

TREASURER

Scott G. Priestley

This has been a year of change for the Rockingham County's Treasurer's Office. The year began with Edward R. "Sandy" Buck III serving as Treasurer until his unfortunate passing on August 15, 2017. Sandy served Rockingham County for many years and he will be greatly missed.

The Commissioners appointed Doug Scamman on August 23, 2017 as Deputy Treasurer to fill the immediate needs of the County's treasury functions until the special election by the Delegation to fill the open position of County Treasurer.

On October 19, 2017 the Delegation elected Scott G. Priestley to serve for the remainder of the term as County Treasurer.

A few highlights of the year include the following:

- Maintaining excellent banking relationships and implementing several new fraud protection tools, such as positive pay, to safeguard the County's assets.
- Continued effective cash management practices to avoid the need to borrow in anticipation of taxes, a savings to County taxpayers of approximately \$30,000.
- The Treasurer's office collected \$48,369,198 in taxes, with no defaults, from the thirty-seven cities and towns of Rockingham County. Per NH RSA 29:11, tax payments were due on Monday, December 18, 2017.
- Of particular note in 2017 is the beginning of the borrowing process for a \$3 million bond for Long Term Care renovations. The majority of the renovations were funded through the Capital Fund but about a quarter of the project was to be financed through a bond issuance. The County worked with the New Hampshire Municipal Bond Bank (NHMBB) in the later part of 2017 to participate in it's January 2018 bond sale. Participating in the larger NHMBB bond sale will allow the County to incur lower net borrowing costs and a simplified process.

Charles Nickerson, the County's Finance Director, and Jessica Tonry, the Accounting Manager, as well as all Finance Office staff deserve credit for managing the complicated operations of the Finance Office. The entire staff has worked hard to maintain the County's compliance with all relevant statutory and legal requirements while ensuring continued excellent fiscal health for the County.

ROCKINGHAM COUNTY CONVENTION



DELEGATION

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Mary E. Griffin, Vice Chair
David A. Welch, Clerk*

EXECUTIVE COMMITTEE

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Walter Kolodziej, Vice Chairman
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MINUTES ROCKINGHAM COUNTY EXECUTIVE COMMITTEE MEETING Wednesday, January 25, 2017 Follow the Public Hearing Hilton Auditorium Rockingham County Nursing Home Brentwood NH

The Rockingham County Executive Committee held a meeting on Wednesday, January 25, 2017, following the Public Hearing on the Commissioner's Proposed 2017 Budget, in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH. The purpose of the meeting was to consider line item transfer requests, and any other business to come before the members.

Rep. Kenneth L. Weyler, Chairman, called the meeting to order at 7:00 p.m.

Chairman Weyler recognized Rep. Walter Kolodziej, Vice-Chairman, who called for a moment of silence for the beloved wife of Rep. David A. Welch. Following the moment of silence, Rep. Kolodziej delivered the invocation.

Chairman Weyler recognized Rep. Gary Azarian who led the Pledge of Allegiance.

Chairman Weyler recognized Rep. Welch, Clerk, who conducted the roll call. Clerk Welch reported a total of 18 members present.

Those present were: Rep. Kenneth L. Weyler, Chairman; Representatives Allen, Barnes, Cali-Pitts, Cook, DeSimone, Edgar, Fesh, Gordon, Griffin, Hoelzel, P. Katsakiores, Kolodziej, Major, Milz, O'Connor, Pantelakos, and Welch.

Also Present: Steve Woods, Long-Term Care Director; Janice Demers, LTC, Alison Kivikoski, Human Resources Director; Judge Gates, Engineering & Maintenance Director; Robin Bernier, IT Manager; Jayne Jackson, Business Office Manager, Department of Corrections; Superintendent Stephen Church, Department of Corrections; High Sheriff Michael Hureau, Sheriff's Department; Cathy Stacey, Registrar of Deeds; Attorney Patricia Conway, County Attorney; Edward Buck, Treasurer; Charles Nickerson, Finance Director; Dan Reidy, UNH Cooperative Extension; Commissioners Coyle and St. James, Cheryl A. Hurley, Delegation Coordinator.

Chairman Weyler declared that a quorum was present.

Chairman Weyler reviewed the following line item transfer requests for approval:

Line Item Transfer Request:

Jail – Transfer from line 11600000-51301 Correctional Officer Union \$16,000 to line 11600000-51402 Overtime \$16,000.

Comments/Explanation: The DOC has been running its department over the last few months with a staffing shortage of 20 Union Correctional Officers. In order to cover the shifts, overtime shifts have been filled by current officers. As a result of the staffing shortage, the Correctional Union Officer line items have a surplus that is being sought to cover the additional overtime costs.

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

Registry of Deeds – Transfer from line 14100000-53701 Software \$45,593.00 to line 14100000-53502 Non-Expendable Equipment \$45,593.00.

Comments/Explanation: \$151,000 was budgeted in the Deeds Software line for 2016; most of the amount representing the cost of the Avid software solution. Based upon recent quotes from Fidar Technologies, over \$45,000 is representative of costs for the purchase and setup of several Avid workstations and two (2) HP ProLiant ML350 servers. Therefore, a transfer is being requested from the Software line to the Non-expendable Equipment line. The full cost of the Avid software solution is covered by dedicated funds from the Deeds Equipment Surcharge revenues.

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

Maintenance – From line 11300000 51207 Technical and Trade Salaries \$3,817 to line 11300000 51402 Maintenance Overtime \$3,817.

Comments/Explanation: Overtime expenses ran very high in 2016 as a result of a required fire watch in the nursing home for several weeks while the fire alarm system was not functioning. During this past payroll, we had expenses for snow removal and salt/sand operations which necessitate this request.

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

Sheriff – Transfer from line 15101000-51402 Dispatch Overtime \$2,765 to line 15100000-51402 Sheriff Overtime \$2,765.

Comments/Explanation: Sheriff's Overtime was over expended by \$2,764.17 after the last fiscal pay period. Part of this over expenditure is due to round the clock hospital detail during the week of 12/11-12/17/2016 which required Deputies to supervise an inmate at the hospital. Other overtime categories, as shown in the attached overtime report, were also factors. Additionally, it should be noted that over \$4,550 of the overtime expense is reimbursable to the County under the Opioid Grant.

Rep. Cali-Pitts made a motion to approve the transfer request as presented. Rep. Griffin seconded the motion. The motion was approved by a voice vote.

County Attorney – Transfer from 13101000-53903 Medical Examiner Travel \$4,000 to line 13101000-54401 Medical Examiner Views \$4,000.

Comments/Explanation: It is impossible to anticipate the number of deaths that will happen each year. In 2016, the Medical Examiner Views line is almost depleted with the December invoice still to come. This line has been an average expenditure each month over the past 11 months of approximately \$4,400. It is requested to transfer money from the Medical Examiner Travel line in to the Medical Examiner Views line to cover the anticipated costs for December.

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

County Attorney – Transfer from 13100000-53600 Service Contracts – MNTC \$2,000 to line 13100000-54101 Expense of Prosecution \$2,000.

Comments/Explanation: In 2016, RAO experienced an increase in the expense of prosecution line. It is impossible to anticipate what percentage of cases received each year that will require additional services and other expenses in order to prosecute the case effectively. It is requested to transfer money from the Service Contracts MNTC line in to the Expense of Prosecution line because of these unforeseen costs experienced in 2016.

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

Other Business:

Chairman Weyler announced that the Executive Committee will meet on Friday, February 17, 2017 at 9:30 a.m. to review subcommittee reports and recommend the Executive Committee budget to the full Delegation.

He also informed the members and staff of HB 144, which changes the county's calendar year to a fiscal year to mirror Hillsborough County. If it passes, it will take effect in 2018. He explained how this change would lessen the workload on the legislators during their busiest months in Concord and allow the Delegation to devote the time that is necessary to complete their work to vote the county budget.

Chairman Weyler thanked the Commissioners for their hard work in keeping the budget increases low considering the pay increases due to the results of the wage and salary survey. He stated that he is proud to be a member of this County and very thankful for the hard work from the Commissioners, Department Heads and Employees.

Chairman Weyler recognized Rep. Pantelakos who made a motion to adjourn. Rep. Cali-Pits seconded the motion. The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Cheryl A. Hurley
Delegation Coordinator

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

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MINUTES

ROCKINGHAM COUNTY PUBLIC HEARING COMMISSIONER'S PROPOSED 2017 BUDGET

Wednesday, January 25, 2017

6:00 p.m.

Hilton Auditorium

Rockingham County Nursing Home

Brentwood NH

The Chairman of the Rockingham County Delegation held a Public Hearing on Wednesday, January 25, 2017 at 6:00 p.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH. The purpose of the meeting was to conduct a Public Hearing on the Commissioner's Proposed 2017 Budget, RSA 24:23.

Rep. Norman Major called the Public Hearing to order at 6:00 p.m. Chairman Major stated the purpose of the meeting and read the ground rules for the Public Hearing.

Chairman Major recognized Commissioner Kevin Coyle, Chairman of the Board of Commissioners, who provided an overview of the Commissioners 2017 Budget Proposal. Commissioner Coyle reviewed the highlights of the budget being total appropriations of \$81,006,766 which reflect a 0.38 percent increase mainly due to the capital outlay dedicated to the Long-Term Care Space Allocation project; a 2 percent increase in salaries for all non-union personnel; three new positions in the County Attorney's Office for the Felonies First Program. Additionally, budgeted revenues are lower than last year due to a unit being closed during the Long-Term Care renovation project. Fund balance will be used to ease the tax burden from the towns. Chairman Major asked if there were questions from the public. There were none.

Chairman Major recognized Rep. Mary Griffin, Vice-Chair, who read the 2017 Commissioners Proposed Budget by department as well as the percentage increases/decreases compared to the 2016 budget as follows:

Delegation – \$259,226 a 1.77 percent decrease
Treasurer – \$18,682 a 12.45 percent increase
County Attorney – \$3,333,713 a 13.32 percent increase
District Court – \$217,422 a 5.27 percent increase
Medical Examiner – \$81,004 at 10.35 percent increase

Sheriff's Department – \$6,007,397 a 4.19 percent increase

Registry of Deeds – \$1,317,521 a 5.31 percent decrease

Commissioners – \$171,046 at 3.65 percent decrease

General Government – \$2,535,843 a 1.68 percent decrease

Projects – \$1,625,000 at 152.98 percent increase

Grants – \$1,556,524 a 0.42 percent increase

Finance – \$1,165,251 a 2.60 percent decrease

Engineering & Maintenance – \$4,276,311 a 3.44 percent decrease

IT – \$726,824 a 37.24 percent increase

Jail – \$12,527,661 a 2.18 percent decrease

Human Resources – \$661,202 a 17.66 percent increase

Non-County Specials – \$292,001 a 2.46 percent increase

Chairman Major recognized Maureen Sullivan, North Hampton Resident, and Executive Director of the Child Advocacy Center. Ms. Sullivan explained the role of the agency which provides a safe place for children to disclose child abuse. She noted that she met before the Non-County Specials Subcommittee and requested an additional \$5,000 in funding.

Chairman Major recognized David Salois, Sandown Resident, and Officer on the Raymond Police Department, who further explained and spoke in support of the program.

Chairman Major recognized Michael Hureau, from Brentwood, and Rockingham County High Sheriff, who spoke in support and the necessity of the program.

Chairman Major recognized Patricia Conway, from Salem, and Rockingham County Attorney, who spoke in support and explained the importance of the agency noting that cases are more successful with the program.

Chairman Major recognized Rep. Weyler who asked Attorney Conway if the agency had statutory authority. Attorney Conway responded no, but explained that there are protocols outlined in the Attorney General's Office regarding sexual assault abuse cases, and that the Attorney General's Office recommends the services of the Child Advocacy Center.

Chairman Major recognized Rep. Cali-Pitts who asked if any of the towns have their own agency. Ms. Sullivan responded no. Ms. Sullivan noted that the agency has saved the County close to 1 million dollars in the last two years, and 50 percent of their income comes from fundraising.

Chairman Major recognized Rep. Pantelakos spoke in support of the program noting their great success, and stated that she hopes that the County can continue funding the agency.

Chairman Major recognized Rep. Barnes who had a question for Officer Salois regarding funding. Officer Salois explained that the Rockingham County Chiefs of Police have agreed to approach local boards to request \$3,000 in funding from each community. He noted that some communities contribute more, some less, and some do not contribute at all.

Chairman Major recognized Rep. Hoelzel who asked if the staff who interviews the victims of sexual assault are certified and, if so, what type of certification. Ms. Sullivan explained that the staff does not have specific certification; however, she explained the training that they receive. She noted that the Child Advocacy Center is mandated by the Attorney General's Office and receives \$9,000 from the State in funding.

Chairman Major asked for further questions regarding Non-County Specials. There were none.

Long-Term Care Services – \$26,367,715 a 4.20 percent decrease
Total County Appropriation \$63,140,343 a 0.32 percent increase
Categorical Assistance - \$17,866,423 a 0.62 percent increase
Grant Total Appropriations - \$81,006,766 a 0.38 percent increase
Total Revenues - \$72,487,804 at 3.94 percent decrease

Chairman Major recognized Rep. Cali-Pitts who had a question relative to the fund balance and its use. Chuck Nickerson, Finance Director, explained. He noted that there is a total of \$34,000,000 currently in fund balance.

Chairman Major noted the second item on the agenda which was the Bond Authorization for \$3,000,000. Chairman Major recognized Commissioner Coyle who deferred to Mr. Nickerson who explained that the borrowing will not happen until other sources of funding for the Long-Term Care Capital Projects are expended. Mr. Nickerson explained in more detail.

Chairman Major recognized Rep. Cali-Pitts who asked if the county gets money back when they go out to bond. Chairman Major recognized Mr. Nickerson who noted that the County receives a small premium. Chairman Major recognized Rep. Cali-Pitts who wanted to know where in the budget the money is accounted. Mr. Nickerson referred her to revenues in the general fund.

Chairman Major took up that last order of business which was a presentation from Mr. Charlie Neibling for an update on the Electro-Static Precipitator Project for the Biomass. Mr. Neibling explained that the Delegation voted in 2015/2016 to authorize the project, but that the cost of the project has increased and there is a new lending partner which would require the Delegation to amend their motion to authorize the project. He explained that the Board of Commissioners have approved the bid with Delegation authorization and approval.

Chairman Major recognized Rep. Weyler who asked how often the output of the stack has to be measured and calibrated. Mr. Neibling noted that there is a cost of approximately \$7,000 to \$8000 initially, and noted that the County will need to prove to DES that it meets the requirements, which is good for 5 years. He explained that DES has the discretion as to whether future stack testing is needed. Rep. Weyler asked if the stack testing was included in the \$7,000 amount. Mr. Neibling responded yes.

Chairman Major recognized Rep. Barnes who questioned the energy certificates due to a possible change in federal policy which could be mirrored in state policy. Mr. Neibling explained that the ESP is regulated by the state and, therefore, he does not believe a change in federal policy will apply.

Chairman Major called for further questions. There were none.

There being no further comments, the Public Hearing was closed at 6:59 p.m.

Respectfully submitted,

Cheryl A. Hurley
Delegation Coordinator

Rep. David A. Welch, Clerk
Rockingham County Convention

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MINUTES ROCKINGHAM COUNTY EXECUTIVE COMMITTEE MEETING Friday, February 17, 2017 at 9:30 a.m. Hilton Auditorium Rockingham County Nursing Home Brentwood NH

The Rockingham County Executive Committee met on Friday, February 17, 2017 at 9:30 a.m. in the Hilton Auditorium at the Rockingham County Nursing Home, Brentwood, NH. The purpose of the meeting was for Subcommittee Chairs to report budget recommendations and to vote on the 2017 county budget to be voted by the Delegation on March 1, 2017.

Rep. Kenneth L. Weyler, Chairman, called the meeting to order at 9:30 a.m.

Rep. Weyler, Chairman, delivered the Invocation.

Rep. Weyler recognized Rep. Barnes who led the Pledge of Allegiance.

Rep. Weyler recognized Rep. Welch, Clerk, who conducted the roll call. Rep. Welch reported a total of 17 members present.

Chairman Weyler declared that a quorum was present.

Those present were: Rep. Weyler, Chairman; Reps. Allen, Barnes, Cali-Pitts, Chirichiello, DeSimone, Edgar, Fesh, R. Gordon, Griffin, Hoelzel, P. Katsakiores, Major, Milz, O'Connor, Pantelakos, Welch.

Excused: Reps. Azarian, Cook, and Kolodziej.

Also Present: Commissioners Tombarello and St. James; Steve Woods, Long-Term Care Director; Janet Demers, Long-Term Care; Jude Gates, Engineering & Maintenance Director; Robin Bernier, IT; Jayne Jackson, Department of Corrections; Major David Consentino, Department of Corrections; Dan Reidy, UNH Cooperative Extension; Major Darin Melanson, Sheriff's Office; Alison Kivikoski, Human

Resources; Charles Nickerson, Finance Director; Attorney Patricia Conway, County Attorney; Cathy Stacey, Register of Deeds; Laura Collins, Board of Commissioners, Laurie A. Trostle-Pitkin Finance Department; Debra Perou, Meals on Wheels, Edward Buck, Treasurer; R. Porter, FMJS; and Cheryl A. Hurley, Delegation Coordinator.

Chairman Weyler stated the purpose of the meeting to review subcommittee reports from the Subcommittee Chairmen. He noted that the budget is less than the previous year. He thanked the Delegation Coordinator, Register of Deeds, Commissioner's Office and General Government, Engineering & Maintenance, and the Jail for their efforts and good work, and the Long-Term Care Department as well. He noted that appropriations vs. expenditures is worthy of mentioning. He asked Mr. Nickerson for an explanation on workers compensation and unemployment being lower. Mr. Nickerson explained due to a decrease in premiums, some positions not being funded and pre-tax deductions to help decrease the amount of social security.

Subcommittee Reports:

Salary Subcommittee – Rep. Weyler, recognized Rep. O'Connor who read the Salary Subcommittee Report. He noted that there are two new attorneys and one administrative assistant in the proposal. Chairman Weyler recognized Attorney Conway who explained the positions are for the Felonics First Program; one prosecutor will be hired in June and the other prosecutor in October, and an administrative assistant to help process the cases. Rep. O'Connor made a motion to accept the Salary Subcommittee Report as presented. Rep. Pantelakos seconded the motion. He also noted that mileage was down to mirror the federal rate, and referred to the resolutions that will be taken up later in the meeting to address the pay plan, position listing, etc. Chairman Weyler asked for questions. There were none. The motion was approved by a voice vote.

Rockingham County Delegation – Rep. Weyler recognized Rep. Pantelakos, Chair of the Delegation Subcommittee, who read the report of the Delegation Subcommittee. Rep. Pantelakos made a motion to accept the subcommittee report and Delegation budget of \$228,161 at decrease of 13.54 percent. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Treasurer – Rep. Weyler recognized Rep. Milz, Chairman of the Treasurer's Subcommittee. Rep. Milz read the Treasurer's Subcommittee Report, and made a motion to approve the Treasurer's budget at \$18,682 at 12.45 percent. Rep. Edgar seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

County Attorney – Rep. Weyler recognized Rep. Chirichiello, Chairman of the County Attorney Subcommittee, who read the County Attorney Subcommittee Report. Rep. Chirichiello made a motion to approve the County Attorney's budget at \$3,333,713 at 13.32 percent. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

District Court – Rep. Weyler recognized Rep. Chirichiello who made a motion to approve the District Court budget at \$217,4222 at 5.27 percent. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Medical Examiner – Rep. Weyler recognized Rep. Chirichiello who made a motion to approve the Medical Examiner's budget at \$81,004 at 10.35 percent. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Sheriff's Department – Rep. Weyler recognized Rep. Cali-Pitts, Chair of the Sheriff's Subcommittee, who noted that the subcommittee has determined that they will have another meeting as soon as they receive information from the Space Allocation Committee. She noted that the subcommittee did not make any changes to the Commissioner's proposal. Rep. Cali-Pitts made a motion to approve \$6,006,398 at 4.17 percent. Rep. P. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Registry of Deeds – Rep. Weyler recognized Rep. P. Katsakiores who stated that she is proud and honored as chair of the subcommittee to review the Deeds budget stating that Ms. Stacey does a wonderful job. Chairman Weyler recognized the revenues being brought into the department. Rep. Katsakiores reviewed the Deeds Subcommittee Report, and made a motion to approve \$1,317,521 a decrease of 5.31 percent. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Commissioners – Rep. Weyler recognized Rep. Milz, Chairman of the Commissioner's Subcommittee, who read the Commissioner's Subcommittee Report. Rep. Milz made a motion to approve \$171,046 a 3.65 percent decrease. Rep. Griffin seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

General Government – Rep. Weyler recognized Rep. Milz, Chairman of the General Government Subcommittee, who read the General Government Subcommittee Report. Rep. Milz made a motion to approve \$2,535,843 at 1.68 percent decrease. Rep. Griffin seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

UNH Cooperative Extension – Chairman Weyler recognized Rep. O'Connor who read the UNH Cooperative Extension report and noted that it is included in the General Government budget per the Memorandum of Understanding (MOU). Rep. O'Connor made a motion to approve the report as presented. Rep. Griffin seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Long-Range Planning (Projects) – Rep. Weyler recognized Rep. Major, in Rep. Azarian's absence, who made a motion to approve the Long-Range Planning Subcommittee Report which includes the Projects budget at \$1,625,000 at 152.98 percent. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Projects List – Rep. Major made a motion to approve the Projects List as presented in the Long-Range Planning Subcommittee Report. Rep. Griffin seconded the motion. The motion was approved by a voice vote.

Chairman Weyler recognized Rep. Cali-Pitts who raised the issue of the ongoing problems at the Courthouse. A lengthy discussion was held regarding the current situation and the recent formation of the Space Allocation Committee to relocate the offices to a new building on the county complex. She expressed her concern that the issue has been ongoing for many years and her opinion that the County collectively, as a whole, should address the concerns with the State. Weyler recognized Ms. Stacey, Attorney Conway, and Major Melanson for their input and comments. Chairman Weyler recognized Rep. DeSimone who stated that she has a major concern referring to a relative who became extremely ill with mold poisoning and expressed her concern for county employees as a whole. Chairman Weyler recognized Commissioners Tombarello and St. James who also commented that after numerous letters to the state from the Board of

Commissioners, at the present time everything has been fixed. Chairman Weyler noted that he would prepare a letter for signature from all members of the Delegation. There being no further questions or discussion, the 2017 Projects List was approved by a voice vote.

Grants – Rep. Weyler recognized Rep. Milz, Chairman of the Grants Subcommittee, who made a motion to approve the Grants budget at \$1,556,000 at 152.98 percent. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Finance – Rep. Weyler recognized Rep. Barnes, Chairman of the Finance Subcommittee, who read the Finance Subcommittee Report. Rep. Barnes made a motion to approve the Finance Department budget at \$1,165,251 a 2.60 percent decrease. Rep. Barnes noted the reduction in the budget from last year's appropriations is due to a one-time purchase of a software package. Rep. Pantelakos seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Engineering & Maintenance – Rep. Weyler recognized Rep. Gordon, Chairman of the Maintenance Subcommittee, who read the Maintenance Subcommittee Report noting that all members were present and the budget was well discussed. Rep. Gordon made a motion to approve the Maintenance budget at \$4,276,311 a 3.44 percent decrease. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

IT – Rep. Weyler recognized Rep. Edgar, Chairman of the IT Subcommittee, who read the IT Subcommittee Report. Rep. Edgar made a motion to approve the IT budget at \$726,824 a 37.24 percent increase. Rep. Katsakiores seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Jail – Rep. Weyler recognized Rep. Fesh, Chairman of the Jail Subcommittee, who read the Jail Subcommittee Report. Rep. Fesh made a motion to approve the Jail budget at \$12,527,661 a 2.18 percent decrease. Rep. Griffin seconded the motion. Rep. Weyler called for further questions. There were none. The motion was approved by a voice vote.

Human Resources – Rep. Weyler recognized Rep. Milz, Chairman of the Human Resources Subcommittee, who read the Human Resources Subcommittee Report. Rep. Milz noted that the subcommittee made a change to the Commissioner's proposal at the request of Ms. Kivikoski, Human Resources Director, to increase the advertising line due to increased costs in advertising. Rep. Milz made a motion to approve the Human Resources budget at \$664,452 at 18.24 percent. Rep. Griffin seconded the motion. Chairman Weyler recognized Ms. Kivikoski, who explained the advertising budget in more detail. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Non-County Specials – Rep. Weyler recognized Rep. Allen, Chair of the Non-County Specials Subcommittee, who read the Non-County Specials Subcommittee Report. Rep. Allen made a motion to approve the Non-County Specials budget at \$296,001 at 3.86 percent. Rep. Griffin seconded the motion. Chairman Weyler recognized Rep. Pantelakos who made a motion that the Child Advocacy Center be increased by \$5,000. Chairman Weyler recognized Rep. Barnes who spoke against Rep. Pantelakos' recommendation noting that the agency "double dips" by receiving funding from other sources. He recommended that the agency be funded at \$65,000 and have them sign an MOU with the caveat that they do not go to the towns for funding. Chairman Weyler explained that all Non-County Specials agencies receive funding at the town level and it seems to work. Chairman Weyler recognized Rep. Allen who explained that most agencies received funding from gambling at Rockingham Park and now that they have stopped that they are asking the towns and the county to contribute more. Chairman Weyler recognized Rep. O'Connor, who is a member of a non-profit, who explained that his group gets money from non-profits as well. Chairman Weyler recognized Rep. Edgar who spoke in favor of the agency due to their unique relationship with the sheriff's and the county attorney's office. Chairman Weyler further explained, as well

as Commissioner Tombarello. Chairman Weyler asked for further questions. There were none. The motion was approved by a voice vote. Rep. Barnes was opposed.

Long-Term Care – Rep. Weyler recognized Rep. DeSimone, Chair of the Long-Term Care Subcommittee. Rep. DeSimone expressed her concern with the privatization of the Dietary Department. She explained that employees were told they would have a new job with the company, but now are being forced to apply for a position and they do not know when they will be hired. They were also told they could apply in other areas in the county and now they were told they could not apply. She asked Rep. Weyler if Mr. Woods, Long-Term Care Director, could discuss this with the board. Chairman Weyler recognized Mr. Woods who referred to the recent changes in rehab services as a similar situation. He confirmed that employees are guaranteed a position with the same rate of pay. March 1 is the start date for the new company to take over Dietary. The staff dining room will be shut down April 1, and the snack bar will be open for residents, staff and the public. It will be open 7 days a week until the new café is open this summer. Chairman Weyler recognized Ms. Kivikoski who explained. Food service has been in dire need for staffing in the last 18 months. We asked employees to stay in the role where they are now. We do allow for lateral transfers and they go through the vetting process like all employees. She explained that all employees who do not stay receive a 100 percent payout of vacation, holiday, and buyout. They also get a \$200 stipend for two months to offset and help with health insurance costs. She noted that they will not have Group I retirement benefits under the new company. Chairman Weyler recognized Rep. Pantelakos who wanted to know how many employees this affects. Ms. Kivikoski explained 38 employees, and all employees are going over to the company. Chairman Weyler recognized Commissioner St. James who commented. Chairman Weyler commented that the Executive Committee did not have any input in any of this. Chairman Weyler recognized Rep. Allen who wanted to know if all the 38 employees were going to the new company. Ms. Kivikoski responded yes, all but one or two who are seeking employment elsewhere. Chairman Weyler recognized Rep. DeSimone who suggested that the Commissioners elaborate more on what is going to happen with the employees that have a retirement currently; specifically, what is going to happen to that and is the new company going to offer retirement fund that the employees can transition to, and what is going to happen to the current retirement that they have now. If they are vested, will they get some money back? Is there a way the county can leave it there and roll it over to their 401K? Chairman Weyler noted that the current retirement is through the state retirement system and it cannot roll over. It will be gone. Chairman Weyler recognized Rep. Edgar who commented that he is very surprised that the board is finding this information out now. Chairman Weyler asked Ms. Kivikoski about the open positions in the position listing, comparing the county's situation to the state where positions that are not filled for 6 months are eliminated. Ms. Kivikoski explained the difficulties in filling the positions. Chairman Weyler requested that by March 1, 2017 a list of unfilled positions in Dietary Department and for how long. Ms. Kivikoski responded that she and Mr. Nickerson, Finance Director, can get the information to the Executive Committee. He noted that when the Executive Committee meets to review the budget, they need to know this information. Chairman Weyler recognized Rep. Welch who noted that there are 14 open positions that now can be deleted on March 1. Chairman Weyler recognized Rep. O'Connor, Salary Subcommittee Chairman, who stated that there should be a vacancy on the position listing and the reason for the vacancy. Chairman Weyler recognized Mr. Woods who stated that Mr. Woods did an amazing job and she understands the department is 18 employees short. She noted that she came and saw the employees do their jobs and they were exhausted at the end of the day and they were being overworked. She noted her problem is with the communications. It was never communicated to the board and is not sure why and not sure why the situation was not made clear to the employees. Further, that she wants to be sure that the 38 employees who want their jobs stay in Dietary and those who are in the retirement system that go through the transition and HR will assist them. Ms. Kivikoski commented questioning prior protocol. Chairman Weyler expressed his desire for more open communication. He noted that after March 1, the 14 open positions should be eliminated from the position listing. He asked if the positions are incorporated in the position listing and funded in the budget. Mr. Nickerson explained that at the first quarter meeting in April the positions will be eliminated from the position listing and the positions that are in the budget are not fully funded beyond March 1. Mr.

Nickerson noted that 14 employees are vested in the retirement system and 7 will be within 5 years of being vested. Chairman Weyler recognized Rep. Pantelakos who commented that she feels badly about the situation for the employees who are affected.

Chairman Weyler recognized Rep. DeSimone who asked if Mr. Woods could explain the Adult Medical Day Care needs. Chairman Weyler recognized Mr. Woods who explained that he personally called AMDC in the private sector. He explained the needs of the county are being met. Chairman Weyler recognized Rep. Major who wanted to know if a professional agency was involved. Rep. Major stated that when the Board of Commissioners closed the AMDC, on the advice of Mr. Woods, the Executive Committee was not aware of it until it happened. Also, there was a survey and the Executive Committee was not aware of it. We were also not made aware of the survey and what type of questions there were on it. He stated that he has a problem with that. Chairman Weyler recognized Commissioner Tombarello who explained that there is \$5,000 in the Long-Term Care budget to do a study. The money is there to do a study. Rep. Chirichiello commented that the Commissioners are trying to do their jobs and save the county money. Chairman Weyler recognized Commissioner St. James who noted that he spoke with a woman who was going to open the AMDC at the castles when the county's program was closed. He explained that her funding fell through and there isn't currently a need.

Chairman Weyler recognized Rep. DeSimone who made a motion to increase the line item by \$5,000 for a total of \$10,000 to do a comprehensive study to see if there is a need and complete that study. She noted that she had a conversation with the patient care coordinator at the Exeter Hospital who would love to send the senior citizen patients home and they can't afford the need for nursing staff at home. Chairman Weyler recognized Rep. Welch that he believes the study went to the providers and they should go to the people. Chairman Weyler recognized Commissioner St. James suggested the Executive Committee put together a committee to see if there is a need for a county-run day care. Line item 53600 Service Contracts Nursing Home Administration. Increase the line by \$5,000 for a total of adding \$10,000 to line item 53600. The motion was approved.

Rep. DeSimone, Subcommittee Chair, read the Long-Term Care Subcommittee Report. Rep. DeSimone made a motion to approve the Long-Term Care budget at \$26,372,715. Rep. Hoelzel seconded the motion. Rep. Weyler called for further questions. There were none. The motion was approved by a voice vote.

Categorical Assistance – Rep. Weyler recognized Rep. Hoelzel, Chair of the Categorical Assistance Subcommittee, who read the Categorical Assistance Subcommittee Report. Rep. Hoelzel made a motion to approve \$17,866,423, at 0.62 percent. Rep. DeSimone seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Revenues – Rep. Weyler recognized Rep. Barnes, Chairman of the Revenues Subcommittee, who read the Revenue Subcommittee Report. Chairman Weyler noted that total revenues would be voted in Resolution 10. Chairman Barnes made a motion to approve the subcommittee report as presented noting that there is a decrease in revenues in the Long-Term Care Department significant of the renovations ongoing in the Nursing Home.

Chairman Weyler recognized Commissioner St. James who informed the members that there is discussion at the state regarding how the nursing home is going to be run in terms of pro share money and m-quip money. He explained that if the federal government is going to run the nursing homes, we have a problem with it. There is newer legislation being proposed and we strongly urge the Executive Committee to support the bill – the Sanborn bill. Mr. Woods noted that the county spoke in opposition of what Governor Sununu had to say. It is totally irrational when pro share can be jeopardized. Discussion about unreserved fund balance to offset the loss of revenues and renovations in the nursing home was brought up by Rep. Barnes. Rep. Chirichilello wanted to know how much was in the unreserved fund balance. Mr. Nickerson noted approximately \$34,000,000 without unassigned fund balance.

Chairman Weyler recognized Rep. Griffin who read the following resolutions for approval:

RESOLUTION 1 – 2017

Be it resolved that the Rockingham County Convention accept the position listing as presented with the total number of authorized positions for 2017 being 639 and that there will be no new positions created nor will there be any re-grading of positions or increase of number of positions, other than those budgeted, without approval of the Executive Committee.

It is understood that the Executive Committee need not approve any personnel change proposed by the County that results in placing the authorized position in the same or lower grade. 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 Nursing Home, Jail, Sheriff's Department, Engineering and Maintenance, Human Resources, County Attorney's Office and Finance 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. Griffin made a motion to approve the resolution as read. Rep. Chirichiello seconded the motion. The motion was approved by a voice vote.

RESOLUTION 2 – 2017

Be it resolved that the Rockingham County Convention, upon the recommendation of the Executive Committee, recommend \$303,677 for a 2 percent gross increase or non-discretionary bonus for those employees who are on the pay plan. In addition, the mileage reimbursement rate continues to mirror the Federal rate for 2017.

Rep. Allen made a motion to approve the resolution as read. Rep. DeSimone seconded the motion. The motion was approved by a voice vote.

Rep. Griffin made a motion to approve the resolution as read. Rep. Allen seconded the motion. The motion was approved by a voice vote.

RESOLUTION 3 – 2017

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 Chairman of the Delegation and Chairman of 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. An appeal from the decision of the 5 officers may be made to the Executive Committee.

Rep. Griffin made a motion to approve the resolution as read. Rep. Allen seconded the motion. The motion was approved by a voice vote.

RESOLUTION 4 - 2017

I move that \$48,426 be appropriated for salary payments for the Delegation Coordinator with flex hours and benefits based on 35 hours per week.

Rep. Griffin made a motion to approve the resolution as read. Rep. Hoelzel seconded the motion. The motion was approved by a voice vote.

RESOLUTION- 4A - 2017

The Delegation Coordinator, as described in RSA 24:12-a, shall be paid a salary as described in Resolution 4-2017, and will not be required to participate in the County's Kronos time and attendance system. The schedule for the position is flexible, and the employee will work a schedule to be determined and monitored by the Chairmen of the Convention and the Executive Committee to fulfill the needs of the Officers, Executive Committee, Subcommittees, and legislative delegation. It is understood that not all duties performed for this position are accomplished within the confines of the County complex, and often requires work be completed before and after regular business hours.

Rep. Allen made a motion to approve the resolution as read. Rep. DeSimone seconded the motion. The motion was approved by a voice vote.

Rep. Griffin made a motion to approve the resolution as read. Rep. Hoelzel seconded the motion. The motion was approved by a voice vote.

RESOLUTION 5 - 2017

Be it resolved that the Rockingham County Convention approve the following benefits as described below and approval of all benefits as outlined in the 2017 summary of salary and benefits 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. There are four plans proposed in 2017 including an HMO with 5% Coinsurance, HMO with 10% Coinsurance, and two High Deductible Health Plans (HDHP) with different deductibles and out-of-pocket maximums. This will be the third year that the County has a High Deductible Health Plan. It provides for a County funded Health Savings Account (HSA) contribution of \$1,000 for a single plan and \$2,000 for a 2-Person or Family plan.

(COUNTY CONTRIBUTION % (FULL-TIME EMPLOYEES))

Health Benefits (Self Insured)

<u>Membership</u>	<u>County Share of Cost on All Plans</u>
Single	80%
2-Person	80%
Family	80%

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

Dental Benefits

Full-Time - 75% of premium
Part-Time - Pro-rated basis

Workers Compensation and Unemployment

Worker's Compensation is funded at 100% of the assigned risk rate per the recommendation of the Executive Committee. Unemployment funding recommended at \$97.00 per position in 2017.

Short-Term Disability

Short-Term Disability, a benefit adopted in 2000, is an accident and illness benefit, and is funded for a 26-week duration.

Full-Time - 100%
Part-Time - Pro-rated basis

Longevity

The Longevity benefit is as follows:

<u>Years</u>	<u>Payments</u>
5-9	\$150
10-14	\$300
15-19	\$450
20-24	\$750
25 and greater	\$1000

Dependent Care Flexible Spending Account

The Dependent Care flexible spending account is a benefit adopted in 2000 that will save the County Social Security and Medicare, if applicable, for every salary dollar that the employee puts into the account. The 2017 limit is \$5,000.

Health Care Flexible Spending Account

Health Care Flexible Spending Account is an employee-funded benefit that will save the County Social Security and Medicare, if applicable, for every salary dollar that the employee puts into the account. The 2017 limit is \$2,600.

Rep. Allen made a motion to approve the resolution as read. Rep. Katsakiores seconded the motion. The motion was approved by a voice vote.

RESOLUTION 6 – 2017

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 authorize 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 \$2,000. 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.

Rep. Allen made a motion to approve the resolution as read. Rep. Hoelzel seconded the motion. The motion was approved by a voice vote.

RESOLUTION 7 – 2017

The Finance Office has the authority to make periodic transfers from appropriate budget lines to insure that the health, buyout, HRA and compensated absences benefit lines properly reflect the status of the accounts during the year.

Rep. Allen made a motion to approve the resolution as read. Rep. Pantelakos seconded the motion. The motion was approved by a voice vote.

RESOLUTION 8 – 2017

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. Such amounts shall be paid as appropriated unless changes are discussed and approved at Executive Committee Meetings.

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 Finance Office prior to any distribution of subsequent quarterly payments.

Rep. Allen made a motion to approve the resolution as read. Rep. Hoelzel seconded the motion. The motion was approved by a voice vote.

RESOLUTION 9 – 2017

Be it resolved that County audits under RSA 24:13, 28:3-a, 24:14, and 24:26, shall not be conducted nor expenditure for such authorized without the prior approval of the Executive Committee.

Rep. Allen made a motion to approve the resolution as read. Rep. Hoelzel seconded the motion. The motion was approved by a voice vote.

RESOLUTION 10 – 2017

That the Rockingham County Convention, in accordance with RSA 24:13, authorize \$80,991,952 in appropriations and \$365,092 in encumbrances for the use of the County during 2017. That \$48,274,197 be raised in new county taxes; that \$24,215,607 be accepted as an estimate of revenues from other sources, and that \$8,867,240 is accepted as fund balance for a total of \$81,357,044 in resources.

Rep. Griffin read Resolution 10-2017 and made a motion to approve the resolution as read. Rep. Edgar seconded the motion. The motion was approved by a voice vote.

RESOLUTION 11 - 2017

Be it resolved that the departmental budget requests be included with the Commissioners recommended budget proposals.

Rep. Griffin made a motion to approve the resolution as read. Rep. DeSimone seconded the motion. The motion was approved by a voice vote.

RESOLUTION 12 - 2017

As the appropriating authority of county government, the Rockingham County Convention must have the tools available to monitor the spending that it has approved. In accordance with RSA 28:3-a, 24:13, 24:14 and 24:16 ALL audits must be approved by the Executive Committee of the County Convention. The Convention must be represented at both the preliminary and final meetings with the auditor, and the Executive Committee must receive a sufficient number of copies of the final report.

Rep. Allen made a motion to approve the resolution as read. Rep. Katsakiores seconded the motion. The motion was approved by a voice vote.

RESOLUTION 13 - 2017

Be it resolved, that the Rockingham County Convention goes on record as being opposed to the closure of the Rockingham County Adult Medical Day Care Program by the County Commissioners, contrary to the unanimous vote of the Rockingham County Executive Committee, which benefited many of our elderly citizens that required the services of the County's AMDC Program. Further, that the County Convention urge the Commissioners to come up with a plan to restore the AMDC Program for 2017.

Rep. Allen made a motion to approve the resolution as read. Rep. DeSimone seconded the motion. The motion was approved by a voice vote.

RESOLUTION 14 - 2017

Submission deadline for all requests for approval for the Rockingham County Convention and/or Executive Committee must be submitted to the Delegation Coordinator at least 5 business days before the meeting.

Rep. Allen made a motion to approve the resolution as read. Rep. Pantelakos seconded the motion. The motion was approved by a voice vote.

RESOLUTION 15 - 2017

No bill may be paid from the Delegation budget by the Treasurer that is not authorized by the Delegation Chairman or his designee.

Rep. Allen made a motion to approve the resolution as read. Rep. Hoelzel seconded the motion. The motion was approved by a voice vote.

RESOLUTION 16 - 2017

The Finance Office has the authority to make one fourth quarter transfer between the two Categorical Assistance budget lines to insure that the Intermediate Nursing Care and Home and Community Based Care lines properly reflect the status of the accounts at the end of the year. If a transfer is needed to both Categorical Assistance budget lines, then the process referred to in Resolution 6-2017 and pursuant to RSA 24:14, I. shall be followed.

Rep. Allen made a motion to approve the resolution as read. Rep. Hoelzel seconded the motion. The motion was approved by a voice vote.

RESOLUTION 17 - 2017

If one of the health plans proposed for 2018 includes a High Deductible Health Plan (HDHP), County-funded Health Savings Account (HSA) contributions equal to or less than those approved for 2017 will be permitted to be made on behalf of HDHP participants in January 2018. This will assist benefit eligible employees with their benefit selections during annual open enrollment.

Rep. Allen made a motion to approve the resolution as read. Rep. Katsakiores seconded the motion. The motion was approved by a voice vote.

RESOLUTION 18 - 2017

By the action of approving this budget, the County Convention hereby appropriates the monies shown line by line item of the 2017 budget which includes a Contingency line in the Delegation budget that will require approval from the Executive Committee prior to any expenditure made from the Contingency line item.

These resolutions are supporting and backup information to the 2017 Rockingham County Budget and are an integral part of said budget.

Rep. Allen made a motion to approve the resolution as read. Rep. Pantelakos seconded the motion. The motion was approved by a voice vote.

Chairman Weyler recognized Rep. Griffin who read the following motions:

ELECTROSTATIC PRECIPITATOR (ESP) PROJECT

I move that we, the Rockingham County Delegation, approve the addition of the electrostatic precipitator (ESP) project to the Delegation approved 2017 Capital Projects List. The estimated cost of the project is \$265,200 with Community Development Finance Authority (CDFA) funds to pay for the equipment in exchange for rights to the first \$265,200 of thermal RECs generated by the project.

Rep. Allen made a motion to approve the motion as read. Rep. Edgar seconded the motion. The motion was approved by a voice vote.

AUTHORIZATION TO BORROW LONG-TERM CARE SPACE ALLOCATION PROJECT

BE IT RESOLVED: That Rockingham County is hereby authorized to raise and appropriate a sum of up to Three Million Dollars (\$3,000,000) for the purposes of financing capital expenditures of the County for the Long Term Care Space Allocation project, along with related costs and expenses; Three Million Dollars (\$3,000,000) of such sum to be raised through the issuance of bonds or notes under and in compliance with the provisions of New Hampshire RSA Chapters 28 and 33, as amended; to authorize the County Commissioners to issue, negotiate, sell and deliver such bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the County Commissioners to take any other action or to pass any other vote relative thereto. Issuance of said bonds will not occur and is not permitted until after current sources of funding already dedicated exclusively for Long Term Care capital projects, such as excess Pro-share funds, are fully utilized.

Rep. Allen made a motion to approve the motion as read. Rep. Pantelakos seconded the motion. The motion was approved by a voice vote.

AUTHORIZE ROCKINGHAM TO PAY 2018 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 \$11 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, or in excess of any appropriation so made except for the payment of judgements rendered against the county," I move that we, the County Convention, authorize the County to spend up to \$11 million for 2018 expenses during the months of January and February in anticipation of the subsequent approval of the 2018 budget. Further, that the \$11 million be allocated proportionately to line items based on 2017 approved net appropriations to fund like operating and personnel expenses in existence as of 12/31/17.

Rep. Allen made a motion to approve the motion as read. Rep. Pantelakos seconded the motion. The motion was approved by a voice vote.

Chairman Weyler recognized Rep. Pantelakos who thanked the Delegation Coordinator for the work that she does on behalf of the Executive Committee and Delegation.

Chairman Weyler recognized Commissioner St. James who stated that the Commissioners will be sending a letter to the towns regarding the proposed County's change from a calendar year to a fiscal year and the impact it may have with the towns. He stated that if one of the Commissioners do go to a town on behalf of the county that they will notify the respective representatives in that town.

Chairman Weyler recognized Rep. Hoelzel who reminded the members of the bill in the house that the county goes from a calendar year to a fiscal year.

Chairman Weyler reminded the Executive Committee Members about the Executive Committee Meeting on Wednesday, March 1, 2017 at 5:30 p.m. and Delegation Meeting 6:00 p.m. to vote the County 2017 Budget.

There being no further business, the meeting adjourned at 12:17 p.m.

Respectfully submitted,

Cheryl A. Hurley
Delegation Coordinator

Rep. David A. Welch, Clerk
Executive Committee

DAW:cah

ROCKINGHAM COUNTY CONVENTION



DELEGATION

*Norman L. Major, Chairman
Mary E. Griffin, Vice Chair
David A. Welch, Clerk*

EXECUTIVE COMMITTEE

*Kenneth L. Weyler, Chairman
Walter Kolodziej, 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 MEETING Wednesday, March 1, 2017 Commissioner's Conference Room Rockingham County Nursing Home Brentwood NH

The Rockingham County Executive Committee met on Wednesday, March 1, 2017 at 5:30 p.m. in the Commissioner's Conference Room at the Rockingham County Nursing Home in Brentwood, NH. The purpose of the meeting was to Authorize the Treasurer's borrowing and finalize any unfinished business prior to the Delegation Meeting scheduled at 6:00 p.m.

Rep. Kenneth L. Weyler, Chairman, called the meeting to order at 5:30 p.m.

Rep. Weyler explained the purpose of the meeting was to authorize the Treasurer's Borrowing for 2017 and finalize any unfinished business prior to the Delegation Meeting.

Rep. Weyler recognized Rep. Welch, Clerk, who conducted the roll call. Rep. Welch reported a total of 16 members present at the time the roll was called. Additional members arrived late for a total of 18 members present.

Chairman Weyler declared that a quorum was present.

Those present were: Rep. Weyler, Chairman; Reps. Allen, Azarian, Call-Pitts, Chirichiello, DeSimone, Edgar, Fesh, R. Gordon, Griffin, Hoelzel, P. Katsakiores, Major, Milz, O'Connor, Pantelakos, and Welch.

Excused: Rep. Barnes

Absent: Rep. Cook

Also Present: Commissioners Coyle and St. James; Sandy Buck, Treasurer; Cathy Stacey, Register of Deeds; Charles Nickerson, Finance Director; and Cheryl A. Hurley, Delegation Coordinator.

DLW

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Chairman Weyler read the following motion to Authorize the Treasurer's Borrowing:

Authorization for Rockingham County to Borrow in Anticipation of Taxes (RSA 29:8):

I move that we, the Rockingham County Executive Committee, authorize the following: That the money in the treasury of the County being insufficient to meet the demands upon it beginning January 1, 2017, approval is hereby given to the Treasurer, upon the order of the County Commissioners, to borrow up to \$13,000,000 under RSA 29:8. **Excess Funds (RSA 29:3):** Whenever the County Treasurer has in his custody an excess of funds which are not immediately needed for the purpose of expenditure he may, with the approval of the County Commissioners and the County Executive Committee, invest the same in short-term obligations of the United States or in units of pooled money market mutual funds which invest solely in obligations of the United States Treasury, upon such terms as shall be approved by the County Commissioners.

Chairman Weyler recognized Rep. Major who made a motion to authorize the Treasurer's Borrowing. Rep. Welch seconded the motion. The motion was approved by a voice vote.

Other Business:

Chairman Weyler recognized Commissioner Coyle who informed the members that the DES had visited the IEU Training Grounds on the County Complex to test the grounds for contamination. The DES found a high level concentration of PFO's. The training grounds is closed until further testing is carried out. Commissioner Coyle informed the members that the Board of Commissioners may need to use funds from the Delegation's budget Contingency line for the purposes of hiring a consultant, put test wells in place to do further environmental testing and subsequent remediation. He explained the cost is estimated at \$50,000 for the consultant and testing. Commissioner Coyle noted that the Commissioners are responsible for the costs because they are the landlords for the County.

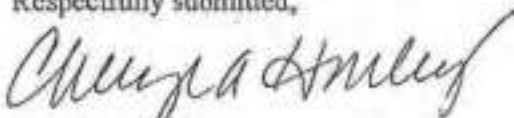
Chairman Weyler recognized Commissioner St. James who raised the question as to whether the County should cease and desist the IEU from the training grounds or let them continue their training. Chairman Weyler recognized Reps. Pantelakos, DeSimone, and O'Connor who voiced their concerns.

Chairman Weyler recognized Rep. Major who also expressed his concern with the matter. Chairman Weyler recognized Rep. Major who made the following motion: that the Board of Commissioners move as quickly as possible to get test wells in place, hire a consultant, and get in touch with DES and allow the Commissioners to use up to \$50,000 out of the Delegation Contingency line item for the purposes of the study. Rep. Welch seconded the motion. Chairman Weyler recognized Rep. Cali-Pitts who had a question regarding the wells. Chairman Weyler recognized Commissioner Coyle who explained that the the Commissioners will work with the consultant. Chairman Weyler recognized Rep. Edgar who asked if the costs associated with the remediation includes the wells. Commissioners Coyle responded yes.

Chairman Weyler recognized Rep. O'Connor who made a motion to support the Commissioners to discontinue the IEU from the training grounds and close the drill yard due to the contamination. Rep. Edgar seconded the motion. Chairman Weyler asked for a roll call vote. Clerk Welch conducted the roll call. A total of 18 members voted in support of the motion. The motion passed unanimously.

There being no further business to come before the Board, the meeting was adjourned at 5:25 p.m.

Respectfully submitted,



Cheryl A. Hurley
Delegation Coordinator
cah



Rep. David A. Welch, Clerk
Executive Committee

ROCKINGHAM COUNTY CONVENTION



DELEGATION

*Norman L. Major, Chairman
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Fax 679-9370 (24 hours)

MINUTES ROCKINGHAM COUNTY EXECUTIVE COMMITTEE MEETING Friday, October 27, 2017 at 9:30 a.m. Hilton Auditorium Rockingham County Nursing Home Brentwood NH

The Rockingham County Executive Committee met on Friday, October 27, 2017 at 9:30 a.m. in the Hilton Auditorium at the Rockingham County Nursing Home, Brentwood, NH. The purpose of the meeting was to conduct the third quarter budget review.

Rep. Kenneth L. Weyler, Chairman, called the meeting to order at 9:31 a.m.

Chairman Weyler recognized Rep. Kolodziej who delivered the Invocation.

Rep. Weyler recognized Rep. Richard Gordon who led the Pledge of Allegiance.

Rep. Weyler recognized Rep. Welch, Clerk, who conducted the roll call. Rep. Welch reported a total of 15 members present.

Chairman Weyler declared that a quorum was present.

Those present were: Rep. Weyler, Chairman; Reps. Allen, Barnes, Cali-Pitts, DeSimone, Edgar, Fesh, R. Gordon, Griffin, Hoelzel, P. Katsakiores, Kolodziej, O'Connor, Pantelakos, and Welch.

Excused: Reps. Azarian, Chirichiello, Major, and Milz.

Also Present: Commissioners Coyle, Tombarello and St. James; Steve Woods, Long-Term Care Director; Janet Demers, Long-Term Care; Jude Gates, Engineering & Maintenance Director; Robin Bernier, IT; Jayne Jackson, Department of Corrections; Major Superintendent Stephen Church, Department of Corrections; High Sheriff Michael Hureau; Alison Kivikoski, Human Resources Director; Charles Nickerson, Finance Director; Attorney Patricia Conway, County Attorney; Becky Burns, Assistant Register of Deeds; and Cheryl A. Hurley, Delegation Coordinator.

Chief Kevin Pratt and Chief Mark Tibbetts, from the Interstate Emergency Unit Fire Training were also present. *slw*

Chairman Weyler opened the meeting by stating the purpose was to conduct the third quarter budget review. He noted that salaries, benefits, unemployment, workers compensation are amounts paid up front explaining the expenditures in the departmental line items to date. He also noted that one-hundred percent of taxes collected will bring in the County's revenues.

Subcommittee Reports:

Salary Subcommittee – Chairman Weyler recognized Rep. O'Connor, Chairman of the Salary Subcommittee, who gave his report. Rep. O'Connor stated that he spoke with Ms. Kivikoski, Human Resources Director, and Mr. Nickerson, Finance Director. The County is currently understaffed by 20 percent. Employees are also required to work overtime to fill in shifts. Rep. O'Connor asked that Chairman Weyler recognize Ms. Kivikoski who provided an overview of the current staffing issues at the county as well as other counties. Ms. Kivikoski reviewed the unemployment rates, information on the nursing shortage, and correctional officer shortages. She referred to the recent job and salary classification study where pay wages and maximum rates were moved and the grade levels were compressed. She stated that there is an issue with salary compression, and the county has pockets within the organization of long-tenured staff in the \$14.00-\$17.00 range and lower grades surpassing some of the employees. She noted that the Board of Commissioners are looking at making adjustments as there is money in the salary lines to do so. Chairman Weyler and Rep. Cali-Pitts both commented suggesting different scenarios for alternatives in staffing.

Chairman Weyler recognized Rep. O'Connor who made a motion to approve the employee position listing, dated October 18, 2017, as presented for the third quarter review. Rep. Pantelakos seconded the motion. The motion was approved by a voice vote.

Chairman Weyler recognized Reps. Pantelakos and Katsakiores who thanked Ms. Kivikoski for her thorough and informative report.

Rockingham County Delegation – Rep. Weyler recognized Rep. Pantelakos, Chair of the Delegation Subcommittee, who made a motion to approve the Delegation budget \$72,743 at 25 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Treasurer – Rep. Weyler recognized Rep. Kolodziej, in Rep. Milz's absence, Chairman of the Treasurer's Subcommittee, who made a motion to approve the Treasurer's budget at \$10,482 at 56 percent expended. Rep. Pantelakos seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

County Attorney – Rep. Weyler recognized Rep. Kolodziej, in Rep. Chirichiello's absence, Chairman of the County Attorney Subcommittee, who made a motion to approve the County Attorney's budget at \$2,153,389 at 65 percent expended. Rep. Pantelakos seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

District Court – Rep. Weyler recognized Rep. Kolodziej, in Rep. Chirichiello's absence, Chairman of the County Attorney's Subcommittee, who made a motion to approve the District Court budget at \$162,789 at 75 percent expended. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Medical Examiner – Rep. Weyler recognized Rep. Kolodziej, in Rep. Chirichiello's absence, Chairman of the County Attorney's Subcommittee, who made a motion to approve the Medical Examiner's budget at \$52,171 at 64 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

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Sheriff's Department – Rep. Weyler recognized Rep. Cali-Pitts, Chair of the Sheriff's Subcommittee, who noted that there are two transfers in the packet for approval that will be discussed later. Rep. Cali-Pitts made a motion to approve the Sheriff's budget at \$4,342,824 at 72 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Registry of Deeds – Rep. Weyler recognized Rep. P. Katsakiores, Chair of the Deeds Subcommittee, who made a motion to approve the Deeds budget at \$977,182 at 71 percent expended. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Commissioners – Rep. Weyler recognized Rep. Kołodziej, in Rep. Milz's absence, Chairman of the Commissioners Subcommittee, who made a motion to approve the Commissioners budget at \$121,218 at 71 percent expended. Rep. Griffin seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

General Government – Rep. Weyler recognized Rep. Kołodziej, in Rep. Milz's absence, Chairman of the General Government Subcommittee, who made a motion to approve the General Government budget at \$2,100,619 at 83 percent expended. Rep. Griffin seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

UNH Cooperative Extension – Chairman Weyler recognized Rep. O'Connor, in Rep. Cook's absence, Chairman of the UNH Cooperative Extension Subcommittee, who made a motion to approve the UNH Cooperative Extension Agreement, as previously approved in the General Government budget, at \$301,061 at 75 percent expended. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Long-Range Planning (Projects) – Rep. Weyler recognized Rep. Kołodziej, in Rep. Azarian's absence, Chairman of the Long-Range Planning (Projects) Subcommittee, who made a motion to approve the Projects budget at \$1,622,500 at 100 percent expended. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Grants – Rep. Weyler recognized Rep. Kołodziej, in Rep. Milz's absence, Chairman of the Grants Subcommittee, who made a motion to approve the Grants budget at \$112,270 at 7 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Finance – Rep. Weyler recognized Rep. Barnes, Chairman of the Finance Subcommittee, who made a motion to approve the Finance Department budget at \$848,656 at 70 percent expended. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Engineering & Maintenance – Rep. Weyler recognized Rep. Gordon, Chairman of the Maintenance Subcommittee, who made a motion to approve the Maintenance budget at \$2,853,829 at 66 percent expended. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

IT – Rep. Weyler recognized Rep. Edgar, Chairman of the IT Subcommittee, who made a motion to approve the IT budget at \$526,164 at 72 percent expended. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote. *JLW*

Jail – Rep. Weyler recognized Rep. Fesh, Chairman of the Jail Subcommittee, who made a motion to approve the Jail budget at \$8,443,373 at 66 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for further questions. There were none. The motion was approved by a voice vote.

Human Resources – Rep. Weyler recognized Rep. Kolodziej, in Rep. Miltz’s absence, Chairman of the Human Resources Subcommittee, who made a motion to approve the Human Resources budget at \$455,452 at 69 percent expended. Rep. Griffin seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Non-County Specials – Chairman Weyler recognized Rep. Allen, Chair of the Non-County Specials Subcommittee, who made a motion to approve the Non-County Specials budget at \$145,500 at 49 percent expended. Rep. Kolodziej seconded the motion. The motion was approved by a voice vote.

Long-Term Care – Rep. Weyler recognized Rep. DeSimone, Chair of the Long-Term Care Subcommittee who made a motion to approve the Long-Term Care budget at \$17,951,703 at 68 percent expended. Rep. Griffin seconded the motion. Rep. Weyler called for further questions. There were none. The motion was approved by a voice vote.

Categorical Assistance – Rep. Weyler recognized Rep. Hoelzel, Chair of the Categorical Assistance Subcommittee, who made a motion to approve \$13,362,525 at 75 percent expended. Rep. Katsakiores seconded the motion. Rep. Hoelzel requested that Mr. Nickerson, Finance Director, explain the proposed transfer request. Mr. Nickerson explained that the County’s cap went up by 3.3 percent – the highest increase of any county. He explained that the prior year increase for the cap was a 1.1 percent increase. He explained that the budgeted amount in 2017 was for a 2.4 percent increase. He explained that the first six bills will fall under 2017 monies. He explained the increase is due to the number of people in the nursing home with a greater share of claims, and a greater share of the credit for the overall 2 percent state-wide cap. He also explained that 10 percent of claims are from individuals who do not have residency in the county, but are receiving services in the county. He explained that they received county services prior to having residency in the county. Chairman Weyler noted that this topic will be part of the discussion at the Adult Medical Day Care Study Committee Meeting. Chairman Weyler noted that a transfer is being requested from the Delegation Contingency line due to the shortfall in funds for Categorical Assistance. Chairman Weyler recognized Mr. Nickerson who explained that the County’s cap increased and a lower cap was budgeted during the budget process. He explained that the rate increase is tripling between 2017 and 2018 and that another transfer may be necessary. Chairman Weyler questioned the reason for the increase. Mr. Nickerson explained that some counties saw a decrease; however, Rockingham County saw the highest increase in the state. Chairman Weyler called for questions. There were none. Chairman Weyler noted that this issue will be revisited again at the end of the year. Chairman Weyler called for further questions. There were none. The motion was approved by a voice vote.

Revenues – Rep. Weyler recognized Rep. Barnes, Chairman of the Revenues Subcommittee, who made a motion to approve the Revenues at \$67,460,740 at 93 percent. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Line Item Transfer Requests:

Delegation – From line 16100000-54100 Contingency \$131,581 to line 11402000-56102 Intermediate Nursing Care \$131,581.

Comments/Explanation: Rockingham County’s allocated cap for categorical assistance expenses (the County’s portion of Medicaid liability for assistance to the elderly and disabled) increased by 3.31 percent from SFY 2017 to SFY 2018, the highest increase for any county in New Hampshire. The prior year increase from SFY 2016 to SFY 2017 was only 1.13 percent. The County’s 2017 budgeted amount accommodates an increase of up to 2.4 percent. JW

was unforeseen in the SFY 2018 County cap; the transfer to the Intermediate Nursing Care line is requested to come from the Delegation Contingency line. With the change to a June 30 fiscal year, the State fiscal year changes to the County cap will be better accounted for in the Rockingham County budget.

Rep. Kolodziej, in Rep. Major's absence, Chairman of the Delegation, made a motion to approve the transfer request as presented. Rep. Pantelakos seconded the motion. Chairman Weyler recognized Clerk Welch who suggested that Mr. Nickerson sign the transfer as the "requesting" department. Mr. Nickerson explained the transfer. A lengthy discussion ensued. Rep. Hoelzel made a motion to authorize the transfer. Rep. Katsakiores seconded the motion. The motion was approved by a voice vote. Chairman Weyler noted that Cheryl Hurley, Delegation Coordinator, will sign the transfer on behalf of Rep. Major in his absence. Chairman Weyler recognized Rep. Edgar who referred to the contingency line in the Delegation budget questioning 0 percent expended amount noting that \$34,500 was taken out of the line for the consultant fees for the fire training grounds. Mr. Nickerson explained, referring to an accounting practice, that when money is transferred, in this case to the Maintenance budget, it does not affect the percentage expended in the line item. He referred the members to the line item transfer column in the contingency line budget. Chairman Weyler called for further questions. There were none. The motion was approved by a voice vote.

Long-Term Care Services – Transfer from line 11702000-53502 Equipment Non-Expendable – Nursing & Medical \$18,000 to 11702000-53501 Equipment Expendable – Nursing & Medical \$18,000.

Comments/Explanation: Money was budgeted in 2017 for new cabinets. Due to construction, these cabinets are no longer needed and/or required. We are requesting a transfer of the above amount to purchase other equipment that is needed, but falls below the \$5,000 threshold.

Rep. DeSimone made a motion to approve the line item transfer as presented. Rep. Griffin seconded the motion. Chairman Weyler called for questions. Chairman Weyler recognized Rep. Kolodziej who questioned the transfer between the lines. Chairman Weyler recognized Mr. Woods, Long-Term Care Director, who explained that the money budgeted needed to be moved over to expendable equipment line. Mr. Nickerson further explained the different thresholds in prices for non-expendable and expendable equipment – non-expendable being over \$5,000. Chairman Weyler called for further questions. There were none. The motion was approved by a voice vote.

Transfer from line 11706000-53501 Equipment Expendable – NH Enviro \$100,000 to 11706000-53400 Environ Svc Off Exp – Supplies \$100,000.

Comments/Explanation: When the 2017 budget was submitted, the cost of construction items was based on estimates. The cost of these items came in at a lower price. We are requesting a transfer of the above amount to the Supply line from the Expendable Equipment line due to the lower cost of these items.

Rep. DeSimone made a motion to approve the transfer as requested. Rep. Griffin seconded the motion. The motion was approved by a voice vote.

Jail – Transfer from line 11600000-56308 Electronic Monitoring \$10,000 from 11600000-54806 Contracted Medical \$10,000 to 11600000-53502 Expendable Equipment \$20,000.

Comments/Explanation: Transfer is to facilitate the purchase of new APX mobile radios for the department. Motorola is offering a 50 percent discount on the radios. These are the same radios being purchased by the Sheriff's Department and other departments across the County. It will allow both the Sheriff's Office and the Department of Corrections to convert to a digital linear simulcast system. This equipment is necessary to have our mobile radio system compliant and compatible with recent upgrades and or changes to the County dispatch system.

Rep. Fesh made a motion to approve the transfer as presented. Rep. Gordon seconded the motion. The motion was approved by a voice vote.

Sheriff's Department – Transfer from 15101-51002 Regular Pay: Dispatch Operators \$26,000 to 15101-51402 Overtime Pay: Dispatch Operators \$26,000.

Comments/Explanation: Vacancies in dispatch operator positions have increased overtime in 2017. Sheriff's Office has been working to hire two full-time dispatchers to fill those vacancies; additionally, an additional vacancy remains due to medical leave.

Rep. Cali-Pitts made a motion to approve the transfer as presented. Rep. Katsakiores seconded the motion. The motion was approved by a voice vote.

Sheriff's Department – Transfer from 15100000-53502 Sheriff's Non-Expendable Equipment \$6,500 from 15101000-53600 Dispatch Service Contracts \$2,100, from 15101000-53501 Dispatch Equipment Expendable \$1,750, from 15100000-53600 Sheriff's Service Contracts \$650 to line 15102000-53502 Radio Non-Expendable Equipment \$11,000.

Comments/Explanation: Please see attached memo and support attached to these minutes.

Rep. Cali-Pitts made a motion to approve the transfer request as presented. Rep. Katsakiores seconded the motion. The motion was approved by a voice vote.

Internal Services Funds – Rep. Weyler referred the members to the Internal Service Funds for information and review. He asked the members if they had any questions. There were none.

Adult Medical Day Care Update – Chairman Weyler recognized Rep. Kathleen Hoelzel, Chair of the Adult Medical Day Care Study Committee. Rep. Hoelzel updated the members of the Executive Committee on the committee's progress to date. Rep. Hoelzel explained that the committee has had several meetings and has determined that there is a need in the community to bring back the county's adult medical day care program. She explained that members of the committee have contacted their local welfare officers and authorities who have confirmed that there are members in their communities who are in need of the program. She explained that the committee toured the Carlisle and Mitchell Buildings as potential areas to reopen the program. She noted that the Mitchell area is the space of choice due to many reasons; it is located in the nursing home, the space is bright and welcoming, and has the least amount of work to be done to open the program. She explained that Mr. Woods has prepared a budget based on 12 members in the program, and the Mitchell space will accommodate 8 to 10 at the present time. She noted that the budget for the first year is higher with the expense of purchasing two smaller buses for transportation to and from the program. Mr. Woods informed the subcommittee members that the small office adjacent to the Mitchell area could be opened and used for the program, which will allow for more space. Rep. Hoelzel asked the members for their input and comment. The subcommittee members individually commented and all agreed that there is a need to reopen the program. Rep. Hoelzel recognized Rep. Tombarello who stated that he is in support of the program, but stated that he has not had any calls to reopen the program since it closed. Rep. Hoelzel recognized Commissioner St. James who stated that he is also in support of the program if we can identify the need, noting that there are adult day care centers in the county that are not full and that opening the program at the county could take away from those businesses that are currently offering the service. Rep. Hoelzel suggested that anyone who is interested in the program remain for the AMDC Meeting to immediately follow the close of the Executive Committee Meeting.

Update from Board of Commissioners on IEU Training Grounds Clean-up/Rights for Use

Chairman Weyler recognized Commissioner St. James who stated that the IEU has not contributed funds for the clean-up and noted that the Delegation funded \$50,000 for the consultant's work to investigate the contamination. Commissioner St. James asked Ms. Gates, Director of Engineering & Maintenance, to provide a brief update on the GZA Consultant's work to date. Ms. Gates explained that the first round of testing of the soil and water showed PFOA's, and that another sample of the same was recently taken. She noted that test pits have been drilled and it has confirmed that there is no contamination outside of the county's property. She stated that she will continue to update the board as more information becomes available.

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Chairman Weyler recognized Chief Tibbetts and Chief Pratt from the IEU who explained that since the closure of the drill yard, the IEU has not been able to do any training resulting in not being able to bring in funds to contribute to the cause. They explained that the training of the volunteer departments and other departments are now being done in Concord, which is costing the towns more money. It was further explained that when the IEU does not train, they do not bring in any money to the organization that is used towards maintaining and improving the drill yard.

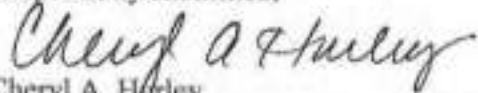
Other Business

Chairman Weyler asked the Commissioners for an update on the Land Purchase Abutting the Jail Grounds. Commissioner Coyle stated that there have not been any further developments as they are still waiting for surveys of the land.

Chairman Weyler noted that the AMDC Committee will meet immediately following the close of the Executive Committee Meeting.

There being no further business, the meeting adjourned at 11:17 a.m.

Respectfully submitted,


Cheryl A. Hurley
Delegation Coordinator


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

DAW:cah

ROCKINGHAM COUNTY CONVENTION



DELEGATION

*Norman L. Major, Chairman
Mary E. Griffin, Vice Chair
David A. Welch, Clerk*

EXECUTIVE COMMITTEE

*Kenneth L. Weyler, Chairman
Walter Kolodziej, Vice Chairman
David A. Welch, Clerk*

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

Wednesday, March 1, 2017

6:00 PM

Hilton Auditorium
Rockingham County Nursing Home
Brentwood NH

The Rockingham County Delegation met on Wednesday, March 1, 2017 at 6:00 p.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH. The purpose of the meeting was to vote the 2017 County budget.

Rep. Norman L. Major, Chairman, called the meeting to order at 6:00 p.m.

Chairman Major recognized Rep. Walter Kolodziej who delivered the Invocation.

Chairman Major recognized Rep. Brian Chirichiello who led the Pledge of Allegiance.

Chairman Major recognized Rep. David A. Welch, Clerk, who conducted the roll call.

Those in attendance were: Rep. Norman L. Major, Chairman; Representatives Abrami, Allen, Altschiller, Azarian, Baldassaro, Bates, Bean, Bove, Cahill, Cali-Pitts, Chase, Chirichiello, Cook, Costable, Cushing, Dilorenzo, DeSimone, Dowling, Edgar, Edwards, Elliott, Fesh, Francese, Gilman, R. Gordon, P. Gordon, Green, Griffin, Guthrie, Hagan, Hoelzel, Janigian, Janvrin, Katsakiores, Khan, Kolodziej, McBeath, McMahon, Matthews, Malloy, Milz, Morrisson, Murray, Nigrello, O'Connor, Pantelakos, Pearson, Read, Sytek, Torosian, Tripp, True, Verville, Vose, G. Ward, Webb, Welch, Weyler, Willis, and Woitkun.

Excused: Representatives Barnes, Belanger, Emerick, Friel, Gay, Le, Lovejoy, McKinney, Messmer, Packard, Polewarczyk, Rimol, Tilton,

Absent: Berrien, Dean-Bailey, Itse, Lundgren, Manning, Marsh, Nasser, Osborne, Sapareto, Somssich, Spillane, Stone, and Wallace.

Rep. Welch reported a total of 61 members present at the time the roll was called.

Chairman Major declared that a quorum was present.

Also Present: Commissioners Coyle and St. James; Edward Buck, Treasurer; Laura Collins, Commissioner's Office; Janet Demers, Long-Term Care; Jude Gates, Engineering & Maintenance Director; Robin Bernier, IT Superintendent Stephen Church, House of Corrections; Jayne Jackson, House of Corrections; Sheriff Michael Hureau, High Sheriff; Alison Kivikoski, Human Resources Director; Dan Reidy, UNH Cooperative Extension; Attorney Patricia Conway, County Attorney; Cathy Stacey, Register of Deeds; Dan Reidy, UNH Cooperative Extension; Chuck Nickerson, Finance Director, and Cheryl A. Hurley, Delegation Coordinator.

Rep. Major, Chairman, recognized Commissioner Coyle, Chairman of the Board of Commissioners, who provided a brief overview of the 2017 County budget.

Chairman Major recognized Rep. O'Connor, Chairman of the Salary Subcommittee, who read the report of the Salary Subcommittee highlighting the salary and benefits being proposed. Rep. O'Connor referred to the proposed resolutions that further explain the benefits being proposed for approval.

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 1-2017 as follows:

RESOLUTION 1 – 2017

Be it resolved that the Rockingham County Convention accept the position listing as presented with the total number of authorized positions for 2017 being 639 and that there will be no new positions created nor will there be any re-grading of positions or increase of number of positions, other than those budgeted, without approval of the Executive Committee.

It is understood that the Executive Committee need not approve any personnel change proposed by the County that results in placing the authorized position in the same or lower grade. 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.

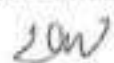
In addition, it is understood that part-time employment pools are approved in the Nursing Home, Jail, Sheriff's Department, Engineering and Maintenance, Human Resources, County Attorney's Office and Finance and that the pools be used for on-call coverage when necessary. In no case will any on-call employee 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. Milz seconded the motion. The motion was approved by a voice vote.

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 2-2017 as follows:

RESOLUTION 2 – 2017

Be it resolved that the Rockingham County Convention, upon the recommendation of the Executive Committee, recommend \$303,677 for a 2 percent gross increase or non-discretionary bonus for those employees who are on the pay plan. In addition, the mileage reimbursement rate continues to mirror the Federal rate for 2017.



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

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 3-2017 as follows:

RESOLUTION 3 – 2017

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 Chairman of the Delegation and Chairman of 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. An appeal from the decision of the 5 officers may be made to the Executive Committee.

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

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 4-2017 as follows:

RESOLUTION 4-2017

I move that \$48,426 be appropriated for salary payments for the Delegation Coordinator with flex hours and benefits based on 35 hours per week.

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

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 4A-2017 as follows:

RESOLUTION- 4A-2017

The Delegation Coordinator, as described in RSA 24:12-a, shall be paid a salary as described in Resolution 4-2017, and will not be required to participate in the county's workforce time and attendance system. The schedule for the position is flexible, and the employee will work a schedule to be determined and monitored by the Chairmen of the Convention and the Executive Committee to fulfill the needs of the Officers, Executive Committee, Subcommittees, and legislative delegation. It is understood that not all duties performed for this position are accomplished within the confines of the County complex, and often requires work be completed before and after regular business hours.

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



Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 5-2017 as follows:

RESOLUTION 5 – 2017

Be it resolved that the Rockingham County Convention approve the following benefits as described below and approval of all benefits as outlined in the 2017 summary of salary and benefits 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. There are four plans proposed in 2017 including an HMO with 5% Coinsurance, HMO with 10% Coinsurance, and two High

Deductible Health Plans (HDHP) with different deductibles and out-of-pocket maximums. This will be the third year that the County has a High Deductible Health Plan. It provides for a County funded Health Savings Account (HSA) contribution of \$1,000 for a single plan and \$2,000 for a 2-Person or Family plan.

(COUNTY CONTRIBUTION % (FULL-TIME EMPLOYEES))

Health Benefits (Self Insured)

<u>Membership</u>	<u>County Share of Cost on All Plans</u>
Single	80%
2-Person	80%
Family	80%

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

Dental Benefits

Full-Time - 75% of premium
 Part-Time - Pro-rated basis

Workers Compensation and Unemployment

Worker's Compensation is funded at 100% of the assigned risk rate per the recommendation of the Executive Committee. Unemployment funding recommended at \$97.00 per position in 2017.

Short-Term Disability

Short-Term Disability, a benefit adopted in 2000, is an accident and illness benefit, and is funded for a 26-week duration.

Full-Time – 100%
 Part-Time – Pro-rated basis

Longevity

The Longevity benefit is as follows

<u>Years</u>	<u>Payments</u>
5-9	\$150
10-14	\$300
15-19	\$450
20-24	\$750
25 and greater	\$1000

Dependent Care Flexible Spending Account

The Dependent Care flexible spending account is a benefit adopted in 2000 that will save the County Social Security and Medicare, if applicable, for every salary dollar that the employee puts into the account. The 2017 limit is \$5,000.

Health Care Flexible Spending Account

Health Care Flexible Spending Account is an employee-funded benefit that will save the County Social Security and Medicare, if applicable, for every salary dollar that the employee puts into the account. The 2017 limit is \$2,600.

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

Chairman Major recognized Rep. Griffin who read the Departmental budget proposals for approval.

Delegation – Chairman Major recognized Rep. Griffin who made a motion to approve the Delegation budget of \$328,161 at 24.35 percent. Rep. Katsakiores seconded the motion. Rep. Major called for questions. There were none. The motion was approved by a voice vote.

Treasurer – Chairman Major recognized Rep. Griffin who made a motion to approve the Treasurer's budget of \$18,682 at 12.45 percent. Rep. Milz seconded the motion. Rep. Major called for questions. There were none. The motion was approved by a voice vote.

County Attorney – Chairman Major recognized Rep. Griffin who made a motion to approve the County Attorney's budget of \$3,333,713 at 13.32 percent. Rep. O'Connor seconded the motion. Rep. Major called for questions. There were none. The motion was approved by a voice vote.

District Court – Chairman Major recognized Rep. Griffin who made a motion to approve the District Court budget of \$217,422 at 5.27 percent. Rep. Hoelzel seconded the motion. Rep. Major called for questions. Chairman Major recognized Rep. Janvrin who pointed out that the district court budget should be changed to Circuit Court. Chairman Major agreed with the suggested change. Chairman Major called for further questions. There were none. The motion was approved by a voice vote.

Medical Examiner – Chairman Major recognized Rep. Griffin who made a motion to approve the Medical Examiner's budget of \$81,004 at 10.35 percent. Rep. Katsakiores seconded the motion. Rep. Major called for questions. There were none. The motion was approved by a voice vote.

Sheriff's Department – Chairman Major recognized Rep. Griffin who made a motion to approve the Sheriff's Department budget of \$6,006,398 at 4.17 percent. Rep. Cali-Pitts seconded the motion. Rep. Major called for questions. There were none. The motion was approved by a voice vote.

Registry of Deeds – Chairman Major recognized Rep. Griffin who made a motion to approve the Registry of Deeds budget of \$1,317,521 at -5.31 percent. Rep. Katsakiores seconded the motion. Rep. Major called for questions. There were none. The motion was approved by a voice vote.

Commissioners – Chairman Major recognized Rep. Griffin who made a motion to approve the Commissioner's budget of \$171,046 at -3.65 percent. Rep. Hoelzel seconded the motion. Rep. Major called for questions. There were none. The motion was approved by a voice vote.

General Government – Chairman Major recognized Rep. Griffin who made a motion to approve the General Government budget of \$2,535,843 at -1.68 percent. Rep. Milz seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Projects – Chairman Major recognized Rep. Griffin who made a motion to approve the Projects budget of \$1,625,000 at 152.98 percent. Rep. Azarian seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Grants – Chairman Major recognized Rep. Griffin who made a motion to approve the Grants budget of \$1,556,524 at 0.42 percent. Rep. Milz seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Finance – Chairman Major recognized Rep. Griffin who made a motion to approve the Finance Department budget of \$1,165,251 at -2.60 percent. Rep. Hoelzel seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Engineering & Maintenance – Chairman Major recognized Rep. Griffin who made a motion to approve the Engineering & Maintenance budget of \$4,276,311 at -3.44 percent. Rep. Kolodziej seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

IT – Chairman Major recognized Rep. Griffin who made a motion to approve the IT budget of \$726,824 at 37.24 percent. Rep. Katsakiores seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

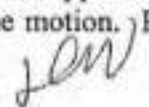
Jail – Chairman Major recognized Rep. Griffin who made a motion to approve the Jail budget of \$12,527,661 at -2.18 percent. Rep. Milz seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Human Resources – Chairman Major recognized Rep. Griffin who made a motion to approve the Human Resources budget of \$664,452 at 18.24 percent. Rep. Milz seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Non-County Specials – Chairman Major recognized Rep. Griffin who made a motion to approve the Non-County Specials budget of \$296,002 at 3.86 percent. Rep. Kolodziej seconded the motion. Rep. Major called for questions. There were none. The motion was approved by a voice vote.

Long Term Care Services – Chairman Major recognized Rep. Mary Griffin who made a motion to approve the Long-Term Care budget of \$26,372,715 at -4.18 percent. Rep. Hoelzel seconded the motion. Chairman Major called for questions. There were none. The motion was approved by a voice vote.

Categorical Assistance – Chairman Major recognized Rep. Griffin who made a motion to approve the Categorical Assistance budget of \$17,866,423 at 0.62 percent. Rep. Hoelzel seconded the motion. Rep. Major called for questions. There were none. The motion was approved by a voice vote.



Chairman Major recognized Rep. Weyler who explained that at the Executive Committee Meeting held at 5:30 p.m., the Commissioners informed the members that the DES had come out to the county to test the IEU Training Grounds and found PFO's at a high concentration level and the training facility has been shut down. He explained that the Executive Committee voted to approve that the Board of Commissioners spend up to \$50,000 for the mitigation to put in wells, hire a consultant, and conduct further testing. Chairman Weyler made a motion to add \$100,000 to the Delegation Contingency line to ensure that in the months ahead there is sufficient money should the mitigation of the problem at the training grounds be taken care of. Rep. Kolodziej seconded the motion. The motion was approved by a voice vote.

Rockingham County 2017 Projects List – Rep. Griffin made a motion to approve the 2017 Projects List. Rep. Azarian seconded the motion. Chairman Major called for questions. Chairman Major recognized Rep. Baldasaro who had a question about the RCNH Security for \$50,000. Chairman Major recognized Ms. Gates who explained the costs associated with the ongoing initiative to secure the inside and outside of the nursing home to ensure the safety of residents and staff. Chairman Major recognized Rep. Baldasaro who asked if the project was put out to bid. Chairman Major recognized Ms. Gates who explained that an RFP will be put out to bid.

Rep. Major recognized Rep. Griffin who made a motion to approve Resolution 6-2017 as follows:

RESOLUTION 6 – 2017

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 authorize 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 \$2,000. 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.

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



Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 7-2017 as follows:

RESOLUTION 7 – 2017

The Finance Office has the authority to make periodic transfers from appropriate budget lines to insure that the health, buyout, HRA and compensated absences benefit lines properly reflect the status of the accounts during the year.

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

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 8-2017 as follows:

RESOLUTION 8 – 2017

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. Such amounts shall be paid as appropriated unless changes are discussed and approved at Executive Committee Meetings.

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 Finance Office prior to any distribution of subsequent quarterly payments.

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

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 9-2017 as follows:

RESOLUTION 9 – 2017

Be it resolved that County audits under RSA 24:13, 28:3-a, 24:14, and 24:26, shall not be conducted nor expenditure for such authorized without the prior approval of the Executive Committee.

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

Chairman Major recognized Rep. Cali-Pitts who had a question regarding the Non-County Specials budget; specifically, the funding for the IEU. Chairman Major recognized Rep. Chirichiello who made a motion to remove \$5,000 from the IEU line item. Chairman Major recognized Rep. Baldasaro who suggested that the amount be \$4,999 to leave \$1.00 in the line item. Rep. O'Connor seconded the motion. Chairman Major recognized Rep. Welch who stated the motion is unnecessary, and explained that the IEU does other work at the training facility. He stated that he is not in favor of the motion because the Delegation should not handcuff the IEU from doing their work to remedy the situation that they created. Chairman Major recognized Rep. O'Connor who pointed out that the Executive Committee made a motion to shut down the training grounds until there is further documentation on the issues. Chairman Major called for further questions. There were none. Rep. Baldasaro's motion to remove \$4,999 from the IEU line item in the Non-County Specials budget was approved by a show of hands.

Jen

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 10-2017 as follows:

RESOLUTION 10 – 2017

That the Rockingham County Convention, in accordance with RSA 24:13, authorize \$81,068,953 in appropriations and \$365,092 in encumbrances for the use of the County during 2017. That \$48,369,198 be raised in new county taxes; that \$24,215,607 be accepted as an estimate of revenues from other sources, and that \$8,867,240 is accepted as fund balance for a total of \$81,452,045 in resources.

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

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 11-2017 as follows:

RESOLUTION 11-2017

Be it resolved that the departmental budget requests be included with the Commissioners recommended budget proposals.

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

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 12-2017 as follows:

RESOLUTION 12-2017

As the appropriating authority of county government, the Rockingham County Convention must have the tools available to monitor the spending that it has approved. In accordance with RSA 28:3-a, 24:13, 24:14 and 24:16, ALL audits must be approved by the Executive Committee of the County Convention. The Convention must be represented at both the preliminary and final meetings with the auditor, and the Executive Committee must receive a sufficient number of copies of the final report.

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

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 13-2017 as follows:

RESOLUTION 13-2017

Be it resolved, that the Rockingham County Convention goes on record as being opposed to the closure of the Rockingham County Adult Medical Day Care Program by the County Commissioners, contrary to the unanimous vote of the Rockingham County Executive Committee, which benefited many of our elderly citizens that required the services the County's AMDC Program. Further, that the County Convention urge the Commissioners to come up with a plan to restore the AMDC Program for 2017.

Rep. Kolodziej seconded the motion. Chairman Major called for questions. Rep. Vose noted that a subcommittee was created to see if there is a need for the AMDC Program. Chairman Major recognized Rep. Cahill who stated that this resolution has been ongoing for a few years and that he supports the need to reopen the day care. Chairman Major recognized Rep. DeSimone who spoke in support of the resolution. Chairman Major called for further questions. There were none. The motion was approved by a voice vote.

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 14-2017 as follows:

RESOLUTION 14-2017

Submission deadline for all requests for approval for the Rockingham County Convention and/or Executive Committee must be submitted to the Delegation Coordinator at least 5 business days before the meeting.

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

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 15-2017 as follows:

RESOLUTION 15-2017

By the action of approving this budget, the County Convention hereby appropriates the monies shown line by line item of the 2017 budget which includes a Contingency line in the Delegation budget that will require approval from the Executive Committee prior to any expenditure made from the Contingency line item.

These resolutions are supporting and backup information to the 2017 Rockingham County Budget and are an integral part of said budget.

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

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 16-2017 as follows:

RESOLUTION 16-2017

No bill may be paid from the Delegation budget by the Treasurer that is not authorized by the Delegation Chairman or his designee.

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

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 17-2017 as follows:

RESOLUTION 17 – 2017

The Finance Office has the authority to make one fourth quarter transfer between the two Categorical Assistance budget lines to insure that the Intermediate Nursing Care and Home and Community Based Care lines properly reflect the status of the accounts at the end of the year. If a transfer is needed to both Categorical Assistance budget lines, then the process referred to in Resolution 6-2017 and pursuant to RSA 24:14, I. shall be followed.

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

Jen

Chairman Major recognized Rep. Griffin who made a motion to approve Resolution 18-2017 as follows:

RESOLUTION 18 – 2017

If one of the health plans proposed for 2017 includes a High Deductible Health Plan (HDHP), County funded Health Savings Account (HSA) contributions equal to or less than those approved for 2017 will be permitted to be made on behalf of HDHP participants in January 2017. This will assist benefit eligible employees with their benefit selections during annual open enrollment.

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

Chairman Major recognized Rep. Griffin who made a motion to approve the following:

ELECTROSTATIC PRECIPITATOR (ESP) PROJECT

I move that we, the Rockingham County Delegation, approve the addition of the electrostatic precipitator (ESP) project to the Delegation approved 2017 Capital Projects List. The estimated cost of the project is \$265,200 with Community Development Finance Authority (CDFA) funds to pay for the equipment in exchange for rights to the first \$265,200 of thermal RECs generated by the project.

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

Chairman Major recognized Rep. Griffin who made a motion to approve the following:

AUTHORIZATION TO BORROW LONG-TERM CARE SPACE ALLOCATION PROJECT

BE IT RESOLVED: That Rockingham County is hereby authorized to raise and appropriate a sum of up to Three Million Dollars (\$3,000,000) for the purposes of financing capital expenditures of the County for the Long Term Care Space Allocation project, along with related costs and expenses; Three Million Dollars (\$3,000,000) of such sum to be raised through the issuance of bonds or notes under and in compliance with the provisions of New Hampshire RSA Chapters 28 and 33, as amended; to authorize the County Commissioners to issue, negotiate, sell and deliver such bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the County Commissioners to take any other action or to pass any other vote relative thereto. Issuance of said bonds will not occur and is not permitted until after current sources of funding already dedicated exclusively for Long Term Care capital projects, such as excess Pro-share funds, are fully utilized.

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

Chairman Major recognized Rep. Griffin who made a motion to approve the following:

AUTHORIZE ROCKINGHAM TO PAY 2018 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 \$11 million. *Jan*

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, or in excess of any appropriation so made except for the payment of judgements rendered against the county," I move that we, the County Convention, authorize the County to spend up to \$11 million for 2018 expenses during the months of January and February in anticipation of the subsequent approval of the 2018 budget. Further, that the \$11 million be allocated proportionately to line items based on 2017 approved net appropriations to fund like operating and personnel expenses in existence as of 12/31/17.

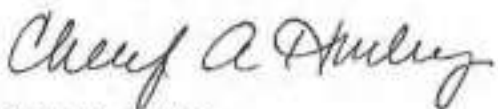
Rep. Kolodziej seconded the motion. Chairman Major called for questions. Chairman Major recognized Rep. Vose who asked what the county currently has for bonded debt and if and how this will affect the county's bond rating. Chairman Major recognized Mr. Nickerson, Finance Director, who explained that the county has less than \$9,000,000 left in bonds from 2013; that the \$3,000,000 will be under what the county is allowed to borrow. He further explained that the bond issuance payment will not be due until 2018, and that there are no additional funds for the bond in the 2017 budget. Chairman Major called for further questions. There were none. The motion was approved by a voice vote.

Chairman Major recognized Rep. Weyler who explained House Bill 144 that has gone through the Municipal and County Government Committee to change the County's calendar year to a fiscal year. He explained that if the bill passes, it will take effect on January 1, 2018. He noted that the county will make sure that it has enough revenue for an 18-month budget. He urged the members to support the bill. He explained that if the bill passes, it will allow the Delegation to work on the budget in April and May and will allow the legislators to set the county budget when they are not busy in Concord. Chairman Major recognized Rep. Abrami who asked if other time frames were considered. Rep. Weyler explained. Chairman Major called for further questions. There were none.

Chairman Major recognized Rep. Miltz who made a motion to adjourn. Rep. Cali-Pitts seconded the motion. The motion was approved by a voice vote.

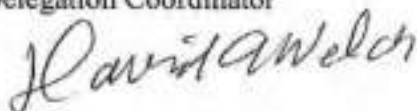
There being no further business to come before the members, the meeting adjourned at 7:23 p.m.

Respectfully submitted,



Cheryl A. Hurley

Delegation Coordinator



Rep. David A. Welch, Clerk

Rockingham County Delegation

cah

ROCKINGHAM COUNTY CONVENTION



DELEGATION

Norman L. Major, Chairman
Mary E. Griffin, Vice Chair
David A. Welch, Clerk

EXECUTIVE COMMITTEE

Kenneth L. Weyler, Chairman
Walter Kolodziej, 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

Friday, March 24, 2017
2:00 p.m.
Hilton Auditorium
Rockingham County Nursing Home
Brentwood NH 03833

The members of the Rockingham County Executive Committee met on Friday, March 24, 2017 at 2:00 p.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH. The purpose of the meeting was to discuss the procedures for the adoption of the budget for Rockingham County.

Rep. Kenneth L. Weyler, Chairman, called the meeting to order at 2:00 p.m.

Chairman Weyler recognized Rep. Walter Kolodziej who delivered the Invocation.

Chairman Weyler recognized Rep. Allen Cook who led the Pledge of Allegiance.

Chairman Weyler recognized Rep. David Welch, Clerk, who read the roll call. Clerk Welch reported a total of 19 members in attendance.

Chairman Weyler declared that a quorum was present.

Those present were: Rep. Kenneth L. Weyler, Chairman; Representatives Allen, Azarian, Barnes, Cali-Pitts, Chirichiello, Cook, Edgar, Fesh, Gordon, Griffin, Hoelzel, Katsakiores, Kolodziej, Major, Milz, O'Connor, Pantelakos, and Welch.

Excused: Rep. DeSimone

Also Present: Commissioners Coyle and St. James; Edward Buck, Treasurer; Charles Nickerson, Finance Director; Laura Collins, Commissioners Office, and Cheryl A. Hurley, Delegation Coordinator.

Chairman Weyler read a document that he prepared entitled, "18 Month Transition." A copy of that document is attached to these minutes which provides an explanation for the legislative change and how the County envisions the process.

Chairman Weyler noted that the Senate asked that the Executive Committee have a meeting with the city/towns to discuss the procedures of the County switching from a calendar year to a fiscal year as they have raised some concerns.

Chairman Weyler recognized Judy Belanger, Finance Director from the City of Portsmouth, who stated that she would like to hear from the County's finance director about the "no tax increase" to the city/towns.

Chairman Weyler recognized Mr. Nickerson who explained that the County's fund balance is a tool that would enable the county to carry through until taxes are collected within the 18-month period. He noted that this is the expected path that the County will take. The County's fund balance is currently \$26,000,000 which is forecasted to get us through the additional 6 months; however, actual results may decrease the amount as 8.5 million dollars is currently budgeted.

Chairman Weyler recognized Commissioner St. James who questioned the possibility of biennial billing. Chairman Weyler explained that the biennial billing it is not a subject of the legislation, noting that there has not been any legislative change submitted.

Chairman Weyler recognized Ms. Barbara Reed, from the New Hampshire Municipal Association, who stated that there is a question and some confusion why there had to be a separate HB-144 as there is a statute that allows for the transition from a calendar year to a fiscal year. She noted that HB-144 puts Rockingham County on the same fiscal year as Hillsborough County and Hillsborough County had special issues that they needed to address. She stated that an explanation of these questions would be helpful.

Chairman Weyler explained that HB-144 allows input from our commissioners, elected officials, our 90 member delegation, as well as the cities and towns rather than a method that would be less public. He stated that it is a far better to have everyone informed and advised, and have the opportunity to assure you that your tax billing will not change. It will also smooth the county's cash flow after going forward in 2019.

Rep. Major read excerpts of RSA 24:13 and 24:21 that requires that the statute be changed.

Chairman Weyler recognized Judy Belanger, Finance Director for the City of Portsmouth, who stated that the City of Portsmouth does not have a problem with the County changing to a fiscal year. Moreover, it came down to the confusion on how the implementation would go forward referring to the letter that the City of Portsmouth and the towns received from the County's Board of Commissioners, dated February 21, 2017 informing them of the possible legislative change.

Chairman Weyler recognized Commissioner St. James who offered an apology to the letter that Ms. Belanger referring to. He stated that it was never the intent of the Commissioners to hurt the towns, rather to make it more fiscally prudent for the County. He stated that the County will come up with a way to implement the change without impacting the city/towns.

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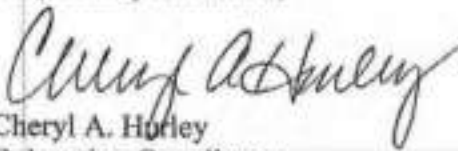
Chairman Weyler recognized Rep. Pantelakos who asked about the possible funding of the IEU Training. She questioned if the IEU can find another place for training, could the delegation put back the \$4999 that was removed during the county's budget approval.

Chairman Weyler referred to Rep. Allen, Non-County Specials Subcommittee Chair, who can bring it before the Executive Committee at an upcoming quarterly meeting to see if there are funds elsewhere in the budget to fund the IEU.


Chairman Weyler recognized Rep. Chirichiello who motion a motion to adjourn. Rep. Pantelakos seconded the motion. The motion was approved by a voice vote.

The meeting adjourned at 2:29 p.m.

Respectfully submitted,



Cheryl A. Horley
Delegation Coordinator



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

DAW:cah

ROCKINGHAM COUNTY CONVENTION



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MINUTES ROCKINGHAM COUNTY EXECUTIVE COMMITTEE MEETING Friday, April 21, 2017 at 9:30 a.m. Hilton Auditorium Rockingham County Nursing Home Brentwood NH

The Rockingham County Executive Committee met on Friday, April 21, 2017 at 9:30 a.m. in the Hilton Auditorium at the Rockingham County Nursing Home, Brentwood, NH. The purpose of the meeting was to conduct the first quarter budget review.

Rep. Kenneth L. Weyler, Chairman, called the meeting to order at 9:30 a.m.

Chairman Weyler delivered the Invocation.

Rep. Weyler recognized Rep. DeSimone who led the Pledge of Allegiance.

Chairman Weyler updated the members on House Bill 144, and noted that the language in HB-144 has been moved to HB 303, a bill relative to filling vacancies in the office of county commissioner and relative to procedures for adoption of the budget for Rockingham County. He further explained the 18-month budget process and noted thereafter the county will run on a fiscal year basis. Rep. Cali-Pitts questioned.

Rep. Weyler recognized Rep. Welch, Clerk, who conducted the roll call. Rep. Welch reported a total of 17 members present.

Chairman Weyler declared that a quorum was present.

Those present were: Rep. Weyler, Chairman; Reps. Allen, Azarian, Cali-Pitts, Chirichiello, DeSimone, Edgar, Fesh, R. Gordon, Griffin, Hoelzel, P. Katsakiores, Kolodziej, Major, O'Connor, Pantelakos, Welch.

Excused: Reps. Kolodziej and Milz.

Also Present: Commissioners Tombarello and St. James; Steve Woods, Long-Term Care Director; Janet Demers, Long-Term Care; Jude Gates, Engineering & Maintenance Director; Robin Bernier, IT; Jayne Jackson, Department of Corrections; Major David Consentino, Department of Corrections; High Sheriff Michael Hureau; Major Darin Melanson, Sheriff's Office; Julie Hoyt, Human Resources; Charles Nickerson, Finance Director; Attorney Patricia Conway, County Attorney; Laura Collins, Board of Commissioners, and Cheryl A. Hurley, Delegation Coordinator.

Subcommittee Reports:

Salary Subcommittee – Chairman Weyler, recognized Rep. O'Connor, Chairman of the Salary Subcommittee, who reviewed the employee position listing for the first quarter. He referred members to the last page of the employee position list eliminating 6 employees laid off on 2/28/17 as a result of the new food service company. Rep. O'Connor made a motion to approve the employee position listing at 571 positions for the first quarter. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Rockingham County Delegation – Rep. Weyler recognized Rep. Pantelakos, Chair of the Delegation Subcommittee, who made a motion to approve the Delegation budget \$40,208 at 12 percent. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Treasurer – Rep. Weyler recognized Rep. Major, in Rep. Milz's absence, Chairman of the Treasurer's Subcommittee, who made a motion to approve the Treasurer's budget at \$3,960 at 21 percent. Rep. Allen seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

County Attorney – Rep. Weyler recognized Rep. Chirichiello, Chairman of the County Attorney Subcommittee, who made a motion to approve the County Attorney's budget at \$912,808 at 27 percent. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

District Court – Rep. Weyler recognized Rep. Chirichiello who made a motion to approve the District Court budget at \$77,330 at 36 percent. Rep. Hoelzel seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Medical Examiner – Rep. Weyler recognized Rep. Chirichiello who made a motion to approve the Medical Examiner's budget at \$10,088 at 12 percent. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Rep. Cali-Pitts asked if the medical examiner is required to be called to the scene when there is a drug overdose. County Attorney Conway responded yes, and explained that she believes the county needs another medical examiner as there are two people doing autopsies in the entire state. She further explained the protocol for doing autopsies. Chairman Weyler explained that he remembers this discussion as part of the budget phase.

Sheriff's Department – Rep. Weyler recognized Rep. Cali-Pitts, Chair of the Sheriff's Subcommittee, who made a motion to approve the Sheriff's budget at \$1,859,005 at 31 percent. Rep. Pantelakos seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Registry of Deeds – Rep. Weyler recognized Rep. P. Katsakiores, Chair of the Deeds Subcommittee, who made a motion to approve the Deeds budget at \$468,502 at 34 percent. Rep. Pantelakos seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Commissioners – Rep. Weyler recognized Rep. Major in Rep. Milz's absence, Chairman of the Commissioner's Subcommittee, who made a motion to approve the Commissioners budget at \$49,810 at 29 percent. Rep. Griffin seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

General Government – Rep. Weyler recognized Rep. Major, in Rep. Milz's absence, Chairman of the General Government Subcommittee, who made a motion to approve the General Government budget at \$531,700 at 21 percent. Rep. Katsakiores seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

UNH Cooperative Extension – Chairman Weyler recognized Rep. Cook who made a motion to approve the UNH Cooperative Extension as previously approved in the General Government budget at \$100,354 at 25 percent. Rep. Chirichiello seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Long-Range Planning (Projects) – Rep. Weyler recognized Rep. Azarian, Chairman of the Long-Range Planning (Projects) budget, who made a motion to approve the Projects budget at \$1,600,000 at 98 percent. Rep. O'Connor seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Grants – Rep. Weyler recognized Rep. Major, in Rep. Milz's absence, Chairman of the Grants Subcommittee, who made a motion to approve the Grants budget at \$13,175 at 33 percent. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Finance – Rep. Weyler recognized Rep. Major in Rep. Barnes' absence, Chairman of the Finance Subcommittee, who made a motion to approve the Finance Department budget at \$402,604 at 33 percent. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Engineering & Maintenance – Rep. Weyler recognized Rep. Gordon, Chairman of the Maintenance Subcommittee, who made a motion to approve the Maintenance budget at \$1,175,934 at 27 percent. Rep. Pantelakos seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

IT – Rep. Weyler recognized Rep. Edgar, Chairman of the IT Subcommittee, who made a motion to approve the IT budget at \$109,526 at 15 percent. Rep. Katsakiores seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Jail – Rep. Weyler recognized Rep. Fesh, Chairman of the Jail Subcommittee, who made a motion to approve the Jail budget at \$3,549,614 at 28 percent. Rep. Katsakiores seconded the motion. Rep. Weyler called for further questions. There were none. The motion was approved by a voice vote.

Human Resources – Rep. Weyler recognized Rep. Major, in Rep. Milz's absence, Chairman of the Human Resources Subcommittee, who made a motion to approve the Human Resources budget at \$191,464 at 29 percent. Rep. Griffin seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Non-County Specials – Chairman Weyler recognized Rep. Allen, Chair of the Non-County Specials Subcommittee, who made a motion to approve the Non-County Specials budget with 0 expenditures. Rep. Allen explained that expenditures will not be processed until the second quarter meeting. Rep. Katsakiores seconded the motion. Rep. Welch asked about the status of the IEU. Commissioner St. James explained that the two firefighters in charge of the IEU have retired, which has resulted in a lack of communication. He explained that the IEU has been approved to use the drill yard in June for rappelling training. Chairman Weyler recognized Rep. O'Connor who questioned as the Executive Committee voted in March that there would be no physical use of the IEU Training Facility, so he is surprised to learn that the Commissioners approved the IEU to use the training grounds. Rep. O'Connor stated that the Commissioners overruled the board. Chairman Weyler recognized Commissioner St. James who explained that there is no liability as it is not for a firefighting operation and for a Seabrook class. Chairman Weyler stated that the Commissioners asked the Executive Committee to vote and close the training grounds and lock it up. Further, the Commissioners should have come before the Executive Board to ask for a request for usage. Chairman Weyler stated that he would entertain a motion from Rep. O'Connor that rappelling be allowed before the closure. Chairman Weyler recognized Rep. O'Connor who recommended that DES should be contacted and requested that any materials from the ground itself be cleared so it does not get on anyone's skin or any blood transmission. Chairman Weyler also requested that a statement be obtained from the IEU releasing the County from any liability for usage of the property for uses of repelling practices. Chairman Weyler recognized Rep. Azarian who stated that the Executive Committee voted to lock the training grounds now because we know it is a contaminated site and now we are saying it is okay for the IEU to use it. He stated that he believes it is a bad precedent. Commissioner St. James explained that the reason why we were allowing repelling is that the soil was tested and there are no contaminants in the ground, rather the contaminants are in the water. He stated that he agrees we should sign a release. Commissioner St. James stated that he brought the issue of the IEU to the Delegation a year ago, but they did not want to hear it at that time. He further explained that he took the vote to mean that the Delegation wants to support the IEU whenever possible. Also, if we push the IEU away, the County is going to absorb all the costs with the training grounds. Chairman Weyler recognized Rep. Cali-Pitts who stated that she has a real problem with the Commissioners overruling the action of the Delegation, and stated the proper procedure would have been to bring the request before the Executive Committee to see if we approve to reopen the training grounds. She stated that she feels it should remain closed as voted by the Board and not to open it for use to gain money from the IEU. Chairman Weyler recognized Rep. DeSimone who questioned if the Commissioners have any data on how many samples have been taken to test for contaminants. Commissioner St. James states that the question should be asked to Jude Gates. Chairman Weyler asked for further questions. There were none. The motion was approved by a voice. Commissioner St. James stated that a copy of the letter that was sent to the IEU was sent to the Delegation Office. Chairman Weyler noted that the Delegation Coordinator did not receive it. Chairman Weyler asked Ms. Gates for an update on the grounds. Chairman Weyler recognized Rep. Azarian who stated that the grounds should be locked. Chairman Weyler recognized Rep. DeSimone who stated that it is irresponsible to leave anyone on the land. Chairman Weyler recognized Rep. Hoelzel who seconded Rep. O'Connor's motion to reaffirm the vote of the Executive Committee to lock the training facility.

Chairman Weyler referred to the original vote from the Board of Commissioners. He recognized Rep. DeSimone who asked if there are other facilities that can be used for training purposes. Chairman Weyler stated that he believes that there are alternate sites. It was noted that the Sheriff's Department will be allowed to pass through the grounds for their training. Chairman Weyler recognized Rep. Allen who

asked how far away the rappelling station is from the pond. Commissioner Tombarello noted that it is approximately 1,000 feet. Chairman Weyler recognized Rep. O'Connor who made a motion to close debate. The motion was approved by a voice vote.

Chairman Weyler restated Rep. O'Connor's motion that the Executive Committee stands by its earlier vote at the request of the Board of Commissioners to keep the site secure except for the functions for passage through for the Sheriff's Deputies to get to the fire range, and for testing and mitigation and should not be used otherwise. The motion was seconded by Rep. Cali-Pitts. The meeting was approved by a voice vote. Commissioner St. James asked the Board if the County should freeze their accounts and freeze their assets. Chairman Weyler recognized Rep. Cali-Pitts who stated no. Chairman Weyler stated that he does not think we should freeze their assets. Chairman Weyler recognized Commissioner Tombarello who noted that on 12/22/16 we gave the IEU a cease and desists. In turn, they sent out a request to see if they could use the grounds for training. He stated that he agrees with the Executive Committee Board's decision. Chairman Weyler stated that he does not think we should not do anything further but testing or mitigation. Anything beyond that, would hang the county out there to be liable. Chairman Weyler recognized Attorney Conway who stated that it is common sense in her opinion only. She stated that safety is the main object of going out on that land. Chairman Weyler recognized Rep. Pantelakos who stated that if we close the grounds to the IEU, we close it down to everyone.

Long-Term Care – Rep. Weyler recognized Rep. DeSimone, Chair of the Long-Term Care Subcommittee who made a motion to approve the Long-Term Care budget at \$7,528,999 at 29 percent. Rep. Hoelzel seconded the motion. Rep. Weyler called for further questions. There were none. The motion was approved by a voice vote. Weyler on page 20 progressing from employees running dietary to a contract. Weyler asked Mr. Woods if it is progressing as expected. Mr. Woods stated it is running well, and he noted that Glendale offered them more pay. Conversion has going extremely well. It will save the county more than \$500,000 a year. The kitchen is being used the same way. Chairman Weyler asked about the snack bar. Mr. Woods stated that the staff dining room has been closed and the snack bar and Hilton is being used in the meantime. The new kitchen will accommodate staff, residents, and visitors. It is going extremely well. DeSimone asked about the issue of staffing. Steve woods stated that it is a huge concern. We are working diligently with HR to bring in staffing. He referred to LNA's, RN's, LPN's. Chairman Weyler congratulated them on the transition.

Rep. Pantelakos asked if there are convictions being thrown out because of the autopsies. Attorney Conway explained overdoses. She explained that she has a meeting in person with Dr. Andrews next week. Rep. Welch asked if this is not just in Rockingham County. Attorney Conway responded yes, that it is the entire state. There are only 4 attorneys in the state. Rep. Welch asked if anyone has made any effort to notify the legislature. Attorney Conway explained that she has mentioned it to her state reps at convention meetings and also at the Attorney General's Office, as well as with Governor Sununu.

Categorical Assistance – Rep. Weyler recognized Rep. Hoelzel, Chair of the Categorical Assistance Subcommittee, who read the Categorical Assistance Report. Rep. Hoelzel made a motion to approve \$4,545,018 at 25 percent. Rep. Chirichiello seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote. Chairman Weyler thanked the Finance Office for providing the figures on a spreadsheet for categorical assistance.

Revenues – Rep. Weyler recognized Rep. Major, in Rep. Barnes' absence, Chairman of the Revenues Subcommittee, who made a motion to approve the Revenues at \$5,498,813 at 8 percent. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Internal Service Funds - The internal service funds were presented to the members for their information and review. Chairman Weyler referred to Mr. Nickerson who briefly explained.

Presentation by Nick Toumpas from the New Hampshire Department of Health and Human Services. Chairman Weyler recognized Mr. Nick Toumpas from DHHS and Mr. Peter Janelle, who distributed a document entitled, "Briefing on the 115 Waiver." Mr. Toumpas and Mr. Janelle provided a presentation to the members.

Chairman Weyler reminded the Space Allocation Subcommittee members that they will meet immediately following the Executive Committee Meeting.

There being no further business, the meeting adjourned at
Respectfully submitted,

Cheryl A. Hurley
Delegation Coordinator

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

DAW:cah

ROCKINGHAM COUNTY CONVENTION



DELEGATION

*Norman L. Major, Chairman
Mary E. Griffin, Vice Chair
David A. Welch, Clerk*

EXECUTIVE COMMITTEE

*Kenneth L. Weyler, Chairman
Walter Kolodziej, Vice Chairman
David A. Welch, Clerk*

118 North Road, Brentwood, New Hampshire 03833
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MINUTES

ROCKINGHAM COUNTY

EXECUTIVE COMMITTEE MEETING

Friday, July 28, 2017 at 9:30 a.m.
Hilton Auditorium
Rockingham County Nursing Home
Brentwood NH

The Rockingham County Executive Committee met on Friday, July 28, 2017 at 9:30 a.m. in the Hilton Auditorium at the Rockingham County Nursing Home, Brentwood, NH. The purpose of the meeting was to conduct the second quarter budget review.

Rep. Kenneth L. Weyler, Chairman, called the meeting to order at 9:30 a.m.

Chairman Weyler recognized Rep. Kolodziej who delivered the Invocation. Rep. Kolodziej called for a moment of silence in remembrance of Rep. Ronald Belanger. He called for a prayer for Sandy Buck, Treasurer, for his recovery from his surgeries.

Rep. Weyler recognized Rep. Michael Edgar who led the Pledge of Allegiance.

Rep. Weyler recognized Rep. Welch, Clerk, who conducted the roll call. Rep. Welch reported a total of 20 members present.

Chairman Weyler declared that a quorum was present noting that all members were in attendance.

Those present were: Rep. Weyler, Chairman; Reps. Allen, Azarian, Barnes, Cali-Pitts, Chirichiello, Cook, DeSimone, Edgar, Fesh, R. Gordon, Griffin, Hoelzel, P. Katsakiores, Kolodziej, Major, Milz, O'Connor, Pantelakos, and Welch.

Excused: Reps. Kolodziej and Milz.

Also Present: Commissioners Coyle, Tombarello and St. James; Steve Woods, Long-Term Care Director; Janet Demers, Long-Term Care; Jude Gates, Engineering & Maintenance Director; Robin Bernier, IT; Jayne Jackson, Department of Corrections; Major Superintendent Stephen Church, Department of

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Corrections; High Sheriff Michael Hureau; Alison Kivikoski, Human Resources Director; Charles Nickerson, Finance Director; Attorney Patricia Conway, County Attorney; Laura Collins, Board of Commissioners, and Cheryl A. Hurley, Delegation Coordinator.

Kevin Pratt and Mark Tibbetts, from the IEU, were also present.

Chairman Weyler opened the meeting stating the purpose was to conduct the second quarter budget review. He noted that salaries, benefits, unemployment, workers compensation are amounts paid up front explaining the expenditures in the departmental line items to date. Rep. Weyler confirmed with Mr. Nickerson that the money from the accounts referenced above go into the internal service funds and Mr. Nickerson responded yes.

Subcommittee Reports:

Salary Subcommittee – Chairman Weyler, recognized Rep. O'Connor, Chairman of the Salary Subcommittee, who referred the members to the regrade requests from the Ms. Kivikoski, Human Resources Director. Rep. O'Connor referred the members to the regrade request for a Quality Improvement Nurse and MDS Coordinator in the Long-Term Care Department, retroactive to April 2, 2017 and an Activities Aide broken out into two positions; one 10 hour weekly part-time position and one Activities Aide, 30 hour weekly part-time position; and a repurpose of a Senior Administrative Assistant (part-time) to Nursing Supervisor (Part-Time) in the Assisted Living Department. Rep. O'Connor made a motion to approve the regrades/repurpose positions as presented. Rep. Katsakiores seconded the motion. The motion was approved by a voice vote.

Chairman Weyler asked about the Assisted Living Staff positions and Mr. Woods, Long-Term Care Director, explained that the Long-Term Care Director retired and was replaced with a nurse and if the nurse is not in the facility, there is not adequate coverage that is required. Mr. Nickerson further explained.

Chairman Weyler recognized Rep. O'Connor for a motion to approve the employee position list presented for approval. Rep. O'Connor referred the members to the Position List for the second quarter and made a motion to approve the position listing from 572 to 572 positions. Rep. Pantelakos seconded the motion. The motion was approved by a voice vote.

Rockingham County Delegation – Rep. Weyler recognized Rep. Pantelakos, Chair of the Delegation Subcommittee, who made a motion to approve the Delegation budget \$58,226 at 18 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Treasurer – Rep. Weyler recognized Rep. Milz, Chairman of the Treasurer's Subcommittee, who made a motion to approve the Treasurer's budget at \$8,061 at 43 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

County Attorney – Rep. Weyler recognized Rep. Chirichiello, Chairman of the County Attorney Subcommittee, who made a motion to approve the County Attorney's budget at \$1,587,536 at 48 percent expended. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

JCW

District Court – Rep. Weyler recognized Rep. Chirichiello who made a motion to approve the District Court budget at \$119,135 at 48 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Medical Examiner – Rep. Weyler recognized Rep. Chirichiello who made a motion to approve the Medical Examiner's budget at \$30,972 at 38 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Sheriff's Department – Rep. Weyler recognized Rep. Cali-Pitts, Chair of the Sheriff's Subcommittee, who made a motion to approve the Sheriff's budget at \$3,219,915 at 53 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Registry of Deeds – Rep. Weyler recognized Rep. P. Katsakiores, Chair of the Deeds Subcommittee, who made a motion to approve the Deeds budget at \$691,315 at 51 percent expended. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Commissioners – Rep. Weyler recognized Rep. Milz, Chairman of the Commissioners Subcommittee, who made a motion to approve the Commissioners budget at \$87,248 at 51 percent expended. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

General Government – Rep. Weyler recognized Rep. Milz, Chairman of the General Government Subcommittee, who made a motion to approve the General Government budget at \$1,928,088 at 76 percent expended. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

UNH Cooperative Extension – Chairman Weyler recognized Rep. Cook, Chairman of the UNH Cooperative Extension Subcommittee, who made a motion to approve the UNH Cooperative Extension as previously approved in the General Government budget at \$200,708 at 50 percent expended. Rep. Kolodziej seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Long-Range Planning (Projects) – Rep. Weyler recognized Rep. Azarian, Chairman of the Long-Range Planning (Projects) budget, who made a motion to approve the Projects budget at \$1,618,450 at 100 percent expended. Rep. Katsakiores seconded the motion. Rep. Cali-Pitts questioned the expenditure. Chairman Weyler recognized Mr. Nickerson who explained that non-routine maintenance items have been spent to date. Rep. O'Connor seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Grants – Rep. Weyler recognized Rep. Milz, Chairman of the Grants Subcommittee, who made a motion to approve the Grants budget at \$31,482 at 2 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Finance – Rep. Weyler recognized Rep. Barnes, Chairman of the Finance Subcommittee, who made a motion to approve the Finance Department budget at \$642,028 at 53 percent expended. Rep. Pantelakos seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

HW

Engineering & Maintenance – Rep. Weyler recognized Rep. Gordon, Chairman of the Maintenance Subcommittee, who made a motion to approve the Maintenance budget at \$2,084,337 at 49 percent expended. Rep. Pantelakos seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

IT – Rep. Weyler recognized Rep. Edgar, Chairman of the IT Subcommittee, who made a motion to approve the IT budget at \$380,982 at 52 percent expended. Rep. Katsakiores seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Jail – Rep. Weyler recognized Rep. Fesh, Chairman of the Jail Subcommittee, who made a motion to approve the Jail budget at \$6,099,723 at 48 percent expended. Rep. Griffin seconded the motion. Rep. Weyler called for further questions. There were none. The motion was approved by a voice vote.

Human Resources – Rep. Weyler recognized Rep. Milz, Chairman of the Human Resources Subcommittee, who made a motion to approve the Human Resources budget at \$350,276 at 53 percent expended. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Non-County Specials – Chairman Weyler recognized Rep. Allen, Chair of the Non-County Specials Subcommittee, who made a motion to approve the Non-County Specials budget at \$52,750 at 18 percent expended. Rep. Pantelakos seconded the motion. The motion was approved by a voice vote.

Long-Term Care – Rep. Weyler recognized Rep. DeSimone, Chair of the Long-Term Care Subcommittee who made a motion to approve the Long-Term Care budget at \$12,845,689 at 49 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for further questions. There were none. The motion was approved by a voice vote.

Categorical Assistance – Rep. Weyler recognized Rep. Hoelzel, Chair of the Categorical Assistance Subcommittee, who read the Categorical Assistance Report. Rep. Hoelzel made a motion to approve \$8,670,186 at 49 percent expended. Rep. Katsakiores seconded the motion. Rep. Hoelzel asked the Chair if Mr. Nickerson could explain. Chairman Weyler recognized Mr. Nickerson who explained that the County's CAP increased and a lower CAP was budgeted during the budget process. He explained that the rate increase is tripling between 2017 and 2018 and a transfer may be necessary. Chairman Weyler questioned the reason for the increase and Mr. Nickerson responded that some counties saw a decrease but Rockingham County saw the highest increase in the state. Chairman Weyler called for questions. There were none. Chairman Weyler noted that this will be revisited at the third quarter budget review meeting. The motion was approved by a voice vote.

Revenues – Rep. Weyler recognized Rep. Barnes, Chairman of the Revenues Subcommittee, who made a motion to approve the Revenues at \$13,198,588 at 18 percent. Rep. Katsakiores seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Line Item Transfer Requests:

Delegation – From line 16100000-54100 Contingency \$34,500 to line 11300023-55700 EPA Grounds and Roads \$34,500.

Comments/Explanation: During the 2017 budget process, the Delegation voted to increase the Contingency Line by \$100,000 to cover potential costs for environmental studies and remediation in relation to PFOA's located at the fire training school site. The contract approved by the Commissioners on 6/28/17 for the preliminary site study was for \$34,500; hence, the request is to transfer this amount from Delegation Contingency to an Engineering & Maintenance Services line that has historically been utilized to record environmental study and remediation expenses.

260

Rep. Major, Chairman of the Delegation, made a motion to approve the transfer request as presented. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. Rep. Hoelzel questioned if the amount of the transfer was just for the assessment of the contamination. Chairman Weyler responded yes and noted that the IEU Representatives are present and will explain later. The motion was approved by a voice vote.

Long-Term Care Services – Transfer from line 11706000-53400 Environmental Services Office Expense Supplies \$42,450, from 11706000-53501 Equipment Non-Expendable NH Environmental \$11,000, to 11706000-53502 Equipment Non-Expendable NH Environmental \$53,450.

Comments/Explanation: New cabinets and countertop for the Activity Department costs were above the Expendable threshold and fell under Non-Expendable equipment. In addition, art work for the newly constructed units of B1, B2 and Fernald 2 were above the threshold of supplies. These originally were budgeted under Expendable Equipment and Supplies. This is a request to transfer the funds to the correct line item.

Rep. DeSimone made a motion to approve the line item transfer as presented. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none. Chairman Weyler recognized Mr. Woods, Long-Term Care Director, who explained that the money budgeted needed to be moved over to non-expendable equipment. The motion was approved by a voice vote.

Update from Board of Commissioners on IEU Training Grounds Clean-up/Rights for Use

Chairman Weyler referred the members to the letter from the Board of Commissioners dated June 21, 2017 regarding a request from the IEU to allow for them to use the fire training site after it has been investigated and cleaned, as necessary, in exchange for the IEU and Seacoast Station paying the full cost of the site investigation. Chairman Weyler recognized Mr. Tibbets from the IEU who explained the IEU is in need of continuing training at the drill yard and their association with Seabrook Station who has donated a lot of money for the burn building over the last ten years and that Seabrook Station is willing to donate money for the cleanup of the grounds. He explained that it is a great training facility and it is more cost effective for the fire departments in terms of location than having to train in Concord. If they are not able to continue training at the drill yard, they will be forced to disband.

Chairman Weyler recognized Commissioner Coyle who expressed his concern in that the Delegation authorized the use of \$34,500 for the study and asked the IEU to contribute to the cleanup but they have not given the County any money, noting that it is the IEU's responsibility. He added that without a definitive plan from the IEU, he would not suggest we go forward. Chairman Weyler recognized Rep. St. James who stated that he agrees that the IEU should continue to train at the facility but stated that the IEU is not willing to work with the Commissioners, but they are telling you that they are and that they were not up front and honest with the Commissioners when this issue first came to light. Chairman Weyler recognized Commissioner Tombarello who commented noting his concern with the soil and the condos adjacent to the area. A lengthy discussion ensued. Chairman Weyler recognized Rep. Azarian who explained that the Executive Committee previously voted to close the drill yard and that he does not feel it should be considered for use until the GZA report has been submitted to the Board of Commissioners. Chairman Weyler recognized Commissioner St. James who commented that the PFOA's are in the soil which means you cannot drink the water.

Update from Board of Commissioners on Land Purchase Abutting Jail Grounds

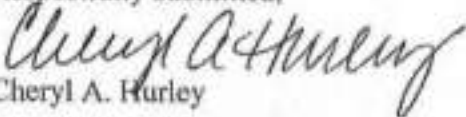
Chairman Weyler referred the members to the letter from the Board of Commissioners dated July 17, 17 stated that the BOC was approached in June by a landowner looking to sell two parcels of land of the County that abut the Jail. Further, the BOC have been in discussions with the landowner's realtor.

Jan

Internal Service Funds - The internal service funds were presented to the members for their information and review. Chairman Weyler referred to Mr. Nickerson who reviewed the status of the funds as of the second quarter. Chairman Weyler asked Mr. Nickerson if he and the Commissioners are confident that there is sufficient money in the undesignated fund balance for the 18-month budget next January. Mr. Nickerson responded yes.

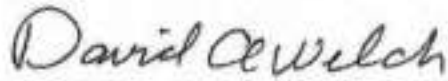
There being no further business, the meeting adjourned at 10:45 a.m.

Respectfully submitted,



Cheryl A. Hurley

Delegation Coordinator



Rep. David A. Welch, Clerk

Rockingham County Executive Committee

DAW:cah

ROCKINGHAM COUNTY CONVENTION



DELEGATION

*Norman L. Major, Chairman
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EXECUTIVE COMMITTEE

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118 North Road, Brentwood, New Hampshire 03833

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MINUTES

ROCKINGHAM COUNTY DELEGATION MEETING

Thursday, October 19, 2017

6:00 p.m.

Hilton Auditorium

Rockingham County Nursing Home

Brentwood, NH

The members of the Rockingham County Delegation met on Thursday, October 19, 2017 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 vote to fill the vacancy of Rockingham County Treasurer.

Rep. Norman L. Major, Chairman, called the meeting to order at 6:02 p.m.

Chairman Major recognized Rep. Walter Kolodziej who delivered the Invocation and asked for a Moment of Silence in remembrance of former Treasurer, Edward "Sandy" Buck.

Chairman Major recognized Rep. Robert Fesh who led the Pledge of Allegiance.

Chairman Major recognized Rep. David A. Welch, Clerk, who conducted the roll call. Those present were: Representatives Abrami, Allen, Altschiller, Baldasaro, Barnes, Bates, Bean, Bove, Cahill, Calipitts, Chase, Costable, Doucette, Edgar, Elliott, Emerick, Fesh, Francese, Friel, Gay, D. Gordon, Green, Griffin, Guthrie, Hagan, Hoelzel, Itse, Janigian, Janvrin, Kolodziej, Lovejoy, McKinney, McMahon, Major, Manning, Matthews, Murray, Pantelakos, Pearson, Somssich, Sytek, Thomas, Torosian, True, Vose, Wallace, Webb, Welch, Weyler, and Woitkun.

Clerk Welch reported a total of 50 members at the time the roll was called. Chairman Major declared that a quorum was present. After the roll call was conducted it was noted that a total of 51 members were present.

Also Present: James Devine and Scott Priestley, Candidates for Rockingham County Treasurer; Attorney Patricia Conway, County Attorney; Commissioners Coyle and Tombarello, Chuck Nickerson, Finance Director; Cathy Stacey, Register of Deeds; Sheriff Michael Hureau, High Sheriff; Cheryl A. Hurley, Delegation Coordinator.

Chairman Major stated the purpose of the meeting was for the election to fill the vacancy of Rockingham County Treasurer under RSA 661:9 amended, created by the death of Edward "Sandy" Buck, to fill the unexpired term to January 1, 2019. He noted that the election will take place by a secret ballot vote.

Chairman Major introduced Rep. Mary Griffin, as Moderator, and Rep. Griffin read the format for the election process that was distributed to the members.

Chairman Major recognized Rep. Weyler who made a motion to adopt the format for the election process. Rep. Kolodziej seconded the motion. The motion was approved by a voice vote.

The election process took place with the Delegation Members filing to the right of the Clerk to state their name, at which time the Clerk checked off their name, obtained a ballot, and put their ballot in the ballot box that was overseen by Reps. Weyler and Kolodziej.

The voting ended by Rep. Major confirming that all members present had voted.

The ballots were then counted by Reps. Weyler and Kolodziej.

Chairman Major recognized Rep. Griffin who read the ballot totals as follows: James Devine – 16; Scott Priestley – 35. Rep. Major confirmed that 51 delegation members were present and voting.

Chairman Major recognized Rep. Welch who made a motion for a voice vote to make the vote a unanimous vote. Rep. Weyler seconded the motion. The motion was approved by a voice vote. Rep. Cali-Pitts abstained.

Chairman Major declared Scott G. Priestley, Sr., as Rockingham County Treasurer.

Chairman Major noted that Attorney Conway was present for the swearing in ceremony but that she suggested that Cathy Stacey, Register of Deeds, do the swearing in. All members were in agreement.

Cathy Stacey, Notary and Register of Deeds read the Swearing in of the Oath of Office, of Scott G. Priestley, Sr. The members of the Delegation congratulated Mr. Priestley as the new Rockingham County Treasurer.

There being no further business to come before the members, the meeting was adjourned at 6:41 p.m.

Respectfully submitted,

Cheryl A. Hurley
Delegation Coordinator

Rep. David A. Welch, Clerk
Rockingham County Delegation

cah

ROCKINGHAM COUNTY CONVENTION



DELEGATION

Nassau L. Major, Chairman
Mary E. Griffin, Vice Chair
David A. Welch, Clerk

EXECUTIVE COMMITTEE

Kenneth L. Weyler, Chairman
Walter Kolodziej, 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 MEETING

Friday, October 27, 2017 at 9:30 a.m.
Hilton Auditorium
Rockingham County Nursing Home
Brentwood NH

The Rockingham County Executive Committee met on Friday, October 27, 2017 at 9:30 a.m. in the Hilton Auditorium at the Rockingham County Nursing Home, Brentwood, NH. The purpose of the meeting was to conduct the third quarter budget review.

Rep. Kenneth L. Weyler, Chairman, called the meeting to order at 9:31 a.m.

Chairman Weyler recognized Rep. Kolodziej who delivered the Invocation.

Rep. Weyler recognized Rep. Richard Gordon who led the Pledge of Allegiance.

Rep. Weyler recognized Rep. Welch, Clerk, who conducted the roll call. Rep. Welch reported a total of 15 members present.

Chairman Weyler declared that a quorum was present.

Those present were: Rep. Weyler, Chairman; Reps. Allen, Barnes, Cali-Pitts, DeSimone, Edgar, Fesh, R. Gordon, Griffin, Hoelzel, P. Katsakiores, Kolodziej, O'Connor, Pantelakos, and Welch.

Excused: Reps. Azarian, Chirichiello, Major, and Milz.

Also Present: Commissioners Coyle, Tombarello and St. James; Steve Woods, Long-Term Care Director; Janet Demers, Long-Term Care; Jude Gates, Engineering & Maintenance Director; Robin Bernier, IT; Jayne Jackson, Department of Corrections; Major Superintendent Stephen Church, Department of Corrections; High Sheriff Michael Hureau; Alison Kivikoski, Human Resources Director; Charles Nickerson, Finance Director; Attorney Patricia Conway, County Attorney; Becky Burns, Assistant Register of Deeds; and Cheryl A. Hurley, Delegation Coordinator.

Chief Kevin Pratt and Chief Mark Tibbetts, from the Interstate Emergency Unit Fire Training were also present. slw

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Chairman Weyler opened the meeting by stating the purpose was to conduct the third quarter budget review. He noted that salaries, benefits, unemployment, workers compensation are amounts paid up front explaining the expenditures in the departmental line items to date. He also noted that one-hundred percent of taxes collected will bring in the County's revenues.

Subcommittee Reports:

Salary Subcommittee – Chairman Weyler recognized Rep. O'Connor, Chairman of the Salary Subcommittee, who gave his report. Rep. O'Connor stated that he spoke with Ms. Kivikoski, Human Resources Director, and Mr. Nickerson, Finance Director. The County is currently understaffed by 20 percent. Employees are also required to work overtime to fill in shifts. Rep. O'Connor asked that Chairman Weyler recognize Ms. Kivikoski who provided an overview of the current staffing issues at the county as well as other counties. Ms. Kivikoski reviewed the unemployment rates, information on the nursing shortage, and correctional officer shortages. She referred to the recent job and salary classification study where pay wages and maximum rates were moved and the grade levels were compressed. She stated that there is an issue with salary compression, and the county has pockets within the organization of long-tenured staff in the \$14.00-\$17.00 range and lower grades surpassing some of the employees. She noted that the Board of Commissioners are looking at making adjustments as there is money in the salary lines to do so. Chairman Weyler and Rep. Cali-Pitts both commented suggesting different scenarios for alternatives in staffing.

Chairman Weyler recognized Rep. O'Connor who made a motion to approve the employee position listing, dated October 18, 2017, as presented for the third quarter review. Rep. Pantelakos seconded the motion. The motion was approved by a voice vote.

Chairman Weyler recognized Reps. Pantelakos and Katsakiores who thanked Ms. Kivikoski for her thorough and informative report.

Rockingham County Delegation – Rep. Weyler recognized Rep. Pantelakos, Chair of the Delegation Subcommittee, who made a motion to approve the Delegation budget \$72,743 at 25 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Treasurer – Rep. Weyler recognized Rep. Kolodziej, in Rep. Milz's absence, Chairman of the Treasurer's Subcommittee, who made a motion to approve the Treasurer's budget at \$10,482 at 56 percent expended. Rep. Pantelakos seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

County Attorney – Rep. Weyler recognized Rep. Kolodziej, in Rep. Chirichiello's absence, Chairman of the County Attorney Subcommittee, who made a motion to approve the County Attorney's budget at \$2,153,389 at 65 percent expended. Rep. Pantelakos seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

District Court – Rep. Weyler recognized Rep. Kolodziej, in Rep. Chirichiello's absence, Chairman of the County Attorney's Subcommittee, who made a motion to approve the District Court budget at \$162,789 at 75 percent expended. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Medical Examiner – Rep. Weyler recognized Rep. Kolodziej, in Rep. Chirichiello's absence, Chairman of the County Attorney's Subcommittee, who made a motion to approve the Medical Examiner's budget at \$52,171 at 64 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

EW

Sheriff's Department – Rep. Weyler recognized Rep. Cali-Pitts, Chair of the Sheriff's Subcommittee, who noted that there are two transfers in the packet for approval that will be discussed later. Rep. Cali-Pitts made a motion to approve the Sheriff's budget at \$4,342,824 at 72 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Registry of Deeds – Rep. Weyler recognized Rep. P. Katsakiores, Chair of the Deeds Subcommittee, who made a motion to approve the Deeds budget at \$977,182 at 71 percent expended. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Commissioners – Rep. Weyler recognized Rep. Kolodziej, in Rep. Milz's absence, Chairman of the Commissioners Subcommittee, who made a motion to approve the Commissioners budget at \$121,218 at 71 percent expended. Rep. Griffin seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

General Government – Rep. Weyler recognized Rep. Kolodziej, in Rep. Milz's absence, Chairman of the General Government Subcommittee, who made a motion to approve the General Government budget at \$2,100,619 at 83 percent expended. Rep. Griffin seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

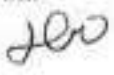
UNH Cooperative Extension – Chairman Weyler recognized Rep. O'Connor, in Rep. Cook's absence, Chairman of the UNH Cooperative Extension Subcommittee, who made a motion to approve the UNH Cooperative Extension Agreement, as previously approved in the General Government budget, at \$301,061 at 75 percent expended. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Long-Range Planning (Projects) – Rep. Weyler recognized Rep. Kolodziej, in Rep. Azarian's absence, Chairman of the Long-Range Planning (Projects) Subcommittee, who made a motion to approve the Projects budget at \$1,622,500 at 100 percent expended. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Grants – Rep. Weyler recognized Rep. Kolodziej, in Rep. Milz's absence, Chairman of the Grants Subcommittee, who made a motion to approve the Grants budget at \$112,270 at 7 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Finance – Rep. Weyler recognized Rep. Barnes, Chairman of the Finance Subcommittee, who made a motion to approve the Finance Department budget at \$848,656 at 70 percent expended. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

Engineering & Maintenance – Rep. Weyler recognized Rep. Gordon, Chairman of the Maintenance Subcommittee, who made a motion to approve the Maintenance budget at \$2,853,829 at 66 percent expended. Rep. Griffin seconded the motion. Rep. Weyler called for questions. There were none. The motion was approved by a voice vote.

IT – Rep. Weyler recognized Rep. Edgar, Chairman of the IT Subcommittee, who made a motion to approve the IT budget at \$526,164 at 72 percent expended. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote. 

Jail – Rep. Weyler recognized Rep. Fesh, Chairman of the Jail Subcommittee, who made a motion to approve the Jail budget at \$8,443,373 at 66 percent expended. Rep. Katsakiores seconded the motion. Rep. Weyler called for further questions. There were none. The motion was approved by a voice vote.

Human Resources – Rep. Weyler recognized Rep. Kolodziej, in Rep. Milz's absence, Chairman of the Human Resources Subcommittee, who made a motion to approve the Human Resources budget at \$455,452 at 69 percent expended. Rep. Griffin seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Non-County Specials – Chairman Weyler recognized Rep. Allen, Chair of the Non-County Specials Subcommittee, who made a motion to approve the Non-County Specials budget at \$145,500 at 49 percent expended. Rep. Kolodziej seconded the motion. The motion was approved by a voice vote.

Long-Term Care – Rep. Weyler recognized Rep. DeSimone, Chair of the Long-Term Care Subcommittee who made a motion to approve the Long-Term Care budget at \$17,951,703 at 68 percent expended. Rep. Griffin seconded the motion. Rep. Weyler called for further questions. There were none. The motion was approved by a voice vote.

Categorical Assistance – Rep. Weyler recognized Rep. Hoelzel, Chair of the Categorical Assistance Subcommittee, who made a motion to approve \$13,362,525 at 75 percent expended. Rep. Katsakiores seconded the motion. Rep. Hoelzel requested that Mr. Nickerson, Finance Director, explain the proposed transfer request. Mr. Nickerson explained that the County's cap went up by 3.3 percent – the highest increase of any county. He explained that the prior year increase for the cap was a 1.1 percent increase. He explained that the budgeted amount in 2017 was for a 2.4 percent increase. He explained that the first six bills will fall under 2017 monies. He explained the increase is due to the number of people in the nursing home with a greater share of claims, and a greater share of the credit for the overall 2 percent state-wide cap. He also explained that 10 percent of claims are from individuals who do not have residency in the county, but are receiving services in the county. He explained that they received county services prior to having residency in the county. Chairman Weyler noted that this topic will be part of the discussion at the Adult Medical Day Care Study Committee Meeting. Chairman Weyler noted that a transfer is being requested from the Delegation Contingency line due to the shortfall in funds for Categorical Assistance. Chairman Weyler recognized Mr. Nickerson who explained that the County's cap increased and a lower cap was budgeted during the budget process. He explained that the rate increase is tripling between 2017 and 2018 and that another transfer may be necessary. Chairman Weyler questioned the reason for the increase. Mr. Nickerson explained that some counties saw a decrease; however, Rockingham County saw the highest increase in the state. Chairman Weyler called for questions. There were none. Chairman Weyler noted that this issue will be revisited again at the end of the year. Chairman Weyler called for further questions. There were none. The motion was approved by a voice vote.

Revenues – Rep. Weyler recognized Rep. Barnes, Chairman of the Revenues Subcommittee, who made a motion to approve the Revenues at \$67,460,740 at 93 percent. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none. The motion was approved by a voice vote.

Line Item Transfer Requests:

Delegation – From line 16100000-54100 Contingency \$131,581 to line 11402000-56102 Intermediate Nursing Care \$131,581.

Comments/Explanation: Rockingham County's allocated cap for categorical assistance expenses (the County's portion of Medicaid liability for assistance to the elderly and disabled) increased by 3.31 percent from SFY 2017 to SFY 2018, the highest increase for any county in New Hampshire. The prior year increase from SFY 2016 to SFY 2017 was only 1.13 percent. The County's 2017 budgeted amount accommodates an increase of up to 2.4 percent. The 2018 budget was realized. As such, the increase

was unforeseen in the SFY 2018 County cap; the transfer to the Intermediate Nursing Care line is requested to come from the Delegation Contingency line. With the change to a June 30 fiscal year, the State fiscal year changes to the County cap will be better accounted for in the Rockingham County budget.

Rep. Kolodziej, in Rep. Major's absence, Chairman of the Delegation, made a motion to approve the transfer request as presented. Rep. Pantelakos seconded the motion. Chairman Weyler recognized Clerk Welch who suggested that Mr. Nickerson sign the transfer as the "requesting" department. Mr. Nickerson explained the transfer. A lengthy discussion ensued. Rep. Hoelzel made a motion to authorize the transfer. Rep. Katsakiores seconded the motion. The motion was approved by a voice vote. Chairman Weyler noted that Cheryl Hurley, Delegation Coordinator, will sign the transfer on behalf of Rep. Major in his absence. Chairman Weyler recognized Rep. Edgar who referred to the contingency line in the Delegation budget questioning 0 percent expended amount noting that \$34,500 was taken out of the line for the consultant fees for the fire training grounds. Mr. Nickerson explained, referring to an accounting practice, that when money is transferred, in this case to the Maintenance budget, it does not affect the percentage expended in the line item. He referred the members to the line item transfer column in the contingency line budget. Chairman Weyler called for further questions. There were none. The motion was approved by a voice vote.

Long-Term Care Services – Transfer from line 11702000-53502 Equipment Non-Expendable – Nursing & Medical \$18,000 to 11702000-53501 Equipment Expendable – Nursing & Medical \$18,000.

Comments/Explanation: Money was budgeted in 2017 for new cabinets. Due to construction, these cabinets are no longer needed and/or required. We are requesting a transfer of the above amount to purchase other equipment that is needed, but falls below the \$5,000 threshold.

Rep. DeSimone made a motion to approve the line item transfer as presented. Rep. Griffin seconded the motion. Chairman Weyler called for questions. Chairman Weyler recognized Rep. Kolodziej who questioned the transfer between the lines. Chairman Weyler recognized Mr. Woods, Long-Term Care Director, who explained that the money budgeted needed to be moved over to expendable equipment line. Mr. Nickerson further explained the different thresholds in prices for non-expendable and expendable equipment – non-expendable being over \$5,000. Chairman Weyler called for further questions. There were none. The motion was approved by a voice vote.

Transfer from line 11706000-53501 Equipment Expendable – NH Enviro \$100,000 to 11706000-53400 Environ Svc Off Exp – Supplies \$100,000.

Comments/Explanation: When the 2017 budget was submitted, the cost of construction items was based on estimates. The cost of these items came in at a lower price. We are requesting a transfer of the above amount to the Supply line from the Expendable Equipment line due to the lower cost of these items.

Rep. DeSimone made a motion to approve the transfer as requested. Rep. Griffin seconded the motion. The motion was approved by a voice vote.

Jail – Transfer from line 11600000-56308 Electronic Monitoring \$10,000 from 11600000-54806 Contracted Medical \$10,000 to 11600000-53502 Expendable Equipment \$20,000.

Comments/Explanation: Transfer is to facilitate the purchase of new APX mobile radios for the department. Motorola is offering a 50 percent discount on the radios. These are the same radios being purchased by the Sheriff's Department and other departments across the County. It will allow both the Sheriff's Office and the Department of Corrections to convert to a digital linear simulcast system. This equipment is necessary to have our mobile radio system compliant and compatible with recent upgrades and or changes to the County dispatch system.

Rep. Fesh made a motion to approve the transfer as presented. Rep. Gordon seconded the motion. The motion was approved by a voice vote.

Sheriff's Department – Transfer from 15101-51002 Regular Pay: Dispatch Operators \$26,000 to 15101-51402 Overtime Pay: Dispatch Operators \$26,000.

Comments/Explanation: Vacancies in dispatch operator positions have increased overtime in 2017. Sheriff's Office has been working to hire two full-time dispatchers to fill those vacancies; additionally, an additional vacancy remains due to medical leave.

Rep. Cali-Pitts made a motion to approve the transfer as presented. Rep. Katsakiores seconded the motion. The motion was approved by a voice vote.

Sheriff's Department – Transfer from 15100000-53502 Sheriff's Non-Expendable Equipment \$6,500 from 15101000-53600 Dispatch Service Contracts \$2,100, from 15101000-53501 Dispatch Equipment Expendable \$1,750, from 15100000-53600 Sheriff's Service Contracts \$650 to line 15102000-53502 Radio Non-Expendable Equipment \$11,000.

Comments/Explanation: Please see attached memo and support attached to these minutes.

Rep. Cali-Pitts made a motion to approve the transfer request as presented. Rep. Katsakiores seconded the motion. The motion was approved by a voice vote.

Internal Services Funds – Rep. Weyler referred the members to the Internal Service Funds for information and review. He asked the members if they had any questions. There were none.

Adult Medical Day Care Update – Chairman Weyler recognized Rep. Kathleen Hoelzel, Chair of the Adult Medical Day Care Study Committee. Rep. Hoelzel updated the members of the Executive Committee on the committee's progress to date. Rep. Hoelzel explained that the committee has had several meetings and has determined that there is a need in the community to bring back the county's adult medical day care program. She explained that members of the committee have contacted their local welfare officers and authorities who have confirmed that there are members in their communities who are in need of the program. She explained that the committee toured the Carlisle and Mitchell Buildings as potential areas to reopen the program. She noted that the Mitchell area is the space of choice due to many reasons; it is located in the nursing home, the space is bright and welcoming, and has the least amount of work to be done to open the program. She explained that Mr. Woods has prepared a budget based on 12 members in the program, and the Mitchell space will accommodate 8 to 10 at the present time. She noted that the budget for the first year is higher with the expense of purchasing two smaller buses for transportation to and from the program. Mr. Woods informed the subcommittee members that the small office adjacent to the Mitchell area could be opened and used for the program, which will allow for more space. Rep. Hoelzel asked the members for their input and comment. The subcommittee members individually commented and all agreed that there is a need to reopen the program. Rep. Hoelzel recognized Rep. Tombarello who stated that he is in support of the program, but stated that he has not had any calls to reopen the program since it closed. Rep. Hoelzel recognized Commissioner St. James who stated that he is also in support of the program if we can identify the need, noting that there are adult day care centers in the county that are not full and that opening the program at the county could take away from those businesses that are currently offering the service. Rep. Hoelzel suggested that anyone who is interested in the program remain for the AMDC Meeting to immediately follow the close of the Executive Committee Meeting.

Update from Board of Commissioners on IEU Training Grounds Clean-up/Rights for Use

Chairman Weyler recognized Commissioner St. James who stated that the IEU has not contributed funds for the clean-up and noted that the Delegation funded \$50,000 for the consultant's work to investigate the contamination. Commissioner St. James asked Ms. Gates, Director of Engineering & Maintenance, to provide a brief update on the GZA Consultant's work to date. Ms. Gates explained that the first round of testing of the soil and water showed PFOA's, and that another sample of the same was recently taken. She noted that test pits have been drilled and it has confirmed that there is no contamination outside of the county's property. She stated that she will continue to update the board as more information becomes available.

Jaw

Chairman Weyler recognized Chief Tibbetts and Chief Pratt from the IEU who explained that since the closure of the drill yard, the IEU has not been able to do any training resulting in not being able to bring in funds to contribute to the cause. They explained that the training of the volunteer departments and other departments are now being done in Concord, which is costing the towns more money. It was further explained that when the IEU does not train, they do not bring in any money to the organization that is used towards maintaining and improving the drill yard.

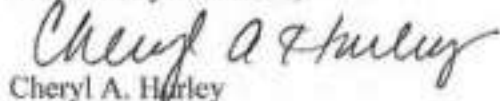
Other Business

Chairman Weyler asked the Commissioners for an update on the Land Purchase Abutting the Jail Grounds. Commissioner Coyle stated that there have not been any further developments as they are still waiting for surveys of the land.

Chairman Weyler noted that the AMDC Committee will meet immediately following the close of the Executive Committee Meeting.

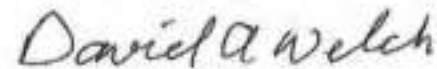
There being no further business, the meeting adjourned at 11:17 a.m.

Respectfully submitted,



Cheryl A. Hurley

Delegation Coordinator



Rep. David A. Welch, Clerk

Rockingham County Executive Committee

DAW:cah



**Statement of Appropriations and Revenue as Voted
Rockingham County**

Form Due Date: September 1 (or within 20 days of a Supplemental Meeting)

This form is to be used by the county to report the voted appropriations from any annual or special meeting. The Clerk of the County Convention and the Chairperson must sign the form and file, as required under RSA 24:24, with the Secretary of State. The completed form must be submitted to the Department of Revenue Administration by September 1 (per RSA 21-J:34) for the Annual Meeting or within 20 days after the vote taken at any supplemental meeting.

For Assistance Please Contact:

NH DRA Municipal and Property Division
Phone: (603) 230-5090
Fax: (603) 230-5947
<http://www.revenue.nh.gov/mun-prop/>

CERTIFICATE OF VOTE

This is to certify that the appropriations entered on this form are those voted by the county convention.

Chairperson Certification	
Printed Name	Signature
NORMAN L MAJOR	<i>Norman L. Major</i>
Clerk of County Convention Certification	
Printed Name	Signature
David A. Welch	<i>David A Welch</i>

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

Proposed Appropriations			
Account Code	Purpose of Appropriation	Article	Appropriation as Voted
General Government			
4110	County Convention Costs	01	\$328,161
4120	Judicial		\$0
4122	Jury Costs		\$0
4123	County Attorney's Office	01	\$3,551,135
4124	Victim Witness Advocacy Program		\$0
4130	Executive	01	\$850,472
4150	Financial Administration	01	\$1,165,251
4151	Treasurer	01	\$18,682
4153	Other Legal Costs	01	\$150,001
4155	Personnel Administration	01	\$664,452
4191	Planning and Zoning (Unincorporated Places)		\$0
4192	Medical Examiner	01	\$81,004
4193	Register of Deeds	01	\$1,317,521
4194	Maintenance of Government Buildings	01	\$5,003,135
4196	Insurance Not Otherwise Allocated		\$0
4198	Contingency		\$0
4199	Other General Government	01	\$2,327,526
Public Safety & Corrections			
4211	Sheriff's Department	01	\$6,006,398
4212	Custody of Prisoners		\$0
4214	Sheriff's Support Services		\$0
4219	Other Public Safety		\$0
4230	Corrections	01	\$12,052,661
4235	Adult Probation and Parole		\$0
County Farm			
4301	Administration		\$0
4302	Operating Expenditures		\$0
4309	Other County Farm		\$0
County Nursing Home			
4411	Administration	01	\$24,792,884
4412	Operating Expense		\$0
4439	Other Health	01	\$1,579,831
Human Services			
4441	Administration		\$0
4442	Direct Assistance	01	\$17,866,423
4443	Board and Care of Children		\$0
4447	Special Outside Services		\$0
4449	Other Human Services		\$0
Cooperative Extension Services			
4611	Administration	01	\$401,415
4619	Other Conservation		\$0
Economic Development			
4651	Administration		\$0
4652	Economic Development		\$0
4659	Other Economic Development		\$0

Proposed Appropriations			
Account Code	Purpose of Appropriation	Article	Appropriation as Voted
Debt Service			
4711	Principal - Long-Term Bonds/Notes	01	\$1,095,000
4721	Interest - Long-Term Bonds/Notes	01	\$185,000
4723	Interest on Revenue Anticipation Notes		\$0
4750	Fiscal Agents' Fees		\$0
4760	Bond Issuance Costs	01	\$25,001
4790	Other Debt Service Charges		\$0
Intergovernmental Transfers			
4800	Intergovernmental Transfers		\$0
Capital Outlay			
4901	Land and Improvements	01	\$22,500
4902	Machinery, Vehicles, and Equipment	01	\$8,000
4903	Buildings	01	\$1,594,500
4904	Improvements other than Buildings		\$0
Depreciation Expense			
4905	Depreciation		\$0
4906	Amortization		\$0
Interfund Operating Transfers			
4911	Transfers to General Fund		\$0
4912	Transfers to Special Revenue Fund		\$0
4913	Transfers to Capital Projects Fund		\$0
4914	Transfers to Proprietary Fund		\$0
4915	Transfers to Capital Reserve Fund		\$0
4916	Transfers to Trust and Fiduciary Funds		\$0
Total Appropriations			\$81,086,953

Estimated Revenues			
Account Code	Source of Revenue	Article	Estimated Revenue Ensuing Fiscal Year
Assessments/Taxes			
3110	Property Taxes (Unincorporated Places)		\$0
3111	Municipal Assessment		\$0
3120	Land Use Change Taxes (Unincorporated Places)		\$0
3180	Resident Taxes (Unincorporated Places)		\$0
3185	Yield Taxes (Unincorporated Places)		\$0
3186	Payments in Lieu of Taxes (Unincorporated Places)		\$0
3187	Payments in Lieu of Taxes		\$0
3189	Other Taxes		\$0
3190	Interest and Penalties on Delinquent Taxes (Unincorp)		\$0
3191	Penalties on Delinquent Municipal Assessments		\$0
3200	Licenses, Permits, and Fees		\$0
Licenses, Permits, and Fees			
3220	Motor Vehicle Fees (Unincorporated Places)		\$0
3230	Building Permits (Unincorporated Places)		\$0
3290	Other Licenses, Permits, and Fees		\$0
From the Federal Government			
3319	Federal Grants and Reimbursements	01	\$1,348,687
From the State of New Hampshire			
3351	Shared Revenue - Block Grant (Unincorporated Place)		\$0
3352	Incentive Funds		\$0
3354	Water Pollution Grants		\$0
3355	Housing and Community Development		\$0
3356	State/Federal Forest Land Reimbursements (Unincorp)		\$0
3359	Other State Grants and Reimbursements	01	\$2,017,791
Revenue from Other Governments			
3379	Intergovernmental Revenues		\$0
Charges for Services			
3401	Sheriff's Department	01	\$1,275,787
3402	Register of Deeds	01	\$3,487,000
3403	County Corrections	01	\$309,637
3404	County Nursing Homes	01	\$15,303,934
3405	County Farm	01	\$23,200
3406	Cooperative Extension Service		\$0
3407	Maintenance Department		\$0
3409	Other Charges	01	\$217,569
Miscellaneous Sources			
3501	Sale of County Property		\$0
3502	Interest on Investments	01	\$60,000
3503	Rents of Property		\$0
3504	Fines and Forfeits		\$0
3505	Escheats	01	\$150,000
3506	Insurance Dividends and Reimbursements		\$0
3508	Contributions and Donations		\$0
3509	Other Miscellaneous Sources	01	\$20,002

Estimated Revenues			
Account Code	Source of Revenue	Article	Estimated Revenue Ensuing Fiscal Year
Other Financial Sources			
3911	Transfers from General Fund		\$0
3912	Transfers from Special Revenue Fund	01	\$2,000
3913	Transfers from Capital Projects Fund		\$0
3914	Transfers from Proprietary Funds		\$0
3915	Transfers from Capital Reserve Fund		\$0
3916	Transfers from Trust and Fiduciary Funds		\$0
3934	Proceeds from Long-Term Bonds/Notes		\$0
Total Estimated Revenues			\$24,215,607

Budget Summary	
Item	Ensuing Year
Total Appropriations as Voted	\$81,086,953
Estimated Revenues Ensuing Year	\$24,215,607
Fund Balance to Reduce Tax Rate	\$8,502,148
Amount Certified to be Raised by Taxes	\$48,369,198

**COUNTY OF
ROCKINGHAM, NEW HAMPSHIRE**

Annual Financial Statements

For the Year Ended December 31, 2017

Unaudited

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MANAGEMENT'S DISCUSSION AND ANALYSIS

The County of Rockingham, New Hampshire's (County) financial management offers readers of these financial statements this narrative, overview and analysis of the financial activities of the County of Rockingham for the year ended December 31, 2017. This discussion and analysis is designed for readers in focusing on the significant financial issues and activities of the County and to identify any significant change in financial position. Readers are encouraged to review the information presented here in conjunction with additional information furnished in the County's financial statements, which follow this narrative.

A. FINANCIAL HIGHLIGHTS – GOVERNMENT WIDE

- The assets of the County exceeded its liabilities at the close of the fiscal year by \$43,088,883 (net position).
- The County's total net position reflects an increase of \$4,180,665, which is primarily a result of the decrease in net pension liability and significant capital improvements.
- The County's general obligation bonds, issued in July 2013, and capital lease obligations decreased in total by approximately \$1,005,000.
- Total compensated absences (including both funded and unfunded) decreased by approximately \$346,000.
- The net OPEB obligation for retiree health benefits increased by almost \$61,000 and the net pension liability related to the New Hampshire Retirement System decreased by approximately \$7,500,000. The decrease in the net pension liability is due to several factors, two of them being that the County has contributed payments to the retirement system to reduce its portion of the unfunded liability and that the fund overall has performed well in the past year.

B. FINANCIAL HIGHLIGHTS – FUND STATEMENTS

- As of the close of the year, the County's reported combined ending fund balances of \$36,841,920 which was a decrease of \$8,348,967 in comparison to the prior year. Almost seven million of the decrease was due to monies spent on capital projects in 2017, notably the nursing and rehabilitation center renovations.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$4,711,207, or 6% of total 2017 General Fund (budgeted) appropriations. A goal of the County has been to maintain reserves equivalent to three months of budgeted appropriations. However, the County has assigned \$28,000,000 with the passage of the 2018-19 budget to help fund the transition to a June 30 fiscal year, while keeping borrowing and tax increases to a minimum. If this

figure was added back to the unassigned total, then it would be equivalent to 40% of 2017 General Fund (budgeted) appropriations.

- The County retains an Aa1 bond rating for its long-term borrowing and maintained its MIG-1 rating on its short-term borrowing. The consistent level of bond rating is a clear indication of the sound financial condition of the County.

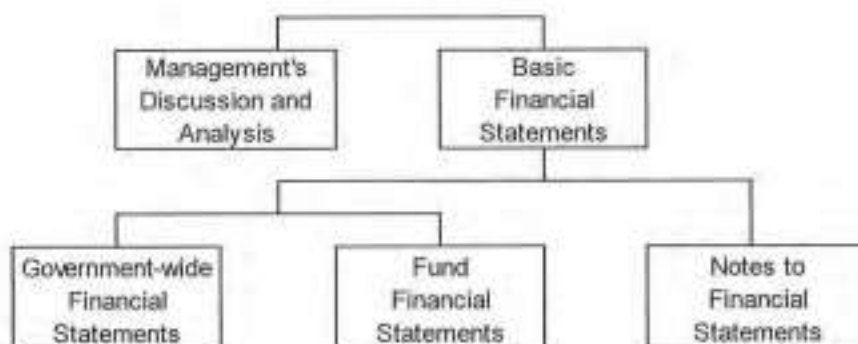
C. OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the County's basic financial statements. The County's basic financial statements consist of three components: (1) Government-wide Financial Statements, (2) Fund Financial Statements, and (3) Notes to Financial Statements (see Figure 1). The basic financial statements present two different views of the County through the use of Government-wide Financial Statements and Fund Financial Statements. In addition to the basic financial statements, this report contains other supplemental information that will enhance the reader's understanding of the financial condition of the County.

- The statements presented on pages 11 and 14 are the Government-wide Financial Statements. They provide both short- and long-term information about the County's financial status.
- The next statements are Fund Financial Statements. These statements focus on the individual activities of the County. They provide more detail than the Government-wide statements. There are four parts to the Fund Financial Statements: (1) the governmental fund statements, (2) the budgetary comparison statement, (3) the proprietary fund statements, and (4) the fiduciary fund statements.
- The next section of the basic financial statements is the notes. The notes to the financial statements explain in detail some of the data contained in those statements. Following the notes is the required supplemental information that further explains and supports the information in the financial statements.

Required Components of Annual Financial Report

Figure 1



D. ANALYSIS OF NET POSITION

The following analysis focuses on net position (Table 1) and change in net position (Table 2). Net position may serve, over time, as one useful indicator of a government's financial condition. Unrestricted net position can be used to finance day-to-day operations of the County and reduce the effect of property taxes.

Table 1

	NET POSITION	
	Governmental Activities	
	2016	2017
Current assets	\$ 86,105,871	\$ 60,855,619
Noncurrent assets	32,157,273	39,911,895
Deferred outflows of resources	10,481,899	5,719,435
Total assets and deferred outflows of resources	108,745,043	106,486,949
Current liabilities	11,971,822	14,063,140
Noncurrent liabilities	56,450,638	47,644,314
Deferred inflows of resources	1,414,365	1,690,612
Total liabilities and deferred inflows of resources	69,836,825	63,398,066
Net position:		
Net investments in capital assets	35,093,830	36,868,964
Restricted:	471,082	542,546
Unrestricted	3,343,306	5,677,373
Total net position	\$ 38,908,218	\$ 43,088,883

Table 2

	CHANGE IN NET POSITION	
	Governmental Activities	
	2016	2017
Revenues:		
Program revenues:		
Charges for services:		
Long Term Care Services	\$ 21,809,931	\$ 18,562,723
Corrections	143,725	641,959
Administration and other	4,172,867	3,953,255
Sheriff's Office	1,259,405	1,400,815
County Attorney	212,855	217,259
Total charges for services	27,398,583	24,776,011
Operating grants and contributions	556,904	393,763
General revenues:		
Taxes	46,916,696	48,369,198
Investment income	51,463	92,003
Miscellaneous	481,795	362,638
Total revenues	75,405,441	73,993,613

(continued)

Table 2

CHANGE IN NET POSITION

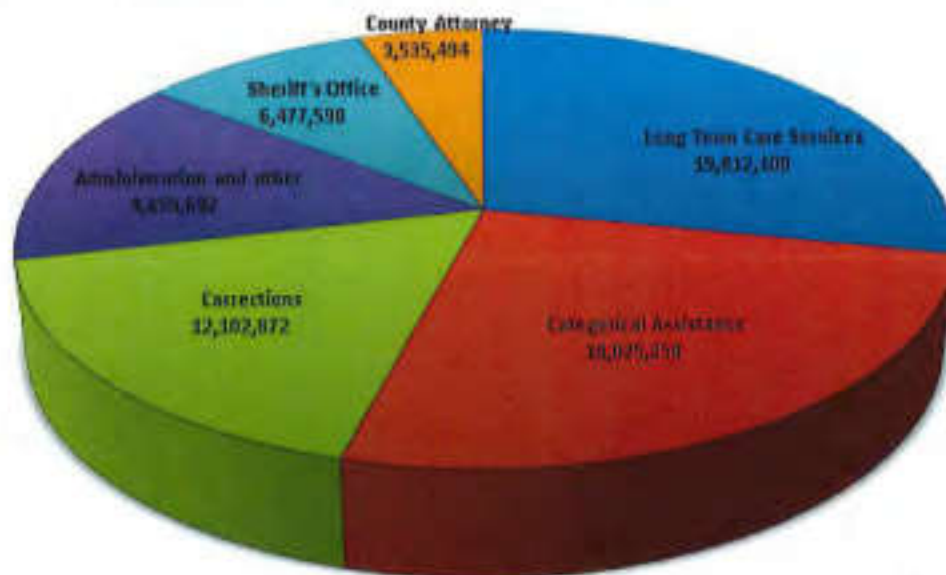
	Governmental Activities	
	2016	2017
Expenses:		
Long Term Care Services	25,100,555	19,812,100
Categorical Assistance	17,589,032	18,025,250
Corrections	11,849,547	12,102,872
Administration and other	9,569,789	9,859,642
Sheriff's Office	5,941,594	6,477,590
County Attorney	3,013,125	3,535,494
Total expenses	<u>73,063,642</u>	<u>69,812,948</u>
Change in net position	2,341,799	4,180,665
Net position - beginning of year	* 36,566,419	36,908,218
Net position - end of year	\$ <u>38,908,218</u>	\$ <u>43,088,883</u>

* As restated in the 2016 Financial Statements

E. GOVERNMENTAL ACTIVITIES

Below is a graph that presents actual expenses under each of the major governmental activities as a percentage of total expenses.

**Expenses by Function - Governmental Activities
For the Year Ended December 31, 2017**



The following tables present the costs and net costs of the major County departments/functions. Costs are based upon total expenses and net costs are

calculated by taking the total function-specific expenses, less direct revenues related to that particular function. The net costs represent amounts that are funded by general revenues, notably taxes.

Table 3 - Total and Net Cost of Services

Function/Program	2016			2017		
	Total Cost of Services	Revenues	Net Cost of Services	Total Cost of Services	Revenues	Net Cost of Services
Long Term Care Services	\$ 25,100,555	\$ 21,609,931	\$ 3,490,624	\$ 19,812,900	\$ 18,562,723	* \$ 1,249,377
Categorical Assistance	17,589,032	-	17,589,032	18,025,250	-	18,025,250
Corrections	11,849,547	143,725	11,705,822	12,102,872	641,958	11,460,913
Administration and Other	9,589,789	4,172,687	5,397,122	9,858,842	3,953,256	5,906,387
Sheriff's Office	5,941,584	1,259,405	4,682,189	6,477,590	1,400,815	5,076,775
County Attorney	3,013,125	212,855	2,800,270	3,535,494	217,258	3,318,235
	<u>\$ 73,063,642</u>	<u>\$ 27,308,593</u>	<u>\$ 45,665,050</u>	<u>\$ 69,812,948</u>	<u>\$ 24,776,011</u>	<u>\$ 45,036,937</u>

*This amount reflects the budgetary net cost; actual net cost of services (a portion of which is reflected in Administration and Other), including Engineering and Maintenance, Information Technology, Human Resources, and Finance functions.

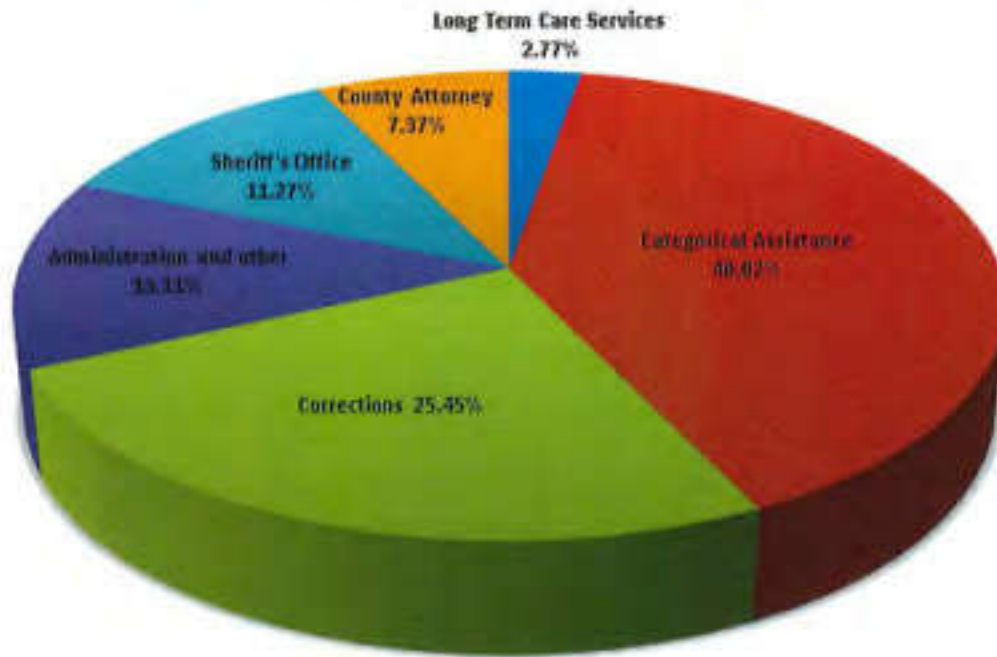
Table 4 - Comparative Net Cost of Services

Function/Program	2016	2017	Change in Net Cost of Services
	Net Cost of Services	Net Cost of Services	
Long Term Care Services	\$ 3,490,624	\$ 1,249,377	\$ (2,241,247)
Categorical Assistance	17,589,032	18,025,250	436,218
Corrections	11,705,822	11,460,913	(244,909)
Administration and Other	5,397,122	5,906,387	509,265
Sheriff's Office	4,682,189	5,076,775	394,586
County Attorney	2,800,270	3,318,235	517,965
	<u>\$ 45,665,059</u>	<u>\$ 45,036,937</u>	<u>\$ (628,122)</u>

Note: For Table 3 and Table 4 presentation purposes, debt interest costs are included in the "Administration and Other" function/program.

The following chart is a graphical presentation of the components of the 2017 Net Costs of Services from Table 4. The primary source of funding for net costs is tax revenues.

Net Cost of Services - by Function/Program For the Year Ended December 31, 2017



F. COUNTY GOVERNMENTAL FUNDS

The focus of the County's governmental funds is to provide information on near-term inflows, outflows, and balances of usable resources. Such information is useful in assessing the County's financing requirements. Specifically, unassigned fund balance can be a useful measure of a government's net resources available for spending at the end of the fiscal year. The General Fund is the chief operating fund of the County.

As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund appropriations. At December 31, 2017, unassigned fund balance represents 6% of total General Fund (budgeted) appropriations, while total fund balance represents 42% of that same amount.

G. CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets. At December 31, 2017, the County reported approximately \$39.9 million in capital assets, net of depreciation, which includes construction in progress of approximately \$10.5 million. These assets include land, buildings and improvements, machinery, equipment and furnishings, and vehicles.

Long-term debt. At December 31, 2017, the County had approximately \$47.6 million in outstanding long-term debt, comprised of \$5.05 million in general obligation bonds issued in 2013, \$2.1 million in compensated absences, \$1.3 million net OPEB obligation, \$40.1 million net pension liability, and approximately \$140,000 in capital leases payable.

Additional information on capital assets and long-term debt can be found in the notes to financial statements.

H. ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

- Property taxes accounted for 60% of expected resources for 2017 and account for 40% of revenues in the 2018-19 budget.
- The caps for Categorical Assistance payments increased by over 3.3% effective July 1, 2017; it is unknown at this time what the increase will be for State Fiscal Year 2019, but it is anticipated to be between three and three-and-a-half percent. Categorical Assistance will continue to be the largest net County expenditure, followed by Corrections, and comprises 23% of 2018-19 budgeted appropriations.
- The County is changing its fiscal year, and will have one 18-month transitional fiscal period that shall begin on January 1, 2018 and end June 30, 2019. Afterwards, the County will be fully transitioned to a June 30 year-end. The change is being made in order to have more efficient budgeting operations and to be in alignment with the State of New Hampshire's fiscal year. With this change in the fiscal year, the County will have more updated information with regards to Categorical Assistance expenses (which are determined by the State) and other major expense and revenue items that are directly affected by State legislation and/or funding. The budget will also be approved before the start of the fiscal year, instead of two months afterwards. Taxes will be collected less than six months into the fiscal year, instead of in the twelfth month. The County has assigned \$28,000,000 of fund balance to facilitate the transition to a June 30 fiscal year, and received authorization by the Delegation to seek bond funding for up to \$6,000,000. It is anticipated that any bond issuance will not occur until early 2019.
- The State of New Hampshire continues the transition to its Medicaid Care Management Program ("MCM"), and is currently in Step 2 of the process. With the passage of HB 1816 in May 2018, nursing and other long-term care facilities will be exempted from the implementation by the State of Medicaid Managed Care. In its place, facilities are to devise alternate methods of delivering cost-effective, quality care.
- Major Long-term Care renovations started late in 2016 are still expected to be completed in late 2018. Most of the funding for this capital project came from dedicated funds within the Capital Fund, with \$3,000,000 of bonds issued in

February 2018. The first scheduled payment for this borrowing is due July 2018.

REQUESTS FOR INFORMATION

This financial report is intended to provide report users with a general overview of the County's finances at December 31, 2017. Questions about this report can be directed to the Finance Office at 119 North Road, Brentwood, New Hampshire, 03833. Additional information about the County of Rockingham can be found at www.rockinghamcountynh.org.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
STATEMENT OF NET POSITION
DECEMBER 31, 2017
(Unaudited)

	Governmental Activities
Assets	
Current:	
Cash and short-term investments	\$ 56,586,583
Restricted cash	1,015,172
Investments	75,109
Receivables:	
Accounts, net	502,731
Due from other governments, net	1,977,626
Prepaid expenses	439,401
Inventory	258,997
Total current assets	60,855,619
Noncurrent:	
Capital Assets:	
Land	578,857
Construction in progress	10,491,200
Other assets, net of accumulated depreciation	28,841,838
Total noncurrent assets	39,911,895
Total Assets	100,767,514
Deferred Outflows of Resources - Pension Related	5,719,435
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	106,486,949
Liabilities	
Current	
Accounts payable	2,862,720
Accrued payroll and related liabilities	620,503
Due to other governments	7,981,125
Incurred but not reported claims liability	924,822
Accrued interest payable	59,125
Current portion of noncurrent liabilities:	
Bonds payable	1,198,124
Capital leases payable	136,629
Compensated absences	300,092
Total current liabilities	14,063,140
Noncurrent:	
Bonds payable, net of current portion	3,937,347
Capital leases payable, net of current portion	140,389
Compensated absences, net of current portion	2,105,259
Net OPEB obligation	1,323,567
Net pension liability	40,137,752
Total noncurrent liabilities	47,644,314
Total Liabilities	61,707,454
Deferred Inflows of Resources:	
Pension related	1,683,751
Revenues collected in advance	6,861
Total Deferred Inflows of Resources	1,690,612
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	63,398,066
Net Position	
Net investment in capital assets	36,868,964
Restricted for:	
Grants and other statutory restrictions	513,553
Permanent funds	28,993
Unrestricted	5,677,373
Total Net Position	\$ 43,088,883

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2017
(Unaudited)

Functions/Programs	Expenses	Program Revenues		Revenues and Changes in Net Position
		Charges for services	Operating Grants and Contributions	Governmental Activities
Governmental Activities:				
Long Term Care Services:				
Nursing Home	\$ 18,355,185	\$ 16,961,035	\$ -	\$ (1,394,150)
Assisted Living	1,456,915	1,601,688	-	144,773
Categorical Assistance	18,025,250	-	-	(18,025,250)
Corrections	12,102,872	641,959	-	(11,460,914)
Administration and Other:				
Maintenance	4,490,365	29,504	-	(4,460,861)
Deeds	1,255,409	3,821,189	-	2,565,750
General Government	1,123,717	-	219,600	(904,117)
Finance	1,085,782	-	-	(1,085,782)
Human Resources	579,373	-	-	(579,373)
Information Technology	522,530	12,778	-	(509,752)
Noncounty Specials	296,000	-	-	(296,000)
Interest on Long Term Debt	168,153	-	-	(168,153)
Commissioners	155,299	-	-	(155,299)
Delegation	89,705	-	-	(89,705)
Medical Examiner	79,736	-	-	(79,736)
Treasurer	13,573	-	-	(13,573)
Human Services	-	89,814	-	89,814
Sheriff	6,477,590	1,400,815	131,505	(4,945,270)
County Attorney	3,535,494	217,259	42,658	(3,275,577)
Total Governmental Activities	\$ 69,812,948	\$ 24,776,011	\$ 393,763	(44,643,174)
General Revenues:				
				48,369,198
Taxes				92,003
Investment Income				362,638
Miscellaneous				48,823,839
Total General Revenues				48,823,839
				4,180,665
Change in Net Position				4,180,665
Net Position:				
				38,908,218
Beginning of Year				38,908,218
				\$ 43,088,883
End of Year				\$ 43,088,883

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 GOVERNMENTAL FUNDS
 BALANCE SHEET
 DECEMBER 31, 2017
 (Unaudited)

	General	Capital Projects	Other Governmental Funds	Total Governmental Funds
Assets				
Cash and short-term investments	\$ 40,072,533	\$ 3,851,901	\$ 75,585	\$ 44,000,019
Restricted cash and short-term investments	923,843	-	91,329	1,015,172
Investments	-	-	75,109	75,109
Accounts receivable, net	431,351	-	279	431,630
Due from Other Funds	453,347	-	242,744	696,091
Due from Other Governments, net	1,835,517	-	-	1,835,517
Prepaid Expenses	254,556	-	-	254,556
Inventory	258,997	-	-	258,997
Gift Cards	13	-	-	13
Total Assets	<u>\$ 44,230,157</u>	<u>\$ 3,851,901</u>	<u>\$ 485,046</u>	<u>\$ 48,567,104</u>
Liabilities				
Accounts Payable	\$ 1,305,583	\$ 1,481,698	\$ -	\$ 2,787,281
Accrued Liabilities	620,504	-	-	620,504
Due to Other Funds	305,419	644	48,867	354,930
Due to Other Governments	7,961,125	-	-	7,961,125
Deferred Revenue	1,345	-	-	1,345
Total Liabilities	<u>10,193,976</u>	<u>1,482,342</u>	<u>48,867</u>	<u>11,725,185</u>
Fund Balances				
Nonspendable:				
Prepaid Expenses	254,556	-	-	254,556
Inventory	258,997	-	-	258,997
Nonexpendable Permanent Funds	-	-	28,993	28,993
Restricted for:				
Long Term Care (RSA 24:13)	444,441	-	-	444,441
Special Revenue Funds	-	-	407,186	407,186
Assigned for:				
Subsequent year budget	28,000,000	-	-	28,000,000
Encumbrances	366,980	2,369,569	-	2,736,539
Unassigned, reported in:				
General Fund	4,711,207	-	-	4,711,207
Total Fund Balances	<u>34,036,181</u>	<u>2,369,569</u>	<u>436,179</u>	<u>36,841,919</u>
Total Liabilities and Fund Balances	<u>\$ 44,230,157</u>	<u>\$ 3,851,901</u>	<u>\$ 485,046</u>	<u>\$ 48,567,104</u>

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES
 TO NET POSITION OF GOVERNMENTAL ACTIVITIES
 IN THE STATEMENT OF NET POSITION
 DECEMBER 31, 2017
(Unaudited)

Total governmental fund balances	\$	36,841,919
- Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.		39,911,895
- Deferred outflows of resources from net pension liability		5,719,435
- Internal service funds are used by management to account for certain activities. The assets and liabilities of the internal service funds are included in the governmental activities in the Statement of Net Position.		10,570,715
- In the Statement of Activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.		(59,125)
- Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds:		
Bonds payable		(5,135,471)
Capital leases payable		(277,019)
Compensated absences (unfunded)		(1,338,396)
Net pension liability		(40,137,752)
Net OPEB obligation		(1,323,567)
- Deferred inflows of resources from net pension liability		<u>(1,683,751)</u>
Net position of governmental activities	\$	<u>43,088,883</u>

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED DECEMBER 31, 2017
(Unaudited)

	General	Capital Projects	Other Governmental Funds	Total Governmental Funds
Revenues				
Taxes	\$ 48,368,198	\$ -	\$ -	\$ 48,368,198
Charges for Services				
County Attorney	259,917	-	-	259,917
Deeds	3,704,937	-	116,222	3,821,159
Sheriff/Dispatch/Radio	1,375,003	-	25,812	1,400,815
Maintenance	43	-	-	43
County Land Management	29,461	-	-	29,461
Human Services	88,814	-	-	88,814
Corrections	453,554	-	188,405	641,959
Nursing Home	16,956,939	-	4,096	16,961,035
Assisted Living	1,600,188	-	1,500	1,601,688
Information Technology	12,778	-	-	12,778
Interest	44,600	20,373	1,436	66,409
Grants	131,505	219,600	-	351,105
Other	295,846	-	-	295,846
Total Revenues	73,323,783	239,973	337,471	73,901,227
Expenditures				
Current				
General Government	1,095,198	-	-	1,095,198
Commissioners	164,392	-	-	164,392
Treasurer	13,574	-	-	13,574
County Attorney	3,089,054	-	-	3,089,054
Medical Examiner	79,736	-	-	79,736
Deeds	1,287,370	-	-	1,287,370
Sheriff/Dispatch/Radio	6,256,739	-	24,518	6,281,257
Delegation Office	93,349	-	-	93,349
Finance Office	1,102,939	-	-	1,102,939
Maintenance	4,203,937	-	-	4,203,937
Public Assistance	18,025,251	-	-	18,025,251
Human Resources	596,585	-	-	596,585
Jail	11,184,050	-	114	11,184,164
Nursing Home	21,916,090	-	-	21,916,090
Assisted Living	1,484,256	-	-	1,484,256
Information Technology	641,189	-	-	641,189
Non County Specials	296,000	-	-	296,000
Grants	128,009	-	-	128,009
Capital Outlay	22,500	9,686,553	-	9,709,053
Debt Service - Principal	1,095,000	-	-	1,095,000
Debt Service - Interest	185,000	-	-	185,000
Total Expenditures	72,980,216	9,686,553	24,632	82,671,401
Excess (Deficiency) of Revenues Over Expenditures	363,567	(9,446,580)	312,839	(8,770,174)
Other Financing Sources (Uses)				
Proceeds of Capital Lease	421,206	-	-	421,206
Transfers In	347,742	2,462,668	-	2,810,410
Transfers Out	(2,462,668)	-	(347,742)	(2,810,410)
Total Other Financing Sources (Uses)	(1,693,720)	2,462,668	(347,742)	421,206
Net Change in Fund Balance	(1,330,153)	(6,983,912)	(34,903)	(8,348,968)
Fund Balances, beginning	35,366,334	9,353,471	471,082	45,190,887
Fund Balances, ending	\$ 34,036,181	\$ 2,369,559	\$ 436,179	\$ 36,841,919

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCES
 OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
 FOR THE YEAR ENDED DECEMBER 31, 2017
 (Unaudited)

Net Change in Fund Balances - Total Governmental Funds \$ (8,348,968)

Amounts reported for governmental activities in the Statement of Activities are different because:

- Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:

Capital asset purchases	10,692,666
Disposal of capital assets	(43,544)
Depreciation	(2,894,500)

- The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net position:

Repayment of debt - bonds	1,095,000
Repayment of debt - capital leases	263,839
Amortization of bond premium	66,791
Capital lease proceeds received	(421,206)

- In the Statement of Activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.

16,847

- Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds:

Compensated absences - change in unfunded liability	472,999
Net OPEB obligation	(60,719)
GASB 68 net pension liability changes:	
Net pension liability	7,477,215
Deferred outflows of resources	(4,762,464)
Deferred inflows of resources	(277,455)

- Internal Services Funds are used by management to account for certain activities. The net activity of internal service funds is reported with governmental activities.

904,164

Change in Net Position of Governmental Activities \$ 4,180,665

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 GOVERNMENTAL FUNDS
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 FOR THE YEAR ENDED DECEMBER 31, 2017
 (Unaudited)

	General	Capital Projects	Other Governmental Funds	Total Governmental Funds
Revenues				
Taxes	\$ 48,369,198	\$ -	\$ -	\$ 48,369,198
Charges for Services				
County Attorney	259,917	-	-	259,917
Deeds	3,704,937	-	116,222	3,821,159
Sheriff/Dispatch/Radio	1,375,003	-	25,812	1,400,815
Maintenance	43	-	-	43
County Land Management	29,461	-	-	29,461
Human Services	89,814	-	-	89,814
Corrections	453,554	-	188,405	641,959
Nursing Home	16,956,939	-	4,096	16,961,035
Assisted Living	1,600,188	-	1,500	1,601,688
Information Technology	12,778	-	-	12,778
Interest	44,600	20,373	1,436	66,409
Grants	131,605	219,600	-	351,105
Other	295,846	-	-	295,846
Total Revenues	73,323,783	239,973	337,471	73,901,227
Expenditures				
Current				
General Government	1,095,196	-	-	1,095,196
Commissioners	164,392	-	-	164,392
Treasurer	13,574	-	-	13,574
County Attorney	3,089,054	-	-	3,089,054
Medical Examiner	79,736	-	-	79,736
Deeds	1,287,370	-	-	1,287,370
Sheriff/Dispatch/Radio	6,256,739	-	24,518	6,281,257
Delegation Office	93,349	-	-	93,349
Finance Office	1,102,939	-	-	1,102,939
Maintenance	4,203,937	-	-	4,203,937
Public Assistance	18,025,251	-	-	18,025,251
Human Resources	596,585	-	-	596,585
Jail	11,184,050	-	114	11,184,164
Nursing Home	21,916,090	-	-	21,916,090
Assisted Living	1,484,256	-	-	1,484,256
Information Technology	641,189	-	-	641,189
Non County Specials	296,000	-	-	296,000
Grants	128,009	-	-	128,009
Capital Outlay	22,500	9,686,553	-	9,709,053
Debt Service - Principal	1,095,000	-	-	1,095,000
Debt Service - Interest	185,000	-	-	185,000
Total Expenditures	72,960,216	9,686,553	24,632	82,671,401
Excess (Deficiency) of Revenues Over Expenditures	363,567	(8,446,580)	312,839	(8,770,174)
Other Financing Sources (Uses)				
Proceeds of Capital Lease	421,206	-	-	421,206
Transfers In	347,742	2,462,668	-	2,810,410
Transfers Out	(2,462,668)	-	(347,742)	(2,810,410)
Total Other Financing Sources (Uses)	(1,693,720)	2,462,668	(347,742)	421,206
Net Change in Fund Balance	(1,330,153)	(6,983,912)	(34,903)	(8,348,968)
Fund Balances, beginning	35,366,334	9,353,471	471,082	45,190,887
Fund Balances, ending	\$ 34,036,181	\$ 2,369,559	\$ 436,179	\$ 36,841,919

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 PROPRIETARY FUNDS
 STATEMENT OF NET POSITION
 DECEMBER 31, 2017
(Unaudited)

	Governmental Activities Internal Service Funds
Assets	
Current Assets	
Cash and short-term investments	\$ 12,398,937
Due from other governments, net	142,109
Accounts receivable, net	71,088
Due from other funds	603,915
Prepaid expenses	184,845
Total Current Assets	13,400,894
Total Assets	13,400,894
Liabilities	
Current Liabilities	
Accounts payable	75,438
Due to other funds	757,448
Incurred but not reported claims liability	924,822
Compensated Absences Payable	1,066,955
Total Current Liabilities	2,824,663
Total Liabilities	2,824,663
Deferred Inflows of Resources	5,516
Total Liabilities and Deferred Inflows of Resources	2,830,179
Net Position	
Unrestricted	10,570,715
Total Net Position	\$ 10,570,715

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 PROPRIETARY FUND
 STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND POSITION
 FOR THE YEAR ENDED DECEMBER 31, 2017
(Unaudited)

	<u>Governmental Activities- Internal Service Funds</u>
Operating Revenues	
Charges for services	\$ 8,389,639
Total Operating Revenues	<u>8,389,639</u>
Operating Expenses	
Claims and premiums	6,408,696
Compensated absences	987,345
Total Operating Expenses	<u>7,396,041</u>
Operating Income (Loss)	993,598
Non-Operating Revenues (Expenses)	
Investment income	25,593
Miscellaneous	(115,027)
Total Non-Operating Revenues (Expenses)	<u>(89,434)</u>
Net Income (Loss)	904,164
Transfers in	506,663
Transfers out	<u>(506,663)</u>
Change in Net Position	<u>904,164</u>
Total Net Position - Beginning of year	9,666,551
Total Net Position - End of year	<u>\$ 10,570,715</u>

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 PROPRIETARY FUND
 STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED DECEMBER 31, 2017
 (Unaudited)

	Governmental Activities- Internal Service Funds
Cash Flows from Operating Activities	
Receipts from users	\$ 8,389,639
Payments to providers	(6,408,696)
Payments to employees	(987,345)
Other receipts (payments)	(363,611)
Net Cash Provided by (Used in) Operating Activities	629,987
Cash Flows from Noncapital Financing Activities	
Net change in due to/from other funds	(755,704)
Transfers to other funds	(506,663)
Net Cash Provided by (Used in) Noncapital Financing Activities	(755,704)
Cash Flows from Investing Activities	
Interest	25,593
Net Cash Provided by (Used in) Investing Activities	25,593
Net Increase (Decrease) in Cash and Cash Equivalents	(100,124)
Balances - Beginning of Year	12,499,061
Balances - End of Year	\$ 12,398,937
Reconciliation of operating income (loss) to net cash provided by operating activities:	
Operating Income (Loss)	\$ 993,598
Adjustments to Reconcile Operating Income to Net Cash Provided	
Non-operating revenue	(115,027)
Change in Assets and Liabilities:	
Due from other governments, net	(5,746)
Accounts receivable, net	(49,079)
Prepaid expenses	(2,770)
Accounts payable	(29,670)
Deferred revenue	(1,603)
Incurred but not reported claims liability	(286,991)
Accrued compensated absences	127,275
Net Cash Provided By (Used in) Operating Activities	\$ 629,987

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 FIDUCIARY FUNDS
 STATEMENT OF FIDUCIARY NET POSITION
 DECEMBER 31, 2017
 (Unaudited)

	Agency Funds			Totals
	Inmates	Nursing Home Residents	Assisted Living Security Deposits	
Assets				
Cash and short-term investments	\$ 241,628	\$ 80,995	\$ 71,174	\$ 393,797
Due from Other Funds	89	1	-	90
Total Assets	241,717	80,995	71,174	393,887
Liabilities				
Due to other funds	180,481	241	6,996	187,718
Due to specific individuals	61,236	80,755	64,178	206,169
Total Liabilities	\$ 241,717	\$ 80,995	\$ 71,174	\$ 393,887

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE

Notes to Financial Statements

1. Summary of Significant Accounting Policies

The accounting policies of the County of Rockingham, New Hampshire (the County) conform to Generally Accepted Accounting Principles (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the GASB's Generally Accepted Accounting Principles applicable to the County, and the County's conformity with such principles, are described below. These disclosures are an integral part of the County's financial statements.

A. Reporting Entity

The County of Rockingham, New Hampshire is a body corporate governed by a Commissioner form of government and provides County services as authorized by state statutes. As required by GAAP, specifically Statement 14 (as amended) 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 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 was applied.

B. Government-wide and Fund Financial Statements

Government-wide Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which are normally supported by taxes, charges for services, and intergovernmental revenues, are reported separately from business-type activities, which rely to a great degree on external fees and charges for support.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Government-wide Financial Statements

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as well as the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Fund Financial Statements

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable

and available. Revenues are considered to be available when they are collectible within the current period and available to pay current liabilities. Generally, all other revenue items are considered to be measurable and available only when cash is received by the County. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The County reports the following major governmental funds:

- The **General Fund** is used to account for the resources traditionally associated with County operations, which are not required legally to be accounted for in another fund. The General Fund is the overall operating fund of the County.
- The **Capital Projects Fund** is used to account for the acquisition or construction of capital assets.

Nonmajor governmental funds account for *special revenue* and *permanent fund* activity.

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 or to other departments or agencies primarily within the County. The self-insured risk management programs are operated by the County and are accounted for as proprietary (internal service) funds in accordance with GASB Statement 10, *Accounting and Financial Reporting for Risk Financing and Related Insured Issues*.

Fiduciary funds are generally used to account for assets that the County holds on behalf of others. The County currently has the following fiduciary (agency) funds:

- **Inmates Funds** account for funds held by the County for individuals incarcerated at the County Corrections Facility.
- **Nursing Home Residents Funds** account for funds held by the County for individuals living in the Long-term Care facility.
- **Assisted Living Security Deposits** are held by the County for individuals living in the Assisted Living Facility.

D. Cash and Short-Term Investments

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are

invested to the extent available, and interest earnings are recognized in the General Fund. Certain capital project and special revenue funds, proprietary, and fiduciary funds segregate cash, and investment earnings become a part of those funds.

Deposits with financial institutions consist primarily of demand deposits, certificates of deposits, and savings accounts. A cash and investment pool is maintained that is available for use by all funds. Each fund's portion of this pool is reflected on the financial statements under the caption "cash and short-term investments". The interest earnings attributable to each fund type are included under investment income.

For purpose of the Statement of Cash Flows, the proprietary funds consider investments with original maturities of three months or less to be short-term investments.

E. 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 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.

F. Inventory

Inventory is valued at cost using the first-in/first-out (FIFO) method. Significant inventory balances on hand in governmental funds at year-end are reported as assets of the respective fund, with an offsetting nonspendable fund balance.

G. Capital Assets

Capital assets, which include land, construction in progress, buildings and improvements, machinery, equipment and furnishings, and vehicles, are reported in the government-wide financial statements. Capital assets are defined by the County as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of three years.

All Long-term Care fixed assets, including those of the Nursing Home, are valued at historical cost. As of November 2001, other County assets were valued at estimated cost and subsequent additions are recorded at actual cost. Donated assets are recorded at the estimated acquisition value at the date of donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the life of the asset are not capitalized. Also, interest costs that are deemed to be immaterial and not directly allocable to a specific asset are expensed when incurred.

The infrastructure assets owned and maintained by the County include only utility tunnels, drainage systems, water and sewer systems and dams and are included in the cost of the building and improvements the infrastructure is most identified with. Condition assessments are performed regularly and the results are used to budget annually the amount necessary to maintain and preserve the infrastructure.

The County has a sizable amount of capital asset projects in process at December 31, 2017 totaling \$10,491,200, most of which is comprised of Long Term Care Services building renovations. The projects in process are included in the reporting of \$39,911,895 net capital assets in the related statements. Once a project is completed, it is reported in the asset category (see Note 7).

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings and improvements	10 - 30
Machinery, equipment, and furnishings	3 - 15
Vehicles	4 - 10

H. Compensated Absences

Certain County employees are entitled to 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 liability of the fund that will pay it.

Until December 31, 2011, the County had a Compensated Absences Fund, a proprietary fund that had provided funding for known separations and long-term absences. Since its creation, the fund had increased its amount of funding available to provide for the growing liability. The fund accounted for all funded liabilities and expenditures. Any expense ineligible for fund use based on County policy was accounted for through the General Fund. Pursuant to GASB Statement 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, the fund was closed effective December 31, 2011. The fund reopened January 1, 2014. The funded portion of the compensated absences liability is reported in the Compensated Absences Fund. Any liability for which no funding is currently available is reported in the government-wide Statement of Net Position long term liabilities.

The calculation of compensated absences can include vacation, sick time, earned time and holiday pay that are 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.

I. Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities. In the applicable governmental activities or proprietary fund type, such long-term obligations are reported in the Statement of Net Position.

J. Fund Equity

Fund equity at the governmental fund financial reporting level is classified as "fund balance". Fund equity for all other reporting is classified as "net position".

Fund Balance – Generally, fund balance represents the difference between current assets and current liabilities/deferred inflows. The County reserves those portions of fund balance that are legally segregated for a specific future use or which do not represent available, spendable resources and, therefore, are not available for appropriation or expenditure. For governmental funds, unassigned fund balances represent the amount that may be available for budgeting future operations. The County has set and exceeded a financial management goal of attaining an unassigned fund balance of at least three months of budgeted appropriations.

The County's fund balance classification policies are as follows:

- 1) Nonspendable funds are either unspendable in the current form (prepaid expenses and inventory) or can never be spent (principal portion of permanent fund).
- 2) Restricted funds are used solely for the purpose in which the fund was established. In the case of amounts restricted for Long-term Care, these funds are created by statute or otherwise have external constraints on how the funds can be expended. The County's special revenue funds fall under this category.
- 3) Committed funds are reported and expended as a result of motions passed by the highest decision-making authority in the County (i.e., the Board of County Commissioners).
- 4) Assigned funds are used for specific purposes as established by management. These funds, which include encumbrances, have been assigned for specific goods and services ordered but not yet paid for. The amount of fund balance designated for use in the next year to reduce the tax burden is categorized as assigned.
- 5) Unassigned funds are available to be spent in future periods. The County has made it a goal to maintain fund balance reserves (currently part of unassigned funds) equivalent to at least three months of current year appropriations. The County has continually been able to meet and exceed this measure in prior years. Unassigned fund balance is \$4,796,450 at December 31, 2017. The decrease in unassigned fund balance is due primarily to \$28,000,000 being assigned for use in transitioning to a June 30 fiscal year.

When an expenditure is incurred that would qualify for payment from multiple fund balance types, the County uses the following order to liquidate liabilities: restricted, committed, assigned, and unassigned.

Net Position – Net position represents the difference between assets/deferred outflows and liabilities/deferred inflows. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction, or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the County or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The remaining net position is reported as unrestricted.

K. Use of Estimates

The preparation of basic financial statements in conformity with Generally Accepted Accounting Principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities

and disclosures for contingent assets and liabilities at the date of the basic financial statements, and the reported amounts of the revenues and expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

2. Stewardship, Compliance, and Accountability

A. Budgetary Information

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. For the County year ended December 31, 2017, \$28,000,000 of the beginning General Fund unassigned fund balance was used to reduce taxes. This amount is much larger compared to prior years as the County is moving to a June 30 fiscal year with one 18-month transitional fiscal period (in accordance with NH RSA 31:94).

B. 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 assigned fund balance and do not constitute expenditures or liabilities of the governmental fund, but are carried forward to supplement appropriations of the succeeding year.

C. Budgetary Basis

The General Fund final appropriation appearing on the "Budget and Actual" page of the fund financial statements represents the final amended budget after all transfers and supplemental appropriations.

D. Budget/GAAP Reconciliation

The budgetary data for the General Fund is based upon accounting principles that differ from Generally Accepted Accounting Principles (GAAP).

Therefore, in addition to the GAAP basis financial statements, the results of operations of the General Fund are presented in accordance with budgetary accounting principles to provide a meaningful comparison with budgetary data.

The following is a summary of adjustments made to the actual revenues and other sources, and expenditures and other uses, to conform to the budgetary basis of accounting.

<u>General Fund</u>	<u>Revenues and Other Financing Sources</u>	<u>Expenditures and Other Financing Uses</u>
Revenues/Expenditures (GAAP Basis)	\$ 73,323,783	\$ 72,960,216
Other financing sources/uses (GAAP Basis)	768,948	2,462,668
Subtotal (GAAP Basis)	<u>74,092,731</u>	<u>75,422,884</u>
Adjustment for inventory budgeted on the cash basis	-	(458,859)
Adjustment for lease proceeds	(421,206)	(421,206)
Recognize use of fund balance as funding source	8,867,240	-
Budgetary Basis	<u>\$ 82,538,765</u>	<u>\$ 74,542,819</u>

E. Deficit Net Position

The Compensated Absences Internal Service Fund reflects a deficit net position of \$(116,520) as of December 31, 2017. It is anticipated that this deficit will be eliminated through future transfers from other funds.

3. Cash and Short-Term Investments

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event of a bank failure, the County's deposits may not be returned to it. RSA 29:2 states, "...the amount of collected funds on deposit in any one bank shall not at any time exceed the sum of its paid-up capital and surplus." The County's deposit policy for custodial credit risk is that all deposits with banks are to be fully insured and collateralized.

As of December 31, 2017, the County's bank balance was fully insured or collateralized.

4. Restricted Cash

Restricted cash represents cash and cash equivalents where use is limited by legal requirements. Within governmental funds, the General Fund restricted cash amount of \$923,843 is comprised of a \$444,441 non-lapsing reserve account to fund Long-term Care Services (established in accordance with RSA 24:13) and \$479,402 for an account that is segregated for LCHIP surcharges (in accordance with RSA 478:17-g). These surcharges are collected by the Registry of Deeds, remitted to the State and are used to fund the State of New Hampshire's Land and Community Heritage Investment Program ("LCHIP"), which was established with RSA 227-M.

The \$91,329 restricted cash that is part of Nonmajor Governmental Funds is comprised of amounts from the Nursing Home Special Account and Deeds Equipment funds, both of which are special revenue funds. The cash for each of these funds is restricted, as it can only be disbursed for expenditures as appropriated by the County Convention for Long Term Care Services and the Registry of Deeds, respectively.

5. Investments

A. Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. State law employs the prudent person rule whereby investments are made as a prudent person would be expected to act, with discretion and intelligence, to seek reasonable income, preserve capital, and, in general, avoid speculative investments.

Presented below is the actual rating as of year-end for the investments of the County (all federal agency securities have an implied credit rating of AAA):

<u>Investment Type</u>	<u>Fair Value</u>	<u>Minimum Legal Rating</u>	<u>Exempt from Disclosure</u>	<u>Rating as of Year - end</u>		
				<u>Aaa</u>	<u>Aa</u>	<u>Not Rated</u>
Mutual Funds	\$ 75,109	N/A	\$ 75,109	\$ -	\$ -	\$ -
Total Investments	\$ 75,109		\$ 75,109	\$ -	\$ -	\$ -

B. Custodial Credit Risk

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, the County will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The County has formal policies for custodial credit risk.

The County has a custodial credit risk exposure of \$75,109 because the related securities are uninsured, unregistered and held by the County's brokerage firm, which is also the counterparty to these securities. The County manages this custodial credit risk with SIPC and excess SIPC.

C. Concentration of Credit Risk

The County places no limit on the amount that may be invested in any one issuer. At December 31, 2017, no investments in any one issuer represent 5% or more of total investments.

D. Foreign Currency Risk

Foreign currency risk is the risk that changes in foreign exchange rates will adversely affect the fair value of an investment. The County does not have a policy for foreign currency risk.

E. Fair Value

The County categorizes its fair value measurements within the fair value hierarchy established by Governmental Accounting Standards Board Statement Number 72, *Fair Value Measurement and Application* (GASB 72). The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The County's investments are categorized as Level 1.

6. Due from Other Governments, Net

Due from other governments at December 31, 2017 consists primarily of amounts due from the State of New Hampshire for Nursing Home receivables.

7. Capital Assets

Capital asset activity for the year ended December 31, 2017 was as follows (in thousands):

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
Capital assets being depreciated:				
Building and improvements	\$ 60,861	\$ 218	\$ (89)	\$ 60,990
Machinery, equipment, and furnishings	13,998	985	(299)	14,682
Vehicles	1,576	188	(83)	1,681
Total capital assets, being depreciated	76,433	1,391	(471)	77,353
Less accumulated depreciation for:				
Building and improvements	(36,217)	(2,032)	62	(38,187)
Machinery, equipment, and furnishings	(8,609)	(666)	282	(8,993)
Vehicles	(1,218)	(198)	83	(1,331)
Total accumulated depreciation	(46,044)	(2,894)	427	(48,511)
Total capital assets being depreciated, net	30,389	(1,503)	(44)	28,842
Capital assets not being depreciated:				
Land	579	-	-	579
Construction in progress	1,189	9,798	(496)	10,491
Total capital assets, not being depreciated	1,768	9,798	(496)	11,070
Governmental activities capital assets, net	\$ 32,157	\$ 8,295	\$ (540)	\$ 38,912

Depreciation expense was charged to functions of the County as follows:

Governmental Activities:	
Long Term Care Services:	
Nursing home	\$ 1,110,050
Assisted living	152,755
Corrections	856,495
Administration and Other:	
Maintenance	418,554
General government	28,520
Deeds	23,994
Finance	11,152
Information technology	7,678
Human resources	17,075
Commissioners	213
Delegation	604
County Attorney	7
Sheriff's Office:	
Sheriff/dispatch/radio	287,410
Total Depreciation Expense	\$ 2,894,507

8. Due to Other Governments

Due to other governments consist of the following at December 31, 2017:

		General Fund
State of New Hampshire	\$	7,831,869 *
Hillsborough County		77,050
Carroll County		29,494
Strafford County		22,712
Total	\$	<u>7,961,125</u>

*=Includes approximately \$4.1 million of transfer taxes and \$3.1 million related to human services liabilities

9. Long-Term Debt

A. Changes in General Long-Term Liabilities

During the year ended December 31, 2017, the following changes occurred in long-term liabilities (in thousands):

	Total Balance <u>1/1/17</u>	Additions	Reductions	Total Balance <u>12/31/17</u>	Less Current Portion	Equals Long-Term Portion <u>12/31/17</u>
Governmental Activities						
Bonds payable	\$ 6,145	\$ -	\$ (1,095)	\$ 5,050	\$ (1,160)	\$ 3,890
Bond premium	152	-	(67)	85	(38)	47
Subtotal	6,297	-	(1,162)	5,135	(1,198)	3,937
Other:						
Capital leases payable	120	421	(264)	277	(137)	140
Compensated absences	2,751	-	(346)	2,405	(300)	2,105
Net OPEB obligation	1,262	148	(87)	1,323	-	1,323
Net pension liability	47,615	-	(7,477)	40,138	-	40,138
Totals	\$ 58,045	\$ 569	\$ (9,336)	\$ 49,278	\$ (1,635)	\$ 47,643

B. General Obligation Bonds

The County issues 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 are as follows:

<u>Governmental Activities:</u>	Serial Maturities	Interest Rate(s) %	Amount Outstanding as of <u>12/31/2017</u>
General Obligation Municipal Purpose Loan of 2013	<u>Through</u> 5/15/2023	3.0- 4.0%	\$ <u>5,050,000</u>

The annual payments to retire all general obligation long-term bonds outstanding as of December 31, 2017 are as follows:

<u>Governmental</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 1,160,000	\$ 139,900	\$ 1,299,900
2019	735,000	105,675	840,675
2020	755,000	83,325	838,325
2021	780,000	60,300	840,300
2022	800,000	36,600	836,600
2023	820,000	12,300	832,300
Total	\$ <u>5,050,000</u>	\$ <u>438,100</u>	\$ <u>5,488,100</u>

C. 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.

The following are the capital lease balances at year-end:

Vehicles, due in annual installments the next of which is \$73,508 including interest, through February 2019 at 3.00%	\$ 140,656
Equipment, due in monthly installments the next of which is \$15,977 including interest, through December 2019 at 3.39%	30,400
Vehicles, due in annual installments the next of which is \$54,770 including interest, through October 2019	<u>105,963</u>
Totals	\$ <u>277,019</u>

Annual debt service requirements to maturity for capital lease obligations, including interest, are as follows:

Year Ended				
December 31	Principal	Interest	Total	
2018	\$ 136,629	\$ 7,627	\$ 144,256	
2019	\$ 140,390	\$ 3,866	\$ 144,256	
Totals	\$ 277,019	\$ 11,493	\$ 288,512	

10. Restricted Net Position

The accompanying entity-wide financial statements report restricted net position when external constraints from grantors or contributors are placed on net position.

Permanent fund restricted net position is segregated between nonexpendable and expendable. The nonexpendable portion represents the original restricted principal contribution and the expendable represents accumulated earnings which are available to be spent based on donor restrictions.

11. Post-Employment Healthcare Insurance Benefits

GASB Statement 45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*, requires governments to account for other post-employment benefits (OPEB), primarily healthcare, on an accrual basis rather than on a pay-as-you-go basis. The effect is the recognition of an actuarially required contribution as an expense on the Statement of Activities when a future retiree earns their post-employment benefits, rather than when they use their post-employment benefit. To the extent that an entity does not fund their actuarially required contribution, a post-employment benefit liability is recognized on the Statement of Net Position over time.

A. Plan Description

The New Hampshire Retirement System (Title VI, Medical Benefits Chapter 100-A:50) requires that political subdivisions in New Hampshire extend the same health insurance coverage to retirees as those offered to active employees, including spousal, and family coverage. Premium rates must be rated on a group basis including both employees and retirees. Premium charges payable by employees and by retirees are at the discretion of the subdivision. As of January 1, 2017 (the actuarial valuation date), 26 retirees, covered spouses, and survivors, and 409 active employees met the eligibility requirements. The plan does not issue a separate financial report.

B. Benefits Provided

The County provides medical, prescription drug, and mental health/substance abuse benefits to retirees and their covered dependents. All active employees who retire from the County and meet the eligibility criteria will receive these benefits.

C. Funding Policy

The contributions policy of the County is established by the County and state law. The contributions are based upon a pay-as-you-go financing plan. Retirees under age 65 may participate in these same coverage plans as active employees by paying 100% of the required premium. Surviving spouses continue to receive coverage after the death of the eligible retired employee, but are required to continue to pay 100% of the premiums.

D. Annual OPEB Costs and Net OPEB Obligation

The County of Rockingham's 2017 annual OPEB expense is calculated based on the Annual Required Contribution of the Employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the Normal Cost (NC) per year and amortize any unfunded actuarial liability (UAAL), or funding excess, over a period of thirty years. This calculation is performed using an open amortization and level service. The following table shows the components of the County's annual OPEB cost for the year ending December 31, 2017, the amount actually contributed to the plan, and the change in the County's net OPEB obligation based on an interim actuarial valuation as of December 31, 2017.

Annual Required Contribution (ARC)	\$	170,570
Interest on net OPEB Obligation		50,514
Adjustment to ARC		(73,039)
Annual OPEB cost		148,045
Contributions made*		(87,326)
Increase in net OPEB obligation		60,719
Net OPEB obligation - beginning of year		1,262,848
Net OPEB obligation - end of year	\$	1,323,567

*The County made no separately identified contributions. The excess morbidity cost for retirees under age 65 are implicit in the premiums paid for active lives. *Contributions made* is the estimated portion of premiums for retirees under age 65.

The County's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation were as follows:

<u>Year Ended</u>	<u>Annual OPEB Cost</u>	<u>Percentage of OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
2017	\$ 148,045	59.0%	\$ 1,323,567
2016	\$ 276,569	34.2%	\$ 1,262,848
2015	\$ 264,158	26.0%	\$ 1,080,857
2014	\$ 268,398	68.4%	\$ 885,426

E. Funded Status and Funding Progress

The funded status of the plan as of January 1, 2017, the date of the most recent interim actuarial valuation, was as follows:

Actuarial Accrued Liability (AAL)	\$ 1,569,390
Actuarial value of plan assets	-
Unfunded actuarial accrued liability (UAAL)	\$ 1,569,390
Funded ratio (actuarial value of plan assets/AAL)	0%
Covered payroll (active plan members)	\$ 18,729,923
UAAL as a percentage of covered payroll	8.4%

Actuarial valuations of an ongoing plan involve estimates of the value of reported amount and assumptions about the probability of occurrence of events far into the future. Examples included assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision, as actual results are compared with past expectations and new estimates are made about the future. The Schedule of OPEB Funding Progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

F. Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the plan as understood by the County and the plan members and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the County and plan members

to that point. The actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the January 1, 2017 actuarial valuation, the entry age normal level dollar method was used. The actuarial value of assets was not determined, as the County has not advance funded its obligation. The actuarial assumptions included a 4.0% investment rate of return (net of administrative expenses), the anticipated long-term investment return on the County's invested funds. Healthcare inflation is calculated based upon a trend of 8.00% grading to down to 5.0% over 10 years. UAAL is being amortized over a 30-year period (level dollar method, on an open basis) using a 4.0% interest rate discount factor.

12. New Hampshire Retirement System

The County follows the provisions of GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*, with respect to the State of New Hampshire Retirement System (NHRS).

A. Plan Description

Full-time employees participate in the State of New Hampshire Retirement System, a cost sharing, multiple-employer defined benefit contributory pension plan and trust established in 1967 by RSA 100-A:2 and qualified as a tax-exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The plan is a contributory, defined benefit plan providing service, disability, death, and vested retirement benefits to members and their beneficiaries. Substantially all full-time state employees, public school teachers and administrators, permanent firefighters, and permanent police officers within the State of New Hampshire are eligible and required to participate in the system. Full-time employees of political subdivisions, including counties, municipalities, and school districts, are also eligible to participate as a group if the governing body of the political subdivision has elected participation.

The New Hampshire Retirement System, a Public Employees Retirement System (PERS), is divided into two membership groups. State or local employees and teachers belong to *Group I*. Police officers and firefighters belong to *Group II*. All assets are held in a single trust and are available to each group. Additional information is disclosed in the NHRS annual report publicly available from the New Hampshire Retirement System located at 54 Regional Drive, Concord, New Hampshire 03301-8507.

B. Benefits Provided

Group I members at age 60 or 65 (for members who commence service after July 1, 2011) qualify for a normal service retirement allowance based on years of creditable service and average final salary for the highest of either three or five years, depending on when their service commenced. The yearly pension amount is $1/60$ or 1.667% of average final compensation (AFC), multiplied by years of creditable service. At age 65, the yearly pension amount is recalculated at $1/66$ or 1.515% of AFC multiplied by years of creditable service.

Group II members who are age 60, or members who are at least age 45 with at least 20 years of creditable service, can receive a retirement allowance at a rate of 2.5% of AFC for each year of creditable service, not to exceed 40 years. Members commencing service on or after July 1, 2011 or members who have a nonvested status as of January 1, 2012 can receive a retirement allowance at age 52.5 with 25 years of service or age 60. The benefit shall be equal to 2% of AFC times creditable service up to 42.5 years. However, a member who commenced service on or after July 1, 2011 shall not receive a retirement allowance until attaining the age of 52.5, but may receive a reduced allowance after age 50 if the member has at least 25 years of creditable service where the allowance shall be reduced, for each month by which the benefit commencement date precedes the month after which the member attains 52.5 years of age by $1/4$ of 1% or age 60.

Members of both groups may qualify for vested deferred allowances, disability allowances and death benefit allowances subject to meeting various eligibility requirements. Benefits are based on AFC or earned compensation and/or service.

C. Contributions

Plan members are required to contribute a percentage of their gross earnings to the pension plan, which the contribution rates are 7% for employees and 11.55% for sheriff's deputies and correctional officers. The County makes annual contributions to the pension plan equal to the amount required by Revised Statutes Annotated 100-A:16, and range from 11.38% to 29.43% of covered compensation. The County's contributions to NHRS for the year ended December 31, 2017 were \$3,077,529, which was equal to its annual required contribution.

D. Summary of Significant Accounting Policies

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the NHRS and additions to/deductions from NHRS' fiduciary net position have been determined on the same basis as they are reported by NHRS. For this

purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

E. Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At December 31, 2017, the County reported a liability of \$40,137,752 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2017. The County's proportion of the net pension liability was based on a projection of the County's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2017, the County's proportion was 0.81614093 percent.

At the most recent measurement date of June 30, 2017, the County's proportion was 0.81614093 percent, which was a decrease of 0.07928198 percent from its previous year proportion.

For the year ended December 31, 2017, the County recognized pension expense of \$3,186,505. In addition, the County reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 91,009	\$ 510,838
Net difference between projected & actual earnings on pension plan investments	-	511,174
Changes of assumptions	4,030,360	-
Changes in proportion & differences between contributions & proportionate share of contributions	-	661,739
Contributions subsequent to the measurement date	1,598,066	-
Totals	<u>\$ 5,719,435</u>	<u>\$ 1,683,751</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year ended December 31:</u>	
2018	\$ (332,330)
2019	807,566
2020	744,659
2021	<u>(1,328,783)</u>
Total	\$ <u>(108,888)</u>

F. Actuarial Assumptions

The total pension liability in the June 30, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.5 percent per year
Salary increases	3.25 - 5.6 percent average, including inflation
Investment rate of return	7.25 percent, net of pension plan investment expense, including inflation

Mortality rates were based on the RP-2014 Employee generational mortality tables for males and females, adjusted for mortality improvements using Scale MP-2015, based on the last experience study.

The actuarial assumptions used in the June 30, 2017 valuation were based on the results of the most recent actuarial experience study, which was for the period July 1, 2010 – June 30, 2015.

The long-term expected rate of return on pension plan investments was selected from a best estimate range determined using the building block approach. Under this method, an expected future real return range is calculated separately for each asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return net of investment expenses by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major class are summarized in the following table:

Asset class	Target allocation	2017 Weighted average long-term expected real rate of return
Large cap equities	22.50%	4.25%
Small/mid cap equities	7.50	4.50
Total domestic equity	30.00	
International equities (unhedged)	13.00	4.50
Emerging international equities	7.00	6.25
Total international equity	20.00	
Core bonds	5.00	0.75
Short duration	2.00	(0.25)
Global multi-sector fixed income	11.00	2.11
Absolute return fixed income	7.00	1.26
Total fixed income	25.00	
Private equity	5.00	6.25
Private debt	5.00	4.75
Opportunistic	5.00	2.84
Total alternative investments	15.00	
Real estate	10.00	3.25
Total	100.00%	

G. Discount Rate

The discount rate used to measure the total pension liability was 7.25%. The projection of cash flows used to determine the discount rate assumed that the plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. For purposes of the projection, member contributions and employer service cost contributions are projected based on the expected payroll of current members only. Employer contributions are determined based on the pension plan's actuarial funding policy and as required by RSA 100-A:16. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

H. Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the County's proportionate share of the net pension liability calculated using the discount rate of 7.25 percent, as well as what the County's proportionate share of the net pension liability would be if it

were calculated using a discount rate that is one percentage-point lower (6.25%) or one percentage-point higher (8.25%) than the current rate:

<u>Fiscal year ended</u>	<u>1% Decrease to 6.25%</u>	<u>Current single rate assumption 7.25%</u>	<u>1% Increase to 8.25%</u>
June 30, 2017	\$ 6,479,208,704	4,917,992,831	3,638,638,217

I. Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued NHRS financial report.

13. Self-Insurance

The County self-insures against claims for most health coverage, workers' compensation and most employee dental coverage. Annual estimated requirements for claims are provided in the County's annual operating budget.

Health Insurance

The County contracts with an insurance carrier for excess liability coverage and an insurance consultant for claims processing. Under the terms of its health insurance coverage for nonunion employees (and those of one union, Sheriff's Supervisors), the County is liable for all medical claims up to \$150,000 for a covered individual. Claims exceeding this amount are the responsibility of the stop loss (or reinsurance) carrier, which funds these specific claims in advance to the County, which then pays the claims to the providers. The claims liability represents an estimate of claims incurred but unpaid at year end, based on past historical costs and claims paid subsequent to year end.

Dental Insurance

The County does not contract with an insurance carrier for excess liability coverage. Under the terms of its dental insurance coverage, the County is liable for all dental claims up to an annual maximum of \$1,500 per covered individual on the "low" plan and \$2,000 per covered individual on the "high" plan. Any claim amounts exceeding \$1,500 or \$2,000 maximum are the responsibility of the covered plan participants. The claims liability represents an estimate of claims incurred but unpaid at year-end, based on past historical costs and claims paid subsequent to year-end.

Workers' Compensation

The County contracts with an insurance consultant for claims processing of the County's workers' compensation policy, which has no excess liability coverage for any employees. The County does have excess worker's compensation coverage through another provider. The workers' compensation claims liability represents an estimate of future costs based on a historical analysis of similar claims for all employees excluding public safety. The County is unable to make any reasonable estimate of its liability for public safety employees.

Changes in the aggregate liability for claims for the year ended December 31, 2017 are as follows:

	<u>Health</u>	<u>Dental</u>	<u>Workers' Compensation</u>	<u>Total</u>
Claims liability, beginning of year	\$ 220,097	\$ 13,961	\$ 977,755	\$ 1,211,813
Claims incurred/recognized	5,638,517	481,897	1,292	6,121,705
Claims paid	<u>(5,669,471)</u>	<u>(478,042)</u>	<u>(261,184)</u>	<u>(6,408,696)</u>
Claims liability, end of year	<u>\$ 189,143</u>	<u>\$ 17,816</u>	<u>\$ 717,863</u>	<u>\$ 924,822</u>

14. Operating Leases

The County leases office space and equipment annually. Future minimum rental payments are as follows:

<u>Year Ended December 31</u>	<u>Office Space</u>	<u>Equipment Rental</u>	<u>Total</u>
2018	\$ 184,284	\$ 38,174	\$ 222,458
2019	61,632	38,362	99,994
2020	-	26,346	26,346
2021	-	2,381	2,381
Totals	<u>\$ 245,916</u>	<u>\$ 105,263</u>	<u>\$ 351,179</u>

15. 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 is a member of a public entity risk pool for all general liability 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 five years.

16. Commitments and Contingencies

Outstanding Issues – On an ongoing basis, there are typically pending legal issues in which the County is involved. 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. The County's management is also of the opinion that the potential future settlement of such claims would not materially affect its financial statements taken as a whole.

Grants - Amounts received are subject to later year's review and adjustments 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, 2017, 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.

17. Implementation of New GASB Standard

The Governmental Accounting Standards Board (GASB) has issued Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, replacing requirements of Statements No. 45 and 57, effective for the County beginning with its year ending June 30, 2019. This Statement establishes standards for recognizing and measuring liabilities, deferred outflows of resources, deferred inflows of resources, and expenses/expenditure. In addition, this Statement details the recognition and disclosure requirements for employers with payables to defined benefit OPEB plans that are administered through trusts that meet specific criteria and for employers whose employees are provided with defined benefit contribution OPEB.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
SCHEDULE OF OPEB FUNDING PROGRESS
REQUIRED SUPPLEMENTARY INFORMATION

December 31, 2017

(UNAUDITED)

(Amounts Expressed in Thousands)

Other Post-Employment Benefits

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Liability (AAL) - Entry Age (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percent- age of Covered Payroll [(b-a)/c]
1/1/2017	\$ -	\$ 1,569	\$ 1,569	0%	\$ 18,730	8.4%
1/1/2015	\$ -	\$ 2,224	\$ 2,224	0%	\$ 22,443	9.9%
1/1/2013	\$ -	\$ 2,878	\$ 2,878	0%	\$ 19,270	14.9%

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
SCHEDULE OF PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY
REQUIRED SUPPLEMENTARY INFORMATION
 December 31, 2017
 (UNAUDITED)

New Hampshire Retirement System

<u>Fiscal Year</u>	<u>Measurement Date</u>	<u>Proportion of the Net Pension Liability</u>	<u>Proportionate Share of the Net Pension Liability</u>	<u>Covered Payroll</u>	<u>Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll</u>	<u>Plan Fiduciary Net Position Percentage of the Total Pension Liability</u>
December 31, 2015	June 30, 2015	0.86913382%	\$ 34,430,972	\$22,090,187	155.87%	65.47%
December 31, 2016	June 30, 2016	0.89542291%	\$ 47,614,967	\$23,192,721	205.30%	58.30%
December 31, 2017	June 30, 2017	0.81614093%	\$ 40,137,752	\$21,432,783	187.27%	62.66%

Schedules are intended to show information for 10 years. Additional years will be displayed as they become available.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
SCHEDULE OF PENSION CONTRIBUTIONS
REQUIRED SUPPLEMENTARY INFORMATION
December 31, 2017
(UNAUDITED)

New Hampshire Retirement System

Fiscal Year	Contractually Required Contribution	Contributions in Relation to the Contractually Required Contribution	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
December 31, 2015	\$ 3,036,667	\$ 3,036,667	\$ -	\$22,431,661	13.54%
December 31, 2016	\$ 3,019,682	\$ 3,019,682	\$ -	\$21,767,665	13.87%
December 31, 2017	\$ 3,077,529	\$ 3,077,529	\$ -	\$21,241,160	14.49%

Schedules are intended to show information for 10 years. Additional years will be displayed as they become available.

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 NONMAJOR GOVERNMENTAL FUNDS
 COMBINING BALANCE SHEET
 DECEMBER 31, 2017
 (Unaudited)

	Special Revenue										Permanent Funds	Total Nonmajor Governmental Funds
	Drug Task Force	Expendable Trusts	Nursing Home Special Account	Assisted Living Donations	Inmate Commissary	Inmate Chapel	Deeds Equipment	WFSurvivant Memorial	Nonexpendable Trust			
Assets												
Cash and Equivalents	\$ 70,365	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,365
Restricted Cash	-	-	83,067	-	-	-	-	-	8,262	-	-	91,329
Investments	-	28,562	-	-	-	-	-	-	-	46,547	-	75,109
Accounts Receivable, net	-	-	-	-	278	-	-	-	-	-	-	278
Due from Other Funds	-	-	438	9,541	219,958	12,381	426	-	-	-	-	242,744
Total Assets	\$ 70,365	\$ 28,562	\$ 83,505	\$ 9,541	\$ 220,237	\$ 12,381	\$ 8,688	\$ 5,220	\$ 46,547	\$ -	\$ 485,046	
Liabilities												
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Leases Payable	-	-	-	-	-	-	-	-	-	-	-	-
Due to Other Funds	3,205	28,043	-	-	64	-	-	-	-	17,554	-	48,867
Total Liabilities	3,205	28,043	-	-	64	-	-	-	-	17,554	-	48,867
Fund Balances												
Nonspendable	-	-	-	-	-	-	-	-	-	-	28,993	28,993
Restricted	67,159	620	83,505	9,541	220,172	12,381	8,688	5,220	-	-	-	407,196
Total Fund Balances	67,159	620	83,505	9,541	220,172	12,381	8,688	5,220	-	-	28,993	436,179
Total Liabilities and Fund Balances	\$ 70,365	\$ 28,562	\$ 83,505	\$ 9,541	\$ 220,237	\$ 12,381	\$ 8,688	\$ 5,220	\$ 46,547	\$ -	\$ 485,046	

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
NONMAJOR GOVERNMENTAL FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED DECEMBER 31, 2017
(Unaudited)

	Special Revenue										Permanent Funds	Total Nonmajor Governmental Funds
	Drug Task Force	Expendable Trusts	Nursing Home Special Account	Assisted Living Donations	Inmate Commissary	Inmate Chapel	Deeds Equipment	WFSurtevant Memorial	Nonexpendable Trust			
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-	-	-	-	-
County Attorney	-	-	-	-	-	-	-	-	-	-	-	-
Deeds	-	-	-	-	-	116,222	-	-	-	-	-	116,222
Sheriff/Dispatch/Radio	25,812	-	-	-	-	-	-	-	-	-	-	25,812
Corrections	-	-	-	187,805	600	-	-	-	-	-	-	188,405
Nursing Home	-	-	4,096	-	-	-	-	-	-	-	-	4,096
Assisted Living	-	-	-	1,500	-	-	-	-	-	-	-	1,500
Interest	49	93	209	-	814	42	94	-	-	-	136	1,437
Total Revenues	25,861	93	4,305	1,500	188,619	642	116,316	-	-	-	136	337,471
Expenditures												
Current												
Sheriff/Dispatch/Radio	24,518	-	-	-	-	-	-	-	-	-	-	24,518
Corrections	-	-	-	-	114	-	-	-	-	-	-	114
Non County Specials	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - Principal	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - Interest	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	24,518	-	-	-	114	-	-	-	-	-	-	24,632
Excess (Deficiency) of Revenues Over Expenditures	1,342	93	4,305	1,500	188,605	642	116,316	-	-	-	136	312,839
Other Financing Sources (Uses)												
Transfers In	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	(6,909)	-	(190,080)	(753)	(150,000)	-	-	-	-	(347,742)
Total Other Financing Sources (Uses)	-	-	(6,909)	-	(190,080)	(753)	(150,000)	-	-	-	-	(347,742)
Net Change in Fund Balance	1,342	93	(2,604)	1,500	(1,575)	(111)	(33,684)	-	-	-	136	(34,903)
Fund Balances, beginning	65,817	426	86,109	8,041	221,747	12,492	42,372	5,220	28,857	-	-	471,082
Fund Balances, ending	\$ 67,159	\$ 520	\$ 83,505	\$ 9,541	\$ 220,172	\$ 12,381	\$ 8,688	\$ 5,220	\$ 28,993	\$ -	\$ -	\$ 436,179

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 PROPRIETARY FUNDS
 COMBINING STATEMENT OF NET POSITION
 DECEMBER 31, 2017
 (Unaudited)

	Health Fund	Dental Fund	Workers' Compensation Fund	Compensated Absences Fund	Governmental Activities Internal Service Funds
Assets					
Current Assets					
Cash and short-term investments	\$7,168,319	\$ 170,454	\$ 4,479,719	\$ 580,445	\$ 12,398,937
Due from other governments, net	1,116	-	140,994	-	142,109
Accounts receivable, net	51,103	597	18,181	1,207	71,088
Due from other funds	50,339	99,773	2,154	441,649	603,915
Prepaid expenses	104,916	50,878	29,053	-	184,845
Total Current Assets	7,385,793	321,700	4,670,101	1,023,301	13,400,894
Total Assets	7,385,793	321,700	4,670,101	1,023,301	13,400,894
Liabilities					
Current Liabilities					
Accounts payable	33,712	31,342	9,305	1,079	75,438
Due to other funds	93,020	25,399	567,242	71,787	757,448
Incurrd but not reported claims liability	189,143	17,816	717,863	-	924,822
Compensated absences payable	-	-	-	1,066,955	1,066,955
Total Current Liabilities	315,875	74,557	1,294,410	1,139,821	2,824,663
Total Liabilities	315,875	74,557	1,294,410	1,139,821	2,824,663
Deferred Inflows of Resources	1,889	3,626	-	-	5,516
Total Liabilities and Deferred Inflows of Resources	317,764	78,183	1,294,410	1,139,821	2,830,179
Net Position					
Unrestricted	7,068,028	243,517	3,375,691	(116,520)	10,570,715
Total Net Position	\$7,068,028	\$ 243,517	\$ 3,375,691	\$ (116,520)	\$ 10,570,715

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 PROPRIETARY FUNDS
 COMBINING STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
 FOR THE YEAR ENDED DECEMBER 31, 2017
 (Unaudited)

	Health Fund	Dental Fund	Workers' Compensation Fund	Compensated Absences Fund	Governmental Activities Total Internal Service Funds
Operating Revenues					
Charges for services	\$ 6,924,744	\$ 385,348	\$ 567,332	\$ 512,215	\$ 8,389,639
Total Operating Revenues	6,924,744	385,348	567,332	512,215	8,389,639
Operating Expenses					
Claims and premiums	5,669,471	478,042	261,184	-	6,408,696
Compensated absences	-	-	-	987,345	987,345
Total Operating Expenses	5,669,471	478,042	261,184	987,345	7,396,041
Operating Income (Loss)	1,255,273	(92,693)	306,149	(475,130)	993,598
Non-Operating Revenues (Expenses)					
Investment income	10,112	364	12,222	2,894	25,593
Miscellaneous	(76,765)	-	(38,976)	714	(115,027)
Total Non-Operating Revenues (Expenses)	(66,653)	364	(26,754)	3,609	(89,434)
Net Income (Loss) before Transfers	1,188,620	(92,330)	279,394	(471,521)	904,164
Transfers in	-	81,782	-	424,881	506,663
Transfers out	-	-	(506,663)	-	(506,663)
Change in Net Position	1,188,620	(10,548)	(227,268)	(46,640)	904,164
Total Net Position - Beginning of year	5,879,408	254,055	3,602,959	(69,881)	9,666,551
Total Net Position - End of year	\$ 7,068,028	\$ 243,517	\$ 3,375,691	\$ (116,520)	\$ 10,570,715

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
 PROPRIETARY FUNDS
 COMBINING STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED DECEMBER 31, 2017
 (Unaudited)

	Health Fund	Dental Fund	Workers' Compensation Fund	Compensated Absences Fund	Governmental Activities Total Internal Service Funds
Cash Flows from Operating Activities					
Receipts from users	\$ 6,924,744	\$ 385,348	\$ 567,332	\$ 512,215	\$ 8,389,639
Payments to providers	(5,669,471)	(478,042)	(261,184)	-	(6,408,697)
Payments to employees	-	-	-	(987,345)	(987,345)
Other Receipts (Payments)	(132,073)	5,275	(321,153)	84,338	(363,613)
Net Cash Provided by (Used in) Operating Activities	1,123,200	(87,418)	(15,004)	(390,790)	629,987
Cash Flows from Noncapital Financing Activities					
Net change in due to/from other funds	(190,894)	(93,104)	435,404	(907,110)	(755,704)
Transfers from Other Funds	-	61,782	-	424,881	506,663
Transfers to Other Funds	-	-	(508,663)	-	(508,663)
Net Cash Provided by (Used in) Noncapital Financing Activities	(190,894)	(11,323)	(73,259)	(482,228)	(755,704)
Cash Flows from Investing Activities					
Interest	16,112	364	12,222	2,894	25,593
Net Cash Provided by (Used in) Investing Activities	16,112	364	12,222	2,894	25,593
Net Increase (Decrease) in Cash and Cash Equivalents	942,418	(88,377)	(74,041)	(870,124)	(100,124)
Balances - Beginning of Year	8,225,901	268,831	4,553,759	1,450,369	12,498,861
Balances - End of Year	\$ 7,168,319	\$ 170,454	\$ 4,479,719	\$ 580,445	\$ 12,398,937
Reconciliation of operating income (loss) to net cash provided by operating activities:					
Operating Income (Loss)	\$ 1,255,273	\$ (92,893)	\$ 306,149	\$ (475,130)	\$ 993,599
Adjustments to Reconcile Operating Income to Net Cash Provided (Used) by Operating Activities:					
Miscellaneous Non Operating Revenues (Expenses)	(76,785)	-	(38,976)	714	(115,027)
Change in Assets and Liabilities:					
Deposits	-	-	-	-	-
Accrued Interest	-	-	-	-	-
Due from other governments, net	(1,156)	-	(4,630)	-	(5,746)
Accounts receivable, net	(51,777)	(426)	4,331	(1,207)	(49,079)
Prepaid expenses	22,846	(98)	(25,818)	-	(2,770)
Accounts payable	6,614	2,528	3,633	(42,443)	(29,670)
Accrued Liabilities	-	-	-	-	-
Deferred inflows of resources	(1,021)	(582)	-	-	(1,603)
Incurred but not reported claims liability	(38,954)	3,855	(289,892)	-	(266,991)
Accrued compensated absences	-	-	-	127,275	127,275
Net Cash Provided By (Used in) Operating Activities	\$ 1,123,200	\$ (87,418)	\$ (15,004)	\$ (390,790)	\$ 629,987

COUNTY OF ROCKINGHAM, NEW HAMPSHIRE
FIDUCIARY FUNDS
COMBINING STATEMENT OF FIDUCIARY NET POSITION
DECEMBER 31, 2017
(UNAUDITED)

	<u>Inmates</u>	<u>Nursing Home Residents</u>	<u>Assisted Living Security Deposits</u>	<u>Total Agency Funds</u>
ASSETS				
Cash and short-term investments	\$ 241,628	\$ 80,995	\$ 71,174	\$ 393,797
Receivables	89	1	-	90
Total Assets	<u>\$ 241,717</u>	<u>\$ 80,995</u>	<u>\$ 71,174</u>	<u>\$ 393,887</u>
LIABILITIES				
Due to other funds	\$ 180,481	\$ 241	\$ 6,996	\$ 187,718
Due to specific individuals	61,236	80,755	64,178	206,169
Total Liabilities	<u>\$ 241,717</u>	<u>\$ 80,995</u>	<u>\$ 71,174</u>	<u>\$ 393,887</u>