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1984
REPORT
OF THE
OFFICERS
OF
CHESHIRE COUNTY



For The Year
Ending December 31, 1984

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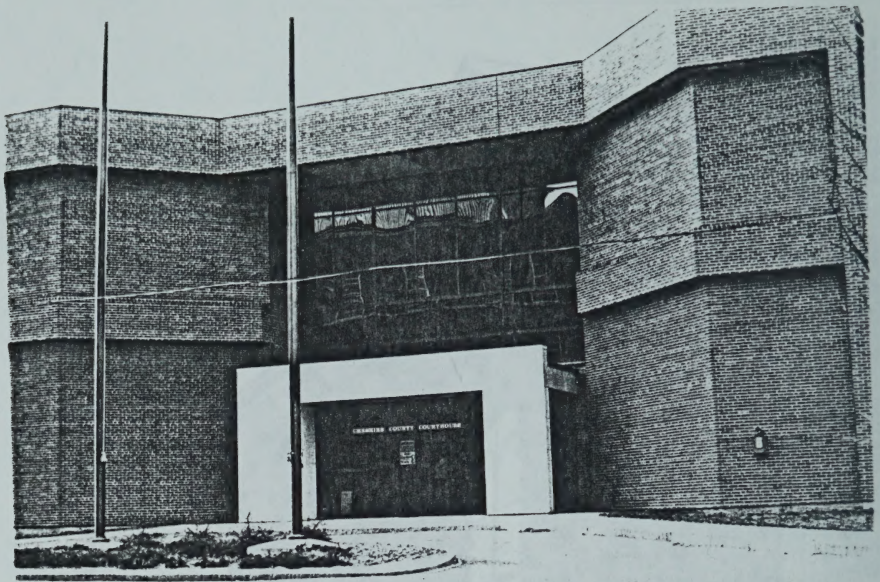


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COUNTY OFFICERS

	Commissioners	
David G. Adams		Westmoreland
David E. Cheney		Marlborough
William F. Lynch		Keene
	Coordinator	
D.M. Drouin		Keene
	Treasurer	
Whalen B. Dunn		Keene
	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. Espieffs		Keene
	Register of Probate	
Phyllis J. Parker		Keene
	Register of Deeds	
Evelyn S. Hubal		Keene
	Welfare Director	
Mimi Barber		Keene
	Medical Examiner	
Charles E. Schofield		Keene
	Superintendent of Farm, Jail, and Maplewood Home	
Richard A. Wilson		Westmoreland
	Director of Nursing Services	
Harriet T. Davenport		Westmoreland
	Physicians at Maplewood Hospital	
William H. Tatem, M.D.		Walpole
Barry L. Stern, M.D.		Keene
Richard A. Sanctuary, M.D.		Walpole

MEMBERS OF CHESHIRE COUNTY CONVENTION

District 1 - Alstead, Walpole		
Robert L. Galloway		Walpole
Jeffrey C. Miller*		Walpole
District 2 - Chesterfield, Surry, Westmoreland		
Robert W. Moore, Jr.*		Westmoreland
Joann T. Morse		Chesterfield
District 3 - Hinsdale, Winchester		
Arthur J. Boulter		Hinsdale
Eugene W. Clark		Winchester
Elmer L. Johnson		Winchester
District 4 - Gilsum, Marlow, Stoddard, Sullivan		
Daniel A. Eaton		Stoddard
District 5 - Dublin, Harrisville, Marlborough, Nelson, Roxbury		
Irvin H. Gordon*		Marlborough
William A. Riley*		Nelson
District 6 - Jaffrey		
Clayton H. Crane		Jaffrey
Richard A. Grodin		Jaffrey
District 7 - Troy		
William R. Matson*		Troy
District 8 - Fitzwilliam, Richmond		
Jesse F. Davis*		Fitzwilliam
District 9 - Rindge		
Jon H. Perkins		Rindge
District 10 - Swanzey		
David M. Perry*		Swanzey
Margaret A. Ramsay*		Swanzey
District 11 - Fitzwilliam, Richmond, Rindge, Swanzey		
Ralph Parker		Swanzey
District 12 - Keene, Ward 1		
William J. Sullivan		Keene
District 13 - Keene, Ward 2		
Delina R. Hickey*		Keene
District 14 - Keene, Ward 3		
David R. Meader		Keene
District 15 - Keene, Ward 4		
Robert H. Eisengrein		Keene
Fendall W. Lane*		Keene
District 16 - Keene, Ward 5		
George Michaelides		Keene
Andrea A. Scranton*		Keene
District 17 - Keene; Wards 1, 2, 3, 4 and 5		
Robert E. Barber, Jr.		Keene
William H. Kennedy		Keene

*Cheshire County Executive Committee Member

COMMISSIONERS REPORT FOR 1984

To The Citizens of Cheshire County:

Pursuant to N.H. RSA Chapter 30, hereto is the Cheshire County Board of Commissioners 1984 Report as prepared by the Clerk of the Commissioner Board.

1984 was a year of continued growth and high activity for Cheshire County. After adoption of a 7.4 million dollar Budget on March 10, 1984, the Commissioners and staff moved to high gear in implementation of elements of that Budget. Among them were the requests for bids and purchase of an energy management system at Maplewood and telephone systems' design, purchase and installation at both the Westmoreland facilities and the Court House in Keene.

Among the Budget changes was a 28% increase in the growth of the Welfare Budget, reflecting mandates by law for public assistance and the inherited growth of the County's client rolls. The County Welfare Director, Mimi Barber, was active in draft discussions relative to the restructuring of welfare administration in the State in preparation for the 1985 session of the legislature. Also early in 1984 the Welfare Department moved to newly-renovated offices in the basement of the Court House, formerly occupied by Monadnock Health and Welfare Council.

Focus in 1984 was on the business management aspects of the County's affairs. Smith, Batchelder and Rugg was retained for a comprehensive review of administrative structure and practices. After months of interviews with individual department heads and survey of the County's accounting procedures, Smith, Batchelder and Rugg presented its full report to the Commissioners and department heads on November 9, 1984. Among the Smith, Batchelder and Rugg recommendations was a preliminary survey of the County's computerization needs.

In the area of personnel, Cheshire County was an early participant in the N.H. Municipal Association's investigation of consolidated insurance purchases. In October of 1984, the N.H.M.A. Insurance Investigation Committee issued its report and recommendation for consolidated purchase of group health insurance through a self-funded program, with Blue Cross/Blue Shield as its service agent. In December of 1984 the Cheshire County Commissioners moved to join the new, municipal trust for health insurance. Future cost containment in this insurance area is expected, such as has been the case with N.H.M.T. for Workmen's Comp and Unemployment Comp in the past. In 1984, Cheshire County enjoyed returns of \$23,268 and \$18,036 from the New Hampshire Municipal Workmen's Comp and Unemployment Comp Trust Funds, respectively. Refined preventive management techniques, especially for Workmen's Comp administered at the nursing home, will provide future cost-containment in these insurance areas.

Corrections was another major area of focus in 1984. Convention Chairman Moore appointed a follow-up, joint committee composed of Convention and staff members along with the Commissioners. That Consolidated Corrections Committee reviewed the past work of the County Staff Committee regarding correction facility needs. As well, review of the vacated facilities at Westmoreland was a tie-in. By July, that Committee had made its recommendation in a report back to the Convention. That report was received and accepted by the Convention Executive Committee in November of 1984. The Executive Committee voted to recommend to the succeeding Executive Committee: (1) A \$20,000 appropriation for preservation and maintenance of the old hospital building, (2) \$20,000 to pay for study and work on plans for expanded jail facilities, and (3) Recommendation that \$14,000 be included in the next Budget to cover demolition costs of the remaining vacated facilities. As 1984 drew to a close, it was anticipated that there would be continued high activity around planning for corrections modifications in 1985.

In 1984, the Cheshire County Commissioners also moved to cease acceptance of juveniles for incarceration in the County Jail. This action was taken due to the direction from the federal law (the Juvenile Justice and Delinquency Prevention Act) as well as the County's inability to provide separate but equal programs and services to juveniles in the adult facility. Cheshire County looks forward to solutions to the State's youthful offender and CHINS problems via the Division of Children and Youth and adequate funding for that new agency in 1985.

The Cheshire County Alcohol Crisis Intervention program saw moderately high activity in its first full year of service delivery, ending September 30, 1984, with 121 admissions to that date. That number was higher than anticipated by the grant funder, the State Office of Alcohol and Drug Abuse Prevention. Cheshire County owes much thanks to the concerted efforts of many volunteers who staff this program, 24 hours a day, seven days a week; and especially a tribute to both James McCord, who assisted initially as Volunteer Coordinator, and his very able successor in 1984, Frederick Laffond. Continuing dedicated service was also rendered by members of the Alcohol Crisis Intervention Advisory Committee. Through the Committee's efforts in 1984, members of the Advisory Committee moved to incorporate a new Board--the Monadnock Region Substance Abuse Services, Inc.-- and to incorporate as a non-profit agency through the N.H. Secretary of State's Office. Membership to the new Board was enlarged late in 1984 to begin activity in January of 1985.

The Cheshire County Commissioners wish to acknowledge the support of County staff, Convention members, town selectmen, as well as County citizens who together work to support the services that county government renders in New Hampshire.

Respectfully Submitted,

David E. Cheney, Clerk
Cheshire County Board of Commissioners

TREASURER'S REPORT FOR 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, 1984.

REVENUE

Alstead	\$ 76,291
Chesterfield	186,931
Dublin	111,882
Fitzwilliam	115,576
Gilsum	33,520
Harrisville	76,947
Hinsdale	157,485
Jaffrey	289,148
Keene	1,102,704
Marlborough	77,223
Marlow	32,381
Nelson	40,251
Richmond	36,627
Rindge	206,297
Roxbury	11,254
Stoddard	94,277
Sullivan	24,234
Surry	35,660
Swanzy	236,848
Troy	76,050
Walpole	213,133
Westmoreland	87,580
Winchester	129,799
TAXES SUBTOTAL	<u>\$3,452,098</u>
Maplewood Nursing Home	2,951,737
Farm	194,459
Reimbursement for Aid:	
Direct Aid	13,487
Board & Care of Children	5,026
N.H.M.T. W.C. Division	23,268
Miscellaneous	21,360
Register of Deeds Fees	191,978
Sheriff's Department Fees	40,090
Fire Mutual Aid	62,037
Interest	291,452
Proceeds of Long Term Notes	83,000
State Reimbursement (Sewerage Grant)	4,811
Federal Revene Sharing Used	213,856
Alcohol Crisis Intervention Grant	16,859
	<u>\$7,568,519</u>
Fund Balance Used to Reduce 1984 Appropriation	<u>260,000</u>
TOTAL REVENUE	\$7,828,519

County of Cheshire Capital Reserve	
Balance January 1, 1984	\$23,405.85
Interest	<u>2,140.97</u>
Balance on hand, December 31, 1984	\$25,546.82

Nursing Home Equipment Capital Reserve	
Balance January 1, 1984	\$ 2,721.91
Interest	<u>147.12</u>
Balance on hand, December 31, 1984	\$ 2,869.03

Farm Equipment Capital Reserve	
Balance January 1, 1984	\$ 7,851.23
Interest through July	<u>344.14</u>
	\$ 8,195.37
Deposit from General Fund	<u>5,000.00</u>
	\$13,195.37
Transfer to New Money Market Account	\$13,191.37
Net Interest	<u>485.58</u>
Balance on hand, December 31, 1984	\$13,676.95

Respectfully Submitted,

Whalen B. Dunn
Treasurer

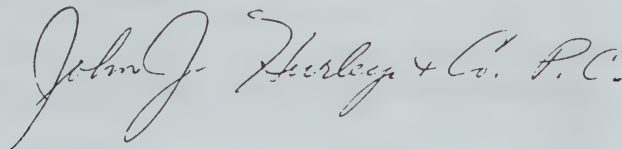
Board of County Commissioners
County of Cheshire, New Hampshire

Gentlemen:

We have examined the combined financial statements of the County of Cheshire, New Hampshire, as of and for the year ended December 31, 1984, 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.

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, and as a result 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, the financial statements listed in the foregoing table of contents, other than the financial statement of the general fixed asset account group, present fairly the financial position of the County of Cheshire, New Hampshire, at December 31, 1984 and the results of its operations 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.



March 20, 1985

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Combined Balance Sheet
All Fund Types and Account Groups
December 31, 1984

	Governmental Fund Type		
	General	Special Revenue	Capital Projects
<u>ASSETS</u>			
Cash	\$1,034,619	\$ 77,949	\$ 39,322
Accounts receivable	22,724	-	-
Due from other funds	86,745	5,399	-
Intergovernmental receivables	-	47,754	-
Inventories	-	-	-
Prepaid expenses	-	-	-
Property, plant and equipment, net	-	-	-
Amount required to be provided in the future for retirement of debt	-	-	-
	-	-	-
<u>Total Assets</u>	\$1,144,088	\$ 131,102	\$ 39,322
 <u>LIABILITIES AND FUND EQUITY</u>			
<u>Liabilities</u>			
Accounts payable	\$ 479,666	\$ 3,381	\$ -
Accrued expenses	839	-	-
Due to patients and other agencies	-	-	-
Due to other funds	6,174	54,674	-
General obligation bonds and notes payable	-	-	-
	-	-	-
<u>Total Liabilities</u>	486,679	58,055	-
 <u>Fund Equity</u>			
Contributed capital	-	-	-
Investment in general fixed assets	-	-	-
Retained earnings (deficit):			
Unreserved	-	-	-
Reserved for specific capital outlay	-	-	-
Fund balance:			
Reserved for specific capital projects	4,964	-	-
Unreserved:			
Undesignated	652,445	73,047	39,322
	-	-	-
<u>Total Fund Equity</u>	657,409	73,047	39,322
<u>Total Liabilities And Fund Equity</u>	\$1,144,088	\$ 131,102	\$ 39,322

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

Proprietary Enterprise, Nursing Home	Fund Types Internal Service Fund	Fiduciary Fund Type Agency	Account Groups		Total (Memorandum Only) December 31, 1964
			General	General	
			Fixed Assets	Long-Term Debt	
\$ 3,069	\$ 13,334	\$ 195,723	\$ -	\$ -	\$ 1,364,016
306,817	3,581	15,189	-	-	348,311
1,595	-	-	-	-	93,739
-	-	-	-	-	47,754
67,613	450	617	-	-	68,680
5,778	-	-	-	-	5,778
3,366,728	3,651	-	5,675,945	-	9,046,324
-	-	-	-	2,288,766	2,288,766
<u>\$3,751,600</u>	<u>\$ 21,016</u>	<u>\$ 211,529</u>	<u>\$5,675,945</u>	<u>\$2,288,766</u>	<u>\$13,263,368</u>
\$ 4,439	\$ 416	\$ 109,285	\$ -	\$ -	\$ 597,187
121,570	-	-	-	-	122,409
-	-	70,173	-	-	70,173
-	820	32,071	-	-	93,739
-2,914,234	-	-	-	2,288,766	5,203,000
<u>3,040,243</u>	<u>1,236</u>	<u>211,521</u>	<u>-</u>	<u>2,288,766</u>	<u>6,006,508</u>
-	23,000	-	-	-	23,000
-	-	-	5,675,945	-	5,675,945
708,488	(3,220)	-	-	-	705,268
2,869	-	-	-	-	2,869
-	-	-	-	-	4,954
-	-	-	-	-	764,814
<u>711,357</u>	<u>19,780</u>	<u>-</u>	<u>5,675,945</u>	<u>-</u>	<u>7,176,860</u>
<u>\$3,751,600</u>	<u>\$ 21,016</u>	<u>\$ 211,529</u>	<u>\$5,675,945</u>	<u>\$2,288,766</u>	<u>\$13,263,368</u>

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

Exhibit 2

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, 1984

	Governmental Fund Types			Total (Memorandum Only) December 31, 1984
	General	Special Revenue	Capital Projects	
<u>Revenues</u>				
Taxes	\$3,452,098	\$ -	\$ -	\$3,452,098
Intergovernmental	87,261	216,863	-	304,124
Charges for services	244,152	-	-	244,152
Other	26,895	1,029	-	27,924
County farm	194,115	-	-	194,115
Interest	296,224	5,228	3,093	304,545
<u>Total Revenues</u>	<u>4,300,745</u>	<u>223,120</u>	<u>3,093</u>	<u>4,526,958</u>
<u>Expenditures</u>				
General government	2,635,316	459,545	5	3,094,866
House of correction	300,426	-	-	300,426
Prisoners held in other institutions	30,980	-	-	30,980
County farm	191,857	-	-	191,857
Capital outlay	93,286	5,751	-	99,037
Debt service	311,586	-	-	311,586
<u>Total Expenditures</u>	<u>3,563,451</u>	<u>465,296</u>	<u>5</u>	<u>4,028,752</u>
<u>Excess (Deficiency) of Revenues over Expenditures</u>	<u>737,294</u>	<u>(242,176)</u>	<u>3,088</u>	<u>498,206</u>
<u>Other Financing Sources (Uses)</u>				
Proceeds from sale of note	38,766	-	-	38,766
Operating transfers in	1,575	301,411	347	303,333
Operating transfers out	(526,309)	(69,791)	-	(596,100)
<u>Total Other Financing Sources (Uses)</u>	<u>(485,968)</u>	<u>231,620</u>	<u>347</u>	<u>(254,001)</u>
<u>Excess (Deficiency) of Revenues and Other Financing Sources over Expenditures and Other Uses</u>	<u>251,326</u>	<u>(10,556)</u>	<u>3,435</u>	<u>244,205</u>
Fund balance, beginning of year	406,083	83,603	35,887	525,573
<u>Fund Balance, End of Year</u>	<u>\$ 657,409</u>	<u>\$ 73,047</u>	<u>\$ 39,322</u>	<u>\$ 769,778</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, 1984

	General Fund		
	Budget	Actual	Actual Over/(Under) Budget
<u>Revenues</u>			
Taxes	\$3,452,098	\$3,452,098	\$ -
Intergovernmental	75,660	87,261	11,601
Charges for services	175,000	244,152	69,152
Other	27,350	26,895	(455)
County farm	194,600	194,115	(485)
Interest	130,000	296,224	166,224
<u>Total Revenues</u>	<u>4,054,708</u>	<u>4,300,745</u>	<u>246,037</u>
<u>Expenditures</u>			
General government	2,698,822	2,635,316	(63,506)
House of correction	344,763	300,426	(44,337)
Prisoners held in other institutions	30,000	30,980	980
County farm	201,397	191,857	(9,540)
Capital outlay	89,679	93,286	3,607
Debt service	310,499	311,586	1,087
<u>Total Expenditures</u>	<u>3,675,160</u>	<u>3,563,451</u>	<u>(111,709)</u>
<u>Excess (Deficiency) of Revenues over Expenditures</u>	<u>379,548</u>	<u>737,294</u>	<u>357,746</u>
<u>Other Financing Sources (Uses)</u>			
Proceeds from sale of note	38,766	38,766	-
Operating transfers in	-	1,575	1,575
Operating transfers out	(678,314)	(526,309)	(152,005)
<u>Total Other Financing Sources (Uses)</u>	<u>(639,548)</u>	<u>(485,968)</u>	<u>(153,580)</u>
<u>Excess (Deficiency) of Revenues and Other Financing Sources over Expenditures and Other Uses</u>	<u>(260,000)*</u>	<u>251,326</u>	<u>511,326</u>
Fund balance, beginning of year	406,083	406,083	-
<u>Fund Balance, End of Year</u>	<u>\$ 146,083</u>	<u>\$ 657,409</u>	<u>\$ 511,326</u>

* \$260,000 was appropriated to reduce 1984 taxes.

The accompanying notes are an integral part of this statement.

Special Revenue Funds			Total (Memorandum Only) December 31, 1984		
Budget	Actual	Actual Over/(Under) Budget	Budget	Actual	Actual Over/(Under) Budget
\$ -	\$ -	\$ -	\$3,452,098	\$3,452,098	\$ -
230,672	216,863	(13,809)	306,332	304,124	(2,208)
-	-	-	175,000	244,152	69,152
-	1,029	1,029	27,350	27,924	574
-	-	-	194,600	194,115	(485)
-	5,228	5,228	130,000	301,452	171,452
<u>230,672</u>	<u>223,120</u>	<u>(7,552)</u>	<u>4,285,380</u>	<u>4,523,865</u>	<u>238,485</u>
461,042	459,545	(1,497)	3,159,864	3,094,861	(65,003)
-	-	-	344,763	300,426	(44,337)
-	-	-	30,000	30,980	980
-	-	-	201,397	191,857	(9,540)
2,825	5,751	2,926	92,504	99,037	6,533
-	-	-	310,499	311,586	1,087
<u>463,867</u>	<u>465,296</u>	<u>1,429</u>	<u>4,139,027</u>	<u>4,028,747</u>	<u>(110,280)</u>
<u>(233,195)</u>	<u>(242,176)</u>	<u>8,981</u>	<u>146,353</u>	<u>495,118</u>	<u>348,765</u>
-	-	-	38,766	38,766	-
301,411	301,411	-	301,411	302,986	1,575
(68,216)	(69,791)	1,575	(746,530)	(596,100)	(150,430)
<u>233,195</u>	<u>231,620</u>	<u>1,575</u>	<u>(406,353)</u>	<u>(254,348)</u>	<u>(152,005)</u>
-	(10,556)	(10,556)	(260,000)	240,770	500,770
-	83,603	83,603	406,083	489,686	83,603
<u>\$ -</u>	<u>\$ 73,047</u>	<u>\$ 73,047</u>	<u>\$ 146,083</u>	<u>\$ 730,456</u>	<u>\$ 594,373</u>

The accompanying notes are an integral part of this statement.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Combined Statement of Revenues, Expenses and Changes in Retained Earnings
All Proprietary Fund Types
For the Year Ended December 31, 1984

	<u>Proprietary Fund Types</u>		Total (Memorandum Only)
	<u>Enterprise</u>	<u>Internal Service</u>	<u>December 31, 1984</u>
<u>Operating Revenues</u>			
Charges for services	\$2,883,609	\$ 64,858	\$2,948,467
Occupational therapy reimbursement	10,320	-	10,320
Meals to jail	35,121	-	35,121
Physicians' fees	14,020	-	14,020
Resale supplies	2,313	-	2,313
Medical supplies	5,161	-	5,161
Miscellaneous	2,066	-	2,066
<u>Total Operating Revenues</u>	<u>2,952,610</u>	<u>64,858</u>	<u>3,017,468</u>
<u>Operating Expenses</u>			
Administration	229,696	-	229,696
Dietary	422,314	-	422,314
Nursing	1,179,499	-	1,179,499
Plant operations	329,696	-	329,696
Laundry and linen	148,034	-	148,034
Housekeeping	165,706	-	165,706
Physicians and pharmacy	138,370	-	138,370
Special services	3,941	60,735	64,676
Activity	60,916	-	60,916
Social services	32,818	-	32,818
Occupational therapy	22,999	-	22,999
Physical therapy	68,770	-	68,770
Depreciation	136,206	2,070	138,276
<u>Total Operating Expenses</u>	<u>2,938,965</u>	<u>62,805</u>	<u>3,001,770</u>
<u>Operating Income</u>	<u>13,645</u>	<u>2,053</u>	<u>15,698</u>
<u>Non-Operating Revenues (Expenses)</u>			
Worker's compensation refund	10,927	-	10,927
Interest income	14,137	508	14,645
Interest expense	(217,203)	-	(217,203)
<u>Total Non-Operating Revenues (Expenses)</u>	<u>(192,139)</u>	<u>508</u>	<u>(191,631)</u>
<u>(Loss) Income Before Operating Transfers</u>			
<u>Operating Transfer In:</u>	(178,494)	2,561	(175,933)
General fund	292,767	-	292,767
<u>Net Income</u>	<u>114,273</u>	<u>2,561</u>	<u>116,834</u>
Retained earnings (deficit), beginning of year	597,084	(5,781)	591,303
<u>Retained Earnings, (Deficit) End of Year</u>	<u>711,357</u>	<u>(3,220)</u>	<u>708,137</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 Year Ended December 31, 1984

	<u>Proprietary Fund Types</u>		<u>Total</u>
	<u>Enterprise</u>	<u>Internal Service</u>	<u>(Memorandum Only) December 31, 1984</u>
<u>Sources of Working Capital</u>			
Operations:			
Net income	\$ 114,273	\$ 2,561	\$ 116,834
Depreciation	136,206	2,070	138,276
<u>Total</u>	<u>250,479</u>	<u>4,631</u>	<u>255,110</u>
Proceeds from issuance of long-term notes	44,234	-	44,234
<u>Total Sources of Working Capital</u>	<u>294,713</u>	<u>4,631</u>	<u>299,344</u>
<u>Uses of Working Capital</u>			
Current maturity of long-term debt	164,389	-	164,389
Purchase of building additions and equipment	93,754	400	94,154
<u>Total Uses of Working Capital</u>	<u>258,143</u>	<u>400</u>	<u>258,543</u>
<u>Increase in Working Capital</u>	<u>\$ 36,570</u>	<u>\$ 4,231</u>	<u>\$ 40,801</u>

ANALYSIS OF CHANGES IN WORKING CAPITAL

Cash	\$ -	\$ 4,774	\$ 4,774
Cash reserved	147	-	147
Accounts receivable	61,642	-	61,642
Due from general fund	(10,568)	-	(10,568)
Inventories	(1,707)	-	(1,707)
Prepaid expense	1,004	(126)	878
<u>Net Increase in Current Assets</u>	<u>\$ 50,518</u>	<u>\$ 4,648</u>	<u>\$ 55,166</u>
Accounts payable	(9,674)	417	(9,257)
Accrued expenses	9,233	-	9,233
Current portion of long-term debt	14,389	-	14,389
<u>Net Increase in Current Liabilities</u>	<u>\$ 13,948</u>	<u>\$ 417</u>	<u>\$ 14,365</u>
<u>Increase in Working Capital</u>	<u>\$ 36,570</u>	<u>\$ 4,231</u>	<u>\$ 40,801</u>

The accompanying notes are an integral part of this statement.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1984

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. The various funds are grouped by type in the financial statements. The following fund types and account groups are used by the county:

GOVERNMENTAL FUNDS

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.

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.

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.

PROPRIETARY FUNDS

Enterprise Fund - The enterprise Fund, Cheshire County Nursing Home, is used to account for operations (a) 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.

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

Agency Funds - Agency funds are used to account for assets held by a governmental unit 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 are 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.

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. The values for the general fixed assets shown in Note 2 of this report are based on historical costs as provided by county management and historical cost and current appraisal data as provided by insurance companies.

Assets purchased are recorded as expenditures in the Governmental Funds and capitalized at cost in the general fixed assets account group. No depreciation has been provided on general fixed assets.

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. It is the county's intention to retire these bonds from revenues generated by the governmental funds. The bonds bear the full faith and credit of the county.

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 amounts 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.

Cheshire County Nursing Home bonded debt expected to be retired from Enterprise revenues is recorded as a liability of the Enterprise Fund. These bonds also bear the full faith and credit of the County and are not just the obligation of the Cheshire County Nursing Home.

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. The 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 measurable and available as net current assets.

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 is principal and interest on general long-term debt which is recognized when due.

All proprietary funds are accounted for using the full 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 commissioner's 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 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.

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 adoption 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. The county prepares one budget for all funds. For financial reporting purposes this budget is broken down between the various funds. Budgets for the general and special revenue funds are reported 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 full accrual basis.
9. Expenditures cannot exceed the appropriations for which the county convention has voted; except for the payment of judgments rendered against the county. All unencumbered and unexpended appropriations lapse at year end.
10. The commissioners may apply to the county convention for an appropriation to be made subsequent to the adoption of the annual county budget. The commissioners shall deliver or mail to each member of the county convention (who will be in office on the date of the convention vote on the proposed supplemental appropriation) and to the chairman of the board of selectmen in each town and the mayor of each city within the county and to the secretary of state a statement including the amount of the proposed supplemental appropriation and the objects for which the money is required. The commissioners shall schedule a public hearing on such appropriation to be held within 30 days of the mailing or delivery of said statement. Notice of the date of said hearing, and the date of the convention vote on the proposed appropriation shall accompany said statement. A supplemental county appropriation shall require a vote of the county convention. A legally adopted supplemental appropriations of \$33,000 was made during 1984 for telephone systems at both the county nursing home and court house building. Also, for an energy management system at the county nursing home.

D. Encumbrances

Encumbrances accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is not employed by the County as an extension of formal budgetary integration.

E. Interfund Receivables

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

F. Inventory

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

G. Property, Plant and Equipment

Property, plant and equipment owned by the proprietary funds (Enterprise) fund - County Nursing Home and Internal Service Fund are stated at cost. 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>	
Cheshire County Nursing Home building	15-40 Years
Cheshire County Nursing Home equipment	4-25 Years
<u>Internal Service</u>	
Equipment	4-5 Years

H. Accrued Expenses

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

Accrued payroll deduction - BC/BS	\$ 3,334
Accrued holiday and vacation	41,810
Accrued payroll expense	41,986
Accrued bond interest payable	34,440
	<u>\$121,570</u>

I. Retained Earnings Reserved for Specific Capital Outlay

The \$2,869 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 and accumulated interest.

J. Fund Balance for Specific Capital Projects

The \$4,964 of fund balance designated for specific capital projects is composed as follows:

	General
	<u>Fund</u>
Telephone equipment	\$ 4,964
<u>Total</u>	<u>\$ 4,964</u>

K. Revenues

Property tax revenue and other major county revenue sources are susceptible to accrual under the modified accrual basis of accounting.

Property tax revenues are collected by the towns and cities in the county district and are turned over to the county on an annual basis.

L. Total Columns (Memorandum Only) 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.

M. Accumulation of Sick Leave and Vacation Leave

Sick Leave

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

Upon accumulation of sixty 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, nor are they eligible to be paid for unused sick time should they terminate their employment.

Vacation and Holiday Leave

For the commissioners' office holiday and vacation days must be used in the year earned and cannot be carried over to a subsequent year.

Vacation and Holiday Leave (continued)

At the nursing home vacation may be accrued to one and one-half times the employee's maximum. Any vacation accrued beyond this amount will be forfeited.

At the nursing home employees are allowed to take a given holiday within a period running from thirty days before to thirty days after that given holiday. Normally the holiday is lost if it is not taken within that time frame, although the nursing home administrator may grant exceptions to that rule.

2. INTERFUND RECEIVABLE AND PAYABLE

Interfund receivable and payable balances at December 31, 1984 were as follows:

	Interfund Receivables	Interfund Payables
General fund	\$ 86,745	\$ 6,174
Special revenue fund	5,399	54,674
Capital projects fund	-	-
Agency funds	-	32,071
Enterprise funds	1,595	-
Internal service fund	-	820
<u>Total</u>	<u>\$ 93,739</u>	<u>\$ 93,739</u>

3. INTERGOVERNMENTAL RECEIVABLE

The intergovernmental receivable represents an entitlement due from the Office of Revenue Sharing.

4. FIXED ASSETS

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, 1984 follows:

<u>Description</u>	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Depreciated Value</u>
Enterprise fund:			
Land	\$ 75,211	\$ -	\$ 75,211
Building and improvements	3,820,613	730,606	3,090,007
Equipment	446,784	245,274	201,510
<u>Totals</u>	<u>\$4,342,608</u>	<u>\$ 975,880</u>	<u>\$ 3,366,728</u>
Internal Service Fund:			
Equipment	\$ 14,080	\$ 10,429	\$ 3,651

The changes in General Fixed Assets are as follows:

<u>Cost or Estimated Value</u>	Balance	<u>Additions</u>	<u>Deductions</u>	Balance
	January 1, 1984			December 31, 1984,
<u>Buildings and land:</u>				
General government	\$3,468,042	\$ 34,002	\$ -	\$ 3,502,044
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	238,653	51,944	-	290,597
County farm	88,964	7,340	-	96,304
<u>Totals</u>	<u>\$5,582,659</u>	<u>\$ 93,286</u>	<u>\$ -</u>	<u>\$ 5,675,945</u>

5. LONG-TERM DEBT

The following is a summary of general obligation bonds and note transactions of the county for 1984:

	Balance	General	General	Balance
	Beginning	Obligation	Obligation	End of
	of Year	Bonds	Bonds	Year
		and Note	and Note	
		Issued	Retired	
<u>General Obligation Bonds</u>				
<u>and Note Payable</u>				
<u>Public Improvements:</u>				
House of correction	\$ 475,000	\$ -	\$ 45,000	\$ 430,000
Courthouse	1,950,000	-	130,000	1,820,000
Courthouse	-	38,766	-	38,766
<u>Total General Fund</u>	<u>\$2,425,000</u>	<u>\$ 38,766</u>	<u>\$ 175,000</u>	<u>\$2,288,766</u>
<u>Public Improvements:</u>				
Nursing home	\$3,020,000	\$ -	\$ 150,000	\$2,870,000
Nursing home	-	44,234	-	44,234
<u>Total Enterprise Fund</u>	<u>\$3,020,000</u>	<u>\$ 44,234</u>	<u>\$ 150,000</u>	<u>\$2,914,234</u>
<u>Total General Obligation</u>				
<u>Bonds and Note Payable</u>	<u>\$5,445,000</u>	<u>\$ 83,000</u>	<u>\$ 325,000</u>	<u>\$5,203,000</u>

Bonds and notes payable at December 31, 1984 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	\$ 430,000
\$2,600,000 - 1978 court house serial bonds due in annual installments of \$130,000 through May, 1998; interest at 5.50%	1,820,000
\$4,223,000 - 1975 nursing home serial bonds due in annual installments of \$153,000 to \$100,000 through November 2005; interest at 7.20%	2,870,000
\$83,000 - 1984 court house and nursing home serial notes due in annual installments of \$27,000 to \$28,000 through May 1987; interest at 6.80%	<u>83,000</u>
<u>Total</u>	<u><u>\$5,203,000</u></u>

The annual requirements to amortize all debt outstanding as of December 31, 1984;

<u>Year</u>	<u>Principal</u>
1985	\$ 352,000
1986	353,000
1987	353,000
1988	325,000
1989	325,000
<u>Subtotal</u>	<u>\$1,708,000</u>
1990 - 2005	<u>3,495,000</u>
<u>Total</u>	<u><u>\$5,203,000</u></u>

Interest expense for 1984 was 217,203 and \$337,434 for the enterprise fund and general fund respectively.

6. INTERNAL SERVICE FUND DEFICIT

The internal service fund (Southwestern New Hampshire Mutual Aid Radio Repair) deficit of \$3,220 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 years 1981 and 1984 showed income, but both 1982 and 1983 showed losses because not enough was being charged to repair service customers.

7. CONTINGENCIES

The county is a defendant in a lawsuit filed by one of its former employees estate for a cash payment of alleged accumulated sick pay. The suit asks for a total for \$3,590 for the estate. In addition, the award could affect outstanding obligations to other former employees which could be in excess of \$50,000. The superior court has returned a verdict for the estate and that award was appealed by the county to the supreme court.

The County participates in a number of federally-assisted grant programs, principal of which are the Federal Revenue Sharing and Department of Health and Human Services, Medicaid (Title XIX). 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, 1984, have not yet been conducted. Accordingly, the County's 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, although the County expects such amounts, if any, to be immaterial.

8. PENSION FUND

The county of Cheshire, New Hampshire participates in two pension plans.

The county is a member of the New Hampshire Retirement system. The retirement system is a defined benefit. Contributory retirement plan covering substantially all employees of the county and permanent policemen and fireman. Retirement allowances are paid by county funding and employee contributions, based on age and entry level. Employee contributions constitute an annuity savings fund from which a portion of the retirement allowances are paid. Employees contribute a fixed percentage of annual compensation. The rates vary by group of employees and are as follows:

Regular county employees	4.6% (1)
Permanant Firemen and Policemen	9.3%

(1) Applicable to compensation under the FICA tax limit, the rate goes to 9.2% for compensation over the FICA tax limit.

The County is also a member of the New Hampshire Policemen Retirement System. The New Hampshire Policeman retirement system is a defined benefit, contributory retirement plan covering all permanent policemen and firemen in the county of Cheshire, New Hampshire who are not members of the New Hampshire Retirement system.

The value of vested benefits of the employees has not been determined. Pension expense for the year ended December 31, 1984 totals \$79,366.

9. SUBSEQUENT EVENTS

On January 21, 1985 the county issued tax anticipation notes totaling \$3,000,000. The anticipated interest that will have to be paid on these tax anticipation notes will amount to \$155,176.

CHESHIRE COUNTY ATTORNEY

In 1984 the County Attorney's Office handled and disposed of 178 Felony Indictments, 124 Misdemeanor cases and 63 Violations. In addition, the Office also handled 30 cases before the District Courts in the County, 35 Violation of Probation hearings scheduled before Superior Court as well as 19 other hearings scheduled before Superior Court Justices in other counties. The Office also handled a total of 168 Civil Support hearings as required by the Uniform Reciprocal Enforcement of Support Act.

The cases assigned by Law to the County Attorney's Office is increasing from year to year. However, very little has been done to add staffing to the Office to handle the work load. I have attempted over the years to inform the County officials and the public of anticipated needs with sufficient lead time so that problems could be resolved before such problems become critical. In the past, I have called attention to the necessity of additional staffing in prior Annual Reports. If the problem of staffing is not addressed soon, the Office will not be able to function efficiently or effectively. The eventual losers would not be the criminals, the staff of the County Attorney's Office, but, would be the general public.

Because of the general public's reaction to persons driving while intoxicated while on our highways, there has been an increase in prosecution of DWI cases. As an extension of that same public feeling, the State has stepped-up its drive to remove habitual offenders from the highways. Mandatory jail sentences for DWI offenses has resulted in an increase in litigation in Court. There has also been a dramatic increase in habitual motor vehicle offender petitions filed against defective operators.

Recent public awareness with regards to child abuse which includes physical and sexual abuse has also resulted in a substantial increase in reporting of such incidents to the authorities. Such cases are difficult, often because of the extreme youth of the child victim. Also, because the perpetrator is most often an individual within the victim's family or a close friend of the family. Traditional methods of dealing with offenders have been the subject of much research and rethinking by all persons concerned with the problem. As a result, there is not yet a completely acceptable manner or method in addressing the problem and in coordinating the various social and law enforcement agencies involved. This problem promises to be with us for many years in the future.

There is still a serious drug abuse problem in Cheshire County. Because of limited resources, law enforcement agencies have been unable to meet the problem head-on. To illustrate the extent of the problem, last year one individual was arrested for possession of cocaine with intent to sell. This individual was distributing between four and eight ounces of cocaine a week in almost pure form. The street value of the drug, cocaine, after being "stepped-on" or "diluted", would be \$28,000 to \$56,000 per week. Thus, one individual would be dealing between \$145,000 to \$291,000 in one year. There is no question but what this would constitute a serious economic drain on the community as well as creating untold problems for the users, their families and others.

In another unrelated incident, law enforcement agencies raided a marijuana growing operation and seized approximately 1,800 plants. The street value of marijuana expected from such a crop could be as high as \$250,000.

It is my hope that the Community will rethink its priorities with regards to the services it wishes to receive and that ultimately the local county and state law enforcement agencies will be furnished with the resources to effectively deal with problems affecting the citizens and children within the community.

Respectfully Submitted,

Edward J. O'Brien
County Attorney

SHERIFF'S DEPARTMENT

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, 1984.

This year's activities are somewhat similar to 1983. However, we were involved in three major homicides that involved considerable cooperative work with State and local police. Our investigations of sexual assault of minor children has increased sharply over our amount for 1983.

Transportation of prisoners has remained the same from last year and the expenses of the transportation cost has increased due to extradition throughout New England, New York and New Jersey.

There were changes made in the department due to the loss of key personnel, but replacements have been gratifying.

What success of the Sheriff's Department that has been accomplished was done through the cooperation of all the local and State departments plus the County Attorney's Office and the judicial system of the District Courts and Superior Court.

Respectfully Submitted,

Kenneth N. Lysitt, Sheriff

Following is a summary of cases investigated, arrests made, etc., during 1984.

Investigations		
Burglary		1
Criminal Threatening		1
Criminal Trespass		1
Escape		2
Fraud		2
Forgery		1
Fugitive from Justice		1
Homicide		3
Issuing Bad Checks		1
Implements for Escape		1
Missing Person		2
Manufacture/Possession of Controlled Sub.		4
Perjury		1
Possession of Stolen Property		1
Reckless Conduct		1
Sexual Assault		10
Tampering with Witness		1
Theft		1
Theft by Deception		1
Theft by Unauthorized Taking		1
Untimely deaths:		
Accidental	4	
Natural Causes	7	
Suicide	3	
		14
Patients to N.H. State Hospital		41
Prisoners Transported for Other Depts.		374
Prisoners Transported for Sheriff's Dept.		246
Civil Process Served		3137
Arrests:		
Aggravated Felonious Sexual Assault		1
Burglary		1
Capias:		
Failure to Appear	80	
Non-Support	10	
Violation of Court Order	29	
Violation of Probation	5	124
Contempt of Court		2
Endangering Welfare of a Child		2
Escape		1
Forgery		2
Fugitive from Justice		1
Habitual Offender		1
Perjury		3
Possible Stolen Property		1
Tampering with a Witness		1
Welfare Fraud		3

Respectfully Submitted,

Kenneth N. Lysitt, Sheriff

PUBLIC WELFARE

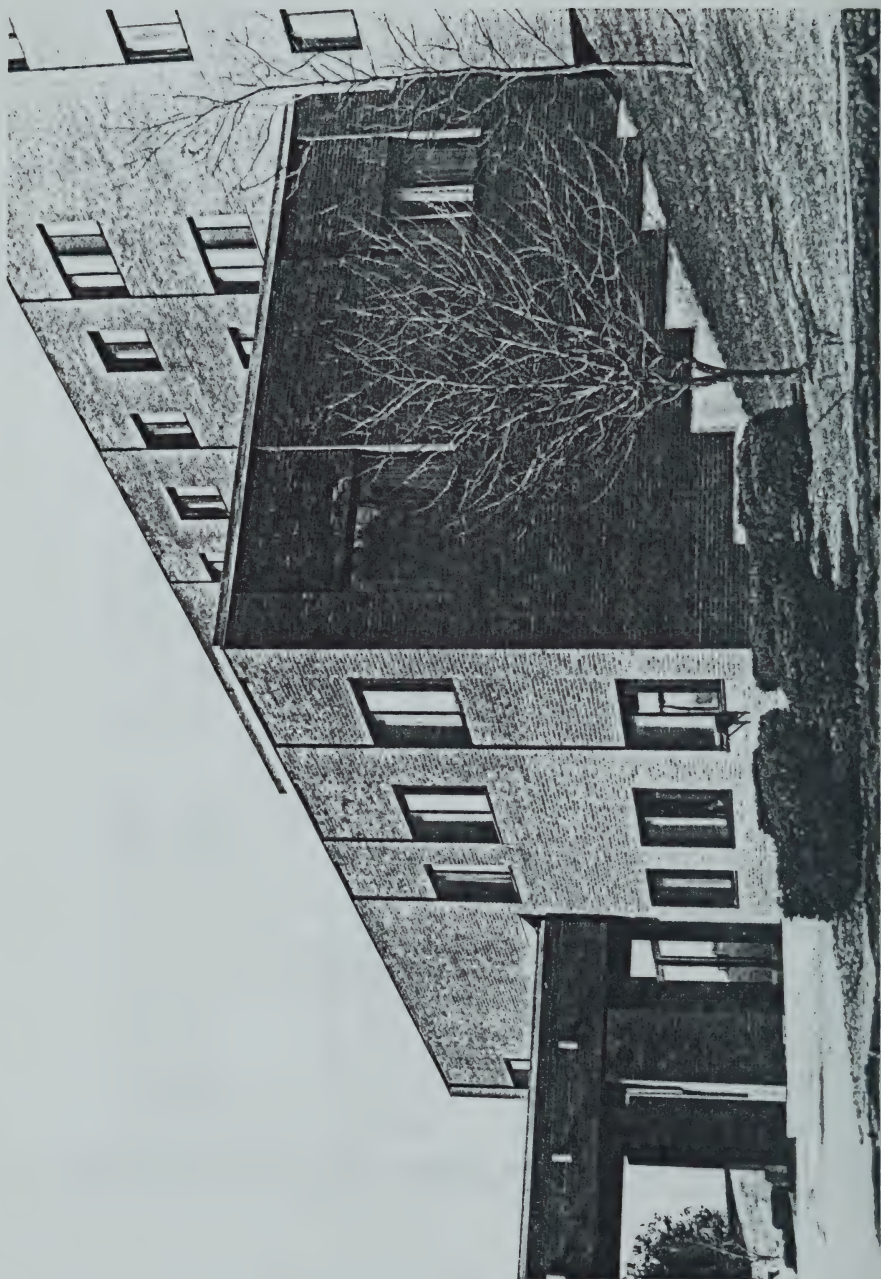
<u>1984</u>	<u>Direct Relief</u>	<u>Soldiers' Aid</u>	<u>Total</u>
Alstead	\$ 200.00	\$ 78.00	\$ 278.00
Chesterfield	1,095.00	439.54	1,534.54
Dublin	-0-	-0-	-0-
Fitzwilliam	407.49	-0-	407.49
Gilsum	230.00	-0-	230.00
Harrisville	40.00	-0-	40.00
Hinsdale	2,901.98	181.00	3,082.98
Jaffrey	4.45	-0-	4.45
Keene	28,441.39	8,925.02	37,366.41
Marlborough	885.47	-0-	885.47
Marlow	1,393.60	1,228.50	2,622.10
Nelson	-0-	-0-	-0-
Richmond	12.00	-0-	12.00
Rindge	40.00	-0-	40.00
Roxbury	-0-	-0-	-0-
Stoddard	-0-	-0-	-0-
Sullivan	870.86	1,238.81	2,109.67
Surry	-0-	47.50	47.50
Swanzy	2,454.91	287.29	2,742.50
Troy	1,342.97	-0-	1,342.97
Walpole	3,431.93	1,751.38	5,183.31
Westmoreland	93.90	-0-	93.90
Winchester	3,138.73	688.63	3,827.36
Other	794.74	50.28	845.02
TOTALS	\$47,779.42	\$14,915.95	\$62,695.37

The above figures may vary from budget reports due to the variability of year-end cut-off date.

RELIEF TO COUNTY CHARGES

<u>1984</u>	<u>Direct Relief</u>	<u>Dependent Soldiers</u>	<u>Board & Care of Children</u>
January	\$4,807.91	\$ 167.00	\$12,428.86
February	4,791.98	1,178.74	14,013.44
March	5,909.62	4,072.20	21,073.03
April	6,579.61	2,186.75	27,752.09
May	2,996.71	1,325.21	32,054.90
June	2,698.24	1,245.60	42,899.24
July	1,666.90	542.08	18,088.62
August	4,134.71	1,064.70	34,241.77
September	2,077.67	247.50	33,090.71
October	3,576.19	1,479.90	47,626.92
November	4,452.41	925.73	27,316.77
December	4,087.47	480.54	41,984.86
TOTALS	\$47,779.42	\$14,915.95	\$352,571.21

The above figures may vary from budget reports due to the application of special trust funds and the variability of year-end cut-off date.



MAPLEWOOD NURSING HOME, FARM & JAIL

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, 1984 through December 31, 1984.

Our past year has been of major significance and great activity. The following highlights the major accomplishments of the past twelve months.

The annual survey conducted by the State Department of Health resulted in an excellent overall rating, with only minor deficiencies noted. This accomplishment has been developed by a staff that is competent, willing to learn and showing compassion to our residents. The important part of a supportive environment is a caring staff interested in providing health care that fosters independence and self respect for residents. The heart of this effort belongs to each and every one of our dedicated employees who contribute daily to serve our residents.

During the year there were 44 admissions to the nursing home. There were 48 residents discharged to acute care institutions, of which 46 were readmitted. There was one resident discharged to their home and five discharged to another nursing home. The average daily census for the year was 146.7.

An important adjunct to the work and care provided by our staff is the time, love and concern given by members of our volunteer auxiliary. Under the direction of the Activities Department, the volunteer program at Maplewood has grown tremendously this past year. There are presently more than 60 volunteers who have devoted a total of 2991 hours of service. This has doubled from the previous year. A special thanks to all of these individuals who have been so sensitive to the needs of our residents.

Under the direction of the Maintenance Department, a computerized energy management system was completed and installed this past Fall. In essence, the system ties together the primary energy consuming equipment throughout the whole building. Through software programs, the system collects building operating data, compares it to variables such as indoor environment conditions and outdoor weather, and automatically executes energy control techniques to maximize savings. This program is proposed to recover all initial costs within a 3.5 year period. This should result in approximately a \$30,000 energy savings within the first 24 months. A net positive cash flow should benefit the County for many years.



Also, this past Fall brought about the purchase and installation of a new telecommunication system for the whole complex. In addition to upgrading to a more sophisticated phone system, the facility will realize a savings in eliminating the monthly rental charges of the prior set-up. This also will result in considerable savings over the years to come.

The farm continues to play a vital role in providing the Nursing Home and Correctional Facility with food as well as serving as a rehabilitative program for the inmates at the House of Correction. In spite of revenues lost as a result of the government enacting "The Dairy and Tobacco Adjustment Act of 1983", the rise in milk production helped offset a substantial decrease. Once again, deductions are proposed for the coming year, contingent on the availability of surplus milk. Energy conservation measures were also taken on the farm with the installation of a new furnace at the Assistant Farm Manager's residence which eliminated the use of electricity for heating. Also, a hot water bulk tank reclaiming system was installed in the milk house. These measures will show a considerable savings from past years.

The Correctional Facility has experienced a slight decrease in the number of inmates incarcerated in the House of Correction. The daily average dropped from the 1983 level of 19.8 to 16.6. In contrast, the daily average on the jail side continues to rise from the 1983 level of 10.6 to 11.3. The combined total man average for the facility showed a slight decrease from 34.7 in 1983 to 31.2 in 1984.

As noted from last year, a correctional committee has continued to meet and assess the needs for possible expansion. Many concerns of the facility have been carefully reviewed by staff, interested members of the community and various delegation representatives. These findings and recommendations have been submitted and subsequent action to be taken should be made in the Spring of 1985.

As we review our past year, we shall build on our successes and learn from our experiences. By continuing to evaluate these experiences -- adhering to our commitment to provide above average health care and services, coupled with fiscal responsibility -- the new year offers challenging horizons.

Once again, I have indeed been fortunate in having the support and cooperation of a very conscientious and dedicated staff. My sincere thanks to everyone who has assisted and offered their support during the year.

Respectfully Submitted,

Richard A. Wilson
Administrator/Superintendent

FOOD INVENTORY - JANUARY 1, 1985

FREEZER		\$11,535.64
STOREROOM & COOLER		12,348.97
ROOT CELLAR		2,552.60
		<hr/>
		\$26,437.21

PRODUCE USED FROM THE FARM

<u>BLEF:</u>		
14,044 lbs.(dressed wgt.)	\$1.30	\$18,257.20

<u>PORK:</u>		
12,582 lbs.(dressed wgt.)	\$1.20	15,098.40

PRODUCE FROM FARM

Asparagus, 124 lbs.	1.19	147.56
Beans, String, 14 Bu.	10.00	140.00
Beans, String, 22½ Bu.	9.50	213.75
Beans, String, 4 Bu.	8.00	32.00
Beans, Shell, 7 Bu.	15.00	105.00
Beans, Shell, 5 Bu.	12.00	60.00
Beets, 35½ crates	7.50	266.25
Beets, 10 crates	6.00	60.00
Beets, 9½ crates	5.50	52.25
Broccoli, ½ crate	8.00	4.00
Broccoli, 14-2/3 crates	7.00	102.62
Broccoli, 10 crates	5.60	56.00
Broccoli, 3 crates	5.00	15.00
Brussels Sprouts, 15 lbs.	.47	7.05
Brussels Sprouts, 3¾ crates	9.00	29.25
Cabbage, 13 Heads	.75	9.75
Cabbage, Red, 126 Heads	.60	75.60
Cabbage, 462 Heads	.40	184.80
Carrots, 32½ crates	7.00	227.50
Carrots, 9 crates	6.00	54.00
Cauliflower, 300	.75	225.00
Cauliflower, 65	.50	32.50
Corn, 211 Doz.	1.70	358.70
Corn, 375 Doz.	1.20	450.00
Cucumbers, 1 crate	9.75	9.75
Cucumbers, ½ crate	9.00	4.50
Cucumbers, 8 crates	8.00	64.00
Eggplant, 6 crates	8.00	48.00
Lettuce, 20 crates	8.00	160.00
Melons, 738	.50	369.00
Onions, 2 crates	8.75	17.50
Onions, 3 crates	7.75	23.25
Onions, 1 crate	6.95	6.95
Onions, 5½ crates	6.75	37.13
Onions, 20½ crates	6.00	123.00
Parsnips, 45 crates	22.50	1012.50
Peas, 1 Bu.	20.00	20.00
Peas, 3 Bu.	18.00	54.00
Peas, Snow, ¼ Bu.	25.00	12.50
Peppers, 9 crates	14.00	126.00

PRODUCE FROM FARM: (Continued)

Peppers, 22½ crates	\$8.00 ¹	\$180.00
Peppers, 2 crates	7.33	14.66
Peppers, 10 crates	6.00	60.00
Potatoes, 101 crates	5.40	545.40
Potatoes, 11 crates	4.80	52.80
Potatoes, 21 crates	4.20	88.20
Pumpkins, 129 lbs.	.10	12.90
Radishes, 14-2/3 crates	7.00	102.62
Raspberries, 7 qts.	4.00	28.00
Rhubarb, 403 lbs.	.40	161.20
Spinach, 29 crates	6.00	174.00
Squash, Summer, 2½ crates	14.00	35.00
Squash, Zucchini, 1½ crates	11.00	16.50
Squash, Summer, 8½ crates	10.00	85.00
Squash, Summer, 8½ crates	9.00	76.50
Squash, Zucchini, 1 crate	8.00	8.00
Squash, Zucchini, 2½ crates	7.25	18.12
Squash, Summer, 11½ crates	7.00	80.50
Squash, Winter, 120 lbs.	.26	31.20
Squash, Winter, 3 crates	6.00	18.00
Squash, Winter, 385 lbs.	.17	65.45
Squash, Winter, 1,000 lbs.	.15	150.00
Squash, Winter, 1,840 lbs.	.13	239.20
Squash, Winter, 1,811 lbs.	.10	181.10
Squash, Winter, 204 lbs.	.09	18.36
Strawberries, 597 Qts.	1.75	1044.75
Strawberries, 284 Qts.	1.25	355.00
Strawberries, 19 Qts.	1.10	20.90
Swiss Chard, 21 crates	9.00	189.00
Swiss Chard, 40 crates	8.00	320.00
Tomatoes, 63¾ crates	20.00	1265.00
Tomatoes, 61½ crates	16.00	984.00
Turnips, 2 crates	6.60	13.20
Turnips, 2 crates	5.75	11.50
Watermelon, 95	.75	71.25

Total \$45,069.57

Stock on the Farm - January 1, 1985

COWS:

- 72 Registered Holstein Cows & Heifers (2 years and over)
- 25 Registered Holstein Heifers (1 year and over)
- 10 Registered Holstein Heifers (6 months and over)
- 24 Registered Holstein Heifers (Under 6 months)

HOGS:

- 19 Bred Sows
- 2 Boars
- 19 Feeders

HOUSE OF CORRECTION AND JAIL FIGURES

1964

	1964										1963			1962			1961				
	Burglary	Drugs	Theft	Assault	Protective Custody	D.V.I.	Non-support	Forgery	M/V	Violations	Sexual Assault	Violation of Probation	Misc.	Average Age	High Day	MoFC	Daily Average	JAIL	Daily Average	W/R	Daily Average
JANUARY	6	4	7	5	4	19	0	3	5	2	2	38	24	29	557	18.0	242	7.8	35	2.8	28.60
FEBRUARY	6	4	4	6	5	14	0	3	5	0	2	28	23	32	545	18.8	232	9.0	20	2.5	23.20
MARCH	6	3	4	7	6	12	0	2	3	1	9	26	24	31	502	18.8	265	8.5	24	1.1	28.50
APRIL	4	8	4	10	5	16	0	1	3	3	5	30	23	34	569	19.0	304	10.1	31	1.3	30.10
MAY	4	3	6	5	4	17	0	1	3	3	5	35	24	34	433	14.0	312	10.1	35	2.2	25.20
JUNE	3	5	4	7	10	38	0	0	6	1	7	37	26	47	409	13.6	399	12.3	35	1.0	30.00
JULY	3	11	4	3	7	25	0	1	10	1	11	37	25	36	466	15.0	464	15.0	45	5.0	15.00
AUGUST	2	2	4	9	4	10	1	3	6	3	5	34	25	29	359	11.6	432	15.0	48	6.0	31.50
SEPTEMBER	4	6	2	6	4	13	0	2	8	1	7	29	24	27	274	9.1	393	13.1	50	1.0	25.00
OCTOBER	11	9	1	7	2	14	0	4	10	1	9	20	23	36	495	15.0	366	11.9	67	1.0	32.00
NOVEMBER	11	8	5	5	5	18	2	2	10	0	3	35	24	41	675	22.5	388	12.9	70	1.1	30.50
DECEMBER	15	7	3	2	3	25	0	4	7	0	5	27	23	37	689	22.2	367	11.5	70	1.5	32.00
TOTALS	75	70	40	72	59	229	3	26	76	16	70	305			60.53	198.6	4164	130.2	515	10.2	375.00
	YEARLY AVERAGE															16.6	11.3				
	AVERAGE AGE 24										AVERAGE DAILY POPULATION 31.2					AVERAGE LENGTH OF STAY 12.9 days					

SOUTH WESTERN NEW HAMPSHIRE FIRE MUTUAL AID

Efforts by at least two groups to organize, procure funding, and set-up communication dispatch centers within Hillsborough County may have contributed to the decision of the Legislative Delegation to discontinue funding of a Police Dispatch located in Coffstown. They voted to shut it down on April 1, and remove telephone extensions from local police stations, as well as a shut down of two way radios except for the Sheriff.

This decision left the towns of Hancock, Greenfield, Bennington, Frankestown and Antrim without police dispatch or two way radio communications. These towns, along with Peterborough, are long standing members of our Fire Mutual Aid Association--their fire and ambulance service dispatched by our Dispatch Center. A joint meeting was held to discuss adding the police dispatch; it was voted.

Our present police radio, located at Hyland Hill, would not "cover" into all areas of these towns. It was necessary to install a separate system, including a base transmitter/receiver, located at Crotched Mountain Rehabilitation Center, Greenfield, controlled by a 460 megahertz radio link from Hyland Hill. The cost of \$9,432.96 to be paid equally by each of the above towns. Representatives of the above towns met with our Board of Directors requesting police dispatch. Ground rules were agreed upon, and the request was approved.

The added assessment to these towns for police dispatch will amount to \$9,431.00 in 1985. This amount is included in our estimated revenue paid to the County of Cheshire.

Our project to eliminate intermode interference on Hyland Hill by raising our radio tower to 150 feet in height, relocating our antennas to a vertical separation of at least 20 feet, and replacing our cables and guidewires was completed late in the fall.

Our dispatch plays a most important role in the alert procedures in the event of an accident or emergency condition at Vermont Yankee Atomic Power Plant in Vernon, V.T. Our procedure is to alert, via radio page, personnel in the surrounding towns of the plant according to each of four emergency action levels, depending on the severity of the problem. In addition to our radio paging system, Civil Defense installed a repeater radio base unit at our site at Hyland Hill and a radio control unit at dispatch. Radios were also installed on this network at the CDEOC centers in Chesterfield, Swanzey, Winchester, Richmond, and Hinsdale, setting up an emergency network which would be activated for any type of disaster. In addition, the ability to communicate with the nuclear plant and N.H., V.T., and M.A. State Police headquarters via microwave, was also installed at dispatch.

A new 100 watt base station was installed at Hyland Hill on our fire frequency. The unit at Hyland Hill was moved to our auxiliary site in Gilsum, which retired the unit at that site. It had served us without failure since October 1957. We have one base unit left in service of the original installations of 1957.

The number of emergency calls, police complaints, and fires seem to increase each year. The addition of the six Hillsboro police departments for eight months of 1984 is reflected in the increase of complaints of 12,225. We handled 4,592 fires, 642 of these we dispatched two or more neighboring departments for Mutual Aid assistance. I am happy to report, however, because of the efforts of the firefighters, the area fire losses were held to a low figure. Total ambulance calls were 3,105, with an additional 1,095 rescue/fast squad responses.

We operate six radio base units on different frequencies for dispatching emergency services, fire, police, and medical. Automatic counters are used to tabulate the number of radio transmissions made to these various units. A total of 737,934 calls were made in 1984. This breaks down to an average of 2,159 radio calls transmitted a day. Incoming phone calls answered were in excess of 80,000.

We are proud of the widespread reputation of our "Mutual Aid" concept. It is made possible because of the complete cooperation of all the people who participate in our program: Law enforcement, Firefighters, Emergency Medical Technicians, and Administrators.

Respectfully Submitted,

Robert Callahan,
Chief Coordinator

FIRE MUTUAL AID
BREAKDOWN OF CALLS FOR 1984

Police Complaints	12,225
Motor Vehicle Accidents	747
Ambulance Calls	3,105
Brush, grass	267
Dumps	35
Vehicles	211
Chimney	544
Partition	28
Electrical	107
Appliances	106
Bell Alarms	395
Oil Burner	21
Structure	214
Smoke Investigation	239
Mutual Aid	642
Rescue Calls	1,095
Smoke Detectors	15
Gas Wash	132
Auto Fire Alarms	407
Sprinkler Alarms	16
Underwater Rescue Calls	5
False Alarms	11
Bomb Threats	8
Plane Crash	2
Propane Gas Leaks	28
Flooding Calls	56
Mobile Homes	2
Train Crash	1
Incidents at Vermont Yankee	3

BREAKDOWN OF POLICE CALLS

Sheriff Dept.	79
State Police	343
Fish and Game	147
Burglar Alarms	1,167
Local Police	10,490

Total Phone Calls	76,775
Total Transmissions	787,934

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 U.S. Department of Agriculture, the State of N.H. and County Government.

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 and assist them in making informed decisions about their own resources and lifestyles. 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 and youth development through 4-H.

Assistance is provided by the professional Extension agents located at the County Extension office in Keene, with the resources of the University of New Hampshire providing a broad base of back-up support, through specialist and research efforts for all programs.

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 brief overview of the Cooperative Extension Service programs in Cheshire County. These educational programs are available to all citizens. Thousands of requests are received and serviced annually 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 Barrett, Swanzey -- Treasurer
Bruce Smith, Westmoreland -- Chairman
Ernest Vose, Walpole

Home Economics:

Alice Ball, Keene
Susan Holbrook, Marlborough
Eleanore Smart, Keene -- Secretary

4-H Youth Development:

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

Forestry:

Wayne Young, Swanzey
David Parody, Keene
Roger Bienvenue, Surry

County Delegation:

Jeffrey Miller, Walpole

COUNTY EXTENSION AGENTS

Peter Kaseoru, Agriculture
Linda Elliott, Home Economist
Caroll Lothrop, 4-H
Lauren Bressett, 4-H (part-time)
Marshall Patmos, Forester & County Extension Coordinator
Steve Wood, Assistant Forester (part-time)
Secretarial Staff--Diane Blais
 Jeanne Waldren

4-H YOUTH DEVELOPMENT

Carol L. Lothrop
County Extension Agent, 4-H

Lauren L. Bressett
County Extension Agent, 4-H

4-H is the youth education program of the Cooperative Extension Service. Participants are between the ages of 8 and 19 and reside in nearly every town in Cheshire County and in every ward in Keene. In 1984 there were 30 4-H clubs with 425 members, 122 adult leaders and 34 junior 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 self-directing, productive and contributing members of society. Through educational 4-H projects, youth acquire skills and knowledge in areas of agriculture, home economics, science and technology; acquire a positive self-concept; learn to respect and to get along with people; learn leadership skills and fulfill leadership roles; practice responsible skills related to the environment; learn and use accepted practices for mental, physical, emotional and social health; explore 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 assess the needs of their communities, manage educational programs, and serve on governing boards and in numerous other ways. 165 adults and 77 youth served as program volunteers in addition to those serving as leaders.

There is a concerted effort to work with other agencies and organizations to avoid duplication of efforts and expenditure of funds. This past year 3981 youth who are not 4-H club members were reached through programs such as: Cow and Calf to School, International 4-H Youth Exchange speakers, Bicycle Safety, and specialized topics.

Highlights of 1984

- Most 4-H clubs 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 \$8,000 to pay for ribbons, awards and educational trips and programs.
- Two leaders, Freeland and Gwen Yardley of Walpole, attended the National Leader Forum held in Washington, D.C.
- Cheshire County hosted one of the three State 4-H Handicapped Awareness Workshops in December for teachers and volunteer youth workers.
- Representatives to National 4-H Programs:
 - National 4-H Congress in Chicago: Buffy Frechette of Marlborough and Dawn Clem of Hinsdale.

Citizenship--Washington Focus: Susan Phillips and Tabatha Hammond of Surry and Dawn Clem of Hinsdale.

National 4-H Photography Exhibit traveling around the country, photographs by: Julie Wyman of Marlborough and Laura Williams of Walpole.

National Horse Judging in Harrisburg, PA: Crystal and Heidi Sawyer of Walpole.

National Horse Quiz Bowl in Harrisburg, PA: Dawn Clem of Hinsdale.

Three leaders and four members were selected to serve on State Curriculum Committees - developing guides and curriculum for various project areas.

HOME ECONOMICS

Linda M. Elliott
County Extension Agent, 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 Extension Home Economist conveys information in a variety of ways. There are over 800 individual contacts per year from people seeking general information and solutions to specific problems. A monthly newsletter, The Extension Line, reaches approximately 600 Cheshire County families with timely information in all areas of Home Economics. The Cradle Crier, a newsletter for parents of firstborns, is also available for distribution. Currently 70 new mothers 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.

Seven hundred Cheshire County families benefited from a variety of public workshops, demonstrations, and informational meetings on fish cookery, nutrition, use of sewing machine attachments, Seminole patchwork quilting, sewing lingerie, beginning clothing construction, stress management, food gifts for health, exploring family finances, and weight loss through the use of behavioral modification techniques.

In addition, six organizations have thus far scheduled programs to be presented to their groups.

The Extension Home Economics program also works in cooperation with the 15 Extension Homemakers groups located throughout Cheshire County. The Homemakers groups meet monthly to work on community projects and present educational programs sponsored by the Extension Home Economist. This fall, ap-

proximately 100 volunteers were trained in topics on clothing construction, nutrition, stress management, behavior modification, food preparation, and the care and use of the sewing machine. 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.

In addition, the Annual State Homemakers Conference was held in October at Keene State College sponsored by the Cheshire County Extension Homemakers. Approximately 200 Homemakers attended workshops focusing on Women in Politics, Taxes, and Energy.

The "Working Woman" project continues this year. Area employers were encouraged to participate in this program which provides information slips to employees twice per month for one year. These slips cover a wide range of topics and provide valuable information to the working woman. Two hundred seventy-five information slip packets were purchased by employers in Cheshire County.

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

Peter Kascoru
County Extension Agent, Agriculture

The main purpose of the Agricultural Program area of the Cheshire County Cooperative Extension Service is to provide information to those people involved in agricultural production, both on a large and small scale, commercially and non-commercially. An attempt also is made to educate the non-agricultural community as to the importance and nature of modern day food and fiber production. An example of the Extension Service's flexibility was evident during the flooding which occurred in May and June of this year. Extension was active in providing assistance to many farms, and also to individuals affected by this natural disaster.

The primary commercial agricultural industry in Cheshire County is dairying, and the economic outlook is not good for the next few years for this industry. Local farmers are largely the victims of circumstances beyond their control, such as grain and milk prices, but must learn to adapt to the situation in order to survive. Extension has been active in helping dairy-men to try to control feed costs, maximize economic production per cow, and in general to try to run their operations in as efficient a means as possible. While most assistance provided to dairy farmers is through individual contacts, there have been four county meetings aimed at helping deal with changing con-

ditions, and also there has been County Extension support for three statewide conferences. Assistance has been provided to the county Dairy Herd Improvement Association, the county ASCS, and two crop demonstrations were attempted this year, as part of a long range study to produce feed more efficiently on dairy farms.

The effort aimed at other commercial farmers has been more individualized than towards dairying, due to the lack of a critical mass of farmers in other areas. Fruit and vegetable production continues to enjoy a slow growth, and to encourage this, University Specialists have been brought to the county to assist these often-times new operations to start off on a sound basis.

Livestock production continues to be popular, with the county program emphasis in this area concentrating on pasture improvement and forage production. Statewide programs have been initiated by the Livestock Specialist in lamb and beef grading which have received county support.

Farm Business Management assistance has been provided to all types of commercial farms in the areas of tax management, budgeting and record keeping. The county office has cooperated in ELFAC, a New England-wide Electronic Farm Accounting program available to interested farmers. This year the Extension Service also cooperated with the Farmers Home Administration in their introduction of a new Coordinated Financial Statement, and has worked closely with Farmers Home to provide management assistance for their farm borrowers.

The effort to assist the non-commercial agricultural public has taken up a large portion of the Agricultural Program and is made up of two phases. Four radio programs, two newsletters, three newspaper columns, and four meetings were used to gain exposure to larger numbers of people than would otherwise be possible, but personal attention was also given to 700 individual requests and problems last year. A booth at the Home Show, made possible through the generosity of the Keene Mill End Store, introduced us to many new people and also generated a great deal of interest and requests for the many publications available at our office.

The Agricultural Program makes an effort to reach the non-farm community, because it is becoming more and more apparent that as farmers make up a smaller and smaller segment of society their fate is increasingly in the hands of the non-farm public. These people need to be educated as to the how's and why's of modern agriculture to intelligently deal with farm issues. Cooperation with the Conservation District and local planning agencies has resulted in better public awareness of the importance of farm land in the community, and the need to help agriculture survive the pressures put upon it in a developing area. A radio program and talks have been given on the nature and value of agriculture locally, and an effort has been made to help the Cheshire Fair keep agriculture an important segment of the total Fair.

Farms where people make a living from farming are becoming fewer and fewer every year. Total farm numbers are increasing however, meaning more

and more people are farming who don't fit the traditional model of a farmer. Cheshire County is growing and this means new, frequently urban people, who know little or nothing about agriculture need to be educated. The Agricultural Program of the Cheshire County Cooperative Extension Service attempts to serve all these groups in an effort to keep agriculture alive in Cheshire County, and also to help people keep those qualities which make Cheshire County a desirable place to live in.

FORESTRY

Marshall Patmos
County Extension Forester

Steve Wood
Assistant County Extension Forester

The Extension Forestry Program provided 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 demonstrations, newsletters, bulletins, news articles and radio, with the backbone of the program being the one-on-one contact with the individuals requesting assistance.

Continued interest in multiple-use forest management included timber sales, intermediate forest practices, fuelwood, and wildlife, comprise the bulk of assistance provided by the program. The financial and economic aspects of owning and managing woodland continue to be major concerns 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, 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 383,000 acres of forest land in the County continues to be the major objective of the Cheshire County Forestry Program.

In 1984 we provided 771 assists involving 18,446 acres. These included:

- 197 woodland exams involving 12,719 acres
- 71 landowners performing 480 acres of timberland stand improvement work
- 118 insect and disease assists
- 120 finance and tax assists
- 75 marketing assists and
- 26 information and education (radio, newspaper, presentations, etc.) assists

CHESHIRE COUNTY CONSERVATION DISTRICT

Cheshire County Commissioners
County Court House
Keene NH 03431

Gentlemen:

In Cheshire County, excellent cooperation between the District, the County government, landowners and governmental agencies has made this a very productive year. To say that 316 individuals and groups were assisted and 37 conservation projects were constructed doesn't describe the dedication of agency personnel in serving the people of the County. Listing the types of projects built, such as woodland access roads, barnyard water control, gully control using terraces and diversions, manure storage structures and tile drainage, doesn't show how much time and labor by the landowner went into the completion of these measures.

Mentioning the number of soils overlays and site evaluations made for land use planning purposes in no way indicates the hours spent by members of planning boards and conservation commissions in meetings at the sites of proposed projects with members of governmental agencies to insure that decisions made now do not become problems in the future.

Members of the Board of Supervisors are to be commended for the extra time devoted to forming a county LESA (Land Evaluation and Site Assessment) Program to be used to help towns in their efforts to retain valuable farmlands in agriculture. They also put considerable effort, along with a citizen committee into the compilation of "Soil Potentials for Development".

Recognizing a need to document the kinds of services the District is prepared to give County towns, a model memorandum of understanding was developed which we expect to eventually use with a majority of the towns in the area.

In October, a "Last Acre Ceremony" was held to mark the completion of the field work on the Cheshire County Soil Survey. It was held at Pitcher Mountain Farm owned by the Faulkner Family. The family was made 1984 Co-operator of the Year for their work in Andorra Forest. Their work to control erosion on woodland access roads has been outstanding. They were honored at our Annual Meeting in the spring.

The District is very grateful for the confidence the County Commissioners and members of the Delegation have shown in the District program. They have continued to honor our requests for funds and the County Commissioners have been especially helpful in advising us on how to deal with these changing financial times.

Sincerely,

Jay Jacobs, Chairman
Board of Supervisors

ADOPTED BUDGET FOR 1985

<u>Estimated Expenses of the District</u>		<u>Proposed Allocation of the County Funds</u>
<u>Description and Amount</u>		
.02 Payroll Expenses	\$8955	\$8955
.10 Social Security	632	632
.12 Health Insurance	-0-	-0-
.14 Workman's Compensation	60	60
.15 Unemployment Compensation	196	196
.20 Travel and Meals	250	-0-
.26 Dues	605	-0-
.29 Equipment Contract	65	-0-
.35 Photocopy Expense	60	-0-
.36 Office Supplies	150	-0-
.38 Postage	300	-0-
.40 Conservation Education (teachers)	150	-0-
.41 Soil Stewardship Week	50	-0-
.42 Conservation Booklets	200	-0-
.43 Annual Report	100	-0-
.44 Annual Meeting	200	-0-
.46 Contingency Fund	500	-0-
.47 Fair Display	60	-0-
.82 Equipment Repair	100	-0-
.86 Equipment Purchase	3500	3500
.94 Bonding Insurance	54	-0-
	<u>\$16187</u>	<u>\$13343</u>

Estimated Income

Fees for Service	\$ 500
Interest	80
Miscellaneous	75
State Funds	300
Encumbered Funds	1889
County Funds	<u>13343</u>
	<u>\$16187</u>

MINUTES

Cheshire County
Executive Committee

January 5, 1984

Chairman Andrea Scranton called the meeting of the Cheshire County Executive Committee to order at 4:34 p.m.

Present: Reps. Davis, Galloway, Matson, Moore, Perry, Ramsay; Comms. Cheney, Lynch; Treasurer Dunn; Coordinator Drouin.


Chairman Scranton indicated the purpose of the meeting was to authorize the Treasurer to borrow in anticipation of taxes for the County operation for the fiscal 1984 year. Treasurer Dunn explained the level of the request is \$3,600,000, based upon the needs of the County Commissioner Proposed Budget.

On Motion by Rep. Matson, Seconded by Rep. Perry, the Committee voted to authorize the Treasurer to borrow the amount of \$3,600,000 in anticipation of taxes from the towns of Cheshire County, by roll

call:	Davis	Yes
	Galloway	Yes
	Matson	Yes
	Moore	Yes
	Perry	Yes
	Ramsay	Yes
	Scranton	Yes

There being no other business to come before the Committee at that time, meeting was adjourned at 4:43.

Respectfully submitted,



D. M. Drouin
Clerk Pro Tem

MINUTES

Executive Committee Meeting
February 8, 1984

A meeting of the Cheshire County Delegation Executive Committee was convened at 2:00 p.m. at the Court House for the purpose of reviewing the fourth quarter and final figures of the 1983 budget. The meeting was called to order by Chairman Scranton. Present, in addition to Chrmm. Scranton, were Reps. Gordon, Hickey, Lane, Matson, Perry, and Ramsay. Also present were Commissioners Adams, Cheney, Lynch and Coordinator Drouin.

Commissioner Lynch led the group through the fourth quarter figures pointing out slight areas of deviation from budgeted figures. Areas of deviation in one direction were, in general, offset by deviations in opposite directions, with total results being very close to the budget.

Commissioner Lynch then re-opened overall discussion of the 1984 budget. He touched on several highlights such as the effect of the Unified Court System showing no personnel nor benefit account figures for this item in 1984, but indicating that charge-backs etc. will be handled in the 1985 budget. Further items explained at length included energy management at Maplewood and its result in savings; telephone system savings, status of the erosion problem at Maplewood, problems involving the Corrections System, and the added costs in several departments.

Question was raised by Rep. Matson regarding the areas where operations at Maplewood are in violation (women and juvenile prisoners) indicating that plans to stop taking juveniles on July 1 will cause problems for the towns. Several suggestions were made for possible changes in space at Westmoreland.

Dates for hearings with department heads were set for February 15 at 1:30 p.m. and February 22 and 29 starting at 10:00 a.m. It was indicated that it might be possible to hold a meeting with the whole delegation on March 3 at Westmoreland. Decision will be made later as to whether or not to have lunch at Westmoreland.

The meeting was recessed at 3:30 p.m. to be resumed on February 15 at 1:30 p.m.

February 15, 1984

The recessed meeting of the Executive Committee for budget review was convened at 1:45 p.m. by Chrmm. Scranton. Also present were Rep. Davis, Gordon, Hickey, Lane, Matson, Perry, Ramsay; Commissioners Cheney, Lynch and Coordinator Drouin.

Commissioner Cheney further reviewed the budget report for the fourth quarter of 1983 and answered questions.

On motion by Rep. Davis, seconded by Rep. Lane, the Cheshire County Commissioners be authorized to draw from the 1983 surplus the amount of \$369.86 to reimburse interest amount on the remaining Court House Bond balance. Motion was voted in the affirmative.

Vote was in the affirmative on motion by Rep. Hickey, seconded by Rep. Ramsay, that the Cheshire County Commissioners be authorized to expend from the 1983 surplus the amount of \$1,744.07 to cover encumbrances previously made against the Court House Bond Account for building modifications and furnishings.

Vote was in the affirmative on motion by Rep. Davis, seconded by Rep. Hickey, that

Executive Committee Minutes

February 1984

Page 2

the fourth quarter budget review be accepted.

The Committee heard requests for funds from the custodian of the Court House, the County Attorney, County Sheriff, Registrar of Deeds, and Registrar of Probate.

The session recessed at 4:40 to be reconvened at 10:00 a.m. on February 22, 1984.

February 22, 1984

The recessed session of the Executive Committee was reconvened at 10:00 a.m. on this date. Present were Chrmm. Scranton, Reps. Davis, Eisengrein, Gordon, Matson, Perry, and Ramsay: Commissioners Adams, Cheney, Lynch and Coordinator Drouin, later Rep. Hickey and Lane.

The requests by the remaining departments and agencies were heard during the day. Due to the lateness of the time of completion of the hearing, it was decided to meet February 29 to further study the requests, and to make recommendation for finalization of the budget to be presented to the full delegation. A request by Superintendent Wilson to take \$1,500 from Reserve Account to purchase a bulk tank for heat reclaiming system was granted on motion by Rep. Davis, seconded by Rep. Hickey.

The session was recessed at 4:40 p.m. to be reconvened on February 29 at 10:00 a.m.

February 29, 1984

Chrmm. Scranton reopened the recessed session of the Executive Committee at 10:00 a.m. to continue budget study. Present, in addition to Chrmm. Scranton, were Reps. Davis, Eisengrein, Gordon, Hickey, Lane, Perry, and Ramsay. Also present was Delegation Chairman Moore, Commissioners Cheney, Lynch and Coordinator Drouin.

Copies of the 2/27/84 Commissioner memo to the Executive Committee were distributed relative to budgetary cuts offered from meeting that date. Discussion ensued as whether a personnel cost-of-living adjustment to wage scale should be addressed before determination of acceptable tax line increase. Discussion followed relative to cost-of-living increment value and basic philosophy of cost-of-living adjustment to structure of County wage scale. Ultimately, salary increase discussion was deferred to the end of the Committee's deliberations.

Page by page review of budgetary amendments since December 1 ensued.

4100 Administration-Commissioners--Motion by Rep. Ramsay, seconded by Rep. Eisengrein, to approve the Commissioners Department budget at \$126,658. Vote in the affirmative.

4101 Treasurer--Voted by Rep. Lane, seconded by Rep. Eisengrein an amount of \$2,805 be accepted; voted, unanimously.

4102 Auditors--Moved by Rep. Lane, seconded by Rep. Eisengrein, Auditors account be allocated at \$12,000; voted unanimously.

4103 County Delegation Expense--Moved by Rep. Ramsay, seconded by Rep. Hickey that \$2,500 be allocated to that account; voted unanimously.

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February 1984

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4110 County Attorney--Voted by Rep. Lane, seconded by Rep. Eisengrein, the County Attorney's account be allocated \$102,201; motion voted unanimously.

4120 Registry of Deeds--Moved by Rep. Lane, seconded by Rep. Eisengrein, that the Registry of Deeds be allocated \$126,319; motion voted in the affirmative.

4130 Registry of Probate--Moved by Rep. Lane, seconded by Rep. Eisengrein, that the Registry of Probate be allocated \$8,123; motion voted in the affirmative.

4140 Sheriffs Department--Rep. Ramsay questioned the additional request of \$250 by Sheriff Lysitt in Line 22, Cont. Ed./Prof. Development. Discussion ensued relative to the manner of allocation of expense money in that line across departments. Suggestion was made that the Commissioners should formalize a policy as to how Prof. Development allocations by department should be established. Moved by Rep. Ramsay, seconded by Rep. Eisengrein, to accept the Commissioners recommendation in Line 22 for \$750, for a total allocation of \$204,171; coupled with the request for establishment of policy relative to Cont. Ed. allocation process by departments. Motion voted, unanimously.

4150 Medical Examiner--Moved by Rep. Lane, seconded by Rep. Eisengrein, that an amount of \$8,713 be allocated for the Medical Examiner's budget; motion voted unanimously.

4160 Court House Maintenance--Moved by Rep. Lane, seconded by Rep. Ramsay, that the amount of \$353,842 be approved for this department. Vote in the affirmative.

4180 Superior Court--Motion by Rep. Lane, seconded by Rep. Hickey that \$85,068 be recommended in this item. Voted in the affirmative.

4190 Public Welfare--Moved by Rep. Perry, seconded by Rep. Hickey that the amount of \$1,733,561 be recommended for 4190.01 through 4190.92. Moved by Rep. Eisengrein, seconded by Rep. Ramsay that the amount of \$118,350 be recommended for 4190.60, 4190.61, and 4190.62. Voted in the affirmative. Rep. Lane offered the suggestion that the Commissioners work out a plan for 1985 to avoid situations where double taxation is involved. Voted on motion by Rep. Perry, seconded by Rep. Davis to recommend total of \$1,851,911 for the 4190 account.

4200 Alcohol Crisis Intervention Grant--Moved by Rep. Lane, seconded by Rep. Davis to recommend the sum of \$14,016 for this account. Voted.

8360 Cooperative Extension Service--Moved by Rep. Lane, seconded by Rep. Hickey to recommend \$85,853 in this account. Voted in the affirmative.

9080 S.W.N.H. Fire Mutual Aid--Voted in favor of motion by Rep. Eisengrein, seconded by Rep. Ramsay to recommend \$215,538 for this item.

9100 Interest Expense-Temporary Loan--Moved by Rep. Davis, seconded by Rep. Eisengrein, to recommend \$200,849 in this account. Voted in favor.

9384 Cheshire County Conservation District--Moved by Rep. Ramsay, seconded by Rep. Eisengrein, to approve request of \$7,500. Vote in the affirmative.

9386 S.M.P. Planning Commission--Voted on motion of Rep. Ramsay, seconded by Rep. Hickey, to omit any recommendation of funds in this account.

Executive Committee Minutes

February 1984

Page 4

9387 R.S.V.P.--Moved by Rep. Perry, seconded by Rep. Ramsay, to omit recommendation of funds. Supported.

5100 Maplewood Administration--Voted on motion by Rep. Perry, seconded by Rep. Hickey, to recommend sum of \$223,952.

5130 Maplewood Dietary--Moved by Rep. Ramsay, seconded by Rep. Perry, to recommend \$445,157 in this account. Voted in favor.

5140 Maplewood Nursing--Voted on motion by Rep. Eisengrein, seconded by Rep. Hickey, that the amount of \$1,195,984 be recommended.

5150 Maplewood Plant Operation--Motion by Rep. Davis, seconded by Rep. Eisengrein, that amount of \$732,626 be recommended. Voted affirmatively.

5160 Maplewood Laundry & Linen--Voted on motion by Rep. Perry, seconded by Rep. Ramsay, to recommend amount of \$157,248.

5170 Maplewood Housekeeping--Moved by Rep. Eisengrein, seconded by Rep. Davis, to recommend amount of \$199,445. Passed.

5180 Maplewood Physician and Pharmacy--Voted on motion by Rep. Eisengrein, seconded by Rep. Hickey, to recommend amount of \$143,026.

5190 Maplewood Special Services--Moved by Rep. Perry, seconded by Rep. Davis, to recommend \$4,700. Voted.

5193 Maplewood Activities--Voted on motion by Rep. Eisengrein, seconded by Rep. Hickey, to recommend amount of \$60,314.

5195 Maplewood Social Services--Voted on motion by Rep. Eisengrein, seconded by Rep. Davis, to recommend amount of \$34,192.

5196 Maplewood Occupational Therapy--Moved by Rep. Eisengrein, seconded by Rep. Ramsay, to recommend amount of \$22,297. Voted.

5197 Maplewood Physical Therapy--Motion by Rep. Ramsay, seconded by Rep. Hickey, that we recommend the amount of \$68,241. Voted.

6100 Cheshire County Jail and House of Correction--Voted on motion by Rep. Davis, seconded by Rep. Perry, to recommend amount of \$424,386.

6200 Prisoners Held in Other Institutions--Moved by Rep. Eisengrein, seconded by Rep. Perry to recommend sum of \$30,000. Voted in favor.

7100 County Farm--Voted on motion by Rep. Eisengrein, seconded by Rep. Davis to recommend amount of \$201,383.

Moved by Rep. Ramsay, seconded by Rep. Hickey to accept general revenue figures as submitted by the Commissioners. Voted affirmatively.

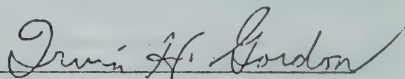
Moved by Rep. Ramsay, seconded by Rep. Eisengrein that there be a 3% cost-of-living raise to all County employees, effective April 1, 1984. Voted affirmatively.

Executive Committee Minutes
February 1984
Page 5

Voted on motion by Rep. Ramsay, seconded by Rep. Eisengrein, that the Commissioners be authorized to make necessary adjustments in figures to reflect actions of Executive Committee.

Announcement was repeated that the County Delegation is scheduled to meet at Westmoreland at 10:00 a.m. on March 10, 1984. Lunch will be furnished,

Meeting adjourned.

A handwritten signature in cursive script, reading "Irvin H. Gordon", is written over a horizontal line.

Irvin H. Gordon, Clerk
Executive Committee

M I N U T E S

Cheshire County
Delegation Meeting

Maplewood Home, March 10, 1984

A meeting of the Cheshire County Delegation was held in Westmoreland on above date with principal item on the agenda being adoption of the Annual Budget.

The meeting was called to order at 10:40 a.m. by Rep. Moore, Chairman of the Delegation. The flag salute was led by Rep. Jesse Davis. Roll call by the clerk showed the following representatives in attendance: Crane, Davis, Eaton, Gordon, Johnson, Lane, Matson, Miller, Moore, Parker, Perry, Ramsay, Riley, Scranton. (14) Also present were Commissioners Adams, Cheney, and Lynch; Coordinator Drouin. Several elected officials and titled personnel were also present. Chairman Moore declared a quorum present.

Rep. Scranton, chairperson of the Executive Committee, gave a brief but informative overview of the budget as recommended by the Committee. She pointed out areas where savings should occur as a result of new procedures and equipment. She also called attention to uncertainties in the figures dealing with the newly operating Court System and spoke of problems existing with housing juveniles and females at the County Jail.

The following actions were taken on sections of the Budget:

4100--Administration--Commissioners--Voted on motion by Rep. Lane, seconded by Rep. Ramsay, to approve the sum of \$129,031. This action followed an affirmative vote on motion by Rep. Lane, seconded by Rep. Ramsay, to add \$1,065 to Executive Committee recommendation of \$2,000 for line 4100.94, making a total of \$3,065.

4101--Administration--Treasurer--Voted on motion by Rep. Ramsay, seconded by Rep. Eaton to approve amount of \$2,805.

4102--Administration--Auditors--Moved by Rep. Lane, seconded by Rep. Davis, to approve the amount. of \$12,000. Motion passed.

4103--Administration--Delegation Expense--Moved by Rep. Eaton, seconded by Rep. Ramsay, that \$2,500 be approved in this account. The motion was adopted.

4110--County Attorney--Voted affirmatively on motion by Rep. Eaton, seconded by Rep. Matson, to approve \$103,320.

4129--Registry of Deeds--Moved by Rep. Lane, seconded by Rep. Eaton, to approve \$127,7 Affirmative vote.

4130--Registry of Probate--On motion by Rep. Davis, seconded by Rep. Lane, it was voted to approve sum of \$8,123.

4140--County Sheriff--The sum of \$237,859 was approved following motion by Rep. Eaton, seconded by Rep. Lane.

4150--Medical Examiner--Voted on motion by Rep. Ramsay, seconded by Rep. Eaton, to approve \$8,713 for this item.

4160--Court House Maintenance--Moved by Rep. Perry, seconded by Rep. Davis, to add \$50. to Executive Committee recommendation on line 4160.70 to cover unexpected roof repair. Voted in favor. Voted on motion by Rep. Lane, seconded by Rep. Parker, to approve the adjusted total of \$348,690 in 4160 series.

4180--Superior Court--Moved by Rep. Lane, seconded by Rep. Parker, to approve the sum of \$85,068. Voted affirmatively.

4190--Public Welfare--Voted favorably on motion by Rep. Perry, seconded by Rep. Ramsay to approve amount of \$1,733,561 in this account. Separate actions were taken

Page 2

Cheshire County Delegation Meeting
March 10, 1984

on lines 4190.60, 4190.61, and 4190.62 resulting in approval of \$118,350 more.

4190.60--New Hope/New Horizons--\$45,000 approved on motion by Rep. Eaton, seconded by Rep. Lane.

4190.61--Monadnock Health & Welfare Council--\$20,000 approved on motion by Rep. Riley, seconded by Rep. Perry.

4190.62--Home Health Care & Community Services--The sum of \$53,350 was approved following motion by Rep. Ramsay, seconded by Rep. Davis.

This action resulted in a total of \$1,851,911 in the 4190 section.

4200--Alcohol Crisis Center--Voted on motion by Rep. Davis, seconded by Rep. Riley, to approve amount of \$14,016. (Grant Money)

8360--Cooperative Extension Service--The amount of \$85,853 was approved by Delegation following motion by Rep. Davis, seconded by Rep. Lane.

9080--Southwestern NH Fire Mutual Aid--Moved by Rep. Eaton, seconded by Rep. Lane, to approve recommendation of \$215,558. Voted.

9100--Interest Expense--Temporary Loan--The sum of \$200,849 was approved on motion by Rep. Ramsay, seconded by Rep. Davis.

9384--Southwestern Regional Planning--No action taken as no amount was recommended by the Executive Committee.

9387--Retired Senior Volunteer Program--No recommendation made by Executive Committee. No action taken by Delegation.

5100--Maplewood Administration--Moved by Rep. Matson, seconded by Rep. Davis, to approve sum of \$227,684. Voted favorably.

5130--Maplewood Dietary--Rep. Lane moved and Rep. Matson supported the motion to approve recommendation of \$450,500. Vote in the affirmative.

5140--Maplewood Nursing--The amount of \$1,222,579 was approved following a motion by Rep. Eaton, seconded by Rep. Matson.

5150--Maplewood Plant Operations--Moved by Rep. Lane, seconded by Rep. Matson to follow Executive Committee recommendation of \$736,950. Motion passed.

5160--Maplewood Laundry & Linen--Amount approved - \$159,490. Motion made by Rep. Ramsay, seconded by Rep. Davis.

5170--Maplewood Housekeeping--Motion by Rep. Lane, seconded by Rep. Ramsay, to approve \$202,230. Favorable vote.

5180--Physicians & Pharmacy--Moved by Rep. Eaton, seconded by Rep. Davis, to approve \$143,684. Voted favorably.

5190--Maplewood-Special Services--Motion by Rep. Lane, seconded by Rep. Davis, to approve \$4,700. Voted.

5193--Activities--Moved by Rep. Riley, seconded by Rep. Eaton, to approve \$61,656. Voted.

5195--Social Services--Amount of \$34,973 voted on motion by Rep. Lane, seconded by Rep. Ramsay.

5196--Occupational Therapy--\$22,770 approved. Motion by Rep. Riley, seconded by Rep. Eaton.

5197--Physical Therapy--Amount of \$69,741 approved on motion by Rep. Davis, seconded by Rep. Riley.

Total amount for Special Services--\$193,840.

6100--County Jail & House of Correction--Moved by Rep. Eaton, seconded by Rep. Ramsay, to approve \$429,212. Considerable discussion followed including explanation by Commissioner Cheney relative to ways in which we are in violation: handling juveniles and female prisoners. He made a strong point of getting into compliance as soon as possible because of liability in these areas. Question was discussed of what to do with July 1 termination of housing juvenile offenders. Commissioner Cheney told the group that in 1983 there were 41 subjects in the 14-17 age group locked up at the jail. Several spoke on possible solutions including renovation of some existing space. Discussion terminated and motion was passed.

6200--Prisoners held in Other Institutions--Motion by Rep. Johnson, seconded by Rep. Eaton to approve amount of \$30,000. More discussion relative to existing problems with agreement for future meeting (s) to study problems. The motion was passed.

7100--County Farm--Moved by Rep. Eaton, seconded by Rep. Matson, to approve the sum of \$202,597. Voted affirmatively.

Attention was called to the Executive Committee revised budget figures on revenue side now totalling \$7,440,318. Moved by Rep. Scranton, seconded by Rep. Eaton, to accept revised figures. Voted affirmatively. Moved by Rep. Scranton, seconded by Rep. Eaton that the Commissioners be authorized to expend in 1984 General Revenue Sharing Funds in the amount of \$216,656 to be allocated in the following manner: Welfare Board and Care of Children--\$68,219; Welfare Direct Aid--\$68,219; SWNH Fire Mutual Aid--\$68,218; Juvenile Coordinator, Juvenile Conference Committee, Keene District Court--\$12,000. The Convention voted affirmatively on that motion.

Rep. Scranton moved to authorize the Cheshire County Treasurer or Deputy Treasurer to borrow for a short-term an amount not to exceed \$110,000 to be applied toward the purchase of Energy Management System at Maplewood Home--\$52,000; telephone system at Maplewood Home, Farm & Jail--\$22,000; telephone system at Cheshire County Court House--\$36,000. Motion seconded by Rep. Ramsay. Motion passed.

Moved by Rep. Eaton, seconded by Rep. Matson, that we raise \$5,000 for use by the area Underwater Rescue Unit. Rep. Eaton, following discussion moved to amend his motion by adding that all expenditures of the amount be subject to approval by the Commissioners. Rep. Matson supported the amendment. The amended motion lost by an 8 to 4 vote.

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Cheshire County Delegation Meeting
March 10, 1984

Coordinator Drouin reported that budget action would result in increase to towns of approximately 14.4%.

Robert Callahan spoke of certain changes involving Mutual Aid picking up more services to a few Hillsborough County towns.

Moved by Rep. Scranton, seconded by Rep. Ramsay, that the following resolution regarding Treasurer Dunn be adopted. (See copy) Voted unanimously.

Moved by Rep. Eaton, seconded by Rep. Davis, that the Delegation meet April 5, 1984 at 7:30 at the Court House to discuss the problem relating to the Jail. Voted.

The Commissioners Office will notify members of the Delegation.

The meeting was adjourned at 1:10 p.m. following fitting remarks by Chairman Moore.

Respectfully,



Irvin H. Gordon, Clerk

March 10, 1984

Cheshire County Convention

RESOLUTION

Whereas, Whalen B. Dunn, as duly-elected Treasurer of Cheshire County, has faithfully served the County during the fourteen months of his first term in office; and

Whereas, Whalen B. Dunn, has sustained discomfort and serious injury during active pursuit of business affairs; and

Whereas, Whalen B. Dunn, has continued to exhibit perseverance, strength, and good humor in adversity

Be It, Therefore, Resolved that the Cheshire County Convention extends heartfelt wishes for a speedy recovery and return to his office.

Andrew J. J. J.
Moved By

Margaret Rowse
Seconded By

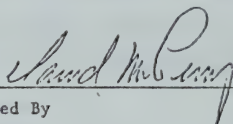
Unanimous
Voted
3/10/84

March 10, 1984

CHESHIRE COUNTY CONVENTION

MOTION

Move, to amend Line 4160.70 Court House Building Maintenance and Repair to add \$500.00 to cover cost for leakage repair to roof above Probate Court vault.



Moved By

Seconded By

Voted
3/10/84

March 10, 1984

CHESHIRE COUNTY CONVENTION

MOTION

*by Scanton - Estor passed
see notes page 3*

Re: General Revenue Sharing

Move, that the Commissioners be authorized to expend in 1984 General Revenue Sharing Funds in the amount of \$216,656.00 to be allocated in the following manner:

Welfare Board and Care of Children	\$ 68,219
Welfare Direct Aid	68,219
S.W.N.H. Fire Mutual Aid	68,218
Juvenile Coordinator, Juvenile Conference Committee, Keene District Court	12,000
	<u>\$216,656</u>

Arthur D. Scanton

Moved By

Drew Scanton

Seconded By

Officer [Signature]

Voted
3/10/84

March 10, 1984

Cheshire County Convention

MOTION

Move, to authorize the Cheshire County Treasurer or Deputy Treasurer to borrow for a short-term an amount not to exceed \$110,000 to be applied towards the purchase of:

Energy Management System at Maplewood Home	\$ 52,000
Telephone System at Maplewood Home, Farm Jail	22,000
Telephone System at Cheshire County Court House	36,000
	<hr/>
	\$110,000

Borrowed for 3 years, estimated at 10% annual interest would give us an annual principle and interest payment of \$40,333.

In 1984, borrowing will occur for 3/4 of a year.
 $\$40,333 \times .75 = \$30,250$

Across this budget, both in physical plant equipment lines and in anticipated savings for telephone and electric and oil savings, the annual amount in 1984 of \$30,000 is covered.

Arthur D. Siderfin
Moved By

Margaret Beauvais
Seconded By

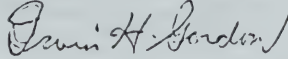
W. Fred Hoffmann
Voted
3/10/84

AMENDED MINUTES

Cheshire County Convention
Budget Adoption Meeting
Maplewood Nursing Home
March 10, 1984

- 9384 Cheshire County Conservation District--Moved and voted unanimously to appropriate \$7,500 to the Cheshire County Conservation District.
- 9386 Southwest Regional Planning Commission--No action taken as no amount was recommended by the Executive Committee.

Respectfully Submitted,



Irvin H. Gordon, Clerk
Cheshire County Convention

MINUTES

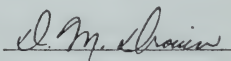
Cheshire County Convention
Cheshire County Jail
March 30, 1984 4:00 p.m.

PRESENT: Chairman Moore, Representatives Scranton, Davis, Lane, Perry, Ramsay, Parker, Johnson, Morse, Galloway, Crane. Superintendent Wilson, Superior Court Clerk Rogers, Coordinator Drouin; also Steven Knapp of Monadnock Health and Welfare Council.

After brief opening comments for the purpose of the meeting by Chairman Moore, he turned the meeting over to Superintendent Wilson who led a tour of the former nursing home and jail facilities at Westmoreland. After completion of the former site tour, the group returned to the current facility for a tour of both the Jail and House of Correction. A tour was not possible in the four bunk areas reserved for females nor in the comparable area reserved for juveniles, as both were occupied. Mr. Wilson spoke to lack of program as well as physical facilities.

At the completion of the tour, the staff distributed information packets on the ad hoc staff committee's information base beginning with the NIC Liburdi report, the follow-up Staff Report on the former Report's review, and the subsequent meeting materials from the staff committee. As well, information was distributed relative to juveniles in adult facilities. Discussion ensued about the presentation to be made at the follow-up meeting of April 5, 1984 at the County Court House at 7:30 p.m. Meeting adjourned at 5:15 p.m.

Respectfully submitted,



D.M. Drouin
Clerk Pro Tem

MINUTES

Cheshire County Delegation
Cheshire County Court House
April 5, 1984

A meeting of the Cheshire County Delegation was convened on the above-mentioned date for the purpose of considering steps to be taken to overcome conditions at the Westmoreland Jail facility which are causing the County to be operating in violation.

Chairman Robert Moore called the meeting to order at 7:40 p.m. Present also were Representatives Crane, Davis, Eaton, Galloway, Gordon, Johnson, Matson, Meader, Morse, Parker, Perry, Ramsay, Scranton, and Sullivan; later, Representative Lane. Also Commissioners Adams, Cheney, Lynch; Coordinator Drouin, Clerk of Court Rogers, and Administrator Wilson.

After opening remarks by Chairman Moore, Rep. Davis introduced David Bundy who told of the start-up of the study of Bureau of Childrens Services since the adjournment of the 1983 session. Speaking to the purpose of this meeting, Mr. Bundy told of progress of plans for a Juvenile Justice Program which is expected to be ready by July 1. This program will differ in many respects from the present Juvenile Program and will be made known through a series of six public hearings in the State. These are also designed to get public input. The meeting for the Keene area is scheduled for May 23 at 6:30 p.m. at the auditorium at Cheshire Hospital.

Several questions were raised by Mr. Rogers and others regarding what may be the pattern after July 1, such as where the juvenile offenders will be housed. Mr. Bundy responded that probably YDC facilities will be used at least at first. He stated that even though the facility is now nearly filled, it usually experiences a drop in population during the summer months. A question as to whether or not the development of this program on a State level will relieve the counties of responsibility failed to bring a definite answer.

Commissioner Cheney continued the questioning regarding the likelihood of the counties getting much help based on the failure of the State during the past decade to do much to help resolve the problem at YDC. He spoke of his hopes that the '85 session will do something substantial to support the problem.

Coordinator Drouin spoke of the Committee that has been investigating the problem at Westmoreland, and listed names of persons working with the Commissioners. These include Clerk of Court Rogers, County Coordinator Drouin, Dep. Clerk Zucker, Administrator Wilson, Steven Knapp, Attorney O'Brien, Sheriff Lysitt, and Chief Schimke.

Administrator Wilson spoke at length, reviewing the work of the Committee. He listed many of the problems existing at the jail, and gave reasons for recent increases in pressure such as the impact of the new DWI laws causing need for more beds and space. He spoke of the report of the study at the jail conducted under direction of the National Institute of Corrections (NIC). (This report is already in the hands of the Delegation.) He also gave many statistics comparing experiences at the jail over the past several years. (These statistical reports are also available.)

The Committee which visited the jail is recommending that the time has now come when some action be taken to meet the needs of the program at Westmoreland. What can be done about juveniles? What policy should be followed in housing female

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prisoners? Do we continue sending them to other counties, or do we build to make our own facilities adequate to meet Federal and State requirements? Is it practical to try to make use of some of the older facilities by a program of renovation? These are a few of the problems mentioned which we will have to deal within the months ahead.

Commissioner Cheney recited statistics of town police officers sending youths to the County jail for the past two years. He suggested, from those statistics, that the individual town burden of retention of detainees should not be as heavy a burden or problem as previously suggested by some.

Rep. Ramsay questioned if Delegation Committee should be established to continue the work done by the Staff Committee. Chairman Moore indicated that he had appointed three members of the Delegation to assist the Staff Committee.

Rep. Parker questioned whether some alternative means to incarceration should be pursued for youth, perhaps as in the Utah example, where "house arrest" was often a form of containment. Rep. Parker spoke to the history of "heat-of-passion" incarcerations which were often premature forms of incarceration and that further investigation and use of foster home placements might be explored.

Mrs. Drouin spoke to the need for further Delegation direction to the Staff Committee--that is, the Staff Committee could go no further without that direction. Rep. Lane spoke to the committee's activity to date and questioned if more exploration of alternatives was needed. Further investigation with other County Commissioners and attempts at regionalization of correction services were another concern voiced by Rep. Lane. He suggested, further, that the time is still premature to go to building until other alternatives are exhausted. He spoke to the desired end of specific solutions to specific prisoner populations.

Rep. Ramsay suggested cooperation with the rest of the State in whatever comes out of staff concerns.

Chief Schimke spoke to the current problem for youthful detainees for court for town police.

Mr. Rogers indicated to the Delegation that it might want to make policy decisions on issues such as the continued assumption of women. Are we going to cooperate with other counties? Will we have a flexible facility? Will there be planning money available to put things in order? Mr. Rogers went on to suggest that the current costs in time and transportation for the Sheriff's Department, which are additional costs to the female incarceration issue, should be further refined.

Rep. Sullivan suggested that the Delegation cannot function as a Committee of the whole; suggested enlargement of the current staff committee.

Commissioner Lynch spoke to Rep. Lane's question about alternatives and cost. Commissioner Lynch expressed caution here; if further building is the best answer to the alternatives, planning money may be necessary now.

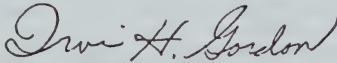
Chairman Moore indicated that he would accept motion relative to Rep. Ramsay and Sullivans' suggestions for further enlargement of the investigating committee. Rep. Lane moved that Chairman Moore appoint a total of five members to the ad hoc committee relative to Corrections Facilities, to develop specific recommendations to the Commissioners to report back to the Delegation by August 1. Motion seconded by Rep. Ramsay. Rep. Parker inquired if exploration of alternatives would include regionalization, Rep. Lane indicated in the affirmative. Motion voted in the affirmative

III. Upcoming Events

- A. Supplemental Budget Process for Equipment Purchases of Telephones and Energy Management Systems--Chairman Moore indicated that the Convention should return to supplemental budget process to correct motions from the budget adoption meeting on March 10. He asked Mrs. Drouin to explain further. Mrs. Drouin indicated that the motion to permit the County to go to short-term borrowing did not include an appropriate appropriating motion to raise the amount to be borrowed. Further, the term of borrowing, under the statutes is considered long-term, i.e., greater than the current appropriation or budgetary period. Therefore, a supplemental budgetary process should be entered into, to generate the proper appropriating motion and to authorize the County to bond for those purchases as outlined in RSAs 24:14-A and 33:10, respectively. The Convention outlined upcoming calendar to agree to a public hearing on evening of April 26 at 7:00 p.m., with a Delegation meeting to follow at 7:30 p.m. to vote on those issues as outlined, procedurally, in the statutes.
- B. Elected Officials' Stipends--Chairman Moore suggested that the Delegation should also be convening soon to confer and determine elected officials' stipends for the next biennium. He questioned if the Convention could also arrange that agenda item for April 26; Executive Committee Chairperson Scranton indicated that topic is usually based on Executive Committee recommendations. Subsequent discussion ensued with Vice-chair Matson, who will be chairing the 1984 First Quarter Budget review and topic of elected officials' stipends in Mrs. Scranton's absence. Vice-chairman Matson agreed that the Executive Committee should be able to convene prior to the April 26 meeting for the purposes of recommending elected officials' stipends and first-quarter budget review.

Meeting adjourned at 9:15 p.m.

Respectfully,


Irwin H. Gordon, Clerk

MINUTES

Cheshire County Delegation
Cheshire County Court House
April 24, 1984

The Executive Committee of the Cheshire County Delegation met on above date to review the first quarter report of the 1984 budget and to consider salaries for officials who will be elected in November.

The meeting was called to order by Vice-Chairman Matson at 4:00 p.m. Present were Representatives Gordon, Lane, Matson, and Perry. Also Commissioners Adams, Cheney, and Coordinator Drouin. Copies of the budget report were distributed and studied by members of the Committee. In a few areas the report showed more than 25% expenditure due to the fact that there are once or twice a year pay dates and payments which have already been made. Other areas showing excessive expenditures were in supply purchasing, where again, large initial orders are placed. The budget outlay as a whole is in line with what would be expected for the first quarter.

The members present gave much thought to amounts to be suggested to the full delegation on April 26, 1984 regarding salaries for elected officials. The following recommendations were made:

County Commissioners--\$6,500 for each of next two years. Motion by Rep. Lane, seconded by Rep. Perry. Voted.

Treasurer--\$2,500 per year. Motion by Rep. Lane, seconded by Rep. Perry. Voted.

County Attorney--\$37,500 per year. Motion by Rep. Lane, seconded by Rep. Perry. Voted.

County Sheriff--\$23,000 per year. Motion by Rep. Lane, seconded by Rep. Perry. Voted.

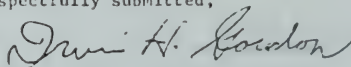
Registrar of Deeds--\$23,000. Motion by Rep. Perry, seconded by Rep. Lane. Voted.

Considerable thought and discussion went into the above recommendations, using figures of the state-wide pay schedule by county as one of the factors. Some local factors were also considered including, the fact that in some cases salaries are currently lower than personnel departments are receiving on the County Salary Schedule.

Discussion of the necessity to have a good number of representatives present on April 26 followed. It was decided to make some calls to remind representatives of the meeting and to stress the need for attendance.

Meeting adjourned at 5:10 p.m.

Respectfully submitted,



Irvin H. Gordon, Clerk

MINUTES

Cheshire County Convention
Cheshire County Court House
April 26, 1984

The Cheshire County Convention met in the Jury Assembly Room on above date for the following purposes: 1. To hold a public hearing on a request from the County Commissioners for a supplemental appropriation to the 1984 Budget for purchase of County-wide telephone systems and an energy management system at Maplewood Nursing Home. 2. To consider a request from the Commissioners for authorization to bond for purchase of said telephone and energy management systems. 3. In addition to holding the public hearing, to meet at 7:30 p.m. to take action on the articles considered at said hearing to determine elected officials' salaries for the next biennium and any other matters that might legally come before the Convention.

At 7:00 p.m., the time for which the hearing was posted, no members of the public were in attendance and official opening of the hearing was delayed until 7:20 p.m. when still no public was present. Chairman Moore reviewed the purposes for which the hearing was called and after a few minutes further delay, he declared the hearing closed and proceeded with the other Convention business.

Present were Reps. Clark, Crane, Davis, Eaton, Eisengrein, Galloway, Gordon, Hickey, Kennedy, Lane, Matson, Meader, Moore (chrm.), Morse, Parker, Perkins, Perry, Ramsay, Riley, Sullivan; later Rep. Johnson. Also present, Commissioners Cheney and Lynch ; Coordinator Drouin.

Representative Galloway moved that the County raise and appropriate an amount not to exceed \$83,000 for the purchase of County-wide telephone systems and an energy management system at Maplewood Nursing Home. Seconded by Rep. Davis. Commissioner Lynch gave an explanation of the capabilities of the proposed systems and the advantages offered over present equipment and quoted estimated savings under the plan. Commissioner Lynch answered questions from members of the Delegation. The motion passed with no dissenting votes.

Motion by Rep. Parker, seconded by Rep. Matson, that the Convention authorize the issuance of long-term bonds, not to exceed \$83,000 for the purchase of County-wide telephone systems and an energy management system at Maplewood Nursing Home passed on roll call vote of 20 - 0 after short discussion.

Chairman Moore called upon Rep. Matson, Vice-chairman of the Executive Committee, for report on recommendations of the Committee for salaries for elected officials for next biennium. Sheets listing the recommendations were distributed and Rep. Matson explained the rationale used by the Committee in arriving at proposed amounts and answered questions. (See Attached Executive Committee recs.)

Moved by Rep. Eaton, seconded by Rep. Davis, to accept the report and adopt the proposed salaries. Moved by Rep. Kennedy to amend the motion by changing the recommended salary of the County Attorney from \$37,500 to \$39,000. Duly seconded and discussed. Motion lost on voice vote. Discussion indicated uncertainty as to intention of the Committee report as to length of time for which the salaries were set. It was pointed out that changes can be made later for reason. It was moved by Rep. Lane, seconded by Rep. Perry, to amend motion to have it understood that the recommendation of the Executive Committee be for a two year period. Motion passed. Moved by Rep. Eisengrein, duly seconded, to amend motion by reducing the salary of Registrar of Deeds from \$23,000 to \$21,000. Discussion following referring to reason for current salary being low due to

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ht action in Deeds Office two years ago. Motion defeated. Rep. Johnson made motion to amend earlier motion on salaries to read, "to leave all salaries as they now exist." Seconded by Rep. Kennedy (to allow discussion). Rep. Johnson's motion failed to get sufficient support to pass.

re being no further amendments or discussion, Chrm. Moore called for a vote on the Eaton motion as amended by the Lane motion. Voted in the affirmative.

re being no further business, Rep. Eaton made a motion to adjourn. Supported and passed at 8:36 p.m.

Respectfully Submitted,



Irvin H. Gordon, Clerk

MOTION

Move that the Convention authorize the issuance of long-term bonds, not to exceed \$83,000, for the purchase of County-wide telephone systems and an energy management system at Maplewood Nursing Home.

Rosal Barber

Moved by

W. W. Winters

Seconded by

Roll Call 20-0 (affirmative)

Voted

April 26, 1984

Date

MOTION

Move that the County raise and appropriate an amount not to exceed \$83,000 for the purchase of County-wide telephone systems and an energy management system at Maplewood Nursing Home.

Rep. Gallone

Moved by

Rep. Blouin

Seconded by

Unanimously in Affirmance

Voted

April 26, 1984

Date

Consolidated Delegation Staff Committee on Corrections

Cheshire County Court House

May 3, 1984 7:04 p.m.

PRESENT: Chairman Parker; Representatives Gordon, Lane, Matson, Ramsay; Coordinator Drouin; Sheriff Lysitt; Superintendent Wilson; Stephen Knapp, Monadnock Health & Welfare Council; Lee Quant, State Department of Corrections.

Representative Parker opened the meeting by saying he would like to explore the possibility with the State of New Hampshire for an area facility for youth in cooperation with other counties of the State. Discussion ensued about daily load questions from the statistical graphs which were presented at the April 5 meeting of the Convention. Representative Lane asked that Mr. Wilson return for an overview of those graphs at a subsequent meeting.

Further discussion on the definition of various types of sentences--weekenders vs. DWI sentencing of seven days. Representative Parker questioned how much judges are playing a part in the overcrowding situation. Mrs. Drouin indicated that she was sorry that a representative from Superior Court or the County Attorney's office could not be present, as they have previously spoken to the attempts of judges to delay the overcrowding situation with deferred sentencing and up-front probation. Mr. Quant offered his opinion that prison peaks coincide with court dates.

Representative Lane indicated that house arrest legislation will be a proposed next session. Rep. Lane indicated that age-of-majority legislation attempts have been made in the past also, whereby a juvenile could be treated and serve time as an adult. Representative Parker spoke to the past extent of YDC incarceration qualification, to the needed conviction of two misdemeanors plus two felonies. Representative Parker then overviewed some statistical background of YDC inmates relative to alcohol problems, alcoholic-parent problems, school dropouts and sexually-abused individuals.

Mr. Parker went on to say that the State is trying to come up with realistic, youth profile statistics so that area facilities can be developed to serve specific-need youths. Representative Lane questioned what is the appropriate use of YDC. For the first time it seems that there is direction from the administration--are we going to take the hardcore, long-term and rehabilitate or continue with a revolving-door process of treating all sent.

Mr. Knapp questioned is in fact the State going to take that total responsibility for juveniles, regardless of what kind of treatment they require.

Representative Lane inquired what would be the purpose of bringing David Bundy to review the former hospital building. Representative Parker indicated that, if the State is going to develop regional juvenile facilities for specific population types, the State may have some interest in that former site as a regional, state facility.

Representative Parker indicated that we currently have a maximum security building in Westmoreland--are we going to add a secure facility for women as well. Representative Lane questioned whether this County should be going to building for females.

Representative Matson spoke to recent attempts relative to capital budget projects at the State corrections level.

Representative Ramsay questioned whether the counties are trying to take on too much with youthful offenders as well. Mrs. Drouin indicated that the State-wide trend is just the reverse--that counties are trying to disentangle themselves from the youthful responsibilities. Cheshire County was the fourth county to move to reject the incarceration of youths in its correction facility.

Representative Parker inquired what the legal ramification is for overnight incarceration of youth. Representative Lane indicated that overnight incarceration suggests a limited liability; longer incarceration for youth in an adult facility would be a real liability.

Mr. Quant suggested that the probation department has never been able to get the 7-14 day short-term sentences for lesser offenders which they thought were needed; administration insists on three-month treatment situations, only.

Representative Parker questioned whether there should be a fall-back position offered on juveniles, if the State Division of Children and Youth plan fails for state funding.

Mr. Knapp reviewed upcoming two meetings relative to the Division of Children and Youth's series of public hearings. A local meeting sponsored by Monadnock Health and Welfare Council to generate local direction will take place at the Keene State College ^{Keene} Lecture Hall May 16 at 7:30. The Division of Children and Youth public hearing will be held at the Cheshire Hospital Auditorium May 23 at 6:30 p.m. Mr. Knapp asserted his belief that members of this Committee and others locally concerned with youth should make that earlier meeting to pull together elements of regional direction for services to youth.

In wrap-up, Representative Parker requested that Representative Lane research RSAs 651:36-A, 651:62-V, and 651:2-VI-A. Representative Parker indicated further he would like to speak directly with Mr. Emile Ledger relative to his past cost estimates of rehabilitation of the former County facilities in Westmoreland. Further, for the next meeting, Representative Lane asked further information of the staff on statistics for female incarceration to include the cost of transportation and staffing for transportation. Also, Representative Parker indicated that he would like to go over the past population charts at the next meeting.

Representative Ramsay questioned if the following were Committee positions:

1. The State should take over responsibility for youth. (That State position on youth services will be known by July 1.)
2. Female issue must be addressed.
3. The residual male population. Representative Parker indicated that the remaining male population would be a less severe problem, if the other issues were separated. Superintendent Wilson indicated that was not necessarily so, as the population graphs had excluded juveniles and females. Mrs. Drouin also indicated that it wasn't a matter of pure bed space that was the issue, but bed space combined with program and other facilities.

Representative Lane questioned if it were possible to separate out the motor vehicle from other types of incarcerations, the State might be able to accommodate those offenders in a central facility.

Superintendent Wilson indicated that Commissioner Powell has extended, in the past months, an offer for some shared form of female incarceration between the State and the counties, given that the State currently sentences its females out-of-state. Rep. Parker indicated he wished to speak to other comms. regarding consolidated female facilities.

Representative Parker established the next meeting for May 22 at 7:00 p.m. in the Commissioners Conference Room of the Cheshire County Court House.

DMD/gs

cc: County Commissioners
Members of the Consolidated Committee on Corrections Facilities

M I N U T E S

Consolidated Convention/Staff Study Committee on Corrections Facilities
Cheshire County Court House
May 22, 1984 7 p.m.

ENT: Chairman Parker, Reps. Gordon, Lane, Ramsay; Commissioner Lynch; Mrs. Drouin, Mr. Lysitt, Mr. Rogers, Mr. Wilson, Mr. Zucker of the Court House Staff; Mr. Knapp of Monadnock Health & Welfare Council, and Mr. Woody Vachss of the State of N.H. Office of Probation.

- I. Report on Monadnock Health & Welfare Council Youth Services Meeting, 5/16/84-- Mr. Knapp reviewed the statements based on perceived state weaknesses, strengths and recommendations for youth services from subgroups of the five topic areas for participants at that meeting. Brief discussion relative to the varying sources of requests for the institution of a "family court" concept in the state. Mr. Knapp indicated disappointment that more people, who have expressed an interest in area youth (e.g. town selectmen, police officers, etc.), were not on hand for the meeting.

Mr. Rogers questioned the value of the statements listed, given that some of them were actually contradictory. Mrs. Drouin voiced regret that the larger group had not reconvened to prioritize from among those many statements in order to give direction to David Bundy on May 23, the original reason cited for calling the meeting on May 16.

- II. Alternative Sentencing in Juvenile Justice-- Representative Parker asked Mr. Vachss to share some of his views relative to the delivery of justice for area youth. Mr. Vachss spoke to the sharp reduction of staffing, which prohibits his office from doing little that could be considered creative, noting that there is less staff than twelve years ago to serve a greater population. He noted, however, that the "house arrest" concept that Mr. Parker speaks to had been used five or six years ago. However, given current staffing levels, Mr. Vachss maintained Probation cannot use that method any longer, as there is no one available to check on enforcement.

Mr. Vachss did offer that there appears to be an ideal set-up with the former nursing home facility across the road from the present House of Correction for juvenile housing. Regarding any delivery of youth service, however, Mr. Vachss noted that money would have to be spent to provide the service. Mr. Vachss went on to suggest that much could be done beyond a Westmoreland renovated facility. He indicated, even given the current status with YDC, short-term incarceration of some form could be useful, noting again that "house arrest" needs staffing. Mr. Vachss responded to inquiry from Mr. Knapp, indicating that the Cheshire County juvenile case load is about 35-40 a year, but noted further that juvenile work comprises only 25% of the office's total workload.

Representative Parker questioned similar use of the "reassurance line" or "life-line" program for maintenance of house arrest. Mr. Vachss indicated that many of the people he serves do not have a phone and house arrest would really have to be interspersed with home visits.

Discussion ensued about youth awaiting disposition of the courts, with Mr. Zucker indicating that the YDC must accept those individuals. He noted, however, the "turn-stile effect" with the accepted ADC bumping out someone else at the top on the committed side. Mr. Vachss also noted that what YDC wants varies from year to year, and often is affected by the politics involved.

Mr. Vachss said that apparently now the YDC is saying that it wants to be only a secure-care center for hard-core kids. Mr. Vachss suggested that, if the County wants to serve area youth, perhaps it is going to have to do it itself.

He outlined the three usual purposes of incarceration: 1. Protection for Society 2. Punishment for the Youth and 3. Rehabilitation. Mr. Vachss indicated that essentially, little, if any, of those three purposes are being served with the situation at YDC.

Mr. Zucker offered it depends on what an entity's goals are as for determination of how one treats kids. Mr. Vachss agreed suggesting that one can 1. Lock-up, if you have to and 2. Lock-up and treat, if possible. He indicated further that no one outside YDC has control of the facility. Mrs. Drouin questioned if, in fact, the establishment of the Division of the Children and Youth does have YDC as an element of its charges on which to give some direction.

Discussion ensued about past turf disputes between the Department of Corrections and the Department of Children and Youth over the responsibility area of YDC. Representatives Lane and Ramsay agreed that the Children and Youth legislation seems to make it quite clear that YDC falls under the auspices of the Division of Children and Youth. Further, Mrs. Drouin noted that Commissioner Powell is awaiting Mr. Bundy's submission to him of a youth, secure-care chapter for the State Corrections Master Plan. Mr. Vachss and Mr. Knapp indicated that the discussion of an area youth facility had occurred some years ago. Mr. Knapp and Commissioner Lynch indicated that ultimately attempts at housing for the aged outweighed other delegation attention.

Mr. Vachss reiterated that, if the County knows that it wants to provide the service, it should do it. Mrs. Drouin questioned if, by the state establishment of the Children and Youth, the state had already committed to that responsibility. Commissioner Lynch indicated that he would like to see the state take over that function, but his faith in the state system is not there. He indicated that the state might go so far to develop a regional facility, perhaps at Westmoreland; but ultimately the County might reinherit that responsibility. Representative Parker indicated that he would like to go with the State plan for Children and Youth; and if that fails, to have a local, fallback position. He indicated that he will be making presentation and recommendation, to the State public hearing for Division of Children and Youth on May 23, to develop the former hospital building in Westmoreland for a regional, state juvenile facility. Discussion ensued relative to room availability and whether both detention and commitment could be achieved at that site, given the separation requirement.

Mr. Rogers reminded the group that the Staff Committee had spoken to the possible expansion of the former facility for less secure care of adults and possibly some females. Representative Parker questioned alternative sentencing and up-front probation in those cases; with Mr. Rogers suggesting that Cheshire County has been ahead of the rest of the State in those types of alternatives, in fact, some time finding those alternatives unsuccessful.

Representative Parker questioned the feasibility of a regional DWI minimum-security facility. Mr. Rogers indicated that that might work, especially for first timers, and could be combined with DWI education. Mr. Rogers reiterated his strong belief, however, that juveniles are a state problem; the County's problem is its adult population. Discussion ensued as to the maximum-security

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construction of the current County facility and housing there for such prisoner types as support violators.

Representative Parker indicated the next meeting would be held at the Cheshire County Court House, Wednesday, June 13, 1984 at 7 p.m. Next time there would be review of respective RSAs cited at the last meeting. Presumably, by the time of the next meeting, the Division of Children and Youth's state plan should be somewhat more in place. Mr. Parker also reviewed that he will attend the Friday, May 25 meeting of state-wide County Commissioners relative to female corrections. Mrs. Drouin indicated that this meeting had been called by Commissioner Affiliate President LoBacki of Hillsborough County in response to Department of Correction Commissioner Powell's request for some coordinated delivery of female corrections for the State of New Hampshire.

cc: Members of the Committee
County Commissioners
Rep. Moore
Chairman County Convention

MEETING NOTES

Consolidated Committee on Corrections Facilities
Cheshire County Court House
June 13, 1984 7:15 p.m.

PRESENT: Chairman Parker, Reps. Gordon, Lane; much later (9:20 p.m.) Rep. Matson, Commissioner Cheney; Mrs. Drouin, Mr. Knapp, Mr. Quant, Mr. Schimke, Mr. Wilson.

I. Review of Respective RSAs--Representative Lane reviewed the following RSAs to determine feasibility of workcrews at the County Corrections facility.

1. RSA 651:62-V regarding private recoveries has no relevance to this issue.
2. RSA 651:26A which speaks to sentencing whereby an individual may be required to perform 50 hours public service. However, Rep. Lane noted that this statute is limited to types of conviction, e.g. criminal mischief.
3. RSA 651:36A which suggests that the County Commissioners . . . may make arrangements . . . to work prisoners from the County jail or house of correction at municipally-owned recreation facilities or conservation projects.

Mr. Wilson questioned why the investigation of those particular statutes; Chairman Parker explained the general question : for specific function of prisoner assistance with any rehabilitation of the retired facilities at Westmoreland. Mr. Parker inquired of Mr. Wilson if trustee prisoners might supervise other prisoners; Mr. Wilson explained that the law prohibits one prisoner supervising another. Discussion ensued relative to experiences at the State Prison with maintenance supervision and the ramifications of the current N.H. Workmen's Comp law for noncoverage of Cheshire County prisoners, who are unpaid laborers. Mr. Schimke inquired if it would be worthwhile to amend the workmen's comp law; Rep. Lane indicated that an attempt has been made and defeated. Rep. Lane pointed out that the overriding question relative to prisoner work is the liability issue, especially around construction-type work.

II. (State-Wide) County Commissioner Affiliate Committee on Female Offenders Facility--Mrs. Drouin reported on the June 1 meeting of the subject group and indicated that: 1) Committee will investigate current and potential capabilities for the present County's delivery system for female incarcerations, 2) Will investigate Counties' desire for coordinated effort, and 3) Investigate other national, intergovernmental compacts for cooperative facilities. Mrs. Drouin indicated a hypothetical plan is afoot for the possible counties lease or outright purchase of a vacated building or buildings at the former Laconia State School. Selected members of the Committee will investigate that site feasibility.

Rep. Parker cited the State suit pending relative to incarceration of females out of state. Mr. Parker indicated the current indications are that the state will be contesting that suit, given the limited physical distance to Rhode Island, its current receiving locale.

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Lengthy discussion ensued about the state's pursuit of a similar plan for female facility to that mentioned above at the County level, with the question remaining as to whether the counties would continue to deliver corrections for females in less serious offenses and for sentences of less than a year, if such a state facility is established. Discussion also ensued about the Counties Association's reluctance to discuss with the state collaborative efforts. The question was raised by Mr. Knapp as to what if Cheshire County should move alone to look at state affiliation.

Commissioner Cheney expressed reservation about the state having the volition or the wherewithall to handle state-wide correctional problems, including the counties' responsibilities. Reps. Lane and Parker spoke to the example of the unified court system as the sample of the state's ability to address a major issue.

- III. Juveniles Issue--Chief of Police Schimke of Fitzwilliam raised the possibility of the County offering a temporary solution until the State plan for Children and Youth is developed, given the cessation of County acceptance of juveniles for incarceration at the County facility. Mrs. Drouin spoke at some length to the fact that the Commissioners have stood by that decision based on legal grounds, and had provided the 6-month interim before implementation in order that localities ^{could} provide their own local options for the problems of juvenile offenders. Discussion followed as to the possibility of Monadnock Youth Services, Inc. making available on emergency-status basis, foster parents to accommodate the low incidence of towns' juvenile offenders.

IV. Past Committee's Report

- A. Population Graphs--The Committee devoted considerable time on refinements of the past graphs presented, said refinements prepared by Mr. Knapp of Monadnock Health & Welfare Council. In the first instance, Mr. Knapp was able to superimpose the past statistics from the jail, house of correction, and weekenders sentences onto one graph. Beyond that, Mr. Knapp was able to statistically and bar-graphically illustrate the differential in growth for lesser vs. high-risk crime. The illustrations outlined graphically a moderate rise in growth in low-risk incarcerations while a leveling and slight drop in growth of high-risk crime and sentences.

V. Conclusions??

- A. Rep. Parker offered recommendations for Committee consideration prior to the next meeting. To wit: The State is moving on plans for juveniles and females; therefore,
1. The Cheshire County Convention make available \$20,000 to the County to put a hold on the former "hospital" building, to save it from further deterioration. The Committee recommends that this money would be used for renovation supplies, and materials for maintenance work to be done by current staff to prevent further deterioration of this facility--pending future determination of its use.

In light of the current fluid situation within the State of New Hampshire in several correction's areas, it is felt that if this committee should recommend additional, large expenditures of County funds, that we might very well be going down the road that the State has taken--i.e., duplicating facilities. Accordingly, this Committee recommends the following.

6/13/84

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2. Pursue with David Bundy the use of that old building for juveniles.
3. Pursue with Commissioner Powell level of state interest in the old buildings at Westmoreland.

Mrs. Drouin pointed out that, even if the juvenile and female issues are solved by the State of New Hampshire, all the statistical problems, illustrated in the graphs to the Delegation on April 5 and this date, remain. In fact, she continued, the previous staff committee had gone to the point of disassociating its focus from juveniles and females because there were enough adult male problems remaining. Mr. Knapp spoke to the size of program issues remaining, noting that the Court Staff has expressed some equity concerns about maintaining individuals not requiring maximum security in a maximum-security environment.

Rep. Parker questioned if there would be viability in rehabing the old buildings as a minimum-security building. Mr. Wilson reminded the Committee that the effect of doubling staff will occur as soon as a disjointed facility is developed across the road from the current facility. Representative Parker countered with the inquiry whether or not it would be minimum staffing because that renovated facility would be for minimum security. Mr. Wilson indicated that was not necessarily the case, because the current maximum security environment enhances reduced staffing needs. Further discussion ensued relative to the pros and cons of rehabilitated former site vs. an add-on flexible wing to current structure.

Chairman Parker established the next meeting date as Wednesday, June 27 at 7 p.m., in the Commissioners Conference Room. Chairman Parker declared the meeting adjourned at 9:18 p.m.

cc: Members of the Committee
Chairman Moore, Cheshire County Convention
Cheshire County Commissioners

Enclosure: "Time to Build"

DMD/gs

MEETING NOTES

Consolidated Committee on Corrections Facilities
Wednesday, June 27, 1984

PRESENT: Chairman Parker, Rep. Gordon, Stephen Knapp, Kurt Schimke, Rick Wilson.

The discussions centered around the proposed report which will be submitted to the Commissioners on August 1, 1984.

Meeting adjourned to meet on July 11, 1984 at 7 p.m. in the Court House to finalize the report to the County Commissioners.

MINUTES

Consolidated County Convention/Staff Committee on Corrections Facilities
Cheshire County Court House
July 11, 1984 7:00 p.m.

Chairman Parker, Reps.: Gordon, Lane, Matson, Ramsay; Mrs. Drouin, Mr. Knapp, Mr. Lysitt, Mr. Rogers, Mr. Wilson, Mr. Zucker, and Mr. Quant of the N.H. Dept. of Corrections. Chief Schimke of Fitzwilliam Police, excused.

Chairman Parker opened the meeting with review of the Chairman's Committee draft. Mrs. Drouin spoke to the past committee's effort to address the adult male population, which she questioned was addressed in this committee's report. Mr. Rogers spoke to the past committee's ultimate recommendation for a 30-bed addition, which could both accommodate the population and provide some flexibility within the current structure for other program-related activity. Further, Rep. Lane questioned the "house arrest" element of the report, suggesting that that form of corrections could not work for an adult population because of its unenforceability. Mr. Rogers took exception to the element of the draft report which suggested that the County has not fully investigated the alternative forms of sentencing. Rather, Mr. Rogers suggested that Cheshire County has been far and away the leader in forms of alternate sentencing for many years-- to the extent that alternative forms of sentencing were permitting individuals, who should undoubtedly be incarcerated, to remain on the streets. Mr. Zucker agreed that the County has gone about as far as it can go with alternative sentencing; cannot recommend further use of it simply for the reason of trying to lower the jail population.

Mr. Zucker said he would like to address first, what are the ultimate goals for the County in corrections (and the goals of the committee): 1. to spend no money whatever? 2. to spend as little money as possible to do the job? or 3. to spend the money necessary to do the job adequately. Mr. Zucker indicated he wished to have a response of the chair as to what his personal goals for County corrections were. Chairman Parker spoke to his philosophy of spending as little as need be to get the job done. Chairman Parker elaborated that he did not wish to repeat the State example of waste spent in architectural fees and construction costs.

Mr. Knapp indicated that, if the County chose to follow the outline of the Chairman's draft report and simply continue studying, the current committee and all the past work would be lost, lack of interest to continue would occur; and, meanwhile, the needs would not go away. The impact on all of the above, however, would be simply to delay and make more critical the long-term planning and pre-construction activity which, by necessity, requires a fair expanse of time.

Rep. Ramsay suggested that the \$20,000 suggested in the draft be amended to include an additional increment to include architectural planning. Mr. Knapp indicated he saw three current alternatives: 1. do nothing; 2. maintain the small, former nursing home for future use, or; 3. do the above and also be planning for flexible size, design, and staffing alternatives.

Reps. Lane and Ramsay agreed that planning for a minimum-security wing at the facility should begin. Chairman Parker inquired if plans are already in existence for such modular construction, as the previous staff Committee Report had recommended. Mr. Wilson indicated that the National Institute of Corrections will assist in construction plans, once an appropriating body has made a commitment to do so. Mr. Wilson will investigate further the implications of "pony" grants.

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Rep. Lane moved to adopt Recommendations One through Four, and to change Recommendation Five to read: Planning for a minimum-security wing to the current facility and/or renovations to the former facility, in compliance with Federal standards, should begin with a \$20,000 appropriation, to be gleaned from County Reserves. Rep. Lane's motion was seconded by Rep. Ramsay. Discussion followed as to amendments necessary to indicate that Item One, regarding \$20,000 for maintenance of former nursing home, to also inflict an immediate appropriation to be gleaned from County Reserves. Motion so amended, with unanimous vote.

Rep. Ramsay indicated that the report should also include that the County Convention move as expeditiously as possible to initiate the supplemental budget process that would be needed to appropriate those County Reserve funds, in order that some of the planning be completed prior to the next budget period.

Mr. Wilson inquired if, somewhere in the report, statement should be made that present facilities are substandard. Rep. Lane quickly responded that such a statement would be inappropriate in a report, which will undoubtedly be considered public. Rep. Lane explained further that the intent of conformance with standards is inherent in the wording of the motion, "to be in compliance with federal and state's corrections standards". Meeting adjourned at 8:30 p.m.

D:W/gs

cc: Members of the Committee
Mr. Moore, Chairman
Cheshire County Convention

MINUTES

Executive Committee Meeting
Cheshire County Court House
September 6, 1984

A meeting of the Executive Committee of the Cheshire County Delegation was convened at 3:00 p.m. on the above date by Chairman Andrea Scranton. Also present were representatives Davis, Gordon, Matson, Moore, Perry, and Riley of the Committee and Representative Parker, who was in attendance to give a report. Also present were Commissioners Adams and Cheney, Administrator Wilson and Coordinator Drouin.

The Committee first reviewed the six-month budget report. The report showed that income and expenses were very close to estimates with exception of a few areas where high expense occurs, a one time item, etc. In any areas where there was a variation, it was carefully and fully explained by the Commissioners and Mrs. Drouin. It was voted on motion by Representative Davis, seconded by Representatives Moore and Riley to accept the report.

Motion was made by Representative Matson, seconded by Representative Riley, that the Committee enter Executive Session to discuss matters of litigation and that the Commissioners and staff members be included. Motion passed 7-0 on a roll call vote.

Back in open session, the Coordinator explained that a toll-accounting system was not included in the original court house telephone system and should be considered at some point. Moved by Representative Moore, seconded by Representative Matson, that we look for unexpended money in some accounts to fund this item.

Representative Parker gave a complete and detailed report on the study done by his committee on problems facing the County regarding juveniles, female prisoners, and the need to enlarge regular jail facilities. Much discussion was heard relative to the difficulty of knowing just what to do because at this point it is not certain what steps may be taken by the State with regard to juveniles and females. Commissioner Cheney and Mrs. Drouin reported on attendance at meetings of New Hampshire Association of Counties.

Discussion was held on the recommendation in the committee's report that \$20,000 be set aside from surplus to repair the roof on a section of the now-vacant complex in Westmoreland. The reason for the request for funds is to prevent deterioration of any part which might be considered for future use. Moved by Representative Riley, seconded by Representative Moore, to ask the Commissioners to seek estimates on the cost of fixing whatever roof sections need repair, and report back at the next meeting called when information is available. The committee report was moved by Representative Riley, seconded by Representative Perry, to be accepted and to be held on file until information becomes available. Voted unanimously.

The meeting adjourned at 5:15 p.m.

Respectfully,



Irvin H. Gordon, Clerk
Cheshire County Executive Committee

Cheshire County Delegation
Executive Committee Meeting

November 20, 1984

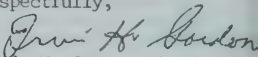
The meeting was called to order at 4:05 p.m. by Ch. Rep. Andrea Scranton. Present in addition to Rep. Scranton were Reps. Davis, Gordon, Lane, Matson and Perry. Also present, Commissioners Adams, Cheney and Lynch, Coordinator Drouin, Supt. Wilson and Commissioner elect Lane.

Members of the committee looked at the status of the budget as of the end of the third quarter and found very few places where any deviation from 75% of income or expenditure figures existed. On motion by Rep. Lane, seconded by Rep. Davis, it was voted to accept the nine months budget report.

The group next discussed problems relating to the vacated county facilities at Westmoreland. Commissioner Adams reviewed some previous discussions, including the need for roof repair, heating (?) and difficulties in remodeling because of the type of structure and the fact that present walls are all involved in roof support. Considerable discussion followed on the advisability of demolition of much of the complex. Voted on motion by Rep. Lane, seconded by Rep. Perry, to accept the report of the Correction Facilities Committee presented earlier by Chairman Parker, including expense not to exceed \$20,000 for preservation and maintenance of the old hospital and the same amount to pay for study and work on plans for expanded jail facilities. The motion also included a recommendation that \$14,000 be included in the next budget to cover demolition costs if it might be decided later in the year to remove all or part of the complex.

No further business appearing, the meeting was adjourned at 5:20 p.m.

Respectfully,


Irvin H. Gordon, Clerk

MINUTES

Cheshire County Delegation Meeting
Cheshire County Court House
December 11, 1984

A meeting of the Cheshire County Delegation was held in the Jury Assembly Room of the Court House on the above date for the purpose of organization. The meeting was called to order at 7:40 p.m. by Executive Committee Chairman Rep. Andrea Scranton. Answering roll call were Reps. Arnott, Burley, Davis, Delano, Gordon, Johnson, Matson, Parker, Perry, Ramsay, Ridge, Riley, Schwartz, Secord, and Sullivan.

The following were elected to serve for the biennium: Chairman, Rep. Irvin H. Gordon; Vice-Chairman, Rep. Margaret Ramsay; Clerk, Rep. Susan Schwartz.

Named as members of the Executive Committee were Reps. Arnott, Davis, Delano, Matson, Parker, Perry, Riley, Russell and Scranton. Rep. David Perry was elected Chairman of the Committee. Rep. William Riley was named Vice-Chairman, and Rep. Susan Schwartz was designated to serve as Clerk of the Committee.

It was voted that the Chairman arrange for an Orientation Day on a Saturday early in January.

Members were urged to attend the public hearing on the Commissioners Proposed Budget scheduled to be held on Wednesday, December 19, at 7:00 p.m. in the Jury Assembly Room of the Court House. The Chairman also listed some of the issues facing the Convention in 1985.

The meeting adjourned at 8:30 p.m.

Respectfully submitted,



Irvin H. Gordon, Clerk
Cheshire County Delegation

IHG/gs

M I N U T E S

Public Hearing on the Commissioners Proposed 1985 Budget
Cheshire County Court House
Wednesday, December 19, 1984 7:00 p.m.

PRESENT: Representatives Arnott, Blacketer, Delano, Frink, Gordon, Matson, Morse, Parker, Perry, Ridge, Russell, Schwartz, Secord, and Young. Commissioners Adams, Cheney, Lynch; Coordinator Drouin; Commissioner-Elect Lane; Sheriff Lysitt; County Attorney O'Brien; Administrator Wilson; Linda Kent, Director of Youth Services, Inc.; Marshall Patmos, Cheshire County Extension Service; Michael Knell, Keene Sentinel.

The meeting was called to order at 7:15 p.m. by Delegation Chairman Gordon.

Rep. Gordon explained the budget process and rules for the public hearing. This is a public hearing required by state law, at which any member of the public can question any item in the proposed budget or make any suggestions. The Delegation's Executive Committee will then schedule sessions with all department heads and finalize a budget during the last two weeks in March. Rep. Gordon emphasized his intention to enhance the amount of public input into the budget process.

Commissioner Cheney discussed the income portion of the budget, emphasizing that the figures are estimates and are subject to revision. For the first time the budget has surpassed \$8 million.

Rep. Gordon announced that an orientation for the Delegation including a tour of the facilities in Westmoreland and visits to the various County departments is scheduled for Saturday, January 5 at 9:00 a.m., starting at the County Court House. Rep. Gordon then opened the meeting for questions from the public.

Mr. O'Brien described the duties and functions of the County Attorney's office. He explained that a major reason for the increase in his budget request is the change to the unified court system, mandated by the state legislature. Other reasons include expenses to pick up criminals who are out of the state, expert witness fees. He also stated the need for an additional attorney to help with the large workload. His office is mandated to prepare extensive motions and the Superior Court often needs assistance in cases. Requests from towns are increasing due to legal complexities.

Rep. Morse asked if hiring a paralegal would help.

Mr. O'Brien answered that for almost the same salary he could hire a young lawyer.

Commissioner Adams does not agree with the need for an additional attorney.

Rep. Matson cited specific cases in Troy where the County Attorney's office was needed. He also stated there seemed to be a misprint under the expenditure for Social Security. (P. 11, Line 10)

Mrs. Drouin will check to see if that is an error.

Mr. O'Brien further explained the new court system. The Superior Court has now split off from the State and has its own budget. The State took equipment purchased by the counties for which we have not yet received compensation.

The estimated value is several thousand dollars.

Rep. Perry asked about a new item -- Benefits Reserve. (P. 11, Line 5)

Commissioner Lynch stated that was due to a change in the employee sick time compensation policy.

Commissioner Cheney further explained that the current policy resulted in inappropriate incentives because employees would accumulate sick days and then be forced to take them or lose them. Now they would be given a check at the end of the year for sick time not taken.

Rep. Young questioned the idea of rewarding employees for what they should be doing anyway and stated that we should consider a different approach.

Mr. Wilson said this approach would be economical because he often pays time and a half to replace workers. He monitors absenteeism extensively and when he can not get substitutes, the workers are forced to double their duties. He expects the new policy to help morale and improve patient care.

Commissioner Cheney said the labor counsel enthusiastically supports the new policy.

Rep. Blacketor said the new policy is redundant since employees are already on a merit pay system. He suggests a plan where workers' accumulated sick time could be "bought back" upon retirement.

Rep. Arnott asked the Commissioners to justify a budget increase of 8% when inflation had increased by 4.5%.

Commissioner Cheney stated the reasons included increases in wage scales, expenses due to the new court system, and maintenance expenses. An increase will be needed to cover Blue Cross/Blue Shield because the County has decided to join the N.H. Municipal Association's package. Expenses are fixed under this package, whereas now they can fluctuate greatly.

Rep. Blacketor questioned whether the amount of \$50 was a misprint on P. 13, Line 26.

Commissioner Cheney will check.

Commissioner Adams explained that the expenditure on P. 23, Line 96 is for a roof over the Court House's back entrance. He described the area as a "den of iniquity".

Sheriff Lysitt concurred, saying the area was very dark because lights were continually being broken.

Rep. Young said it seemed to be a lot of money for a roof and maybe a guard should be posted there instead.

Rep. Matson stated that a guard would be even more expensive and suggested getting another construction estimate.

Rep. Parker asked that the area in question be included on the orientation tour.

Rep. Arnott asked how much control we have over the Public Welfare budget.

Commissioner Adams explained that all of it is mandated except Direct Aid. Changes can only be made at the State level.

Commissioner Lynch explained that the Juvenile Conference Committee was a referral system for first time offenders, an opportunity for them to clear their records. This program is not yet included in the unified court system and the County has assumed its expenses.

Rep. Russell explained the functions of New Hope/New Horizons and said the Delegation would be invited to visit their workshop.

Commissioner Lynch explained that the County appropriation was just for a specific portion of their budget.

Rep. Schwartz questioned the discrepancy between the department request and the Commissioner proposal for the Monadnock Health and Welfare Council. (P. 29, Line 61)

Rep. Perry discussed the purpose of the Council in aiding agencies to perform more efficiently.

Rep. Gordon explained how they are jointly funded by the County, the City, and the United Way. He also described efforts to consolidate the smaller agencies into one building.

Commissioner Lynch said the Commissioners had decided to fund the Council at 3/4 of their request and require a study of the possible merger.

Rep. Young questioned how the funds appropriated to Home Health Care and Community Services would be spent.

Rep. Matson explained this included a consolidation of all the visiting nurses associations and the Meals-on-Wheels program. Each town approves a per capita appropriation for this at their town meetings.

Commissioner Cheney gave a history of the agency.

Commissioner Lynch departed the hearing.

Rep. Gordon explained the federal grant for Alcohol Crisis Intervention.

Rep. Blacketer asked about discrepancies in some of the figures.

Mrs. Drouin explained that it was due to the accounting system which is spread over 2 fiscal years. She administers part of the grant, which was a federal/County match of 90/10%, but is now an 87/13% match.

Mr. Patmos explained that the surplus in the County Extension Service budget was due to some vacancies in his staff, and therefore makes the 1985 requested increase seem larger than it actually is. The County appropriation is only half of his total budget. The balance is from State and federal funding. The County funds operating expenses, and other expenses, such as salaries paid by UNH do not appear on this budget.

Rep. Arnott asked who determines the amount of the pay raises for Mutual Aid.

Rep. Russell said it was the Fire Chief and their Board of Directors. She also explained that only the Delegation has the legal authority to spend money.

Commissioner Adams said the Chairman of the County Commissioners is automatically made a member of their Board. The Delegation can appropriate an amount, but the Board determines how that amount is spent.

Commissioners Adams explained the Tax Anticipation Note which is needed because towns only pay the County once a year, but the County borrows at 7.5% and then receives an interest rate of 11%. (P. 37)

Rep. Parker asked why the towns do not pay twice a year since they collect taxes twice a year.

Rep. Matson said the State statutes prohibit it.

Mr. Patmos explained the Soil Conservation Service and how this is only the County's portion of their budget. They also get federal funds.

(Rep. Perry takes over as meeting Chairman.)

Rep. Schwartz asked about discrepancies on P. 45, Lines 61 and 65 regarding Commissioners' proposed and requested funding for electricity and fuel.

Mr. Wilson explained that a new energy management system had been installed and the differences resulted from their respective expectations about the new system.

Rep. Ridge asked what the religious expense entailed. (P. 53. Line 42)

Mr. Wilson said a member of the clergy of different denominations comes to the Jail each Sunday for services. They often travel a good distance, and in the past, have not been adequately compensated.

Rep. Gordon emphasized the importance of input by the members of the Delegation into the budget process.

Rep. Ridge noted the two new flags and stands in the front of the room and acknowledged Rep. Matson and Commissioner Cheney for their efforts in getting the flags.

The meeting adjourned at 10:00 p.m.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk
Cheshire County Convention

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