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1982
REPORT
OF THE
OFFICERS
OF
CHESHIRE COUNTY



For The Year
Ending December 31, 1982

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 For The Year
 Ending December 31, 1982

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COUNTY OFFICERS

COMMISSIONERS

DAVID G. ADAMS	Westmoreland
WILLIAM F. LYNCH	Keene
HAROLD E. SAVAGE	Rindge

COORDINATOR

D.M. DROUIN	Keene
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TREASURER

WARREN G. ALLEN	Spofford
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ATTORNEY

EDWARD J. O'BRIEN	Keene
MARTHA R. CROCKER, ASSISTANT	Keene

SHERIFF

KENNETH N. LYSITT	Keene
-------------------	-------

CLERK OF SUPERIOR COURT

STILLMAN D. ROGERS	Keene
--------------------	-------

JUDGE OF PROBATE

PETER S. ESPIEFS	Keene
------------------	-------

REGISTER OF PROBATE

PHYLLIS J. PARKER	Keene
-------------------	-------

REGISTER OF DEEDS

EVELYN S. HUBAL	Keene
-----------------	-------

WELFARE DIRECTOR

MIMI BARBER	Keene
-------------	-------

MEDICAL REFEREE

CHARLES E. SCHOFIELD	Keene
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ADMINISTRATOR AT
MAPLEWOOD HOME AND HOSPITAL

RICHARD A. WILSON	Westmoreland
Appointed, February, 1982	

DIRECTOR OF NURSING SERVICES

HARRIET T. DAVENPORT	Westmoreland
Appointed, January, 1982	

PHYSICIAN AT MAPLEWOOD HOSPITAL

WILLIAM H. TATEM, M.D.	Walpole
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MEMBERS OF CHESHIRE COUNTY
DELEGATION

DIST. NO. 1

ALSTEAD, SURRY, WALPOLE, WESTMORELAND

ROBERT L. GALLOWAY Walpole
JEFFREY G. MILLER Walpole
ROBERT W. MOORE, JR. Westmoreland

DIST. 2 - CHESTERFIELD

TERRY L. WIGGIN

DIST. 3 - HINSDALE, WINCHESTER

ELMER L. JOHNSON Winchester
DENNIS S. LITTKY Winchester
PATRICK L. O'CONNOR Hinsdale

DIST. 4 - FITZWILLIAM, RICHMOND

JESSE F. DAVIS Fitzwilliam

DIST. 5 - SWANZEY

DAVID M. PERRY - MARGARET A. RAMSAY

DIST. 6 - TROY

WILLIAM R. MATSON

DIST. 7 - RINDGE

JEAN T. WHITE

DIST. 8 - JAFFREY

CLAYTON H. CRANE - FREDERICK T. ERNST

DIST. 9 - MARLBOROUGH, ROXBURY

IRVIN H. GORDON

DIST. 10 - DUBLIN, HARRISVILLE, NELSON

WILLIAM A. RILEY

DIST. 11 - GILSUM, MARLOW, STODDARD, SULLIVAN

DANIEL A. EATON

DIST. 12 - KEENE, WARD 1

MARGARET A. LYNCH - MARILEE P. ROUILLARD

DIST. 13 - KEENE, WARD 2

DELINA R. HICKEY - PATRICIA T. RUSSELL

DIST. 14 - KEENE, WARD 3

WILLIAM H. KENNEDY - NANCY J. PROCTOR

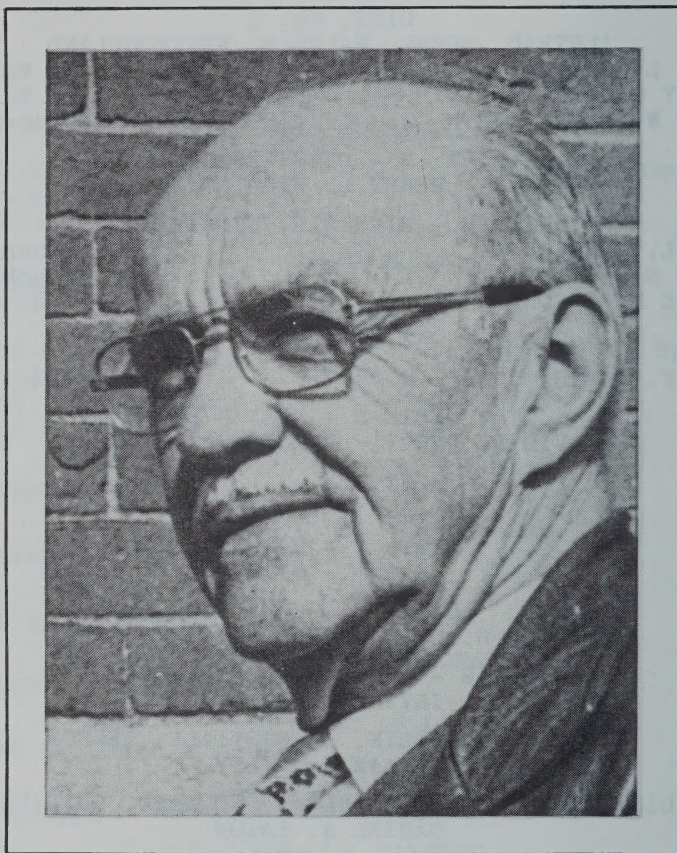
DIST. 15 - KEENE, WARD 4

ROBERT T. EISENGREIN - ROBERT E. BARBER

DIST. 16 - KEENE, WARD 5

NANCY E. BAYBUTT - ANDREA A. SCRANTON

In Appreciation



HAROLD E. SAVAGE

Cheshire County Commissioner

YEARS OF SERVICE

1963 -- 1964

1967 -- 1982

RETIRED DECEMBER 31, 1982

COMMISSIONER'S REPORT FOR 1983

To the Citizens of Cheshire County:

The year started off with several key employment changes, with the announced retirement of Harriet Waterman, Director of Nursing, and C. Russell Waterman who was Administrator of the Westmoreland facility for some 16 years. Replacing these two most dedicated employees were Mrs. Harriet Davenport who assumed the duties as Director of Nursing and Mr. Richard Wilson was named by the Commissioners as the Administrator.

We gratefully acknowledge the many years of dedicated service that Mr. and Mrs. Waterman gave to the County of Cheshire and extend to them on behalf of all of the employees and the residents of Cheshire County our heartfelt thanks and best wishes for an enjoyable and fulfilling retirement.

During the year, the Commissioners--with the assistance of the coordinator and Mr. Wilson, the Administrator--spent much of their planning time in preparing an employment wage classification system to effect proper identification of job responsibilities and its accompanying remunerations. This completed program was presented to the Delegation's Executive Committee and received their approval for preparation to be incorporated into the 1983 budget process.

The 1982 year was the last year of Commissioner Harold Savage's participation in Cheshire County government. Harold had served as a Commissioner since 1963 and in recent years as the Commissioner's Chairman. He was responsible for the overseeing of the building program within the County over the last decade. Commissioner Savage's experience and soothing personality was a great asset to the administration of the County's business, and we are all thankful for the assistance and the dedication he gave to Cheshire County.

The Cheshire County Commissioners wish to recognize and gratefully acknowledge their dedicated employees and congratulate them on their excellent service to the County residents.

William F. Lynch, Clerk
Cheshire County Board of
Commissioners

In the Commission's Report for 1967

The year started off with several key appointments, with the continued support of various bodies, including the Council, the Commission, and the various departments. The Commission has been particularly active in the area of research and development, with a number of new projects being initiated. The Commission has also been successful in securing additional funding from various sources, which will enable it to carry out its work more effectively. The Commission's activities have been supported by the various departments, and the Commission has been able to maintain its high standards of performance throughout the year.

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Commissioner's Report for 1967

Commissioner's Report for 1967

REPORT OF TREASURER OF CHESHIRE COUNTY

To the Board of Commissioners of the County of Cheshire:

Gentlemen: I hereby submit the report of the Treasurer of the County of Cheshire for the year ending December 31, 1982.

REVENUE

Alstead	\$ 66,110.00
Chesterfield	143,505.00
Dublin	96,330.00
Fitzwilliam	84,556.00
Gilsum	23,411.00
Harrisville	61,579.00
Hinsdale	121,558.00
Jaffrey	220,167.00
Keene	850,638.00
Marlboro	61,308.00
Marlow	26,910.00
Nelson	36,405.00
Richmond	41,424.00
Rindge	152,538.00
Roxbury	9,576.00
Stoddard	82,902.00
Sullivan	17,660.00
Surry	27,209.00
Swanzey	182,595.00
Troy	63,723.00
Walpole	173,942.00
Westmoreland	64,482.00
Winchester	104,224.00
Taxes	<u>\$2,712,752.00</u>
Maplewood Nursing Home	2,714,739.00
Farm	192,809.00
Jail Reimbursement	864.00
Reimbursement for Aid:	
Old Age Assistance	97.00
Direct Aid	3,086.00
Board & Care Children	1,016.00
Miscellaneous	12,718.00
Register of Deeds - Fees	97,090.00
Register of Probate - Fees	7,320.00
Sheriff's Dept. - Fees	44,187.00
Fire Mutual Aid	52,446.00
Reimbursement of Radio Program	2,000.00
Superior Court - Fines & Fees	2,382.00
Interest	238,463.00
State Reimbursement (Sewerage Grant)	5,182.00
Federal Revenue Sharing Used	158,293.00
TOTAL	<u>\$6,245,444.00</u>

Fund Balance Used to Reduce 1982

Appropriation

\$ 300,000.00

Total Revenue

\$6,545,444.00

REPORT OF CAPITAL RESERVE

Balance January 1, 1982

\$ 20,007.28

Interest

1,579.34

Balance on hand

\$ 21,586.62

Respectfully submitted
 WARREN G. ALLEN
 Treasurer

Board of County Commissioners
County of Cheshire, New Hampshire

Gentlemen:

We have examined the combined financial statements of the County of Cheshire, New Hampshire, as at and for the year ended December 31, 1982, as listed in the table of contents. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances, except as stated in the following paragraph.

The County has not maintained complete records of its general fixed assets. The general fixed assets account group included in these financial statements has been prepared using both actual and estimated historical costs provided by county management and current appraisal data provided by insurance companies. Generally accepted accounting principles require that fixed asset values should be determined and maintained at historical cost. Because we were unable to satisfy ourselves by appropriate audit tests or by other means, because of incomplete records, we are unable to express an opinion on the accompanying financial statements of the general fixed asset account group.

In our opinion, except for the financial statement of the general fixed asset account group, the combined financial statements referred to above present fairly the financial position of the County of Cheshire, and the changes in financial position of its proprietary fund types for the year then ended, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

Our examination was made for the purpose of forming an opinion on the combined financial statements taken as a whole. The supporting schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the combined financial statements of the County of Cheshire, New Hampshire. The information has been subjected to the auditing procedures applied in the examination of the combined financial statements, and in our opinion, is fairly stated in all material respects in relation to the combined financial statements taken as a whole.

June 9, 1983

John J. Hurley & Co., P.C.

Edit Note: More detailed financial report is available
at the County Commissioners Business Office.

Exhibit 1

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Combined Balance Sheet
All Fund Types and Account Groups
December 31, 1982

	Governmental Fund Type		
	General	Special Revenue	Capital Projects
<u>Assets</u>			
Cash	\$ 857,099	\$ 53,438	\$ 44,771
Accounts Receivable	15,203	-	-
Due from Other Funds (Note 5)	1,951	2,001	-
Prepaid Expenses:	-	-	-
Inventories	-	-	-
Property, Plant and Equipment, Net of Accumulated Depreciation (Note 2)	-	-	-
Amount Required to be Provided in the Future for Retirement of Debt	-	-	-
	<hr/>	<hr/>	<hr/>
<u>Total Assets</u>	<u>\$ 874,253</u>	<u>\$ 55,439</u>	<u>\$ 44,771</u>
<u>Liabilities and Fund Equity</u>			
<u>Liabilities</u>			
Accounts Payable	\$ 441,946	\$ -	\$ -
Accrued Expenses	-	-	-
Due to Patients and Other Agencies	-	-	-
Due to Other Funds (Note 5)	10,041	-	1,951
General Obligation Bonds Payable (Note 3)	-	-	-
	<hr/>	<hr/>	<hr/>
<u>Total Liabilities</u>	<u>451,987</u>	<u>-</u>	<u>1,951</u>
<u>Fund Equity</u>			
Contributed Capital	-	-	-
Investment in General Fixed Assets	-	-	-
Retained Earnings (Deficit) (Notes 4 and 10):			
Unreserved	-	-	-
Reserved for Specific Capital Outlay	-	-	-
Fund Balance:			
Reserved for Specific Capital Projects	-	-	42,820
Unreserved:			
Undesignated	422,266	55,439	-
Total Retained Earnings/Fund Balance	<hr/>	<hr/>	<hr/>
Total Fund Equity	<u>422,266</u>	<u>55,439</u>	<u>42,820</u>
	<hr/>	<hr/>	<hr/>
<u>Total Liabilities And Fund Equity</u>	<u>\$ 874,253</u>	<u>\$ 55,439</u>	<u>\$ 44,771</u>

The accompanying notes are an integral part of this balance sheet.

Exhibit 1

Proprietary Fund Type		Fiduciary Fund Type	Account Groups		Total (Memorandum Only) December 31, 1982
Enterprise, Nursing Home	Internal Service Fund	Agency	General Fixed Assets	General Long-Term Debt	
\$ 2,783	\$ 7,726	\$ 182,372	\$ -	\$ -	\$ 1,148,189
221,623	3,232	150	-	-	240,208
-	-	8,040	-	-	11,992
4,718	218	-	-	-	4,936
73,593	600	594	-	-	74,787
3,470,566	7,811	-	5,522,813	-	9,001,190
-	-	-	-	2,600,000	2,600,000
<u>\$3,773,283</u>	<u>\$ 19,587</u>	<u>\$ 191,156</u>	<u>\$5,522,813</u>	<u>\$2,600,000</u>	<u>\$13,081,302</u>
\$ -	\$ 1,050	\$ 2,021	\$ -	\$ -	\$ 445,017
65,938	-	-	-	-	65,938
-	-	189,135	-	-	189,135
-	-	-	-	-	11,992
3,170,000	-	-	-	2,600,000	5,770,000
<u>3,235,938</u>	<u>1,050</u>	<u>191,156</u>	<u>-</u>	<u>2,600,000</u>	<u>6,482,082</u>
-	23,000	-	-	-	23,000
-	-	-	5,522,813	-	5,522,813
534,762	(4,463)	-	-	-	530,299
2,583	-	-	-	-	2,583
-	-	-	-	-	42,820
-	-	-	-	-	477,705
537,345	(4,463)	-	-	-	1,053,407
537,345	18,537	-	5,522,813	-	6,599,220
<u>\$3,773,283</u>	<u>\$ 19,587</u>	<u>\$ 191,156</u>	<u>\$5,522,813</u>	<u>\$2,600,000</u>	<u>\$13,081,302</u>

The accompanying notes are an integral part of this balance sheet.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Combined Statement of Revenues, Expenditures and Changes in Fund Balance
All Governmental Fund Types
For the Year Ended December 31, 1982

	Governmental Fund Types			Total (Memorandum Only) December 31, 1982
	General	Special Revenue	Capital Projects	
<u>Revenues</u>				
Taxes	\$2,712,752	\$ -	\$ -	\$2,712,752
Intergovernmental	63,826	154,535	-	218,361
Charges for Services	151,843	-	-	151,843
Miscellaneous	12,718	1,697	-	14,415
County Farm	192,809	-	-	192,809
Interest	237,280	4,848	3,299	245,427
<u>Total Revenues</u>	<u>3,371,228</u>	<u>161,080</u>	<u>3,299</u>	<u>3,535,607</u>
<u>Expenditures</u>				
General Government	2,340,306	353,517	-	2,693,823
House of Correction	242,211	-	-	242,211
Prisoners Held in Other Institutions	28,192	-	-	28,192
County Farm	169,661	-	-	169,661
Capital Outlay	30,206	2,910	8,926	42,042
Debt Service	330,830	-	-	330,830
Contractor	-	-	2,742	2,742
<u>Total Expenditures</u>	<u>3,141,406</u>	<u>356,427</u>	<u>11,668</u>	<u>3,509,501</u>
<u>Excess (Deficiency) of Revenues over Expenditures</u>	<u>229,822</u>	<u>(195,347)</u>	<u>(8,369)</u>	<u>26,106</u>
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In	1,183	262,748	-	263,931
Operating Transfers Out	(240,736)	(63,317)	(1,183)	(305,236)
<u>Total Other Financing Sources (Uses)</u>	<u>(239,553)</u>	<u>199,431</u>	<u>(1,183)</u>	<u>(41,305)</u>
<u>Excess (Deficiency) of Revenues and Other Financing Sources over Expenditures and Other Uses</u>	<u>(9,731)</u>	<u>4,084</u>	<u>(9,552)</u>	<u>(15,199)</u>
Fund Balance, at Beginning of Year	560,560	51,355	52,372	664,287
Restatement of Beginning Fund Balance (Note 10)	(128,563)	-	-	(128,563)
As Restated	<u>431,997</u>	<u>51,355</u>	<u>52,372</u>	<u>535,724</u>
<u>Fund Balance, at End of Year</u>	<u>\$ 422,266</u>	<u>\$ 55,439</u>	<u>\$ 42,820</u>	<u>\$ 520,525</u>

The accompanying notes are an integral part of this statement.

Exhibit 3

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Combined Statement of Revenues, Expenditures and Changes in Fund Balance,
Budget (GAAP Basis) and Actual - General and Special Revenue Fund Types
For the Year Ended December 31, 1982

	General Fund		Actual Over/(Under) Budget
	Budget	Actual	
<u>Revenues</u>			
Taxes	\$2,712,752	\$2,712,752	\$ -
Intergovernmental	65,966	63,826	(2,140)
Charges for Services	132,100	151,843	19,743
Miscellaneous	7,000	12,718	5,718
County Farm	193,200	192,809	(391)
Interest	190,000	237,280	47,280
<u>Total Revenues</u>	<u>3,301,018</u>	<u>3,371,228</u>	<u>70,210</u>
<u>Expenditures</u>			
General Government	2,487,649	2,340,306	(147,343)
House of Correction	227,290	242,211	14,921
Prisoners Held in Other Institutions	8,000	28,192	20,192
County Farm	187,874	169,661	(18,213)
Capital Outlay	32,300	30,206	(2,094)
Debt Service	330,830	330,830	-
<u>Total Expenditures</u>	<u>3,273,943</u>	<u>3,141,406</u>	<u>(132,537)</u>
<u>Excess (Deficiency) of Revenues over Expenditures</u>	<u>27,075</u>	<u>229,822</u>	<u>202,747</u>
<u>Other Financing Sources (Uses)</u>			
Operating Transfers In	-	1,183	1,183
Operating Transfers Out	(327,075)	(240,736)	86,339
<u>Total Other Financing Sources (Uses)</u>	<u>(327,075)</u>	<u>(239,553)</u>	<u>87,522</u>
<u>Excess (Deficiency) of Revenues and Other Financing Sources over Expenditures and Other Uses</u>	<u>(300,000)</u>	<u>(9,731)</u>	<u>290,269</u>
Fund Balance, at Beginning of Year	560,560	560,560	-
Restatement of Beginning Fund Balance (Note 10)	\$ -	\$ (128,563)	\$ (128,563)
As Restated	<u>560,560</u>	<u>431,997</u>	<u>(128,563)</u>
<u>Fund Balance, at End of Year</u>	<u>\$ 260,560</u>	<u>\$ 422,266</u>	<u>\$ 161,706</u>

The accompanying notes are an integral part of this statement.

Exhibit 3

Special Revenue Funds			Total (Memorandum Only) December 31, 1981		
Budget	Actual	Actual Over/(Under) Budget	Budget	Actual	Actual Over/(Under) Budget
\$ -	\$ -	\$ -	\$2,712,752	\$2,712,752	\$ -
158,293	154,535	(3,758)	224,259	218,361	(5,898)
-	-	-	132,100	151,843	19,743
-	1,697	1,697	7,000	14,415	7,415
-	-	-	193,200	192,809	(391)
-	4,848	4,848	190,000	242,128	52,128
<u>158,293</u>	<u>161,080</u>	<u>2,787</u>	<u>3,459,311</u>	<u>3,532,308</u>	<u>72,997</u>
357,674	353,517	(4,157)	2,845,323	2,693,823	(151,500)
-	-	-	227,290	242,211	14,921
-	-	-	8,000	28,192	20,192
-	-	-	187,874	169,661	(18,213)
50	2,910	2,860	32,350	33,116	766
-	-	-	330,830	330,830	-
<u>357,724</u>	<u>356,427</u>	<u>(1,297)</u>	<u>3,631,667</u>	<u>3,497,833</u>	<u>(133,834)</u>
(199,431)	(195,347)	4,084	(172,356)	34,475	206,831
262,748	262,748	-	262,748	263,931	1,183
(63,317)	(63,317)	-	(390,392)	(304,053)	86,339
<u>199,431</u>	<u>199,431</u>	<u>-</u>	<u>(127,644)</u>	<u>(40,122)</u>	<u>87,522</u>
-	4,084	4,084	(300,000)	(5,647)	294,353
-	51,355	51,355	560,560	611,915	51,355
-	-	-	-	(128,563)	(128,563)
-	51,355	51,355	560,560	483,352	(77,208)
\$ -	\$ 55,439	\$ 55,439	\$ 260,560	\$ 477,705	\$ 217,145

The accompanying notes are an integral part of this statement.

Exhibit 4

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Combined Statement of Revenues, Expenses and Changes in Retained Earnings
All Proprietary Fund Types
For the Fiscal Year Ended December 31, 1982

	<u>Proprietary Fund Types</u>		Total (Memorandum Only) December 31, 1982
	<u>Enterprise</u>	<u>Internal Service</u>	
<u>Operating Revenues</u>			
Charges for Services	\$2,645,175	\$ 47,046	\$2,692,221
Meals to Jail	55,841	-	55,841
Physicians' Fees	6,952	-	6,952
Resale Supplies	1,376	-	1,376
Medical Supplies	4,028	-	4,028
Miscellaneous	1,367	-	1,367
<u>Total Operating Revenues</u>	<u>2,714,739</u>	<u>47,046</u>	<u>2,761,785</u>
<u>Operating Expenses</u>			
Administration	307,221	-	307,221
Dietary	362,015	-	362,015
Nursing	905,404	-	905,404
Plant Operations	318,695	-	318,695
Laundry and Linen	102,963	-	102,963
Housekeeping	138,039	-	138,039
Physicians and Pharmacy	116,192	-	116,192
Special Services	141,997	46,641	188,638
Depreciation	141,436	2,416	143,852
<u>Total Operating Expenses</u>	<u>2,533,962</u>	<u>49,057</u>	<u>2,583,019</u>
<u>Operating Income</u>	<u>180,777</u>	<u>(2,011)</u>	<u>178,766</u>
<u>Non-Operating Revenues (Expenses)</u>			
Sale of Equipment	617	-	617
Interest Income	107	404	511
Interest Expense	(237,240)	-	237,240
<u>Total Non-Operating Revenues (Expenses)</u>	<u>(236,516)</u>	<u>404</u>	<u>(236,112)</u>
<u>Income Before Operating Transfers</u>	<u>(55,739)</u>	<u>(1,607)</u>	<u>(57,346)</u>
<u>Operating Transfer In</u>			
General Fund	41,305	-	41,305
<u>Net Income (Loss)</u>	<u>(14,434)</u>	<u>(1,607)</u>	<u>(16,041)</u>
<u>Retained Earnings (Deficit), At</u>			
Beginning of Year	484,868	(2,856)	482,012
Restatements and Reclassifications (Note 10)	66,911	-	66,911
Beginning Retained Earnings Restated	551,779	(2,856)	548,923
<u>Retained Earnings, at End of Year</u>	<u>537,345</u>	<u>(4,463)</u>	<u>532,882</u>

The accompanying notes are an integral part of this statement.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Combined Statement of Changes in Financial Position
All Proprietary Fund Types
For the Fiscal Year Ended December 31, 1982

	<u>Proprietary Fund Types</u>		Total (Memorandum Only) December 31, 1982
	<u>Enterprise</u>	<u>Internal Service</u>	<u>December 31, 1982</u>
<u>Sources of Working Capital</u>			
Operations:			
Net Income (Loss)	\$ (14,434)	\$ (1,607)	\$ (16,041)
Add Back Items Not Requiring Working Capital:			
Depreciation	141,436	2,416	143,852
<u>Working Capital Provided from Operations</u>	<u>127,002</u>	<u>809</u>	<u>127,811</u>
Other Sources:			
Forgiveness for Loan Payable to Cheshire County General Fund		23,000	23,000
Restatement of Beginning Fund Balance	66,911		66,911
<u>Total Sources of Working Capital</u>	<u>193,913</u>	<u>23,809</u>	<u>217,722</u>
<u>Uses of Working Capital</u>			
Payment of Long-term Debt	150,000		150,000
Forgiveness of Long-term Debt		15,000	15,000
Purchase of Building Additions and Equipment (Net)	16,954	392	17,346
<u>Total Uses of Working Capital</u>	<u>166,954</u>	<u>15,392</u>	<u>182,346</u>
<u>Net Increase in Working Capital</u>	<u>\$ 26,959</u>	<u>\$ 8,417</u>	<u>\$ 35,376</u>

ELEMENTS OF NET INCREASE (DECREASE) IN WORKING CAPITAL

Cash	\$ (22,352)	\$ 2,237	\$ (20,115)
Cash Reserved	724	-	724
Accounts Receivable	(6,774)	(4,560)	(11,334)
Inventories	780	(150)	630
Prepaid Expense	(1,240)	(88)	(1,328)
Accounts Payable	-	978	978
Accrued Expenses	55,821	-	55,821
Interfund Loan Payable	-	10,000	10,000
<u>Net Increase in Working Capital</u>	<u>\$ 26,959</u>	<u>\$ 8,417</u>	<u>\$ 35,376</u>

The accompanying notes are an integral part of this statement.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the County of Cheshire, New Hampshire conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of the more significant policies:

A. Basis of Presentation

The accounts of the County are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equities, revenues and expenditures or expenses. Government resources are allocated to and accounted for in the individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped in the financial statements in this report into six general fund types and three broad fund categories as follows:

GOVERNMENTAL FUNDS

(1) General Fund - The general fund is the general operating fund of the County. All general tax revenues and other receipts that are not allocated by law or contractual agreement to another fund are accounted for in this fund. From the fund are paid the general operating expenditures, the fixed charges and the capital improvement costs that are not paid through other funds.

(2) Special Revenue Funds - Special revenue funds are used to account for the proceeds of specific revenue sources (other than major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action.

(3) Capital Projects Funds - Capital projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by special assessments or enterprise operations.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
(Continued)

PROPRIETARY FUNDS

Enterprise Fund

(4) Enterprise Fund - An enterprise Fund (The Maplewood Nursing Home) is used to account for operations that are financed and operated in a manner similar to private business enterprises -- where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

(5) Internal Service Fund - An Internal Service Fund is used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the County, or to other governments, on a cost-reimbursement basis.

FIDUCIARY FUNDS

(6) Agency Funds - To account for assets held by the County in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

ACCOUNT GROUPS

The accounting and reporting treatment applied to the fixed assets and long-term liabilities associated with a fund are determined by its measurement focus. All governmental funds accounted for on a spending or "financial flow" measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Notes to Financial Statements

(Continued)

General Fixed Assets Account Group - Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical or estimated historical cost as provided by County management and current appraisal data as provided by insurance companies if actual historical cost is not available.

General Long-Term Debt Account Group - Long-term liabilities expected to be financed from governmental funds are accounted for in the General Long-Term Debt Account Group, not in the governmental funds.

The two account groups are not "funds". They are concerned only with the measurement of financial position. They are not involved with measurement of results of operations.

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude amounts represented by noncurrent liabilities. Since they do not affect net current assets, such long-term accounts are not recognized as governmental fund type expenditures or fund liabilities. They are instead reported as liabilities in the General Long-Term Debt Account Group.

The proprietary funds are accounted for on a cost of services or "capital maintenance" measurement focus. This means that all assets and all liabilities (whether current or noncurrent) associated with their activity are included on their balance sheets. Their reported fund equity (net total assets) is segregated into contributed capital and retained earnings components. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in net total assets.

Depreciation of all exhaustible fixed assets used by proprietary funds is charged as an expense against their operations. Accumulated depreciation is reported on proprietary fund balance sheets. Depreciation has been provided over the estimated useful lives using the straight line method. The estimated useful lives are as follows:

<u>Enterprise Fund</u>	
New Maplewood Nursing Home Building Start Up	5 Years
New Maplewood Nursing Home Building	15-40 Years
New Maplewood Nursing Home Equipment	4-25 Years
<u>Internal Service</u>	
Equipment	4-5 Years

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
(Continued)

B. Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measureable and available as net current assets. All significant revenue sources have been treated as "susceptible to accrual" under the modified accrual basis.

Expenditures for governmental funds are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include: (1) accumulated sick pay, and other employee amounts which are not accrued; and (2) principal and interest on general long-term debt which is recognized when due; and (3) prepaid expenses.

All proprietary funds are accounted for using the accrual basis of accounting. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred.

C. Budgets and Budgetary Accounting

The County follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The county commissioners shall deliver or mail to each member of the county convention who will be in office on the date that appropriations are voted, to the chairman of the board of selectmen in each town, the mayor of each city within the county, and to the secretary of state prior to December 1 annually; their operating budget for the ensuing calendar year, together with a statement of actual expenditures and income for at least nine months of the preceding calendar year.

2. Not earlier than ten nor later than twenty days after mailing of the commissioners' statement, there shall be held within the county at such time and place as the chairman of the county convention may specify, a public hearing on the budget estimates as submitted by the commissioners. Notice of such public hearing shall be submitted by the clerk of the county convention, with a summary of the budget as submitted, for publication in a newspaper of general circulation in the county at least three days prior to the date of said hearing.

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Notes to Financial Statements

(Continued)

3. Twenty-eight days must have elapsed from the mailing of such operating budget before the county convention shall vote for appropriations for the ensuing budget period.
4. The county convention shall adopt its annual budget within 90 days after the beginning of the calendar year.
5. The final form of the county budget shall be filed with the secretary of state's office and the commissioner of revenue administration no later than 30 days after the adopting of the budget.
6. The commissioners are authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund must be approved by the executive committee of the delegation.
7. Formal budgetary integration is employed as a management control device during the year for the General Fund, Special Revenue Funds and Enterprise Fund.
8. Budgets for the General and Special Revenue Funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgets for the Enterprise Fund are adopted on a basis which is not consistent with GAAP. The budget for the enterprise fund is prepared on the modified accrual basis while GAAP requires the full accrual basis.

D. Interfund Receivables

Interfund loans receivable (reported in "Due from" asset accounts) are considered "available spendable resources".

E. Prepaid Expenses

Prepaid expenses of the enterprise fund and internal service fund represent prepayments of subsequent year's expenses. They will be written off as actual expenses when they are incurred during 1983. At the end of 1982 the prepaid expenses were composed as follows:

Insurance	\$3,329
Maintenance	<u>1,607</u>
<u>Total</u>	<u>\$4,936</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
(Continued)

F. Inventory

Inventory is valued at the lower of cost or market on a (first-in, first-out) basis for the proprietary funds and consists of expendable materials and supplies. All other funds do not recognize inventories.

G. Accrued Liabilities

Accrued expenses of the enterprise fund (Maplewood Nursing Home) are composed of the following:

Accrued Payroll	\$ 27,898
Accrued Bond Interest Payable	<u>38,040</u>
<u>Total</u>	<u>\$ 65,938</u>

H. Retained Earnings Reserved for Specific Capital Projects

The \$2,583 shown as a reservation of fund balance in the enterprise fund retained earnings represents the remaining funds left after a sale of furniture at the old facility.

I. Fund Balance for Specific Capital Projects

The \$42,820 of fund balance designated for specific capital projects is composed as follows:

A) New Court House	\$ 11,336
B) Farm Equipment Reserve Fund	9,898
C) Capital Reserve Fund	<u>21,586</u>
<u>Total</u>	<u>\$ 42,820</u>

Account A is the small remaining balance on the new court house. Account B is available for use for new farm equipment in addition to any amount budgeted. Account C is available for building repair or construction. Accounts B and C tend to be used for emergencies.

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Notes to Financial Statements

(Continued)

J. Accumulation of Sick Leave and Vacation Leave

Sick Leave

Sick leave shall be accumulated at a rate of .83 days per month. Sick days may be accumulated to a maximum of 60 days.

Upon accumulation of 60 days' sick leave by an employee, all sick leave days which the employee accumulated during each subsequent year after reaching the maximum shall be paid to the employee at the end of each year, at the rate of one-half day per day accumulated. Employees may not carry over such compensation to subsequent years.

Vacation Leave

Vacation days must be used in the calendar year earned and cannot carry over from year to year.

K. Total Columns on Combined Statements

Total columns on the Combined Statements are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

NOTE 2 - CHANGES IN GENERAL FIXED ASSETS

A summary of changes in fixed assets follows:

<u>Cost or Estimated Value</u>	<u>Balance January 1, 1982</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance December 31, 1982</u>
<u>Buildings and Land:</u>				
General Government	\$3,453,811	\$ -	\$ -	\$3,453,811
Old Complex, Westmoreland	810,000	-	-	810,000
County Farm	311,500	-	-	311,500
Jail and House of Correction	665,500	-	-	665,500
<u>Equipment:</u>				
General Government and Jail	167,579	25,973	-	193,552
County Farm	84,217	4,233	-	88,450
<u>Totals</u>	<u>\$5,492,607</u>	<u>\$ 30,206</u>	<u>\$ -</u>	<u>\$5,522,813</u>

(Continued)

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
(Continued)

A summary of proprietary fund type (enterprise fund, nursing home and internal service fund mutual aid radio repair) property, plant and equipment at December 31, 1982 follows:

<u>Description</u>	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Depreciated Value</u>
Enterprise Fund:			
Land	\$ 75,210	\$ -	\$ 75,210
Building and Improvements	3,735,092	575,922	3,159,170
Equipment	418,788	182,602	236,186
<u>Totals</u>	<u>\$4,229,090</u>	<u>\$ 758,524</u>	<u>\$3,470,566</u>
Internal Service Fund:			
Equipment	\$ 13,679	\$ 5,868	\$ 7,811

NOTE 3 - CHANGES IN LONG-TERM DEBT

The following is a summary of bond transactions of the County for the year ended December 31, 1982.

	<u>General Obligation</u>
Bonds Payable at 01/01/82	\$6,095,000
Bonds Retired	325,000
<u>Bonds Payable at 12/31/82</u>	<u>\$5,770,000</u>

Bonds payable at December 31, 1982 are comprised of the following individual issues:

General Obligation Bonds

\$880,000 - 1974 House of Correction Serial Bonds Due in Annual Installments of \$45,000 to \$40,000; Interest at 6.70% through November, 1994	\$ 520,000
\$2,600,000 - 1978 Court House Serial Bonds Due in Annual Installments of \$130,000 through November, 1998; Interest at 5.50%	2,080,000
\$4,223,000 - 1975 Nursing Home Serial Bonds Due in Annual Installments of \$153,000 to \$100,000 through May 2005; Interest at 7.20% (This issue is being serviced - principal and interest - by the nursing home - enterprise fund)	<u>3,170,000</u>
<u>Total</u>	<u>\$5,770,000</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
(Continued)

The annual requirements to amortize all debt outstanding as of December 31, 1982 including interest payments of \$3,700,220 are as follows:

Year	Principal	Interest	Total
1983	325,000	373,905	698,905
1984	325,000	352,940	677,940
1985	325,000	331,975	656,975
1986	325,000	311,010	636,010
1987	325,000	290,045	615,045
Subtotal	1,625,000	1,659,875	3,284,875
1988-2005	4,145,000	2,040,345	6,185,345
Total	<u>\$5,770,000</u>	<u>\$3,700,220</u>	<u>\$ 9,470,220</u>

NOTE 4 - INTERNAL SERVICE FUND DEFICIT

The Internal Service Fund (Southwestern New Hampshire Mutual Aid Radio Repair) deficit of \$4,463 arises from the fact that 1980 was the first year of operations for this fund, and that there were some initial costs incurred which were not completely reimbursed during the first year. The year 1981 showed a small income, but 1982 shows a loss of \$1,609 because not enough was charged to repair service customers.

NOTE 5 - OTHER REQUIRED INDIVIDUAL FUND DISCLOSURES

Generally accepted accounting principles require disclosure, as part of combined statements of certain information concerning individual funds including:

A. Segment information for certain individual enterprise funds. This requirement is effectively met in this report by exhibits 1, 4 and 5 because the county maintains only one enterprise fund.

B. Summary disclosures of debt service requirements to maturity for all outstanding debt. This requirement is met by note 3.

C. Summary disclosures of changes in general fixed assets by major asset class. This requirement is met by note 2.

D. Summary disclosures of changes in general long-term debt. This requirement is met by note 3.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
(Continued)

E. Excess of expenditures over appropriations in individual funds. During 1982 expenditures on the modified accrual basis as budgeted were under appropriations by \$169,347, calculated as follows:

		Over/(Under) Budget
General Fund		(\$132,537)
Special Revenue		(1,297)
Enterprise Fund - Nursing Home		
Operating Expenditures	\$(46,832)	
Capital Outlay	<u>11,319</u>	
Total Enterprise Fund		(35,513)
<u>Total Underexpenditures</u>		<u>(\$169,347)</u>

All major departments of the County were underexpended during 1982 as shown by the above summary.

F. Deficit fund balances or retained earnings balances: This requirement is met by note 4. No funds other than the internal service fund (Southwestern New Hampshire Mutual Aid Radio Repair), reflected such balances at December 31, 1982.

G. Individual fund interfund receivable and payable balances. Such balances at December 31, 1982 were:

	Interfund Receivables	Interfund Payables
General Fund	<u>\$ 1,951</u>	<u>\$ 10,041</u>
Special Revenue	2,001	-
Capital Projects	-	1,951
Agency Fund	<u>8,040</u>	-
<u>Totals</u>	<u>\$ 11,992</u>	<u>\$ 11,992</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
(Continued)

NOTE 6 - PENSION FUND

The County provides for pension benefits to substantially all employees through a contributory retirement system under New Hampshire law. The law prescribes the formula for computing retirement allowances and presently does not permit advance funding of pension liabilities. Retirement allowances are paid by County funding and employee contributions, based on age and date of entry. Employee contributions constitute an annuity savings fund from which a portion of the retirement allowances are paid. Pension expense for the year totaled \$71,335 determined on an actuarial basis. Cheshire County's portion of the unfunded accrued liability, the excess of vested benefits over plan assets at the actuarial valuation date, is not available for inclusion in this report. Such amount, however, does not represent a current demand upon the plan's resources as such vested benefits in the long-term course of the plan operation are anticipated to be disbursed over future years as retirement benefits to members. The value of vested benefits of the employees has not been determined. The balances for the year ended December 31, 1982 were:

General Fund:

Commissioners Office	\$ 17,410	
House of Corrections	3,157	
County Farm	<u>1,646</u>	\$ 22,213
Special Revenue:		
Fire Mutual Aid		16,104
Enterprise Fund:		
Cheshire County Nursing Home		30,612
Internal Service Fund:		
Southwestern New Hampshire		
Mutual Aid Radio Repair		<u>2,406</u>
<u>Total</u>		<u>\$ 71,335</u>

NOTE 7 - LITIGATION

There are several pending lawsuits in which the County is involved. The County Attorney estimates that the potential claims against the County resulting from such litigation would not materially affect the financial statements of the County.

NOTE 8 - COMMITMENTS AND LEASES

Lease or maintenance commitments for equipment are made principally on an annual basis only, so that there are no material long-term commitments.

The county extension service leases office space for its operations. 1982's rent amounted to \$11,760. The extension service recently signed a lease for calendar year 1983, which calls for a monthly rental of \$1,050 or \$12,600 per year.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
(Continued)

NOTE 9 - CONTINGENT LIABILITIES - FEDERAL GRANTS

The County participates in the following federally assisted grant programs:

(1) Department of Health and Human Services:

Medicaid (Title XIX) funds are received by the County nursing home from the State of New Hampshire, Department of Welfare which participates in the Title XIX program. The general formula used in the reimbursement of costs incurred by the County nursing home residents is as follows:

A) Patient's monthly social security check less \$25 for personal needs.

B) The balance paid according to the following percentages:

1. Sixty percent federal government (pass-through the State of New Hampshire).
2. Fifteen percent from the State of New Hampshire directly.
3. Twenty-five percent from the County (old age assistance).

The approximate amounts contributed by the various governments is shown below:

	<u>Amount</u>
A. Federal Government	\$1,489,000
B. State of New Hampshire	\$ 373,000
C. County of Cheshire	\$ 620,000

(2) Department of Treasury:

Federal revenue sharing entitlements of \$154,535 were received during the fiscal year.

These programs are subject to program compliance audits by the grantors or their representatives. The audits of these programs for or including the year ended December 31, 1982 have not yet been reviewed by the grantor. Accordingly, the grantor's decision on the County's compliance or non-compliance with applicable grant requirements will be established at some future date. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
(Continued)

NOTE 10 - RESTATEMENT OF FUND BALANCE RETAINED EARNINGS

The general fund beginning fund balance has been restated to reflect the following changes:

	<u>Decrease</u>
Intermediate Nursing Care Payments from State Welfare for November and December 1981, Error Billed by State as January and February 1982	\$123,834
Refund of Deceased Patient Funds Originally Used to Build an Outside Patio	2,545
Miscellaneous Prior Years Adjustments	2,271
Net Refund from U.S. Government, Sewer Project Completed	(87)
<u>Total</u>	<u>\$128,563</u>

Net income and undesignated fund balance would have been decreased by \$128,563 at December 31, 1981 to reflect the above changes.

The proprietary (enterprise) fund beginning retained earnings balance of the County nursing home has been restated to reflect the following changes:

	<u>Increase</u>
Vested Sick Leave at January 1, 1982	\$ 60,336
Refund of prior years Social Security paid	1,828
Capitalization of parking lot improvements by State of N.H. Expensed in prior years	4,747
<u>Total</u>	<u>\$ 66,911</u>

Net income and retained earnings would have been increased by \$66,911 at December 31, 1981 to reflect the above changes.

NOTE 11 - BUDGETED DECREASE IN FUND BALANCE - GENERAL FUND

The \$300,000 budgeted decrease in fund balance shown on Exhibit 3 represents the amounts of fund balance budgeted by the County to be used to reduce taxes during 1982.

NOTE 12 - FACILITIES ESCROW ACCOUNT - SUPERIOR AND PROBATE

NH RSA 490:26-C established an escrow account for each superior and probate court in the state. The account is funded by \$3.00 from each \$5.00 entry fee collected by the court and is administered by the State. The funds are to be used for the improvement of court facilities and the improvements must be approved by the County Convention, the court, and by the N.H. Court Accreditation Commission.

The amount held by the State of New Hampshire at December 31, 1982 for the Cheshire Superior and Probate court was \$2,463 and \$1,482, respectively.

ANNUAL REPORT

1982

OFFICE OF THE COUNTY ATTORNEY

According to records kept by the Cheshire County Superior Court, our office prosecuted and brought to conclusion 574 Criminal Cases in the year 1982. Approximately 230 of these were Felonies ranging from Burglary, Theft, Aggravated Sexual Assault and Robbery. Again, in addition to the Criminal Cases handled by our office, we were obligated to process and appear before the court in approximately 110 Civil Actions for the collection of support through the Uniform Reciprocal Enforcement of Support Act Statute. We also initiated, as required by the same Statute, support proceedings for approximately 90 other individuals through the Superior Court to be forwarded to other States.

Many of the cases cited above involved Preliminary Motion hearings before the Court ranging from Motions to Continue, Motions to Suppress (Confessions and Statements), Motions to Suppress Evidence, as well as numerous other Motions relating to particular problems and issues involved in various cases.

Our office, as well as concluding the number of cases cited above, also was involved in assisting the various Law Enforcement Agencies in investigations which subsequently resulted in the presentation of Complaints before the Court and/or Indictments to the Grand Jury.

Our office appeared before the Grand Jury on 12 separate occasions and obtained in excess of 300 Indictments. Some of which were disposed of during the year and the balance left pending for Trials or other disposition at the end of the year.

It is fortunate that the County Delegation decided to establish the position of County Attorney as a full time position. Otherwise, the office of the County Attorney would be unable to keep pace with the demands placed upon it.

There are several problem areas that seem to be getting out of hand. The Legislature has decreed that Mandatory Sentences be set in certain types of offenses. More particularly, convictions for Driving While Under the Influence, Second Offense. This has begun to exert a profound burden upon our Local and County Jails and the House of Correction. It is not necessary to provide high security areas for motor vehicle offenders; however, we have no other less costly facilities adapted

to hold them. Women are now more frequently involved in the commission of crimes and as a result are being committed to serve sentences at the local House of Correction and State Prison. We really have no facility to handle females at this time. In addition, the State Youth Detention Center has been reluctant to accept older juveniles in the 15 to 17 year old bracket. As a result, the District Court and others have exerted pressure on the local Counties to provide facilities for sentenced juveniles.

I mention the problems above because this has a direct result on the recommendations our office must make concerning the sentence to be imposed with respect to such cases by the Courts. If we do not have the facilities, it does not make much sense to recommend imprisonment. As a result, we have been recommending other forms of sentencing other than confinement. This is not always appropriate but at times necessary because of the situation.

The problem of sentencing is compounded in view of the policy now being followed by the New Hampshire Hospital in the acceptance of persons with mental illnesses or emotional problems. We are now finding such people on the street who are unable to provide adequately for themselves. More and more of these people are becoming involved in the commission of various crimes and acts which bring them into contact with local law enforcement agencies. Recommendations as to the handling of these cases and sentencing or alternative dispositions are difficult to make. The community must provide some support for these individuals, yet very little is being done at the present time. This situation will only become worse as time goes on.

There are various social problems which now confront our County. However, something must be done very soon to bring our correctional system up to date and into balance. Something must also be done relatively soon to take care of those individuals who require treatment for mental problems but who are unable to get it.

It is my hope that in presenting these problems in this Report, the persons charged with representing the citizens within the County, as well as the Administrators on all levels, may be able to generate some support to take action to correct these problems.

Respectfully submitted,
Office of the County Attorney
Edward J. O'Brien
County Attorney
Cheshire County

Dated: May 18, 1983

SHERIFF'S REPORT

To the Honorable Board of County Commissioners and Citizens of Cheshire County:

As Sheriff of Cheshire County, I herewith submit my report for the year ending December 31, 1982.

A review of the activities for the past year shows a slight decrease in crime over-all. There were the usual higher amounts of burglaries and thefts over the other investigations.

There were 23 burglar alarms and most of these were false. The calls come in over the Sheriff's telephone tying up the line needlessly, and I am contemplating the removal of all alarms from the Sheriff's telephone and requesting the owners have alarms tie into the Mutual Aid System.

The Capii that are created by Violating of a Court Order are quite heavy and require a good deal of foot-work in locating the individuals. Quite a few are taken to the County Jail. Along with other transporting of our prisoners and State and local police prisoners, plus patients to the New Hampshire Hospital, a total of 758 persons were transported. Most transports involving females requires a matron plus one or more deputies and this increases the expenses.

Three of my five deputies are now in uniform. The uniformed personel have been able to work with both the State Police and the local police. The Keene Air Show was the first time the uniforms had been observed by the public, with favorable comments.

Any successful action is the results of many people working together. This is expecially true in police work. I would like to thank County Attorney Edward O'Brien and his staff, the State Police and local police for the assistance given to the Cheshire County Sheriff's Department.

Following is a summary of cases investigated, arrests made, etc. during 1982.

Investigations

Abuse	1
Arson	1
Assault	6
Burglary	18
Criminal Mischief	2
Criminal Threatening	1
Criminal Trespass	2
Escape	2
False Report	1
Falsifying Evidence	1
Flim Flam	1
Forgery	5

Harassment		1
Issuing Bad Check		10
Missing Person		1
Murder		1
Sale of Firearms Without License		1
Sexual Harassment		1
Suspected Theft		2
Theft		10
Untimely Deaths		
Accidental	1	
Motor Vehicle Accident	1	
Murder	1	
Natural	20	
Neglect	1	
Suicide	1	25
Arrests		
Assault		2
Bail Recalled		1
Burglary		3
Capii		
Conspiracy to Commit Burglary	1	
Burglary	1	
Failure to Appear	38	
Failure to Comply	124	
False Pretense	1	
Forgery	1	
Habitual Offender	1	
Non Support	4	
Violation Probation	6	177
Carrying Weapon Without License		1
Criminal Trespass		1
Escape		5
Falsifying Evidence		1
Forgery		1
Fugitive From Justice		6
Issuing Bad Check		2
Motor Vehicle Violations		7
Possession Controlled Drug		1
Receiving Stolen Property		1
Theft		1
Violation Probation		5
Weapons Possession		1
Burglar Alarms Received		23
Patients to New Hampshire Hospital		28
Prisoners Transported for Own Department		325
Prisoners Transported for Other Departments		405
Service Civil Process		3690

Respectfully Submitted,

Kenneth N. Lysitt, Sheriff

THE STATE OF NEW HAMPSHIRE
CHESHIRE, SS. SUPERIOR COURT

January Term 1982
To Stillman D. Rogers, Clerk

	CR	DR
To Allowance for Clerk and Clerical Hire		\$21,566.12
Charges to County		
Return of 66 divorces		42.90
Mittimi		212.00
Capii		280.00
Entry fee State cases		698.00
Entry fee and order of notice, reciprocals		436.00
Entry fee and order of notice, pro bono actions		370.50

By Credits:

Fines	3,929.09	
Bail forfeitures	5,000.00	
1 Civil entry @ 7.00	7.00	
3 Civil entry @ 5.00	15.00	
20 Civil entry @ 11.00	220.00	
1 Civil entry @ 12.00	12.00	
1 Civil entry @ 14.00	14.00	
34 Enuity entry @ 11.00	374.00	
6 Enuity entry @ 25.00	150.00	
1 Appeal @ 10.00	10.00	
3 Appeal @ 8.00	24.00	
11 Appeal @ 7.00	77.00	
154 Entries @ 22.00	3,388.00	
35 Civil		
118 Equity		
1 Session		
Items chargeable to County	2,039.40	
Other fees for benefit of County	136.85	
Miscellaneous credits	3,550.78	

Drawn on County Treasurer:

January 31, 1982	2,046.70	
February 28, 1982 Paid County		1,111.74
March 31, 1982	3,723.44	
	5,770.14	
	\$24,717.26	\$24,717.26

The foregoing account is examined and allowed and there is found to be no balance due the Clerk from the County, and no balance due the County from the Clerk through March 31, 1982.

April 16, 1982

Charles J. Contas
Presiding Justice

THE STATE OF NEW HAMPSHIRE
 CHESHIRE SS. SUPERIOR COURT
 April Term 1982

Cheshire County
 To Stillman D. Rogers, Clerk

	CR	DR
To allowance for Clerk and Clerical Hire		\$38,224.82
Charges to County		
Return of 153 divorces		99.45
Mittimi		15.00
Capii		630.00
Entry fee State cases		1,310.00
Entry fee and orders of notice, reciprocals		415.00
Entry fee and orders of notice, pro bono actions		724.26
Due County as per Form A.		1,270.47

By Credits:

Fines	\$ 6,344.49	
Bail forfeiture	1,500.00	
2 Civil entries @ 5.00	10.00	
1 Civil entry @ 7.00	7.00	
5 Civil entries @ 12.00	60.00	
3 State entries @ 22.00	66.00	
342 Entries @ 22.00	7,524.00	
138 Civil		
203 Equity		
1 Sessions		
43 Appeals @ 7.00	301.00	
Items chargeable to County	3,193.71	
Other fees for benefit of County	378.00	
Miscellaneous credits	10,868.01	

Drawn on County Treasurer:

April 30, 1981	\$ 6,110.72		
May 31, 1982	2,327.06		
June 30, 1982	2,471.29		
July 31, 1982	-----		
August 31, 1982	1,527.72	12,436.79	
		\$42,689.00	\$42,689.00

The foregoing account is examined and allowed and there is found to be no balance due the Clerk from the County, and no balance due the County from Clerk through August 31, 1982

Linda S. Dalianes,
 Presiding Justice

September 15, 1982

THE STATE OF NEW HAMPSHIRE
 CHESHIRE SS. SUPERIOR COURT
 September Term 1982

Cheshire County
 To Stillman D. Rogers, Clerk

	CR	DR
To allowance for Clerk and Clerical Hire		\$36,034.63
Charges to County		
Return of 108 divorces		70.20
Mittimi		45.00
Capii		210.00
Entry fee, State cases		1,200.00
Entry fee and order of notice, reciprocal		630.00
Entry fee and order of notice, pro bono actions		213.00
By Credits;		
Fines	7,480.88	
2 Civil entries @ 15.00	30.00	
1 Civil entry @ 10.00	10.00	
251 Entries @ 22.00	5,522.00	
84 Civil		
167 Equity		
32 Appeals @ 7.00	224.00	
Items chargeable to County	2,368.20	
Other fees for benefit of County	353.50	
Miscellaneous Credits	3,243.10	
Drawn on County Treasurer:		
September 30, 1982	\$1,899.21	
October 31, 1982	6,623.30	
November 30, 1982	2,608.93	
December 31, 1982	8,039.71	
	19,171.15	
	\$38,402.83	\$38,402.83

The foregoing account is examined and allowed and there is found to be no balance due the Clerk from the County, and no balance due the County from the Clerk through December 31, 1982.

January 14, 1983

Charles J. Contas
 Presiding Justice

PUBLIC WELFARE

<u>1982</u>	Direct Relief	Soldiers' Aid	Total
Alstead	\$ 145.00	\$ -0-	\$ 145.00
Chesterfield	2,060.11	138.00	2,198.11
Dublin	55.00	-0-	55.00
Fitzwilliam	1,061.40	17.00	1,078.40
Gilsum	1,043.72	262.00	1,035.72
Harrisville	418.00	-0-	418.00
Hinsdale	1,706.54	446.69	2,153.23
Jaffrey	866.47	110.00	976.47
Keene	29,280.44	1,174.52	30,454.96
Marlborough	1,288.92	82.00	1,373.92
Marlow	455.97	50.00	505.97
Nelson	-0-	-0-	-0-
Richmond	45.00	-0-	45.00
Rindge	391.29	-0-	391.29
Roxbury	-0-	-0-	-0-
Stoddard	6.00	-0-	6.00
Sullivan	439.36	7.00	446.36
Surry	45.00	-0-	45.00
Swanzy	1,921.97	1,698.23	3,620.20
Troy	1,217.01	69.25	1,286.26
Walpole	3,801.62	495.00	4,296.62
Westmoreland	335.00	-0-	335.00
Winchester	5,162.30	1,159.90	6,322.20
Other	139.00	-0-	139.00
TOTALS	\$ 51,855.12	\$ 5,712.59	\$ 57,597.71

RELIEF TO COUNTY CHARGES

<u>1982</u>	Direct Relief	Dependent Soldiers	Board & Care of Children
January	\$ 4,753.26	\$ 331.60	\$ 10,239.90
February	4,297.18	271.00	10,051.93
March	4,740.48	654.73	10,267.72
April	4,238.48	122.90	9,957.10
May	4,099.15	457.50	9,985.20
June	4,874.68	611.50	8,000.47
July	2,996.24	596.00	7,312.42
August	3,262.87	433.35	6,308.39
September	3,093.78	813.00	5,168.80
October	4,722.70	548.01	6,499.17
November	5,626.01	91.00	5,869.80
December	5,216.28	746.00	5,658.73
TOTALS	\$ 51,921.11	\$ 5,676.59	\$ 95,319.63

CHESHIRE COUNTY
Maplewood Nursing Home

To The Cheshire County Board of Commissioners:

I am privileged to submit herein the annual report of the Cheshire County Maplewood Nursing Home, County Correctional Facility and County Farm for the period of January 1, 1982 through December 31, 1982.

The following is an overview of the numerous and varied events that happened this past year. Unfortunately, it is not possible to report everything in detail or, for that matter, to report everything. Neither do I feel capable to reduce to writing the multitude of emotional, sometimes traumatic and fortunately, often humorous experiences that occur in an atmosphere of congregate living.

There are a few items of special significance on which I wish to comment. Our Dietary Department is now being managed by a qualified Registered Dietitian who began working full time in this capacity as of August. As well as overseeing the special dietary needs of our nursing home residents, the dietitian will be supervising the preparation of meals for the Correctional Facility.

Our medical department underwent a change in which one physician left our staff, at which time Barry L. Stern, M.D. began offering medical services to the facility in January of this year.

During the spring of this year, we experienced a considerable amount of slope failure in a section east of the parking area at the site of the Nursing Home. This failure involved a slippage of soil in the upper portion of the slope which carried with it an existing chain link fence. To assess the likelihood of both shallow and deep failures, the services of Goldberg Zoing & Associates, geotechnical-geohydrological consultants, were engaged. At the present time, there is no indication of deep slope instability and recommendations have been made to reduce the potential for further shallow failures. These remedial measures will be undertaken in the coming year.

This past year marked the loss of a former Administrator's residence and office at the side of the old nursing home as a result of a fire which occurred in October.

The farm has continued to play a vital role in providing the Nursing Home and Jail with food as well as serving as a rehabilitative program for the inmates at the House of Correction.

The Correctional Facility has seen its busiest year ever, with a yearly average of over thirty-nine inmates being held on any given day. This shows a substantial increase over last year, for which the average was approximately thirty inmates being held on any given day. Currently, our facility is designed to accommodate twenty-four inmates in the House of Correction and ten inmates in the Jail section. As evidenced by the accompanying statistics, we have been overcapacity for several months of the year. We continue to house the majority of our females at the Grafton County Facility. The numbers and expense attributed to this area is also substantially higher than in past years.

At the annual meeting of the New Hampshire Association of Counties, a new set of Uniform County Correctional Facility Standards were adopted. These Standards will necessitate several changes in our existing policies and procedures.

In the final analysis, an organization is judged on the quality and performance of its employees. As your new Administrator-Superintendent, I have indeed been fortunate to have the support and cooperation of a very conscientious and dedicated staff. I cannot express enough appreciation to thank everyone in making this year a success.

Respectfully Submitted,

Richard A. Wilson, N.H.A.
Administrator-Superintendent

DETAILS OF OPERATION - BUDGET AND ACTUAL

COUNTY FARM - GENERAL FUND

<u>REVENUES:</u>	<u>BUDGET</u>	<u>ACTUAL</u>
Sale of Milk	\$128,600.00	\$129,555.65
Sale of Livestock	11,000.00	9,350.32
Sale of Wood	2,500.00	2,974.00
Produce (Cash)	900.00	972.44
Other	12,200.00	2,782.74
Meat	28,000.00	28,490.55
Produce	10,000.00	12,009.02
Total County Farm	\$193,200.00	\$186,134.72

<u>EXPENSES</u>	<u>BUDGET</u>	<u>ACTUAL</u>
Salaries	\$ 39,921.00	\$ 40,967.34
Social Security Taxes	2,675.00	2,744.82
Blue Cross-Blue Shield	3,243.00	3,276.12
Retirement-Employer share	1,400.00	1,646.41
Insurance-Workmen's Comp.	2,000.00	2,244.48
Employee Maintenance	.00	7,800.00
Insurance-Unemployment	350.00	240.00
Veterinary Fees & Medicine	4,000.00	5,037.67
Breeding, Testing & Registration	6,000.00	4,984.35
Supplies & Other Expense	3,600.00	3,925.87
Electricity	9,000.00	7,831.67
Heat	6,000.00	6,119.86
Gas, Oil & Grease	7,000.00	6,302.52
Seed, Fertilizer, Spray	11,500.00	8,466.60
Feed	61,000.00	49,798.64
Bedding	7,000.00	7,094.00
Repairs to buildings	2,000.00	1,195.46
Repairs to Equipment	6,000.00	4,793.15
Taxes	8,000.00	8,401.51
Rent-Land, Machinery	2,400.00	2,370.00
Insurance SMP, Liab., Vehicle	4,430.00	2,015.75
New Equipment	5,000.00	4,233.43
Livestock Purchases	150.00	.00
Total County Farm	\$192,669.00	\$181,489.81

STOCK ON THE FARM - JANUARY 1, 1983

COWS:	67 Registered Holstein Cows and Heifers (2 years and over)
	27 Registered Holstein Heifers (1 year and over)
	12 Registered Holstein Heifers (6 months and over)
	19 Registered Holstein Heifers (Under 6 months)
HOGS:	23 Bred Sows
	1 Boar
	18 Feeders
	31 Sucklings

FOOD INVENTORY - JANUARY 1, 1983

FREEZER	\$12,004.15
STOREROOM & COOLER	9,981.25
ROOT CELLAR	1,275.20
	\$23,260.60

PRODUCE USED FROM THE FARM

BEEF: 16,420 lbs. (dressed wgt.)	\$ 1.20	\$19,716.00
PORK: 10,323 lbs. (dressed wgt.)	.85	8,774.55

PRODUCE FROM FARM:

Beans, Wax, 15½ Bu.	7.50	116.25
Beans, String, 23½ Bus	9.00	211.50
Beans, String, 8 Bu.	8.50	68.00
Beans, String, 27 Bu.	6.50	175.50
Beans, String, 29 Bu.	5.50	159.50
Beans, Shell, 14 Bu.	10.00	140.00
Beets, 1 Crate	6.00	6.00
Beets, 78 Crates	5.00	390.00
Beets, 21 Crates	4.00	84.00
Broccoli, 5½ Crates	8.00	44.00
Broccoli, 10½ Crates	6.40	67.20
Broccoli, 3 Crates	5.50	16.50
Broccoli, 8½ Crates	5.00	42.50
Broccoli, 4½ Crates	4.00	18.00
Brussels Sprouts, 7 Crates	8.00	56.00
Cabbage, 200 Heads	.38	76.00
Cabbage, 343 Heads	.40	137.20
Cabbage, 19 Heads	.35	6.65
Cabbage (Red), 64 Heads	.50	32.00
Carrots, 25 Crates	7.00	175.00
Carrots, 63 Crates	5.00	315.00
Cauliflower, 5½ Crates	7.00	38.50
Cauliflower, 1½ Crates	9.00	13.50
Cauliflower, 17 Crates	5.00	85.00
Corn, 24 Crates	6.00	144.00
Corn, 336 Doz.	1.30	436.80
Corn, 325 Doz.	1.20	390.00
Corn, 230 Doz.	1.10	253.00
Corn, 40 Doz.	.90	36.00
Cucumbers, 8 Crates	10.00	80.00
Cucumbers, 1½ Crates	9.50	14.25
Cucumbers, 1-2/3 Crates	9.50	15.84
Cucumbers, 8½ Crates	8.00	68.00
Cucumbers, 2¼ Crates	7.50	16.88
Cucumbers, 6-3/4 Crates	7.00	47.25
Eggplant, 12½ Crates	7.00	87.50
Eggplant, 11 Crates	6.00	66.00
Lettuce, 7 Crates	7.00	49.00
Lettuce, 9 Crates	5.50	49.50
Lettuce, 2 Crates	4.50	9.00

Lettuce, 3½ Crates	4.00	14.00
Melons, 61-¾ Crates	10.00	617.50
Onions, 7½ Crates	6.00	45.00
Onions, 19 Crates	5.00	95.00
Parsnips, 4 Crates	6.00	24.00
Peas, 17 Bu.	6.00	102.00
Peppers, 14½ Crates	8.00	116.00
Peppers, 8 Crates	7.50	60.00
Peppers, 13 Crates	7.00	91.00
Peppers, 19 Crates	6.50	123.50
Peppers, 4 Crates	6.00	24.00
Potatoes, 24 Bu.	8.00	192.00
Potatoes, 145 Bu.	3.90	565.50
Potatoes, 38 Bu.	3.60	136.80
Potatoes, 37 Bu.	3.00	111.00
Potatoes, 11 Bu.	2.40	26.40
Potatoes, 733 Bu.	1.80	1,319.40
Radishes, 3 Crates	7.00	21.00
Radishes, 2 Crates	6.50	13.00
Radishes, 2 Crates	6.00	12.00
Raspberries, 13 Qts.	1.25	16.25
Rhubarb, 240 lbs.	.40	96.00
Rhubarb, 105 lbs.	.35	36.75
Rhubarb, 140 lbs.	.36	50.40
Rhubarb, 150 lbs.	.32	48.00
Squash, Summer, 8 Crates	12.00	96.00
Squash, Summer, 8½ Crates	9.00	76.50
Squash, Summer, 10 Crates	8.00	80.00
Squash, Summer, 2 Crates	7.00	14.00
Squash, Summer, 13-¾ Crates	6.00	82.50
Squash, Zucchini, 6½ Crates	5.50	35.75
Squash, Winter, 5 Crates	6.50	32.50
Squash, Winter, 5 Crates	6.00	30.00
Squash, Winter, 3 Crates	7.00	21.00
Squash, Winter, 13 Crates	5.50	71.50
Squash, Winter, 3 Crates	5.00	15.00
Squash, Blue Hubbard, 2	1.50 ea.	3.00
Squash, Blue Hubbard, 410 lbs	.10	41.00
Squash, Blue Hubbard, 1,424 lbs.	.05	71.20
Strawberries, 588 Qts.	1.00	588.00
Swiss Chard, 46 Crates	5.00	230.00
Tomatoes, 58 Crates	16.00	928.00
Tomatoes, 21 Crates	13.00	273.00
Tomatoes, 25½ Crates	15.00	382.50
Tomatoes, 12½ Crates	16.90	211.25
Tomatoes, 9 Crates	12.00	108.00
Tomatoes, 2 Crates	10.00	20.00
Tomatoes, 26 Crates	8.00	208.00
Turnips, 7 Crates	5.00	35.00
Watermelon, 37	1.50 ea.	55.50
Watermelon, 20	1.00 ea.	20.00
Watermelon, 865 lbs.	.10	86.50

TOTAL

\$48,499.57

HOUSE OF CORRECTION AND JAIL FIGURES

1982

Man Days

	Burglary	Drugs	Theft	Assault	Protective Custody	D.W.I.	Non-Support	Forgery	M/V Violations	Felonious Sexual Assault	Fraud	Violation of Probation	Misc.	Average Age	High Day	Hofc	Daily Average	Jail	Daily Average	Week-End	Daily Average	Total Man Average
January	10	2	6	11	2	12	1	4	7	2	0	5	25	23	35	718	23.2	182	5.9	26	2.2	31.3
February	7	1	5	8	3	14	0	6	12	1	0	3	34	22	38	757	27.0	205	7.3	40	3.1	37.4
March	7	3	8	3	0	6	0	2	11	3	0	0	34	21	34	748	24.1	229	7.4	56	7.0	38.5
April	8	3	7	8	0	6	1	4	3	3	0	4	20	21	30	610	20.3	227	7.6	84	10.5	38.4
May	0	5	10	11	3	15	1	2	4	1	0	7	23	22	34	485	15.7	330	10.7	76	7.6	34.0
June	15	4	10	9	1	11	0	4	6	2	0	5	31	22	43	668	22.3	391	13.0	48	6.0	41.3
July	16	1	7	6	1	18	1	4	7	2	0	7	21	23	46	858	27.7	393	12.7	28	3.1	43.5
August	14	3	8	6	2	13	1	4	5	3	0	4	28	23	40	474	15.3	357	11.5	23	2.6	29.2
September	19	2	12	9	5	14	0	2	2	3	0	3	37	23	45	634	21.1	393	13.1	35	4.4	38.6
October	14	3	4	4	2	19	0	4	6	3	0	6	35	23	40	673	21.7	487	15.7	31	3.1	40.5
November	14	3	5	6	1	15	0	4	7	5	0	2	38	22	49	955	31.8	358	11.9	35	4.4	48.4
December	11	0	7	5	5	12	2	3	11	5	0	6	36	22	50	1023	33.0	358	11.6	31	3.8	48.3
Totals	144	30	89	86	25	155	7	43	81	33	0	52	362			8603	283.20	3910	128.40	513	57.8	469.40

Average Age 22.8

Average Daily Population 39.1

Average length of stay 14.7 days

1982 ANNUAL REPORT

SOUTHWESTERN N.H. DISTRICT FIRE MUTUAL AID SYSTEM.
CONNECTICUT RIVER VALLEY UNDERWATER RESCUE TEAM.

-- The Tone is for Vernon, Vt. -- Go ahead 76-M-1 --

New things heard on the scanners.

Our Board of Directors voted into membership the Towns of Vernon, Vt. and Lempster, N.H. Vernon Fire Department already operated on a radio frequency or channel of 33.54 mgz. Our Radio Technician, Leonard Goodnow built a Decoder/Encoder into a receiver that accepts a Tone on our Frequency of 154.430 mhz and converts it in the Base Station at Vernon to 33.54 thus activating their Fire Alarm warning device and radio pagers carried by the Firefighters.

Lempster's Radio Identification number is 76. Their Officers, with Portable Radios, and their Fire Apparatus and Rescue Vehicle are all equipped with our Fire Frequency (154.43 mhz)

I was privileged to have been appointed to the Advisory Board of the newly formed "Connecticut River Valley Underwater Rescue Team" (C.R.V.U.R.T.) and assisted in developing a Radio Page Alerting System for them. The Team is alerted by our Dispatchers. The added workload of an additional service is actually welcomed in this case. In past years many calls have been received for "Overturned Boats" Persons believed drowning, Children in the "Pool" Etc. Etc. We tried to maintain a list of persons with skin diving equipment in the area. Calls were made to these people in time of need, they could not provide a quick response to these calls. Sgt. Hall Brown, Keene P.D., Gary Lafrenier, Keene F.D. and Tom Savage of the Walpole Ambulance Corps of well trained, equipped volunteer underwater divers. The group has some forty plus members spread out over an area about the same as our Mutual Aid System. The members, through donations, are being equipped with Radio Pagers. Today a frantic call is received at Fire Mutual Aid "Someone is drowning". "A boat is overturned and the people have disappeared" etc. - The Dispatcher pushes a button, A tone goes out, he announces the location of the incident and immediately The Dive Team is on the way. A most satisfying and reassuring feeling for the Dispatcher. He can report right away that Trained, experienced help is on the way. The (CRVURT) is a most welcome addition of dedicated Volunteers to our Emergency Services and deserves our support.

The number of Fire Calls continued at about the same rate, however, I'm happy to report fire losses were less than 1981. Some of this reduction is probably due to the ever increasing number of Smoke Detectors being installed in private homes. In 1982 a total of 158 fire calls were received as a result of smoke detectors being activated. Early discovery results in early extinguishment with little loss as a result.

Mutual Aid Member Fire Departments responded to the following calls during 1982:

Brush & Dump	287	Car Fires	211
Box Alarms	474	Smoke Invest.	226
Explønsions	3	Fuel spills	3
Chimney	580	Electrical	117
Oil Burner	17	Smoke detet	158
Sprinkler	25	Gas leak	11
Partitions	36	Appliances	109
House Fires	151	Mobile Home	8
Bomb Threats	2	Search Party	2

Mutual Aid Assistance was requested and received 646 times during the Year. This also tends to lower losses expecially during daytime hours when manpower in many Towns is short, Dispatchers often alert neighboring Departments as they are aware of manpower situations.

Ambulance calls 2,794 Rescue or "fast squads" 1,099. Many Fire Depts have organized first responder "Fast Squads" Rescue personnel in Towns that do not have an ambulance. These Squads are dispatched, arriving on the scene minutes ahead of the ambulances, and do great work in stabilizing patients and preparing them for transport.

10 calls were received that the Underwater Rescue Team was sent to.

2 calls for an "Unusual Event" at the Vernon Atomic Power Plant. The alerting of local Units in the event of an emergency at the Vernon Plant is done by Radio from our Dispatch Center. The Emergency Response procedure plan was completely rewritten in 1982.

Our Radio traffic increased some in '82. We electronically count our transmissions. each time a Dispatcher pushes the microphone button to talk it counts. 1982 recorded 578,519 times. an average of 1,585 per day. We have one radio that transmits only to State Police headquarters, Concord. Requests from Police Cruisers for certain information is contained only in the State Computer 26,210 transmissions were made to Concord for that type of information. An additional 332,363 transmissions were made on the County Police Radio to local cruisers. In

addition, we handled 824 Auto accidents and 8,093 complaints requiring Dispatch of a Cruiser.

Our original Tone Encoder, placed in service in 1961 and acting as a back-up was taken out of service. This unit contained only Fire Tones. As more Pagers are being added all the time and most are for Police and Rescue we needed a back up that contained all Tones. We now have Tone ability from both Dispatcher positions for all services.

The new 10KW Automatic Power Generator was installed at Hyland Hill. This unit was received from Civil Defense and the cost of installation contributed by Vernon Nuclear Power Plant. The old unit was installed at our Back up Radio Transmitter in Gilsum. We now have auxiliary Power units at both locations. These units start automatically upon the loss of power at the remote sites.

A word of thanks and appreciation to our dedicated Dispatchers who are on the job 24 hours a day, 7 days a week and 365 days a Year. They do a great job, sometimes under considerable stress. Also my thanks for the cooperation of the Police, Fire, E.M.S. people. My board of Directors and the County Officials for their support.

Respectfully Submitted

Robert C. Callahan
Chief Coordinator

1982 ANNUAL REPORT
CHESHIRE COUNTY COOPERATIVE EXTENSION SERVICE

The New Hampshire Cooperative Extension Service is organized as a division of the University of New Hampshire in cooperation with the US Department of Agriculture.

A unique partnership is established between Federal, State and County governments to provide sound research based information and assistance to the people through Extension professionals located in each County in the State.

The Extension Service has the responsibility for conducting all educational work in the fields of agriculture and home economics and subjects related thereto as authorized by the Smith-Lever Act as amended and other acts supporting Cooperative Extension work.

Through the Cheshire County Office, informal educational programs are offered to help people help themselves. Such programs are offered in environmental quality, personal and family living, management and use of our natural resources, wise spending of the consumer dollar, production, processing, marketing and distribution of agricultural products, nutrition education and youth development through 4-H.

Cheshire County Cooperative Extension is guided by county people in establishing program priorities. Advisory Councils made up of county residents work in each major program area in order to assure that programs meet the needs of county residents.

Extension presents information to the public through educational workshops and courses, radio shows, newspaper articles, 4-H Clubs, Home Economics Groups, personal visits to farmers and woodland owners, field tours, newsletters and bulletins.

This report gives a very brief overview of the Cooperative Extension Service programs in Cheshire County. These educational programs are available to all citizens. On the average, 1000 requests per month are received for assistance and information through phone calls, written requests and office visits.

Because no report of this length can cover all facets of our program, our staff and members of the Extension Service Advisory Council are all available to provide further information as to who we are and what we can do for you.

Please call or visit us.

MEMBERS OF THE CHESHIRE COUNTY EXTENSION SERVICE COUNCIL

Agriculture:

William Barret, Swanzey - Treasurer
Sheldon Sawyer, Walpole - Chairman
Ernest Vose, Walpole - Secretary

Home Economics:

Maura Kirk, Keene
Susan Holbrook, Marlborough
Eleanor Smart, Keene

4-H Youth Development:

Wesley Cobb, Keene
Roger Hill, Keene
Fred White, Roxbury - Vice Chairman

Forestry:

Wayne Young, Swanzey
Calvin Frink, Surry
Tad Lacey, Keene

County Delegation:

Marilee Rouillard, Keene
Jeffrey Miller, Walpole

COUNTY EXTENSION AGENTS

Peter Kaseoru, Agriculture
Wendy Legg Pollock, Home Economist
Judith E. Farrey, 4-H County Coordinator
Lauren L. Bressett, 4-H
Marshall Patmos, Forester
Brooks McCandlish, Assistant Forester (part-time)
Secretarial Staff -- Diane Blais
 Catherine M. Clukay
 Beatrice A. Griswold (part-time)

HOME ECONOMICS

The home economics program of the Cheshire County Cooperative Extension Service helps people of all ages and income levels to learn new skills and apply new knowledge toward better living. The program assists people in the areas of food and nutrition, clothing and textiles, housing and home furnishings, human development, and family resource management. Each year the educational program focus is determined through the use of advisory committees and surveys, which identify problems and concerns in Cheshire County.

The home economics program experienced a change in personnel this past year, creating a five month vacancy in the position. In June, Wendy Legg Pollock, former Extension Agent in Maine, was hired to replace Donna Akyuz.

The Extension home economist conveys information in a variety of ways. There are over 700 individual contacts per year from people seeking general information and solutions to specific problems. A monthly newsletter, The Extension Line, reaches approximately 1350 Cheshire County families with timely information in all areas of home economics. In September, a new newsletter, The Cradle Crier, was made available to parents of first-borns. Currently 20 new parents are taking advantage of the newsletter, which covers growth and development during their baby's first year of life. Efforts continue, in cooperation with other health agencies, to reach all new parents with this valuable information.

Three-hundred Cheshire County families benefited from a variety of public workshops, demonstrations, and informational meetings on clothing construction, wreath making and holiday decorations, planning and preparing "meatless meals", wardrobe planning, and poultry in family meals. In addition, 65 people attended a program on life in colonial New Hampshire and ten organizations have thus far scheduled the accompanying package program to present to their group. A "nutrition update" in-service training was conducted for the county school on "Be A Better Shopper" was conducted for the homemaker aide employees of Home Health Care and Community Services.

The Extension home economics program also works in cooperative with the 16 Extension Homemaker groups located through Cheshire County. The Homemaker Groups meet monthly to work on community projects and present educational programs sponsored by the Extension home economist. This fall, approximately 100 volunteers were trained in topics on meatless protein, improving self-esteem, recycling clothing, wreath making, clothing construction, and cultural education. Each leader, in

turn, plans to train another 10 people back in their community, reaching an additional 1000 families. This close relationship between volunteers and professionals help make it possible for current research and information to reach the general public.

Extension home economics programs are open to all interested persons and regardless of race, color, national origin, religion, sex, age, or handicap. To reach as many people as possible, sessions are scheduled, free of charge, in the day time and again in the evening in communities throughout Cheshire County.

AGRICULTURE

The year 1982 was not a good one for the U.S. economy and the farm economy was no exception. Locally, agriculture probably suffered less than agriculture nationally, due to a very good year for fruit, and the price supports which continue to make dairying profitable. The outlook is for leaner years ahead, however, and so the emphasis of the Agricultural Program, as far as commercial agriculture is concerned, has been and will continue to be better management with an emphasis on producing for a market.

Various methods have been used to promote better management and to increase interest in marketing. The traditional personal contact which has been used successfully, since Extension work began, is still the backbone of the program. People are encouraged to make the best use of their resources, recommendations are tailored to an individual's situation and goals, and this also makes possible an evaluation of how things are progressing through follow up contacts.

Obviously one agricultural agent cannot deal with every farm in the county, on an individual basis every year, so meetings are held to make information and assistance available to everyone. The Dairy Day held cooperatively with Sullivan County will this year be expanded to a general livestock oriented Farm Day. Estate Planning Sessions, an Income Tax workshop, a Dairy Planning Session and cooperative with the Dairy Herd Improvement Association, Electronic Farm Accounting program, the Conservation District and Farm Bureau have helped to make the agricultural program more available. The newsletter, something more used in the past than last year, will become more prominent again, now that the University has overcome computerization problems which caused a long delay in the county being able to use its mailing lists.

Studies being run in cooperation with the University are a manure study, to determine the most efficient combination of manure and fertilizer for corn production,

corn variety trials, and a pasture renovation study. These are all long term projects except the corn variety trials, which will not produce recommendations for at least a few years, but are an investment in the future and should have great value towards making local agriculture more competitive.

Home gardening and small farming all continue to receive a great deal of interest on the part of the public and continue to require a good portion of the Agricultural Program's time. The vast majority of the interested public are no longer beginning gardeners, small flock owners or small scale livestock producers, so introductory programs have not been as popular as in the past. What these people seem to want are answers to specific problems which have come up in their undertakings, so again individual contacts have played an important role in helping this group. A Beef and Sheep Workshop, Home Poultry Workshop, Pruning Demonstration and appearances on a call-in radio program are methods which have been used to reach more people than is possible through individual contacts.

Finally, a concern of the Agricultural Program is the need to educate the growing numbers of non-farm people as to what farming and food production involves. Assistance has been given to a local high school interested in developing a Rural Science program and talks have been given on local agriculture to interested groups. A Cow-to-School program in cooperation with 4-H is being offered once again, in an effort to teach children just how milk is made, so they will have some appreciation for what is the largest agricultural industry locally.

The Agricultural Program attempts to offer something to everyone with an interest in some aspect of agriculture. Being a one agent program means that obviously every area will not get as much attention as it may deserve. However, the strength of Extension is its flexibility and sensitivity to local needs, so any area in need of more attention will in some future year receive it, if enough people make their wishes know.

FORESTRY

The Extension Forestry Program continues to provide technical assistance and information and educational services in the field of forestry to the private woodland owners, primary processors, organizations and communities of Cheshire County. The delivery of assistance is through individual field visits, group meetings and demonstration, newsletters, bulletings, news articles and radio, with the backbone of the program being the one-on-one contact with the individuals requesting assistance. The resources of the University of N.H. provides a broad base of back-up support for all Extension programs.

Continued interest in multiple-use forest management including timber sales, intermediate forest practices, fuelwood and wildlife, comprise the bulk of the assistance provided by the program. With the general economy in a slump, the financial and economic aspect of owning and managing woodland is a major concern as evidenced by the numbers of requests and assists provided in the area. Insects and disease, urban forestry and general forest conservation concerns round out the types of activity the foresters are involved in. While some assists can be handled by phone or mail, many require a field visit and examination.

Working relationships with other groups and agencies such as the Conservation District, Soil Conservation Service, Agricultural Stabilization and Conservation Service, N.H. Timberland Owners Association, Society for the Protection of N.H. Forests, the N.H. Tree Farm program, forest industry, and private forestry consultants are important in helping to promote the sound management of the forest resource.

The sound management and utilization of the forest resource through educational assistance continues to be the major objective of the Cheshire County Forestry Program.

In 1982, the Cheshire County Extension Forestry program provided 921 woodland management assists involving 20,080 acres. These included 231 insect and disease and 177 tax and financial assists. Information and education activities included 80 radio, newspaper and group presentations. The Fuelwood Marketing Program has resulted in 1,605 cords of wood harvested from 239 acres.

4-H YOUTH DEVELOPMENT

4-H is the youth education program of the Cooperative Extension Service. Participants are between the ages of 8 and 19 and reside in every town in Cheshire County and in every ward in Keene. In 1982 there were 39 4-H clubs with 604 members and 196 adult leaders. Youth may participate in 4-H through methods other than clubs: special interest groups, short term projects, 4-H camping, school enrichment programs or as individual members.

The mission of 4-H is to assist youth in acquiring knowledge, developing life skills, and forming attitudes that will enable them to become selfdirecting, productive and contributing members of society. Through educational 4-H projects, youth acquire skills and knowledge in area of agriculture, home economics, science and technology; acquire a positive self-concept; learn to respect and to get along with people; learn and

practice leadership skills and fulfill leadership roles; develop and practice responsible skills related to the environment; learn and use accepted practices for mental, physical, emotional and social health; explore and evaluate career and job opportunities; establish positive attitudes toward productive use of leisure; and participate in community affairs.

Volunteer adult leaders are the key to the success of the 4-H program, and they receive training for their responsibilities. Leaders influence the 4-H program by assessing the needs of their communities and their members and by helping the 4-H Agents adapt the 4-H program to meet these needs. Some leaders have a major responsibility, for example, operating the food concession at the Cheshire Air.

There is a concerted effort to work with other agencies and organizations to avoid duplication of efforts and expenditure of funds. This past year 2258 youth who are not 4-H club members were reached through programs such as: Cow and Calf to School, Embryology School Project, International 4-H Youth Exchange speakers, and Family Listening Skills.

Highlights of 1982

- Every 4-H club had at least one program that gave assistance to the community or to people in the community. Many had more than one.
- Members and leaders worked to support the program financially, raising over \$3500 to pay for ribbons, awards and educational trips and programs.
- Five leaders served on the committee that planned the Northeast Regional 4-H Leader Forum which was held in North Conway, N.H. (Jean and Bob Williams of Marlborough, Ruth and Wesley Cobb of Keene, Elaine Burroughs of Alstead).
- The development and distribution of a 4-H Leader Handbook as a major tool of leader training and education.
- Representatives to National 4-H programs
National 4-H Leader Forum: Kathy Campbell of Walpole
Camp Miniwanca for Leadership and Personal Development: Peter Woodward of Marlborough
Citizenship-Washington Focus program: Amanda Bullock of Fitzwilliam, Cathy Croteau and Charlean Cassin of Keene and Sheldon Sawyer Jr. of Walpole.
National Horse Leader Forum: Judy Goodell of Swanzey and Marcia Davis of Marlow.

CHESHIRE COUNTY CONSERVATION DISTRICT

BOARD OF SUPERVISORS

Jay Jacobs, Dublin
Harry Kenney, III, Marlborough
Prof. Thomas Havill, Dublin

Virginia Turner, Sullivan
Russell Calkins, Keene

October 28, 1982

Cheshire County Commissioners
County Court House
Keene, New Hampshire

Gentlemen:

The Cheshire County Conservation District is asking for your continued support of their program in the amount of \$6200. This is the same amount as was requested last year. It is difficult to estimate at this time exactly how much money we will have left at the end of the year to carry us until the next budget is passed. It appears it will be slightly more than last year due to an underestimate of income from reports, maps and contributions. This increase in the carry over amount should cover (we hope) increases in the cost of supplies and services. A copy of our proposed budget for 1983 is enclosed.

Interest and enthusiasm for conservation work in the county continues. This year the District, with assistance from the USDA Soil Conservation Service, provided technical assistance to nearly 300 individuals and serviced units of government 110 times. Soils information for various land uses and advice on erosion and sedimentation problems comprised the majority of assistance given to individuals. Service to units of government ranged from 18 site evaluations for planning boards to preparation of interpretive maps and reports for towns.

The soil survey, reports and maps have been presented to the town of Troy. Mapping of the town of Fitzwilliam has been completed and maps and reports are being prepared. The towns of Westmoreland and Winchester are presently being mapped.

Construction in the county continued at a brisk pace. 13000' of tile drainage was installed and 3 more manure storage structures were built, among other projects.

During the past year a series of meetings were held for representatives from New Hampshire, Vermont, Massachusetts and Connecticut at our office. The purpose of these meetings was to develop pilot programs for the improvement of agricultural activities in the Connecticut Valley. If funding is made available for these pro-

grams, the benefits to agriculture in our area could be considerable.

We have continued to act as watchdog in regard to the preservation of agricultural land, wetlands and floodplains. We have tried to make these views as clear to the public as possible. We feel strongly that the more people who understand the importance of preserving these land units, the more likely we will be to continue to have the kind of environment we are accustomed to. In the coming year we hope to be able to arrange a field trip for the county delegation and interested people from Cheshire County which will show conservation measures which have been installed and problem areas still needing attention.

We thank you all for your past support and hope you will continue to back our program.

Sincerely,

Jay C. Jacobs, Chairman
Board of Supervisors

PROPOSED BUDGET FOR 1983

Estimated Expenses of the District		Proposed Allocation of the County
Description and Amount		Amount
.02 Payroll Expenses	\$7500.00	\$5764.00
.10 Social Security	502.50	386.00
.14 Workers Comp.	60.00	50.00
.20 Travel and Meals	500.00	- - -
.26 Dues	585.00	- - -
.29 Equipment Contract	65.00	- - -
.35 Photo copy expenses	78.00	- - -
.36 Office Supplies	100.00	- - -
.38 Postage	170.00	- - -
.39 Printing and Binding	75.00	- - -
.40 Conservation Camp	150.00	- - -
.41 Soil Stewardship Week	70.00	- - -
.42 Conservation Booklets	200.00	- - -
.43 Annual Report	100.00	- - -
.44 Annual Meeting	200.00	- - -
.45 Soils maps and reports	25.00	- - -
.46 Contingency Fund	500.00	- - -
.82 Equipment Repair	35.00	- - -
	<u>\$10915.50</u>	<u>\$6200.00</u>
<u>Estimated Income for 1983</u>		
Fees for Services	800.00	
Reports and maps	1515.00	
Interest	76.00	
Miscellaneous	196.00	
State Funds	250.00	
	<u>2837.00</u>	
County Funds	6200.00	
	<u>9037.00</u>	
Estimated Carry Over	1878.50	
	<u>\$10915.50</u>	

I, Nancy E. Baybutt, Clerk of the Executive Committee of the County Convention, hereby certify that the following is a true copy of the minutes taken from the official records of the Executive Committee meeting held on January 18, 1982.

Executive Committee
Cheshire County Delegation
Court House, Executive Committee Room
Keene, New Hampshire

Monday, January 18, 1982 at 7:10 P.M.

The meeting was called to order by Andrea Scranton, vice chairman of the Executive Committee.

Present: Andrea Scranton, Robert W. Moore, Jr., Robert L. Galloway, Robert T. Eisengrein, Margaret A. Ramsay, Margaret A. Lynch, Nancy Baybutt, Commr. William F. Lynch, Commr. David G. Adams, Warren G. Allen, County Treasurer, Donna Drouin, Coordinator.

Purpose of the meeting to authorize the County Commissioners to borrow money in anticipation of taxes for the year 1982, for \$3,000,000.00.

VOTE: Motion passed by unanimous approval.

Meeting adjourned at 7:37 P.M.

Nancy Baybutt
Clerk, Executive Committee
Cheshire County Convention

MINUTES

Executive Committee
1982 Budget Review

February 23, 1982

Present: White, Scranton, Russell, Proctor, Lynch, Matson, Drouin, Adams, Eisengrein, Baybutt.

Chairman Matson called the meeting to order at 6:45 p.m.

Representative Scranton moved acceptance of the twelve-month review. Motion seconded by White and passed unanimously.

Any approval voted by the Committee is without acceptance of salary. All salaries will be discussed together at a later time.

Salaries: Brief discussion. Commissioners are proposing a flat \$800.00 increase for all employees. Ms. Drouin stated that they are also preparing an 8% and 9% raise proposal and the impact on the budget, salaries and taxes will be dealt with at the end of the budget review. Ms. Drouin noted how difficult it is to factor in employees at Maplewood who work overtime, weekends, etc.

Page 13: Register of Probate: Representative White moved acceptance (excluding salaries and Social Security taxes) of the Commissioners Proposed Amended Budget. Representative Lynch seconded the motion, and it was passed unanimously. It was noted that the \$13,000 estimated revenue will be applied against the total budgeted amount in the account.

Page 11: Register of Deeds: Discussion of acquisition of in-house microfilming equipment to up-date Register records. Records previous to 1972 have been micro-filmed, but there is no reader available. Registrar Hubal will investigate equipment and job which can be accomplished, and the cost. E. Hubal will have information for Committee by 02-26-82. The estimate of income is conservative.

Page 20 - 21: Public Welfare: Line 53 and 57 -- under-spent, but wants margin of safety again. County is not paying additional costs for unmet Medicaid needs.

Fuel -- 2200 households @ \$1.7M - last year additional money was available from Federal Government.

Line 56 -- is for eleven months of actual expense, should be \$55,000 more.

Line 54 -- Division of Welfare -- District office is very cooperative, and we have a good idea of number of transfers.

Line 5 - Intermediate Nursing Care: The State is now doing 15%, local 25%, and Federal is 60%. There will be ninety-five new cases. Some patients are going from a low cost program to a high cost program. Expected decrease in present population is based on forty-two actual deaths in 1981. Average of these deaths and known new cases will be about \$41,000. \$290.00 each month per patient is County cost; \$714.00 monthly income means those over sixty-five are not Medicaid eligible. Representative Matson said that raising for next year the exact amount we raised last year would be better for the taxpayer, rather than trying to live in a "dream world". Much discussion followed.

Line 58 - Forty-two court-ordered, placed children. There may be three cases where residential placement will be ordered; the cost will be higher.

Question of mileage should be researched for county staff.

If County has to pay for Medicaid costs that are not being paid, these costs are not included in this budget.

Page 21 - Public Welfare: Motion to table page 21 until a later time, seconded and passed, no opposition.

Page 7 - Administration Commissioners: Lines 12 and 13 This is now spread throughout the budget so reduced amounts.

Line 16 is for the accrued sick days for the Watermans.

Line 39 - This over-expenditure in 1981 was discussed and total was voted, approved.

County Delegation Budget approved.

Treasurer's Budget approved; 4102 approved.

Page 15: Sheriff -- Estimated revenue could go to \$38,000.

Line 29 - could be \$750.00 for Outside Services.

Line 97 - Discussion of the purchase of three vehicles; these could be two used, and one new car this year.

The van for transporting prisoners is in bad condition, and should be replaced. The Sheriff wants to purchase a used van, and transfer into it the cage and benches of the present vehicle.

The total for the Sheriff's Department is \$160,000.00 Voted by the Committee.

NEXT MEETINGS WILL BE - Thursday, 6:30 p.m., and Friday, 1:00 p.m.

Respectfully submitted,

Nancy E. Baybutt, Clerk
Executive Committee
Cheshire County Delegation

MINUTES

Executive Committee of Cheshire County
1982 Budget Review
February 25, 1982

Present: Representatives Matson, Baybutt, Moore, Scran-Proctor, Lynch, White. Commissioners Adams, Lynch and Coordinator Drouin.

Chairman Matson called us together at 6:45 p.m.

Page 17: Court House Maintenance: Lots of winter overtime; wants a small increase. May shift some fuel money to overtime for custodian. Elevator cost is mostly maintenance.

Page 19: Superior Court: Clerk of Court read a letter explaining the costs of anticipated murder trials. (S. Rogers letter 2/9/82). Reference was made to a law which limits Court expenditures to those approved by the delegation. For trial costs, there may be a need for additional money to be drawn from surplus according to the statute. This will be proposed as a supplemental budget.

This year the salaries are reported as gross. There is an estimated revenue of \$50,000 in fees which will be deducted from the total salaries. The supplemental expenditures must be approved by the delegation.

Line 41 - is an average of two years.

Page 23: Fire Mutual Aid: Discussion of salaries and retirement: Dispatchers now no longer eligible for New Hampshire Group II. Line 94 is insurance for mistake-liability. There is a surplus of \$3,480.00, which will be recorded as a Revenue item.

Page 24: Radio and Communications: Reduce line 82 by \$100.00. Vernon Nuclear plant donated a \$9,000.00 generator to be used at Hyland Hill. Recorder heads - line 82 - is ok at \$600.00. The forty channel lease purchase of a microwave for \$40,000 was proposed to replace telephone lines. Amortization could be over 25 years. Sixty-three fire companies might contribute toward cost. There may be Federal funds to buy the micro-wave. There is a surplus.

Radio Repair Service: Shop in the Keene Public Works garage. Chief Callahan has a list of expenses and revenue (see attached). This service was started by a loan of \$25,000.00 from the County. It was to be repaid \$5,000.00 each year. Discussion followed as to how to use this repayment of the start-up loan. We may use this money to establish a capital reserve account to pur-

chase the micro-wave, or purchase equipment as it wears out.

Page 4: Cheshire County Extension Service: Next year there will be a page in the budget for this agency. Sheldon Sawyer explained the budget figures. There was a discussion of the surplus being \$3,960.00 plus \$2,000.00 less the \$900.00 for a part-time clerk to replace senior clerk, who is on sick leave. There will be a charge for printed material. The actual request is for \$79,822.00.

Page 4: Cheshire County Conservation District: Jay Jacobs and Russ Calkins described the duties of the Cheshire County Conservation District. Mr. Jacobs said the State Water Supply and Pollution Control Department has not recognized the concerns of the CCCD, and has used much lower standards.

Page 21: New Hope - New Horizons: Line 60 - Mr. McCollester and Mr. Len Tichey described that \$45,000 is requested for use as follows: \$26,318.00 for vocational training at the sheltered workshop on 103 Roxbury Street. \$18,682.00 is for the New Hope Center match money. Eighty-five day clients are in these two programs.

Thirty-nine people are still in Laconia from this region, fifteen people have returned to this region. About seventy people use Respite Care on the average of fifteen days each week.

ADJOURNED AT 10:00 PM

Respectfully submitted,

Nancy E. Baybutt, Clerk
Executive Committee of
Cheshire County

MINUTES

Executive Committee
1982 Budget Review

February 26, 1982

Present: Matson, Baybutt, Moore, Scranton, Proctor, Russell, White, Lynch, Commissioners Lynch and Adams, Coordinator D. Drouin.

Chairman Matson called the meeting together at 1:15 p.m.

COUNTY ATTORNEY: 25 Trial Days - 20 Felonies - 10 misdemeanors - 10 to 12 support hearings - 10 violations (appeals) 15 traffic and Grand Jury cases. This is the work load of the office. Also investigations are on going. Office advises County staff on County matters.

The Attorney discussed raising salaries for the Assistant Attorney and the Clerk. He recommended taking the \$770.00 for these two salary increases from line 94 Insurance, Legal fees. He would also like money to attend seminars at a cost of \$1200.00.

Salaries	\$ 770.00
Professional Development (new line 70)	1200.00
Legal Fees	3030.00
Equipment - Add a new line	

The Attorney made a request for a word processor to make his office more efficient. We could, toward the end of the year, transfer any unused money in this budget into the Equipment line.

Page 21 - HOME HEALTH CARE AND COMMUNITY SERVICES: Maich Gardiner the Associate Director. They provide services for individuals in their homes - 4500 units of service will be provided in Cheshire County in 1982. There are 75 staff members. Revenue comes from Title XX, Medicare and Medicaid Blues, town appropriations, client fees, United Way, USDA Title III B. County funds will go exclusively to Homemaker health aide.

They are now allowed to ask clients to pay for services, to make a contribution. Services, however, will be provided regardless of client payments. Consolidation has meant that services are better co-ordinated and the aim is to reduce administrating costs; they will be under 20% instead of rising to 25% this year.

Total cost of homemaker health aid is \$294,404.00.

Page 21 - MONADNOCK HEALTH AND WELFARE - Steve Knapp: There is a reduction in their request because the County provides space. Mr. Knapp explained work of MHW.

Representative Lynch recalled last year a discussion of not funding MHW another year. Members recalled this discussion. This agency is funded by the City and the United Way. Jack Jennings, United Way is funding this agency according to the formula. Could the United Way & MHW combine to provide planning and services in a different way?

P. MacQueen, City Manager said he believed the City would fund MHW according to the formula.

Information and Referral and Co-ordination of Human services are very important in our rural county and the only way to resolve the answer is to keep the MHW Council going and working toward a solution, otherwise the on going work will not get done. With funds scarce, there must be priorities set and only essential human services will be provided. Other services will not be funded.

Commissioner Lynch feels 1/3 of MHW's budget is all the county should pay. 54% County, 20% United Way, 25% Keene, is the current formula.

J. Jennings feels that committee will go along with the budget split equally amongst the three agencies but that will be for another year. A discussion of the past decision about the formula took place. A special Committee to work this out was not appointed.

Page 24 FIRE MUTUAL AID: A note from Robert C. Callahan asked that we treat his \$3,487.74 surplus as a reduction of the total budget.

Next meeting will be held Wednesday, afternoon at 1:30 p.m.

Page 26 MAPLEWOOD: Members received a memo about \$800.00 grant salary increase that is proposed. The memo recommends a percent salary increase instead. Mr. Waterman is opposed to the grant increase. He said it will lower moral of administrators. Line 18 is Mr. and Mrs. Waterman's accrued sick leave, Line 29 is auditors.

Page 29 - Next year salaries can be specific and part time/vacation be on one line. Also there should be a cap on accrued sick leave.

Page 39 - Line 29 supplies is a disposable brief called ATTENDS. There will be some reduction in laundry costs.

The new Maplewood Administrator was introduced. He is Rick Wilson. He arrived just this week.

SOUTHWESTERN REGIONAL PLANNING COMMISSION: Catherine Larsen, Director, Regional Planning Commission. wants to provide some level of funding based on our similar con-

stituencies. All of towns in County have a plan except Hinsdale, all have a zoning regulation. Now providing financial and administrative aid called a circuit rider. Also they are providing computer services and bulk purchase. Solid waste management is a new program. Another new plan will be to work to train labor for private industry.

A discussion followed about the changing role of the Southwestern Regional Commission.

Page 2 REVENUE SHARING: \$158,293.00 40% mutual aid, 33% direct aid, 27% for Board and care is formula. The Executive Committee voted to recommend this formula.

The Committee discussed the Commissioners' recommendation of an \$800.00 grant to each employee instead of a percentage increase.

Meeting adjourned 5:15 p.m.

Respectfully submitted,

Nancy E. Baybutt, Clerk
Executive Committee
Cheshire County Delegation

MINUTES

Executive Committee
1982 Budget Review

March 3, 1982

Present Representative Baybutt, Moore, Scranton, Proctor, Matson, Eisengrein, Russell, Lynch, Ramsay, Commissioner Adams and Coordinator Drouin.

Page 26: Maplewood: Discussion of the farm operation by the new Administrator, Richard Wilson. Farm is probably as productive as it can be because it is land-poor. They are no longer producing eggs because the hen houses are dilapidated.

Page 49: Farm-Line 12: The Blue Cross line is wrong and it should be \$3,242.00. Sub total page 49 is \$78,720. Total on page 50 is \$193,200.

The \$800.00 salary grant was explained. Rick Wilson responded by saying he would need more time and more information about other area employers. At Maplewood there is a yearly incremental raise as well as the proposed \$800.00 grant. There was a long discussion about the philosophy of salary raises.

It was suggested that the new Administrator be able to reduce salaries as he sees fit. Mr. Wilson said he will take six months before making changes.

Salaries: The budget figure for the \$800.00 grant salary increase is in the proposed budget total \$2,401,104.00 to go instead to an 8% increase would be \$2,416,926.00. To a 9% increase it would be \$2,440,047.

Each percent of salary increase is \$23,121.00. The \$800.00 grant will cost \$200,000. In this proposed budget there is an increase in the counties share of the Blue Cross-Blue Shield up to 70%, before it averaged 50%. This is an increase in benefits up to \$250. per employee.

Moved by Representative Eisengrein that we approve a flat grant for all county employees. Seconded by Representative Proctor. Discussion followed. Motion lost 5 no to 4 yeas.

ROLL CALL	On 1st Motion
Moore	No
Scranton	No
Proctor	Yes
Russell	Yes
Lynch	Yes
Eisengrien	Yes
Ramsay	No
Baybutt	No
Matson	No
White	

Original Motion: Moved by Ramsay to Give a 7% increase, seconded by Representative Eisengrein.

Moore-yes	Lynch-yes	Matson-yes
Scranton-yes	Eisengrein-yes	Proctor-yes
Ramsay-yes	Russell-yes	Baybutt-yes
White-yes		

The feeling is that the 14% proposed total budget is too high. Representative Matson left the Chair. Representative Ramsay took the chair.

Amendment adopted: Representative Matson moved to amend the 3% increase. Seconded by Representative Scranton.

Moore-yes	Lynch-no	Matson-yes
Scranton-yes	Eisengrein-no	White-yes
Proctor-no	Ramsay-no	Russell-yes
Baybutt-yes		

Page 21: Public Welfare: Public Welfare Director, Barber explained Old Age Assistance, ADTD and Intermediate Nursing Care. The average monthly cost for a Nursing Home in New Hampshire is \$1500.00 times 12 months, with an average annual cost per patient of \$18,000.00.

Board and Care of Children - 43 cases now, anticipate 9 new cases. Foster care is \$130.00 per month - group home care is \$600. to \$1400. per month.

\$5,000. budget for Attorneys fees for indigent parents - this is up to \$500. per case. In the case of one youngster it would cost up to \$40,000. per year to keep him in a court ordered placement. He is now in a group home at \$7,200. per year.

In the case of Old Age Assistance, there may be a decline in the 97 cases, however, the other categories leave the 1981 population constant and add the known new cases as the DOW district office has notified us of those cases which will be transferred to the County

There is no money in this budget for medically needy and balance for services not paid because of the Medicaid Caps.

RECESS AT 5:10 PM FOR SUPPER.

RECONVENED AT 7:10PM all previous present.

Page 7: Commissioners: It was moved by Representative Lynch: "I Move that the County Commissioners move to cap the severance benefit at an agreeable rate for County employees and determine the legal liability of the County in regard to this policy and report their decision to the Executive Committee within 60 days". Seconded by Representative Eisengrein. 10 yea - no nay.

Representative Lynch moved and Representative Eisengrein seconded that we ask the Commissioners to determine that in the future sick leave will be utilized during employment and will have no cash value. 10 yea - 0 nay.

Page 9: County Attorney: Motion was made by Representative White and seconded by Representative Baybutt to change Line 4 to \$5,000. and line 94 to \$3,000. Two no votes - 8 yea. Motion was made by Representative Ramsay, seconded by Rep. Eisengrein to create a line 70 - Travel/Professional Development, at \$1200.00 and line 97 Equipment -0-. Vote was unanimous.

Page 11: Register of Deeds: Moved by Russell and seconded by Lynch to reduce line 97 Micro-Film \$10,000. Vote was unanimous.

Page 11 Deeds: Moved by Representative White, seconded by Representative Scranton to increase Line 97 to \$2,000. to include purchase of reader. Vote was unanimous.

Page 15: Sheriff's: Representative White moved and Representative Lynch seconded to change line 29 to \$500.00. Vote was unanimous. Moved by Rep. White, seconded by Rep. Proctor to change line 38 Postage to \$700.00. 8 yea-2 nay.

Representative Baybutt moved line 97 include used van, all equipment to be purchased by the Commissioners. 9 yea-1 opposed. It was suggested that the old van be rebuilt.

Page 17: Maintenance Court House: Reduce line 65 to \$20,000.00

Page 19: Superior Court: Representative White moved, Representative Proctor seconded to reduce line 03 by \$50,000. to reflect increased revenue from fees. Vote was unanimous.

Page 21: Public Welfare: Line 53 thru 58 reduce by \$50,000. Moved by Representative Matson, seconded by Rep. White. Voted 7 yea - 3-nay

Moore - yea	Russell-yes	Ramsay-yes
Scranton-no	Lynch-no	Baybutt-yes
Proctor-yes	Eisengrein-no	White-yes
Matson-yes		

Page 21: New Hope New Horizon: Line 60, \$45,000. vote was unanimous yea.

Page 21: Monadnock Health & Welfare Council: Line 61, Rep. Proctor said MHW was not notified last year that the County was not going to participate this year. If the County wants to withdraw financial aid, there should be advanced planning to phase out County support. The functions that the MHW Council performs should continue. The Committee to set human services priorities is now meeting to make recommendations. The formula can be changed in the future if a member of this Executive Committee sits on the Human Services Priorities Committee. The Commissioners reduced their recommendations to 1/3 of the cost of the MHW Council.

A motion was made by Rep. Lynch moved, seconded by Rep. White, to fund MHW at \$22,292.00. Voted 8 yea 2 no.

Do we want to continue to have Planning and Information and Referral and other functions ongoing in Cheshire County? A representative from the city, United Way, and the County should meet to decide how these functions will be handled in the future. This should be done before April 1st. Representative Lynch will be the representative of the County on this Committee.

S.W.N.H. Regional Planning Commission: Moved by Representative Moore and seconded by Representative Scranton that the County not fund the S.W. Regional Planning Commission. Vote was unanimous.

Page 23: Fire Mutual Aid: Moved by Representative Proctor and seconded by Rep. Eisengrein to reduce page 23, salaries, etc. by \$3,487.74.

Moved by Rep. Lynch and seconded by Rep. Baybutt, line 67 reduce to \$400.00 - voted to reduce to \$400.00. Representative Moore moved, Representative Lynch seconded, the Executive Committee establish a Capital Reserve Fund to be funded from the repayment of the \$25,000. loaned to start up the radio repair at a rate of \$5,000. per year from the proceeds of the radio repair operation of Fire Mutual Aid. This money may be used in the future to buy a micro wave to replace telephone truck lines. Motion voted unanimously. (This motion reconsidered 3-8-82)

Page 25: Interest of Temporary Loan: approved

At 9:45 pm the accumulated savings are \$115,843.00 Moved by Representative Russell to adopt the 1981 budget without salary, seconded by Ramsay. Motion withdrawn, second withdrawn.

Page 11: Register of Deeds: Moved by Representative Baybutt, seconded by Rep. Moore, Registry of Deeds reduce \$10,000. from personnel services. Voted unanimously.

Cheshire County Extension Service: Moved by Rep. Scranton, Seconded by Rep. Baybutt to keep budget at last year's level with surplus of \$3,860. deducted to a figure of \$75,000. Voted unanimously.

Cheshire County Conservation District: Representative Moore moved, seconded by Rep. Ramsay to fund at the same level as 1981. 3 yea - 6 no. Motion failed.

Moved by Representative White, seconded by Rep. Eisengrein to fund at \$6,200.00. Motion passed.

Representative Ramsay moved, Rep. Eisengrein seconded that the Commissioners and Administrative Assistant prepare an Executive Committee proposed budget reflecting the additions and deletions as voted by the Executive Committee this date, March 3, 1982 and reflecting a 5% cost of living adjustment based on the 1981 actual salary level. For consideration by this Committee.

Moore-yes	Russell-Yes	Ramsay-yes
Scranton-yes	Lynch-nay	Baybutt-yes
Proctor-yes	Eisengrein-yes	White-yes
Matson-yes		

9-yea 1-nay

The budget deliberations will continue at a later day.

Next meeting, Monday at 2:00 p.m.

Meeting recessed until then.

Respectfully submitted,

Nancy E. Baybutt, Clerk
Executive Committee

MINUTES

Executive Committee
1982 Budget Review

March 8, 1982

Present: Representative Baybutt, Ramsey, Russell, Scranton, Proctor, Eisengrein, Lynch, Commissioner Adams, Lynch, Coordinator Drouin.

Coordinator Drouin passed out:

- A. Summary of Expenses 1981 and 1982 Amended Budget
- B. Summary of Expenses Maplewood Home
- C. Summary of Expenses of Revenue December 31, 1981 and Amended 1982 Budget.
- D. Overview - Executive Committee

Rep. Eisengrein raised the question of the difference in the total of amendments between Page A and Page D.

There were further discussions of the cost of living salary increase. Can different departments get different percent increases.

This is the first time we have been able to determine salaries on an individual basis using this new budget format. There is overtime that is considerable at the nursing home and the jail. We have used overtime to get the work done while waiting to fill vacancies to cover sick leave and cover vacations. Overtime is more costly to get the same work done.

Rep. Ramsay suggested Commissioners track overtime, vacancies etc. called; Adjustments and Benefits. There would be a special line and vacancies would be a credit; overtime would be a debit.

The problem of the severance pay; the payment of \$17,000.00 to Mr. and Mrs. Waterman when they retired, was discussed as a policy. The Commissioners discussed changing this accrued sick leave policy. The Commissioners will take immediate action.

Rep. Ramsay--moved, Rep. Lynch seconded to establish, where there are overtime areas, a Personnel Services Adjustment and Benefits Line to be under the administration of the Commissioners. Commissioner Lynch would want to check this policy and the fee accountant (Rich and Co.).

Ramsay	Y	Proctor	Y
Russell	Y	Matson	Y
Scranton	Y	Eisengrein	Y
White	Y	Lynch	Y
Baybutt	Y		

9 Yeas unanimous

Coordinator Drouin reported about the hearing with

the DOW about decertifying some of our nursing home patients. The state proposed to eliminate paying for these patients. DOW reconsidered this proposal and may grandfather-in the patients now in the nursing home.

Page 23: Fire Mutual Aid: Rep. Ramsay asked coordinator Drouin to check with Robert Callahan about his employees who are still on the old Fireman's Retirement which is very expensive. The Legislature passed legislation to allow these people to move into NH Retirement System Regular Fund.

Page 23: Fire Mutual Aid: Rep. Eisengrein moved, Scranton 2nd that we reduce salary adjustment to the same level as is given other county employees. Motion passed, unanimously.

Page 7: Administration-Commissioners: Line 2-- Clerical: Coordinator Drouin needs clerical help to move the county business forward along with clerical help for the Welfare Office. The Executive Committee recommended that there should be a secretarial pool established in the Court House by the Commissioners.

Moved by Ramsay, 2nd Rep. Baybutt to add to page 7, Administration Commissioners - Line 2 - 3/5 Secretary Clerk at an additional cost of \$6,600.00.

Ramsay	Y	Proctor	Y
Russell	Y	Matson	absent
Scranton	Y	Eisengrein	Y
White	Y	Lynch	Y
Baybutt	Y		

8 Yeas unanimous

Page 27: Maplewood: The Executive Committee reviewed this budget.

Page 28: Laundry and Linen: Moved by Rep. Ramsay, 2nd Rep. Scranton, to remove one laundry aide at a savings of \$8,070.00. Voted passed unanimously. Rep. Lynch moved, 2nd Rep. White to delete the previous motion (Capital Reserve) voted unanimous to defeat the original motion. 9 YEA unanimous.

Moved Rep. Lynch, 2nd Rep White to establish a Capital Reserve Fund for energy savings projects in County buildings. Said fund to be funded by loan repayments from Fire Mutual Aid loan of \$ 25,000. The first \$5,000 to be received from the Radio Repair Shop started with the \$25,000 loan to be paid April 1, 1982. Voted YEA unanimous.

Page 13: Register of Probate: Rep. White moved, 2nd Rep. Ramsay to delete the proposed clerk # 2-2/5 position from line 2. \$1900.00. Voted unanimous.

Moved Rep. White, Grant a cost of Living 5% beginning April 1, 1982. The lapse between the funding of a 5% COL starting Jan. 1, 1982 and April 1, 1982, will be used to fund Personnel Services Adjustment and Benefits Line.

Ramsay	Y	Matson	Y
Russell	Y	Eisengrein	Y
Scranton	Y	Lynch	N
White	Y	Baybutt	Y
Proctor	N		

7 Yea 2 Nay

Motion carried.

Public Hearing for Revenue Sharing will be at 7 P.M. March 22, 1982.

Public Hearing on the proposed County Budget will be March 22nd at 7:30.

County Delegation will meet March 27, 1982 at 9:30 A.M. at Maplewood.

Respectfully submitted,
Nancy E. Baybutt
Executive Committee
Cheshire County Delegation

MARCH 23, 1982

CHESHIRE COUNTY BUDGET - PUBLIC HEARING

CHESHIRE COUNTY COURT HOUSE, Keene, New Hampshire

PRESENT: Executive Committee Members Matson, Moore, Lynch, Russell, Baybutt, White, Eisengrein, Ramsay; Commissioners Lynch and Adams; County Coordinator, Donna Drouin; members of the public and the press.

Rep. Moore called the Public Hearing to order at 7:05 p.m. and invited members of the public to comment on the agenda items as presented.

Item #1: REVENUE SHARING

Mutual Aid Salaries	\$ 63,317.00
Direct Aid	52,237.00
Board & Care of Children	42,739.00
	<u>\$ 158,293.00</u>

Mr. Edward O'Brien asked what the amount of the Revenue Sharing was. Mr. Moore responded that it was \$158,000.

No Further questions.

Item #1:

Mr. Moore explained that we would present the budget on a line by line basis as advertised in the Keene Evening Sentinel. The following represents questions/comments dealing with specific lines.

Mr. Al Munichello requested justification of the position of County Coordinator, specifically if the position had proven to be cost-effective for the County. Mr. Moore pointed out that the position has not been filled for a full year as yet. Several members of the Executive Committee spoke of the benefits realized to date by the creation of this position.

Jay Adams of Stoddard asked if the County had insurance to cover county property in the case of a nuclear accident at Vermont Yankee. The answer was that the insurance was not available. Mr. Adams requested that this be investigated.

County Attorney O'Brien spoke on the budget proposed for the County Attorney's Office. He noted that the position of Assistant County Attorney requires a highly technical and trained person and one with a great deal of expertise and expressed his opinion that the salary recommended by the Executive Committee was inadequate. He also stated that he believed the budget as recommended by the Executive Committee involving clerical help for his office was not sufficient.

REGISTER OF DEEDS: (page 11) Several people spoke in opposition to the proposed cuts to this department. Those who identified themselves and spoke in opposition to the Executive Committee's recommendation were as follows:

Attorney Kendall Lane; Attorney Bernard Hampsey; Attorney Ron Burnett; Attorney Sam Bradley; Hemon Chase of Alstead; and Al Munichiello of Winchester.

The Register of Deeds is now in a slow period but some testified this would pick up this year. An employee(?) testified that the staff does checking during slow periods.

SHERIFF'S DEPARTMENT: Chief Deputy Bill Moffitt spoke saying salaries for the two lowest men are too low. One has used his own vehicle, the other uses the van. The one who uses his own car gets mileage. What can we get for \$7500 to replace the van and one new car? The van is too cold for prisoners riding in the back.

MAINTENANCE OF COURT HOUSE: Mr. Munichiello wants a committee to look into solarization of the Court House.

SUPERIOR COURT: Attorney O'Brien testified that there should be closer relationship between salaries paid for Superior Court personnel and County Attorney personnel. He also testified that Department Heads should get proposed changes to the budget as recommended by the Executive Committee.

PUBLIC WELFARE: Attorney O'Brien testified that the Director deserves a higher salary.

Mr. Munichiello supports leaving the \$22,000 in the budget for the Monadnock Health and Welfare Council.

FIRE MUTUAL AID: Robert Callahan would like money to keep a new man after his six months' probation period ends; also another increment at their anniversary date. Three others will reach their anniversary date in 1982. He requests \$1592 for step increments for four people.

Attorney O'Brien pointed out once again that salaries amongst departments have a great disparity.

Mr. Munichiello believes that the estimated revenue is too low. He feels the cost of the recent exercise with regard to Yankee Nuclear are reimbursable through recent legislation for all involved within the ten mile evacuation zone. He wants the County to advise all towns and Mutual Aid that all their costs are recoverable.

Robert Callahan said a new 22,000 watt generator has been given by Yankee Nuclear at a cost of \$9,100. It will be installed on Hyland Hill.

CHESHIRE COUNTY EXTENSION SERVICE: Sheldon Sawyer, Chairman. During hard times people use Extension Service for self-help programs. The Extension Service was cut last year. Last year's surplus occurred because vacancies were not filled immediately. Judith Farrey displayed and explained how last year's cuts were dealt with by the Extension Service. One person is now on ninety days' sick leave. The County Agents are expecting a $9\frac{1}{2}\%$ increase in July. They are employees of the University System and get the same salary raises.

Trevor Price supports putting back the requested funds. Beatrice Price sent written testimony.

Jay Adams also thinks it would be good to spend money for the programs the Extension Service provides.

Eleanor Smart - Advisory Council member: The Advisory Council was conscientious in trying to reduce its budget.

Tad Lacey, a former 4-H member, now an Advisory Council member, supports putting back funds.

Frank Connors, a layperson who uses the Extension Service, states that UNH is too far to go for services and supports putting back funds.

Mr. Munichiello wants full funding because the County Extension Service has helped establish five co-operatives serving 500 households and 2,000 people, with a savings of 20% to 25% per family food budget.

Bob Williams, 4-H leader, supports full funding.

Wesley Cobb stated the Budget Committee of the Advisory Council nit picked this budget and feels this is a fair budget.

COUNTY CONSERVATION DISTRICT: Russell Calkins supports the District request.

MAPLEWOOD HOME: Attorney O'Brien feels that there are a lot of dollars in this budget and hopes the salary issue is resolved on a percentage.

Wesley Cobb asked three questions: What is \$17,000, Administrative Assistant and line 29, Outside Services? His questions were discussed.

Jay Adams questioned lack of insurance for a nuclear accident and need for a study for solarization at the Maplewood Complex.

9:45 Chairman Moore, there being no further public comments declared the public Hearing on the 1982 Proposed Budget closed at 9:45 p.m.

Addendum: Copies of letters presented as testimony on certain items of the Proposed Budget.

Four Letters

Respectfully Submitted,

Margaret A. Lynch, Clerk County Delegation

CHESHIRE COUNTY CONVENTION
1982 Budget Adoption

Maplewood Home

March 27, 1982

PRESENT: Members of the Cheshire County Delegation:
Jeffrey Miller, Robert Galloway, Robert Moore, Jr., Terry Wiggin, Elmer Johnson, Jesse Davis, David Perry, Margaret Ramsay, William Matson, Clayton Crane, Frederick Ernst, Irving Gordon, Daniel Eaton, Margaret Lynch, Marilee Rouillard, Delina Hickey, Nancy Proctor, William Kennedy, Robert Barber, Robert Eisengrein, Kendall Lane, Andrea Scranton, Nancy Baybutt.

Having a quorum present, Chairman Moore called the Convention to order at 9:45.

- I. Introduction and Meeting procedures -- Chairman Moore
 - A. Rules of Order
 - B. Introduction of Maplewood Administrator, Richard A. Wilson and Harriet Davenport, Director of Nursing Services.
- II. Representative Ramsay presented an overview of the Executive Committee Budget Recommendations.
- III. Action on Salaries

Representative Baybutt moved that the Delegation accept the 5% salary increase, recommended by the Executive Committee, effective April 1, 1982. Representative Johnson seconded the motion.

Discussion: Representative William Kennedy moved to amend the Baybutt motion to state that the 5% pay increase be granted County employees with the exception of Fire Mutual Aid Salaries, which would be set at 3%. Motion to amend seconded by Nancy Proctor.

Further discussion: Representative Johnson asked that, in future budget deliberations, a note be put on salaries to indicate which salaries the County has control over and which ones we do not control. He further suggested that the Delegation be made aware of contract agreements.

Representative Daniel Eaton moved the question. Sufficiently seconded and passed unanimously.

Representative Kennedy requested a roll call vote on the Amendment.

Kennedy Amendment failed on a roll call vote of 20 to 3. Voting in the affirmative were Johnson, Ernst, and Kennedy. Voting against the Amendment were Miller, Galloway, Moore, Wiggin, Davis, Perry, Ramsay, Matson, Crane, Gordon, Eaton, Lynch, Rouillard, Hickey, Proctor, Barber, Eisengrein, Lane, Scranton, and Baybutt.

The County Coordinator attempted to speak to the reconsideration of salaries. Representative Baybutt requested the Delegation Chairman to rule against anyone other than Delegation members the opportunity to speak on issues if not directly asked to respond to a question. Chairman Moore so ruled.

Several members of the Delegation spoke in support of immediate implementation of the job classification study.

Representative Eaton asked permission of the Chairman to ask Deputy William Moffitt to speak on the Sheriff's budget. Representative Moore ruled against this.

Representative Johnson moved the Question. Representative Galloway seconded and motion to limit debate passed unanimously.

Parliamentary Inquiry by Representative Ramsay asked if a vote to reconsider a salary line (should the Baybutt motion pass) would require a two-thirds vote. Representative Moore ruled that a simple majority would be sufficient to reconsider.

A roll call vote was taken on the Baybutt Motion, which passed by a vote of 21 to 2. Voting in favor of the motion were Miller, Galloway, Moore, Wiggin, Johnson, Davis, Perry, Ramsay, Matson, Crane, Gordon, Eaton, Lynch, Rouillard, Hickey, Proctor, Barber, Eisengrein, Lane, Scranton, and Baybutt. Voting in opposition to the Baybutt motion were Ernst and Kennedy.

Representative Johnson raised a Point of Order. He stated that technically the Chairman should not be called upon to vote except in the case of a tie vote. Chairman Moore agreed.

IV. Departmental Budget Review

Chairman Moore informed the Delegation that he would entertain a motion on each departmental budget before discussion.

Commissioners' Office -- Account No. 4100

Representative Ramsay moved that the County Delegation accept the figure of \$389,630 as approved by the Executive Committee. Motion seconded by Representative Scranton.

Discussion: Representative Proctor moved to amend

line 29 -- Outside Services by increasing it by \$1,000. Motion to amend seconded by Representative Wiggin.

Representative Proctor spoke on her amendment. She stated that the additional \$1,000 was needed to pay for the cost of a complete insurance review on all County property and what the exposures are. The Albert C. Jones Company will be engaged to do this insurance review.

Representative Ramsay moved the question. Seconded by Representative Wiggin and passed unanimously.

Proctor Amendment passed on a voice vote.

The amended Ramsay Motion (Figure amended to \$390,630) passed on a voice vote.

County Delegation Expenses -- Account No. 4100.74

Representative Rouillard moved approval of the \$2,500 recommended by the Executive Committee. Motion seconded by Representative Eisengrein and passed on a voice vote.

County Treasurer -- Account No. 4101

Representative Scranton moved acceptance of the Executive Committee recommendation of \$1,111. Motion seconded by Representative Ramsay and passed on a voice vote.

Auditors -- Account No. 4102

Representative Proctor moved acceptance of the Executive Committee's recommendation of \$14,000. Motion seconded by Representative Ramsay.

Discussion: Representative Rouillard referred specifically to an item in the auditors' report regarding a request for information from Maplewood which was not received. She asked why the information was not forthcoming.

Commissioner Adams responded that all attempts were made to cooperate with auditors. He noted that Rich Company auditors were at Maplewood for three days while the auditors from the State of New Hampshire were there for three weeks. The auditors from the State were completely satisfied in their review.

Representative Baybutt moved that the Chairman appoint three members of the delegation to look into auditing procedures and report back to the full delegation by April 15th. Discussion followed. Representative Baybutt withdrew her motion for lack of a second.

Proctor Motion on auditors' fees passed on a voice vote.

County Attorney -- Account No. 4110

Representative Scranton moved approval of \$64,879 appropriation for the County Attorney's office. Motion seconded by Representative Ramsay. Discussion followed.

Representative Kennedy moved that line 04 be increased to \$7,000. Motion to amend seconded by Representative Eaton. General Discussion. Motion to amend failed on a voice vote.

Scranton Motion (\$64,879) passed on a voice vote.

Register of Deeds -- Account No. 4120.

Representative Scranton moved approval of \$84,210 as recommended by the Executive Committee. Motion seconded by Representative Ramsay. Discussion followed.

Representative Scranton moved to amend her original motion to reinstate \$10,000 on line 02--Clerical. Motion to amend seconded by Representative Eaton. General discussion followed.

Representative Rouillard moved to amend the amendment to reflect an increase in line 02 to \$5,000, with the intention of allowing flexibility to the Registrar. Motion to Amend the Amendment seconded by Representative Johnson.

(Parliamentary Inquiry by Representative Ramsay asked if the \$5,000 would include the \$3,500 already committed on this line. Chairman Moore ruled that that was not the intent.)

Representative Eaton moved the question. Motion to limit debate seconded by Representative Proctor and passed unanimously.

Roll call requested on the Rouillard Amendment by Representative Lane.

Rouillard Motion to amend lost by a vote of 14 to 8. Voting in favor of the motion were Johnson, Perry, Ramsay, Lynch, Rouillard, Hickey, Proctor, and Barber. Voting against the motion were Miller, Galloway, Wiggin, Davis, Matson, Crane, Ernst, Gordon, Eaton, Kennedy, Eisengrein, Lane, Scranton and Baybutt.

Parliamentary Inquiry by Representative Ernst -- does a roll call request need a second? Chairman Moore ruled that he would grant a roll call by a request from one delegation member.

Roll call was requested by Representative Lane on the Scranton Amendment. Motion to amend line 02 by reinstating \$10,000 failed by a vote of 12 to 10. Voting in favor of the Amendment were Wiggin, Davis, Perry, Gordon, Eaton, Kennedy, Barber, Lane, Scranton, and Bay-

butt, voting against the motion were Miller, Galloway, Johnson, Ramsay, Matson, Crane, Ernst, Lynch, Rouillard, Hickey, Proctor, and Eisengrein.

Representative Ramsay moved to amend the Scranton Motion to reflect an adjustment on line 02 of a \$3,500 increase to reflect the amount of money already committed to the position cut. Motion to amend seconded by Representative Eaton.

Representative Johnson moved to amend the amendment to increase line 02 by \$7,000 to allow the Register of Deeds to have \$3,500 for part-time help. Motion to amend seconded by Representative Eaton.

The Question was called for by Representative Eaton. Motion to amend passed on a roll call vote of 12 to 10. Voting in favor of the motion were Wiggin, Johnson, Davis, Perry, Ramsay, Gordon, Eaton, Rouillard, Kennedy, Barber, Lane, and Scranton. Voting against the motion were Miller, Galloway, Matson, Crane, Ernst, Lynch, Hickey, Proctor, Eisengrein, and Baybutt.

Representative Johnson clarified his motion by stating that it was his intent that the \$7,000 for line 02 include benefits and social security. Delegation accepted this clarification.

Representative Johnson moved the previous question. Motion to limit debate seconded and passed unanimously.

The Scranton Motion as amended (\$91,210) carried on a voice vote.

Register of Probate -- Account No. 4130

Representative Eaton moved acceptance of \$22,777 appropriation, as recommended by the Executive Committee. Motion seconded by Representative Baybutt and passed on a voice vote.

Sheriff's Department -- Account No. 4140

Representative Eaton requested the County Commissioners to distribute the fact sheet as prepared by Deputy Moffitt. Fact sheet distributed.

Representative Lane moved acceptance of the Executive Committee's recommendation of \$152,629 appropriation for the Sheriff's Department. Motion seconded by Representative Scranton.

Representative Eaton moved to amend line 03 by increasing same by \$5,687.29. Motion to amend seconded by Representative Barber. Chairman Moore ruled this move to amend out of order as it refers to salaries and requires a move to reconsider.

Representative Eaton moved to reconsider salaries as regards line item 03 in Sheriff's Department. Motion to Reconsider seconded by Representative Barber.

Parliamentary Inquiry by Representative Wiggin asked if it was possible to reconsider a line item when an "across the board" raise was given. Chairman Moore ruled in favor of allowing a vote to reconsider this line item.

A Roll Call Vote on Eaton Motion to Reconsider passed on a 12-11 vote. Chairman Moore was called upon to break the tie.

Voting in opposition to the motion were: Galloway, Johnson, Davis, Ramsay, Matson, Crane, Ernst, Proctor, Eisengrien, Scranton and Baybutt. Voting in favor of the motion were: Miller, Wiggin, Perry, Gordon, Eaton, Lynch, Rouillard, Hickey, Kennedy, Barber and Land and Chairman Moore.

Representative Eaton moved that line 03 be amended to read \$78,979.17. Motion seconded by Representative Gordon. Discussion followed.

Representative Baybutt moved the Question. Seconded by Representative Lynch and passed unanimously.

Eaton Motion to amend failed on a Roll Call vote of 12-11. Voting in favor of the motion were Representatives Wiggin, Davis, Perry, Gordon, Eaton, Lynch, Rouillard, Hickey, Kennedy, Barber, and Lane. Voting against the motion were Miller, Galloway, Johnson, Ramsay, Matson, Crane, Ernst, Proctor, Esiengrein, Scranton, Baybutt and Chairman Moore broke the 11-11 tie with a vote against the Motion.

Representative Eaton moved to amend the Ramsay Motion by an additional \$2,500 (total on line 97 \$12,500). Motion to amend seconded by Representative Gordon.

Representative Eaton indicated that an additional amount was needed for the purchase of weapons, papers, ammunition, etc. Discussion followed. Representative Johnson moved the Question. Seconded by Representative Barber. Motion to limit debate carried on a voice vote.

Eaton Motion to amend failed on a voice vote.

Ramsay Motion to amend line 97 passed a voice vote.

The Lane Motion to accept \$152,629 appropriation for the Sheriff's Dept. amended by the Ramsay Motion to \$155,129.00, passed on a voice vote.

Chairman Moore declared a lunch recess at 12:55.

The County Convention was reconvened at 1:45 P.M.

Medical Referee -- Account No. 4150

Representative Eaton moved acceptance of the Executive Committee recommendation for \$8,525. Motion seconded by Representative Baybutt and passed on a voice vote.

Maintenance of Court House -- Account No. 4160

Representative Eaton moved approval of \$95,365 as recommended by the Executive Committee. Representative Eisengrein seconded the motion and it was passed on a voice vote.

Superior Court -- Account No. 4180

Motion to appropriate \$294,348 moved by Representative Eaton and seconded by Representative Eisengrein. Motion passed on a voice vote.

Public Welfare -- Account No. 4190.01 thru
4190.70

Representative Eaton moved acceptance of the sub-total of \$1,358,535 for these account numbers. Motion seconded by Representative Eisengrein and passed on a voice vote.

New Hope - New Horizons, Inc. -- Account No.
4190.60

Representative Eaton moved acceptance of \$45,000 as recommended by the Executive Committee. Motion seconded by Representative Eisengrein and passed by a voice vote.

Monadnock Health and Welfare Council -- Account No.
4190.61

Representative Eaton moved acceptance of the Executive Committee's recommendation of \$22,292. Motion seconded by Representative Proctor and passed by voice vote.

Representative Rouillard asked what the future for this agency would be. Representative Eisengrein, liaison between the Executive Committee and the MH & WC, explained that the MH & WC has been put on notice by the Executive Committee that changes will be necessary. Representative Eisengrein stated that he would make a recommendation concerning this at the appropriate time on the agenda.

Cheshire Health and Social Services -- Account No.
4190.62

Representative Eaton moved acceptance of \$48,500 Motion seconded by Representative Eisengrein and passed by voice vote.

Fire Mutual Aid -- Account No. 8450

Representative Lynch moved approval of \$183,751 as recommended by the Executive Committee. Motion seconded by Representative Eaton. General discussion followed.

Representative Eaton moved to reconsider action on salaries as regards Fire Mutual Aid. Motion to reconsider seconded by Representative Eisengrein. Motion to reconsider failed on a Roll Call vote of 14-5. Voting in favor of the motion were Miller, Eaton, Rouillard, Kennedy, and Barber. Voting against the Motion: Galloway, Johnson, Davis, Perry, Ramsay, Matson, Crane, Ernst, Gordon, Lynch, Hickey, Proctor, Eisengrein and Baybutt.

County Coordinator Drouin informed the Convention that line 8450.01 Salaries was incorrect and should read \$151,401, rather than \$149,557.

Representative Ramsay moved that the County Commissioners be authorized to make any mathematical adjustments necessary in the budget to reflect the wish of the delegation. Motion seconded by Representative Lynch. Discussion followed.

Representative Ramsay withdrew her motion.

Representative Eaton moved that line 8450.01 be corrected to read \$151,401. Motion seconded by Representative Kennedy and passed by a voice vote.

Radio Communications -- Account No. 9385

Representative Eaton moved the Executive Committee recommendation of \$14,120. Motion seconded by Representative Eisengrein and passed by voice vote.

Interest - Temporary Loan -- Account No. 9100

Representative Eaton moved approval of \$227,926. Motion seconded by Representative Kennedy and passed by voice vote.

Cheshire County Extension Service -- Account No. 8260

Representative Eaton moved approval of an appropriation of \$75,000, as recommended by the Executive Committee. Motion seconded by Representative Lynch.

Representative Miller moved to amend the appropriation for Cheshire County Extension Service to the 1981 level of \$77,153.00. Motion seconded by Representative Eaton.

Discussion. Miller Motion to amend passed on a voice vote.

Representative Baybutt moved to amend the original motion to state that the \$77,153.00 figure does not

include a 9% raise for the County agents. Representative Ernst seconded the amendment.

Following a brief discussion, Representative Baybutt withdrew her motion to amend.

The Eaton motion to approve appropriation, now amended to read \$77,153.00, passed on a voice vote.

Cheshire County Conservation District -- Account No. 9384

Representative Johnson moved acceptance of the Executive Committee recommendation of \$6,200.00 for Cheshire County Conservation District. Motion seconded by Representative Eisengrein and passed by a voice vote.

Maplewood -- Administration -- Account No. 5100

Representative Eaton moved acceptance of the Executive Committee's recommendation of \$718,164.00. Representative Eisengrein seconded the motion.

There was a lengthy discussion dealing with the personnel policy "Retirement/Severance." Commissioner Lynch informed the delegation that the personnel policy "Retirement/Severance" was the number one priority for review.

The consensus of the Delegation was that policy should be corrected as soon as possible.

Representative Eaton moved the question. Motion seconded and passed by voice vote.

The \$718,164 appropriation was passed on a voice vote.

Maplewood Expenses - Dietary -- Account No. 5130

Representative Eaton moved approval of \$357,637, as recommended by the Executive Committee. Motion seconded by Representative Lynch and passed on a voice vote.

Maplewood Expenses - Nursing -- Account No. 5140

Representative Eaton moved approval of \$904,640, as recommended by the Executive Committee. Motion seconded by Representative Lynch. Motion passed on a voice vote.

Maplewood Expenses - Plant Operations -- Account No. 5150

Representative Eaton moved approval of \$337,750, as recommended by the Executive Committee. Motion seconded by Representative Ramsay and passed on a voice vote.

Maplewood Expenses - Laundry and Linen
Account No. 5160

Representative Eaton moved approval of \$113,218. as recommended by the Executive Committee. Motion seconded by Representative Eisengrein and passed on a voice vote.

Maplewood Expenses - Housekeeping
Account No. 5170

Representative Eaton moved acceptance of \$122,015 as recommended by Representative Ramsay. Motion passed on a voice vote.

Maplewood Expenses - Physician and Pharmacy
Account No. 5180

Representative Eaton moved acceptance of \$116,803 as recommended by the Executive Committee. Motion seconded by Representative Lynch and passed on a voice vote.

Maplewood Expenses - Special Services
Account No. 5190

Repr Representative Eaton moved acceptance of \$146,129 as recommended by the Executive Committee. Motion seconded by Representative Ramsay and passed on a voice vote.

Maplewood Expenses - Jail -- Account No. 6100

Representative Eaton moved acceptance of \$310,705 as recommended by the Executive Committee. Motion seconded by Representative Eisengrien and passed on a voice vote.

Prisoners Held in Other Institutions
Account No. 6200

Representative Eaton moved approval of \$8,000. Seconded by Representative Lynch and passed on a voice vote.

Farm -- Account No. 7100

Representative Eaton moved approval of \$192,669, as recommended by the Executive Committee. Seconded by Representative Eisengrein.

It was noted that expected Farm Revenue, as shown on page 2 had been corrected to read \$193,200. Motion passed on a voice vote.

Representative Lynch moved that the County Convention approve \$6,453,525 budget for 1982. Seconded by Representative Eaton and passed on a voice vote.

Chairman Moore stated that this was a total of \$2,722,445.00 to be raised by taxes, a 7.3% increase.

Representative Ramsay expressed the conventions appreciation to the County Commissioners and County Coordinator Donna Drouin for their assistance in the preparation of the 1982 budget.

Representative Baybutt stated that she believed the Revenue side of the budget was in error because of reimbursement anticipated. Representative Baybutt moved that revenue be increased on line 4016 by \$2,500, which would raise that line to \$5,000, and further moved that line 4071, 72 and 73 in increased to total \$10,000.00. Representative Matson seconded the motion. Discussion followed.

Representative Miller moved to divide the question. Motion seconded by Representative Eaton and passed on a voice vote.

First part of the Question: To Increase Old Age Assistance and Direct Aid to \$10,000.00 -- passed on a voice vote.

Seconded part of the Question: Line 4016, Reimbursement of Radio Program, increased by \$2,500.00 to a total of \$5,000. -- passed on a voice vote.

Total to be raised by taxes \$2,713,040.

Representative Lynch moved to accept page 2. Revenue, as amended. Seconded by Representative Eaton and passed by a voice vote.

Representative Ramsay moved that the County Commissioners, County Coordinator and members of the County Delegation will follow-up on the study on the County Personnel System and report back to the County Delegation sometime before next year's budget process. Motion seconded by Representative Baybutt. Discussion.

Representative Ramsay, with consent of Representative Baybutt, further refined her motion to "a study will be done and the results will be reported back to the Executive Committee before the budget process and, at some point in time, we will have an informational meeting with the full delegation."

After further discussion Representative Hickey moved the Question and was seconded in her motion to limit further debate. Motion passed by voice vote.

Ramsay motion passed on voice vote.

Representative Baybutt introduced the following Resolution, which was seconded by Representative Gordon:

Resolution re: Retirement/Severance

Resolve that the County Commissioners move to rescind the sick-day severance benefit for County Employees and to prepare a policy with respect to accrued sick leave in the future and determine legal liability of the County in regard to the past policy.

Resolution approved by a voice vote.

Representative Kennedy reminded the Delegation that it is our responsibility to meet and set the salary for the position of full-time County Attorney for the next year, before the filing date of June 16, 1982.

Chairman Moore stated that the Delegation would meet in May to set the salaries of elected officials.

Representative Eisengrien informed the Delegation that the Health and Welfare Council will report to the Delegation in May on the possibilities for the future of this agency.

Representative Lynch reminded the Delegation of the problems encountered when not giving a firm direction in advance of the budget process.

Discussion followed.

Representative Eisengrein moved that the Delegation approve both functions of the Monadnock Health and Welfare Council -- I and R and P and C, but approve of a study to reduce the overall cost via studying the Councils' integration into an existing agency, for example either the County or United Way Agency. Study to be undertaken by the present Committee and a report to be made back to the Executive Committee of the Delegation by June 1, 1982. Motion seconded by representative Baybutt.

Discussion

Representative Baybutt requested that Representative Eisengrein change his original motion to state that "the functions of this agency be integrated." Representative Eisengrein agreed to this change.

Motion, as corrected, passed on a voice vote.

Commissioner Lynch reminded the delegation that it was within their authority to approve funds but not to hire employees.

It was agreed that all agencies would be contacted in writing regarding actions taken on their budget requests.

Mileage Reimbursement:

Representative Lynch moved to table this question until the May Meeting. Motion to table seconded by Representative Eisengrein and passed by a voice vote.

Representative Moore reported that a meeting of the Delegation will be called for April 8, 1982 at 7:00 P.M. at the County Court House to hear a presentation of the Vermont Nuclear Power Plant.

Representative Ramsay commended the Chairman and the Clerk for their efforts to run a smooth meeting.

Representative Miller moved adjournment at 4:30 P.M. Motion to adjourn seconded by Representative Miller and passed unanimously.

Respectfully submitted,

Margaret A. Lynch, Clerk
County Delegation

Amended Minutes
Cheshire County Convention
1982 Budget Adoption
March 27, 1982

Page 10, Paragraph 11.

Representative Lynch moved to accept Page 2, Revenue, as amended, including General Revenue Sharing Funds in the amount of \$158,293.00.* Seconded by Representative Eaton and passed by a voice vote.

The final total to be raised by taxes to be \$2,712,752.00.

* Mutual Aid Salaries	\$ 63,317.00
Direct Aid	52,237.00
Board & Care of Children	<u>42,739.00</u>
Total	\$158,293.00

Respectfully submitted,

Margaret A. Lynch, Clerk
County Delegation

CHESHIRE COUNTY DELEGATION MEETING
April 8, 1982

Cheshire County Courthouse 7:00 p.m.

PRESENT: Representative Margaret Lynch; County Commissioner Lynch; County Coordinator Donna Drouin; Albert Munichiello and Paul Gunther.

AGENDA: Presentation on Vermont Nuclear Power Plant.

Representative Lynch informed Mr. Munichiello and Mr. Gunther that she had been advised that the members of the Delegation were unable to be present for this presentation because of the fact that they were detained at the State House.

It was mutually agreed to postpone this presentation until May 2, 1982. Mrs. Drouin will clear the date with Chairman Moore and post the legal notices.

Respectfully submitted,
Margaret A. Lynch, Clerk

MINUTES

Cheshire County Convention
Presentation

Monday, May 3, 1982 7:30 P.M.

Present: Chairman Moore; Representatives Barber, Hickey, Rouillard; Mssrs. Gunther, Municello. Coordinator Drouin.

Given the nature of the meeting as a presentation on the Vermont Yankee Atomic Power Plant, Chairman Moore turned the meeting over to Mr. Municello who introduced himself and Mr. Paul Gunther of Warner, New Hampshire. The gentlemen proceeded to outline and present a two-hour meeting addressing structural and design concerns of the Vermont Yankee Power Plant as well as aspects of the nuclear emergency evacuation plan for Cheshire County. Meeting adjourned at 10:15 P.M.

Respectfully submitted,
D.M. Drouin
Clerk, Pro Tem

MINUTES
Public Hearing

Executive Committee
Cheshire County Court House
Relative to Charges to the County Surplus Account
May 21, 1982 1:15 p.m.

Present: Representatives Scranton, Eisengrein, Moore;
Commissioners Adams and Lynch; Coordinator
Drouin; Administrator Wilson.

Vice Chairman Scranton opened the public hearing to receive comment relative to two charges to the Surplus Account:

1. To reimburse the Maplewood Escrow Account in the amount of \$2,544.77.
2. To cover assessment for Sewerage Grant at Maplewood in the amount of \$1,113.00.

Vice Chairman Scranton asked for clarification of those items: Administrator Wilson and Mrs. Drouin explained both:

1. State Welfare Auditors deemed a charge to the Patient Escrow Account for a capital improvement inappropriate.
2. A Federal Department of Labor charge of violation of the Davis-Bacon Act during construction of sewerage project required reimbursement. A final EPA payment to the County, withheld, will off set (\$1,200.00).

No members of the public appeared regarding these issues.

Vice Chairman Scranton closed the public hearing at 1:28 p.m.

Respectfully submitted,
D.M. Drouin,
Clerk, Pro Tem

MINUTES

Executive Committee Meeting
Cheshire County Court House
May 21, 1982 1:30 p.m.

Present: Chairman Matson, Representatives Eisengrein, Moore, Scranton; Commissioners Adams, Lynch; Coordinator Drouin; Administrator Wilson.

I. To Consider Charges to County Surplus Account

A. It was moved by Rep. Scranton and Seconded by Rep. Eisengrein to reimburse the Maplewood Escrow Account in the amount of \$2,544.77. Voted unanimously.

B. Moved by Rep. Scranton, seconded by Rep. Eisengrein, to tap the Surplus Account in the amount of \$1,113.00 to cover assessment of Sewerage Grant at Maplewood. Voted unanimously.

II. Elected Officials Compensation -- Chairman Matson shared communications from the Register of Deeds, the County Sheriff, the Commissioners, and the County Attorney relative to elected officials' compensation for the next biennium. Chairman Matson recognized Att. O'Brien, who spoke to full-time assistance for the newly-elected, full-time County Attorney. He suggested to return to a half position for the Assistant County Attorney would be a return to the previous staffing level, that is 1½ persons. Attorney O'Brien presented some additional recommendations as outlined in his letter to the Committee (see attachments). Chairman Matson recognized Attorney William Kennedy, who spoke to the numbers of Attorneys tied to one case and the resultant costs of those cases. He agreed that the newly-established salary for the County Attorney should be high enough to attract someone with experience. Given the uncertainty of re-election, Attorney Kennedy suggested the stipend should be at least adequate to provide some incentive for running for the position. In discussions he has had with other individual attorneys, they suggested stipends anywhere from \$25,000 to \$42,000.

Coordinator Drouin distributed background materials on county-level salaries for elected officials on a state-wide basis. As well, she shared the hand-out relative to the legislation which prohibits the full-time Cheshire County Attorney from private practice, RSA 7:34-b. Chairman Matson questioned the benefits situation for the County Attorney and Assistant Attorney; Mrs. Drouin explained that benefits are generally applicable to appointed personnel, only.

Rep. Scranton moved, Rep. Eisengrein seconded, to set the salary of the fulltime County Attorney at \$35,000 for each year of the next biennium.

Commissioner Adams pointed out that the salaries information provided in the handout by Mrs. Drouin were based on 1982 levels; other County delegations would be meeting to establish compensation for the next biennium. Commr. Lynch questioned that the stipend should be for two years at the same level. Attorney Kennedy also noted that Merrimack County's attempts at no-plea bargaining causes an increase in the number and length of trials. He further suggested this may be an experimental basis at present, but that this experiment may extend to the rest of the state. Rep. Moore asked if the "speedy trial" law has impacted. Attorney O'Brien explained that no more than 90 days can pass before an individual goes to trial; he indicated that there is a lot of scrambling to keep up. Chairman Matson questioned going to \$37,500 with the stipend. Rep. Eisengrein thought the stipend should stay at \$35,000, as did Rep. Moore. The motion was voted and passed unanimously.

Chairman Matson read a recommendation from the County Commissioners for \$6,000 in each of the next two years of the biennium. Rep. Eisengrein moved that stipend, seconded by Rep. Scranton, to accept that recommendation. Voted unanimously.

Chairman Matson reviewed the Sheriff's request that the Sheriff's stipend be increased at the rate of 8% per year. Rep. Moore moved that a stipend of \$19,500 be established for each year of the next biennium, which was seconded by Rep. Eisengrein. Attorney O'Brien spoke to the need for expertise in that position and that the Cheshire County stipend is currently on the low side in the state. Attorney O'Brien suggested something higher than \$19,500 for this position. Rep. Eisengrein moved to amend to \$20,000 for each year of the biennium, Rep. Moore seconded that Motion. Rep. Scranton suggested amending that motion to \$20,500. Rep. Eisengrein so amended his motion to \$20,500, seconded by Rep. Scranton. Voted Unanimously.

Chairman Matson inquired if there were any recommendations coming from the County for the County Treasurer's position. Commissioner Adams suggested \$1,500 as the stipend, based on the level of budget and investment responsibility placed with the position. Rep. Eisengrein moved and Rep. Moore seconded at \$1,500 stipend for each year for the next biennium. That motion was voted unanimously.

Chairman Matson again shared the communication from the Register of Deeds, suggesting that the increase for that position be comparable to that for the Sheriff's position. Rep. Moore moved for an \$18,500 stipend for each year of the next biennium. That motion died for lack of a second. Rep. Eisengrein moved and Rep. Scranton seconded a motion of \$19,000 for the Deeds position in each year of the next biennium. That motion carried unanimously.

III. To Review Personnel Policy Related to Sick Leave, and a matter of litigation were postponed to the end of the meeting for Executive Session. Unanimously voted.

IV. First Quarter Budget Review--Coordinator Drouin distributed a statement to the Executive Committee relative to the .09 Budget Line (see attachments). After some discussion among Commissioner Lynch, Administrator Wilson, Coordinator Drouin, and members of the Committee, the Committee agreed to accept the recommendation for discontinuance of the .09 Budget line because of its cumbersomeness.

Commissioner Adams reported on the purchase of a new Sheriff's vehicle. Coordinator Drouin distributed a first-quarter Supplies comparison; years 1981-1982. In the first quarter of 1982, since the inception of centralized supplies and purchasing, the Court House has enjoyed a 32% decrease in expenditures for supplies.

Coordinator Drouin went on to explain a Probate shortfall over the year in the Probate Revenue Line, 4012. It was explained that, tied to the legislation establishing the fees schedule, there was also a charge back to state judiciary of the first \$3.00 on all filing fees. That information had not been received prior to budgetary preparation--thus the anticipated shortfall in revenue.

Chairman Matson asked Administrator Wilson to speak to budgetary areas. Mr. Wilson suggested some lines, e.g., some salaries areas and telephones, were inadequately budgeted in the first instance. He suggested attempts to live within the total budget.

Rep. Scranton moved and Rep. Moore seconded acceptance of the Commissioners first Quarter Budget Report. Motion voted unanimously.

Commissioner Adams spoke to the new Cash Management system being tried with Indian Head Bank.

Rep. Scranton moved, Rep. Eisengrein seconded, to go into Executive Session to discuss matters of personnel and litigation. Voted unanimously.

Adjournment at 3:45 p.m.

Respectfully submitted,
D.M. Drouin
Clerk, Pro Tem

MINUTES

Cheshire County Convention
Cheshire County Court House
May 26, 1982 7:00 p.m.

PRESENT: Chairman Moore, Representatives Davis, Eaton, Eisengrein, Hickey, Lane, Matson, Perry, Rouillard, Scranton, White. Also, Commissioners Adams, Lynch; Coordinator Drouin.

Representative Moore called the meeting to order at 7:30 p.m.

1. Rep. Scranton moved, Rep. Eisengrein seconded, that the County approve reimbursement of the Maplewood Escrow Account in the amount of \$2,544.77 from Surplus Account. Passed on voice vote.
2. Moved by Rep. Matson, seconded by Rep. White to cover assessment of sewerage grant at Maplewood in the amount of \$1,113.00 from Surplus Account. Passed on voice vote.
3. Moved by Rep. Lane, seconded by Rep. Eaton, that salaries for elected officials in the next biennium as proposed by Executive Committee be approved. Passed on voice vote.
4. Moved by Rep. White, seconded by Rep. Eaton, that mileage compensation for County officials be increased to 23¢ per mile, effective July 1, 1982. Passed on voice vote.
5. Rep. Eisengrein reported on Monadnock Health and Welfare Council's efforts to coordinate administrative costs, transportation, space, staffing, etc., which is currently in progress.

There being no other business to come before the delegation, motion by Rep. Matson, seconded by Rep. Scranton, to adjourn. Motion passed by voice vote, 7:55 p.m.

Respectfully submitted,
/s/ Andrea A. Scranton
Clerk, Pro Tem

MINUTES

Executive Committee Meeting
Cheshire County Court House
Wednesday, September 1, 1982 7:00 p.m.

Six-Month Budget Review

Present: Reps. Baybutt, Eisengrein, Galloway, Lynch, Matson, Moore, Proctor, Ramsay, Scranton, White; Commissioner Lynch; Administrator Wilson; Coordinator Drouin.

Chairman Matson opened the meeting at 7:10 p.m., with page by page review of the budget statement for six months.

Mrs. Drouin spoke to revision of format for future reviews, noting that often the fractional budget amount, indicated in quarterly reviews, have little real relationship to the respective line item's expenditures.

4100.13 Question was raised as to the over budget figure on Employers Share of State Retirement. Mrs. Drouin to report back.

4100.36 Mrs. Drouin distributed 1981,82 supplies expenditures comparisons for six-month mark, indicating 14% savings across all Court House departments.

4120.97 Question on non-expenditure of Deeds equipment authorization. Also, question about pursuit of used reader for microfilm.

Chairman Matson inquired if County had investigated purchase arrangement of Southwest Region Planning Commission. Mrs. Drouin to pursue with Commissioners.

Administrator Wilson spoke to realignments of dietary staff and nutritional needs of the residents being served by newly-hired dietitian.

Meeting adjourned at 8:50 p.m.

Respectfully submitted,

D.M. Drouin,
Clerk Pro Tem

MINUTES
Executive Committee Meeting
Maplewood Home
Friday, October 8, 1982

Present: Reps, Baybutt, Eisengrein, Galloway, Matson, Proctor, Ramsay; Commr. Adams; Admin. Wilson; Coord. Drouin; Mr. Wm. Hadge, Project Engineer, Goldberg/Zoino, Geotechnical--Geohydrologic Engineers.

Chairman Matson opened the meeting at 9:40 a.m.

Admin. Wilson provided background information of current erosion of northwest bank of Maplewood site.

Mr. Hadge reported that the problem seems directly related to water and the steepness of the hill behind the building. He outlined the location of the borings and observation wells, as well as the installation of an inclinometer in the deep boring closest to the building. The instrument will deliver direct information relative to any horizontal ground movement at various levels, to a depth of 60 feet which may be occurring over the fall, winter, and early spring months.

Mr. Hadge added that the site on clay subsoils presents some particular problems.

Chrmn. Matson inquired how long this situation has been a problem; Commr. Adams suggested small problems of the site have been apparent virtually since occupation of the building.

Mr. Hadge suggested that, if the investigation indicated that the problem is primarily a water problem, recommendation would be to take some substantial steps with drainage. However, must be careful, given clay infrastructure, not to lower water table abruptly so as to contribute to the settling of the building.

Considerable discussion followed relative to details of the problem and the investigative efforts and ultimate possible resolutions.

The Committee and staff adjourned to the site, itself, to see first hand the precipitous nature of the slope, signs of future erosion and the borings which had been established during the week.

Returning to conference, Mr. Hadge responded to a query from Rep. Baybutt relative to when recommendations might be expected. He suggested first monitoring and report would be back within the next month. The monitoring will continue through the seasons into spring, with more complete recommendations returned at that time.

Rep. Eisengrein questioned if any recommendations would be forthcoming with respect to the original structural installation; Mr. Hadge suggested there might be elements regarding the structure, itself, depending on the results of the investigation.

Chairman Matson adjourned the meeting at 11:50.

Respectfully submitted,

D.M. Drouin
Clerk Pro Tem

EXECUTIVE COMMITTEE

Minutes - 1982

NINE MONTH
BUDGET REVIEW

Monday, November 29, 1982

PRESENT: Vice Chairman Andrea Scranton, Representative Lynch, Representative Ramsay, Representative Moore, Representative Eisengrein. Commissioner Lynch, Administrator Wilson, Coordinator Drouin.

Vice Chairman Scranton opened the meeting at 7:10 P.M.

Page by page review of the nine-month report proceeded. After brief discussion of several accounts, Representative Ramsay moved, Representative Eisengrein seconded acceptance of the report. So voted.

Discussion followed relative to the possibility of some orientation sessions for new delegation members and other County officers. It was suggested that an invitation be extended to returning delegation members also. After further discussion relative to the swearing in session at the State House on Wednesday, December 1, it was suggested that a definite date would be arrived at that time, perhaps Friday, December 17th. Tentative plans suggested morning tours and sessions at the Court House; reconvening at Maplewood Home for tour and meetings with department heads there to be concluded by luncheon.

Respectfully submitted,

D.M. Drouin
Clerk, pro tem

Keene, New Hampshire
December 20, 1982

Subject: Report of public hearing on 1983 Budget

Present: Reps. Moore, Gordon, Lane, Perry, Parker;
Commissioner Adams; Coordinator Drouin.

The meeting was opened by Chairman Moore at 7:10 p.m. He explained that first of all he wished to call attention to proposed use of some Revenue Sharing Funds in the amount of \$143,263 to be used in sections of budget.

In answer to questions regarding amount of money available and when its availability is known, Comm. Adams that there are really three fiscal years that have to be dealt with as the County, State, and Federal governments each use a different twelve month period as fiscal year.

Two members of the public (Al Munichello and Jay Adams) raised question of what they might do to affect use of this money. They expressed a desire to see some of it used "to benefit the total community". Among their suggestions in this direction were hopes of using some to promote "food development" plans including raising additional food products in the local area. A second proposal dealt with developing hydro-power on the Ashuelot River. Hope was expressed that these plans could lead to formation of a Food Producers Council and a local Public Utility Council. In answer to this county officials suggested that presently existing planning programs may have already considered these ideas.

Coordinator Drouin spoke of work being done on solid waste planning which may be considering "energy out of waste". Rep. Perry spoke of the problems accompanying "counties going into the energy business".

Former Rep. Terry Wiggin called attention to the work of this recently formed Connecticut River Valley Underwater Rescue Team and made a suggestion that consideration be given to use a small amount from Revenue Sharing Funds to assist this group.

Chairman Moore closed discussion on Revenue Sharing Funds and moved to consideration of the budget at 7:40. He led the group through the many parts of the budget as proposed and called attention to the areas where there were significant changes from 1982 budget. These included among others Blue Cross-Blue Shield costs, the County Attorney's Office and the Sheriff's Department.

It was pointed out by Commissioner Adams and Coordinator Drouin that it is very difficult at this time to

predict the effect that the proposed budget may have on taxes because it will be some time after December 31 before we know how much balance may be available from the present budget.

Some members of the public questioned spending so much money during "hard times". Other suggestions were to "disarm" the law enforcement divisions and train personnel in non-violence procedures. The question was also asked regarding how much county money is actually spent in developing plans for evacuation of communities in case of a problem at Vermont Yankee.

Chairman Moore reminded the assembly that the Executive Committee will be working on the budget soon after January 1 and while these sessions will not necessarily be closed to the public, that discussions will be between Executive Committee, Department Heads, and others who are directly involved in the operation of the County. He emphasized that public participation in the budget process must be limited to public hearings such as the session of this date. The hearing was declared closed at 9:05 P.M.

Respectfully submitted,
Irvin H. Gordon, Clerk
Cheshire County Delegation

