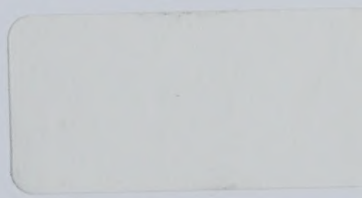
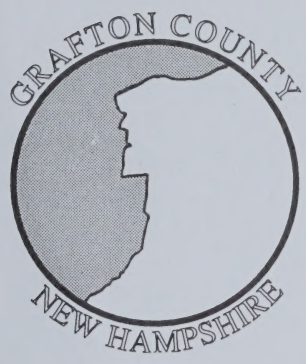


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GRAFTON COUNTY REPORT

FISCAL YEAR 2000

July 1, 1999 - June 30, 2000

GRAFTON COUNTY TELEPHONE DIRECTORY
COUNTY SEAT
ROUTE 10
NORTH HAVERHILL, NH 03774

Commissioners' Office.....	787-6941
Nursing Home.....	787-6971
Dept. of Corrections.....	787-6767
Extension Office.....	787-6944
Sheriff's Department.....	787-6911
	800-564-6911
County Attorney's Office.....	787-6968
Register of Deeds.....	787-6921
Register of Probate (State).....	787-6931
Clerk of Superior Court (State).....	787-6961

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1999/2000

ANNUAL REPORT
OF THE
GRAFTON COUNTY COMMISSIONERS

Together with the Reports of the Treasurer, Auditors,
Administrator, Superintendent, Attorney, Sheriff,
Register of Deeds, Physician, Farm, and
Cooperative Extension.

For the Fiscal Year July 1, 1999 - June 30, 2000



The Grafton County Commissioners are dedicating this year's County Report to a grand lady -

REPRESENTATIVE MARION COPENHAVER,

who is retiring after 28 years in the New Hampshire State Legislature as a member of the Grafton County Delegation.

Marion has always fought hard to represent the interests of children, families, and consumers of our County and State and has done so with strength, leadership, and tenacity, as well as a great deal of good humor and candidness.

Marion has sponsored landmark legislation that has helped to improve the lives of all of us here in Grafton County, and statewide as well. She is a role model for many New Hampshire women. Marion has served us well. She is refreshingly down-to-earth and approachable. Everyone considers her their friend, and she is well liked by many members of both parties.

Marion has created a legacy for future generations. Although she is retiring from the State Legislature, she still will continue much of her work for the benefit of the citizens of Grafton County. We all wish her the very best in her retirement, and we hope she knows that she will be missed.

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**COMMISSIONERS' REPORT
FISCAL YEAR 2000**

The Grafton County Board of Commissioners present the following reports and financial statements. We hope that they will increase your understanding of Grafton County's finances and operations and assure citizens that their tax dollars are being spent wisely.

Financially, Fiscal Year 2000 was an exciting one for Grafton County. For the first time in many years, Grafton County did not have to borrow money in anticipation of taxes. Revenue received for Fiscal Year 2000 was \$18,053,241.98, and the total amount expended during the Fiscal Year was \$16,412,728.33. Grafton County was fortunate to continue to receive a Medicaid Proportionate Share Payment this year; this year's payment was a net receipt of \$380,578.00. Grafton County once again is in a sound financial position at the end of Fiscal Year 2000. The Commissioners wish to thank Grafton County's management - both elected and appointed - for the help, dedication and continued conservative style of management.

Fiscal Year 2000 saw a great deal of change for Grafton County. In September, the employees of the Department of Corrections voted to become unionized and in November, the employees at the Nursing Home did the same. Both groups are represented by the United Electrical Workers. Negotiations have been ongoing with both units. Both the Union and Management have been working hard trying to reach agreement on the first contract.

In October, 1999, Grafton County hired Eileen Bolander to fill the vacant Nursing Home Administrator position. Administrator Bolander came on board facing many challenges and has done a great job. Joanne Mann, who was Acting Nursing Home Administrator from June to October, was honored as the County Employee of the Year at the Annual New Hampshire Association of Counties Conference at The Balsams, in October, 1999.

One large challenge that faced the Nursing Home during the last year was the nationwide nursing shortage. Grafton County has suffered along with everyone else and continues to work hard to recruit and retain nursing staff.

The Grafton County Economic Development Council began operations during Fiscal Year 2000. Steven Epstein was hired as the Executive Director and the Council functions out of their office in Plymouth, New Hampshire.

Grafton County took many steps to be prepared for Y2K. We made it through with relatively few problems.

The County Treasurer continues to do an excellent job investing the County's money. Fiscal Year 2000 interest exceeded the budgeted amount by \$108,875.60.

The Register of Deeds continues to be very busy and has again exceeded budgeted revenues. This Department budgeted \$644,190 for revenue in FY 2000 - the actual revenue received was \$807,145.90. The Commissioners commend Register of Deeds Carol Elliott and her staff on a job well done.

The Barbara B. Hill Memorial Fun(d) continues to help Grafton County's children in need, with fun activities. Donations are always welcome.

The Grafton County Farm continues to be a great area attraction; among the many things that the Farm did for the community was the annual "Pumpkin Day" for the Woodsville Elementary School in October, 1999. This day brings all the children from the Elementary School to the Farm for a tour. They get to pick out their very own pumpkin to take home. The only rule is, "You have to be able to carry your own pumpkin onto the bus!"

In October, 1999, Commissioner Steve Panagoulis became President of the New Hampshire Association of Counties.

The Grafton County Commissioners hold regular monthly meetings at the County Administration Building on Route 10 just north of the Grafton County Superior Courthouse in North Haverhill, with periodic tours of the Nursing Home, Department of Corrections, County Farm, and the Courthouse. The Commissioners also attend monthly meetings of the Grafton County Executive Committee. All meetings are public, with interested citizens and members of the press encouraged to attend. Call the Commissioners' Office to confirm date, time, and schedule.

In closing, we wish to express our appreciation to staff members, elected officials, other agency personnel, and to the public for their efforts in serving the citizens of Grafton County.

Respectfully submitted,

Steve Panagoulis, Chair (District 3)
Michael J. Cryans, Vice-Chair (District 1)
Raymond S. Burton, Clerk (District 2)

GRAFTON COUNTY ELECTED OFFICIALS

COUNTY COMMISSIONERS

- District 1: Michael J. Cryvans (D-Hanover)
- District 2: Raymond S. Burton (R-Bath)
- District 3: Steve Panagoulis (R-Plymouth)

SHERIFF

Charles E. Barry (R-Haverhill)

COUNTY ATTORNEY

Kenneth P. Anderson (R-Plymouth)

COUNTY TREASURER

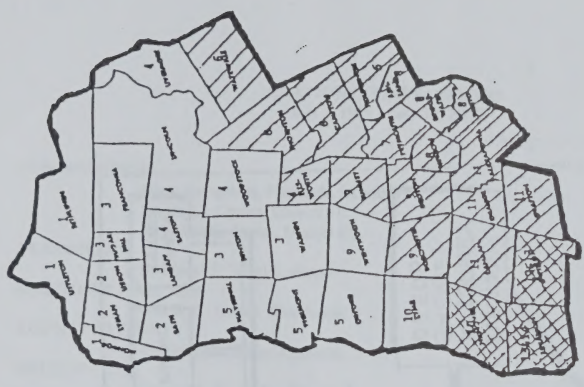
Kathleen W. Ward (R-Littleton)

REGISTER OF DEEDS

Carol A. Elliott (R-Plymouth)

LEGISLATIVE DELEGATION - EXECUTIVE COMMITTEE

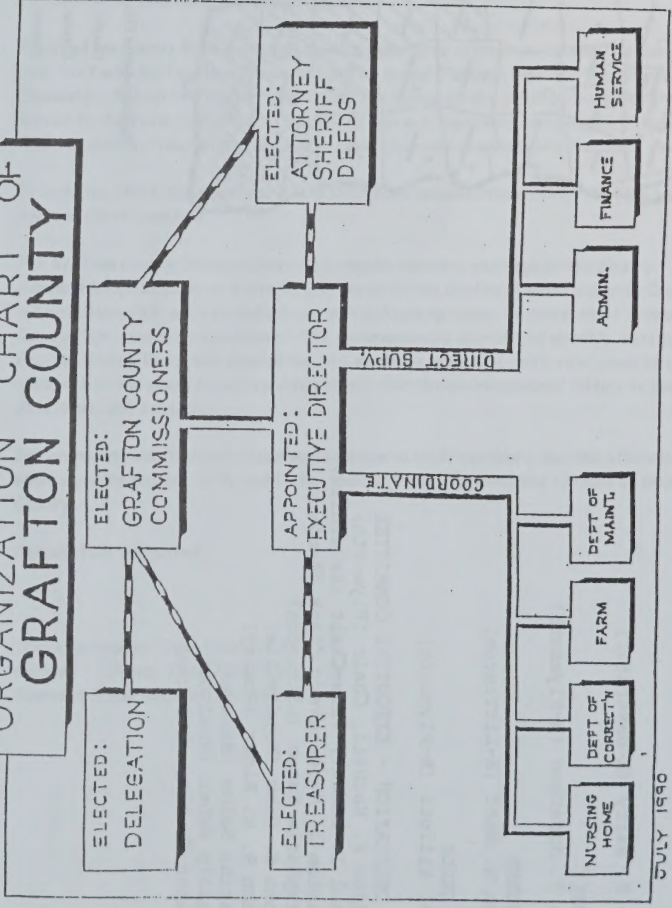
- Rep. Allen K. MacNeil, Chair (Plymouth)
- Rep. Paul I. Lamott, Vice-Chair (Haverhill)
- Rep. Marion L. Copenhaver, Clerk (Hanover)
- Rep. Stephanie Eaton (Littleton)
- Rep. John S. Cobb (Woodsville)
- Rep. John R. M. Alger (Rumney)
- Rep. Martha Solow (Hanover)
- Rep. Philip Weber (Grafton)
- Rep. Susan W. Almy (Lebanon)



Representative Districts — (1-14)

- District #1 [diagonal lines]
- District #2 [horizontal lines]
- District #3 [vertical lines]

ORGANIZATION CHART OF GRAFTON COUNTY



JULY 1990

GRAFTON COUNTY OFFICERS
July 1, 1999 - June 30, 2000

COMMISSIONERS

Steve Panagoulis, Plymouth, District #3
Michael J. Cryans, District #1
Raymond S. Burton, District #2

TREASURER

Kathleen W. Ward, Littleton

EXECUTIVE DIRECTOR

Ernest A. Towne, Woodsville

COUNTY ATTORNEY

Kenneth Anderson, Plymouth

SHERIFF

Charles E. Barry, No. Haverhill

CLERK OF COURT

Robert B. Muh, Littleton

JUDGE OF PROBATE

Gary W. Boyle, Littleton

REGISTER OF PROBATE

Rebecca Wyman, Woodsville

REGISTER OF DEEDS

Carol A. Elliott, Plymouth

ADMINISTRATOR, NURSING HOME

Eileen Bolander, Bradford, VT

SUPERINTENDENT, CORRECTIONS

Glenn Libby, Piermont

MANAGER, COUNTY FARM

Donald Kimball, No. Haverhill

CHAPLAINS

Jewell Brown, No. Haverhill
Rick Arnold, Center Haverhill

PHYSICIANS

Harry Rowe, M.D., Wells River, VT
David Fagan, M.D., Woodsville, NH

AUDITORS

Mason & Rich Professional Association, Concord

GRAFTON COUNTY DELEGATION

July 1, 1999 - June 30, 2000

District #1

*Brien Ward, Littleton
G. Michael Gilman, Littleton
Stephanie Eaton, Littleton

District #2

Gene Marshall, Lisbon

District #3

Jessica Densmore, Franconia

District #4

Bonnie Ham, Woodstock

District #5

*Paul I. LaMott, Haverhill
*John S. Cobb, Woodsville

District #6

Richard S. Brothers, Campton
Gary L. Johnson, Holderness

District #7

*Allen K. MacNeil, Plymouth
Harry T. Hinman, Plymouth

District #8

William R. Phinney, Bristol
Hobart M. Harmon, Bristol

District #9

*John R. M. Alger, Rumney

District #10

*Marion L. Copenhaver, Etna
Robert H. Guest, Hanover
Sharon L. Nordgren, Hanover
*Martha Solow, Hanover

District #11

David M. Scanlan, Canaan
* "Phil" Weber, Grafton

District #12

Paul M. Mirski, Enfield

District #13

David A. Hall, Canaan

District #14

*Susan Almy, Lebanon
Ralph Akins, Lebanon
Terri C. Dudley, West Lebanon
Al Picconi, Lebanon

*Executive Committee members

GRAFTON COUNTY BUDGET

07/01/99 - 06/30/00

EXPENDITURES:

Administration & Treasurer	\$	244,185.00
County Attorney	\$	326,873.00
Domestic Violence	\$	-
Victim/Witness Advocate	\$	81,056.00
Medical Referee	\$	30,000.00
Delegation Expenses	\$	8,500.00
Register of Deeds	\$	408,106.00
Sheriff's Department	\$	837,291.00
Dispatch	\$	357,123.00
Courthouse Maintenance (Allocated to Depts)	\$	-
Court System Maintenance Allocation	\$	116,631.00
Human Services	\$	5,181,635.00
GCEDC	\$	30,000.00
Extension	\$	210,096.00
Social Svc	\$	465,600.00
Interest	\$	33,223.00
Payment on Bonds & Notes	\$	70,000.00
Capital Outlay	\$	312,869.00
Wage/Benefit Adjustment	\$	89,596.00
Juvenile Detention	\$	100.00
Federal Forest	\$	164.00
Contingency	\$	17,000.00
Unemployment	\$	7,500.00
Nursing Home	\$	7,188,314.00
Jail	\$	1,888,508.00
Farm	\$	377,602.00
Conservation Dist	\$	32,592.00
North Country	\$	500.00
Rental Space Maint Allocation	\$	9,129.00
TOTAL EXPENSES	\$	18,324,193.00
LESS REVENUE	\$	8,439,166.00
LESS SURPLUS TO REDUCE TAXES	\$	1,100,000.00
AMOUNT TO BE RAISED BY TAXES	\$	8,785,027.00

GRAFTON COUNTY BUDGET
07/01/99 - 06/30/00

REVENUE:

County Nursing Home	\$ 6,040,404.00
County Jail	\$ 62,251.00
County Farm	\$ 388,167.00
Building Rental	\$ 255,500.00
Register of Deeds	\$ 644,190.00
5% Alternative Program	\$ 183,267.00
Sheriff's Dept Fees	\$ 125,000.00
Sheriff's Dispatch & Misc	\$ 443,222.00
Extension Svc	\$ 8,000.00
Misc Revenue	\$ 2,501.00
Interest Earned	\$ 110,500.00
Federal in Lieu of Taxes	\$ 30,164.00
Grafton County Conservation	\$ -
Victim/Witness Advocate	\$ 30,000.00
Domestic Violence	\$ -
Abandon Property	\$ -
Attorney's Fees	\$ 1,000.00
Capital Reserve - Farm/Dispatch/Nursing	\$ 115,000.00

TOTAL REVENUE: \$ 8,439,166.00

DELEGATION EXPENSES
07/01/99 - 06/30/00

Stephanie Eaton	\$ -
G. Michael Gilman	\$ 77.30
Brien L. Ward	\$ 372.68
Gene B. Marshall	\$ 35.40
Jessica Densmore	\$ 42.55
Bonnie Ham	\$ 44.50
Paul I. LaMott	\$ 430.28
John S. Cobb	\$ 300.00
Richard S. Brothers	\$ -
Gary L. Johnson	\$ -
Allen MacNeil	\$ 645.60
Harry Hinman	\$ 108.50
William Phinney	\$ 58.80
Hobart M. Harmon	\$ -
John R.M. Alger	\$ 688.96
Marion Copenhaver	\$ 519.22
Robert Guest	\$ 104.60
Sharon Nordgren	\$ -
Martha Solow	\$ 362.32
David Scanlan	\$ -
Phil Weber	\$ 717.45
Paul Mirski	\$ 54.25
David A. Hall	\$ -
Susan Almy	\$ 698.50
Ralph Akins	\$ 56.20
Terri C. Dudley	\$ -
Al Picconi	\$ -
Supplies	\$ 193.68

	\$ 5,510.79

TREASURER'S REPORT
FISCAL YEAR 2000

It is with great pride and pleasure that I report to the citizens of Grafton County that we did not have to borrow any money during the last fiscal year. It is the first time in many years that Grafton County has not had to borrow money prior to County taxes coming due in December.

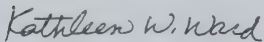
Below are the budgeted amounts and actual amounts received in interest for the prior five fiscal years. As you can see, those totals add up to the budgeted amount of \$536,500 and for the actual amount received of \$795,065. Due to careful and diligent work and with the County's policy of including all banks in the County vs. exclusion, \$258,565 in interest was generated over the actual budgeted amount for those five fiscal years. I continue to utilize all banks within Grafton County. That again is one reason why actual revenues received have been so positive.

We are glad to advise that the County has three Capital Reserve Accounts and that the audited balance for FY 2000 for those accounts is as follows:

Nursing Home Capital Reserve Account:	\$1,450,000
Farm Capital Reserve Account:	\$ 119,450
Dispatch Capital Reserve Account:	\$ 36,306

Last but not least, once again, Grafton County received Medicaid Proportionate Share Payment in FY 2000 and the net gain to the County on that payment was \$380,578 which assists the County with the difference between what it costs the County to house a nursing home patient per day vs. what it actually receives as reimbursement to house a nursing home patient per day. The federal government reimburses this Medicaid Proportionate Share Payment to assist in offsetting those costs which the taxpayers subsidize.

Respectfully submitted,



Kathleen W. Ward
Grafton County Treasurer

ANNUAL REPORT
GRAFTON COUNTY ATTORNEY
FISCAL YEAR 2000

I am pleased to report that during the past year, the number of cases which this office has handled has remained consistent with the previous year. Each Attorney in this office handles a current caseload which far exceeds the maximum recommended by the National Prosecution Standards established by the National District Attorneys' Association. However, the number of cases which go to trial remains very manageable. This, of course, is a function of the fact that the overwhelming majority of the prosecutions by this office result in guilty pleas.

I am also happy to be able to once again report that my record of fiscal conservatism has remained intact. As in each of the previous years of my tenure as County Attorney, we spent less money than was budgeted. At year-end, the Department's total appropriations were not expended.

The New Hampshire Criminal Justice Resource Center, which is the latest evolution of the New Hampshire County Attorneys' Association, and which has been organized as a non-profit organization dedicated to advancing the interests of justice both within as well as outside of New Hampshire, has equipped the War Crimes Tribunals in Bosnia and Rwanda with hundreds of thousands of dollars worth of technology through donations from a number of multi-national corporations. This effort has been made possible largely through the efforts of Merrimack County Attorney Michael Th. Johnson. Because of his tireless efforts in helping the War Crimes Tribunals, the County Attorneys in New Hampshire are recognized as a group dedicated to the quest for justice both globally as well as locally.

During the past year I have continued to seek and obtain training opportunities for prosecutors in Grafton County and have been successful in sending three District Court prosecutors, as well as my Assistant County Attorneys, to week-long training programs at the National Advocacy Center in Columbia, South Carolina. The Center provides top-notch prosecutor training, and the cost of training - including transportation, lodging and meals - is funded entirely by the National District Attorneys' Association and by the United States Department of Justice. I have personally attended training sessions on: "DNA", "Prosecuting the Drugged Driver", "Cyberstalking", and "Computer Crimes" within the past year. I have been selected to be on the faculty for a Trial Advocacy course in October of this year.

In past years I was selected by the National District Attorneys' Association to attend, as New Hampshire's representative - also at no cost to the County - a conference entitled, "Preparing Prosecutors for the New Millennium". This covered a number of policy/management-related topics as well as a "Juvenile Justice Leadership Symposium".

During September, one of my Assistant County Attorneys will be attending a Trial Advocacy Course at the National Advocacy Center, and I will be attending a course offered by the New Hampshire Fire Academy on "Arson as a Weapon".

These are but a few examples of the successful efforts of this office to obtain training opportunities at little or no cost whenever possible.

As noted above, the caseload continues to be substantial but manageable, thanks to the continuing efforts of the entire staff, as well as aggressive pre-indictment screening of cases and a willingness to take difficult cases to trial.

We all work hard to reach appropriate negotiated plea agreements in a timely manner, thereby resolving those matters quickly and effectively, allowing us to spend the time and resources necessary to prepare the "hard cases" for trial.

This office opened 282 new criminal cases in 1999, and has opened 359 thus far in 2000. Crime is increasing; it is being dealt with effectively and appropriately. We continue to work closely with the Clerk of Court's Office to move cases along and to seek justice in an efficient and professional manner.

The rate of convictions in Grafton County rivals that of any other office in the State of New Hampshire, and I am pleased to report that the majority of cases that actually proceed to trial are those that can best be described as "difficult". The cases that go to trial are generally either sexual assault, those involving defendants who are unwilling to accept responsibility for their actions, or those who will not agree to the sentence recommendation being made by the prosecution.

We have been successful in fashioning and utilizing a number of "alternative sentences" which have resulted in youthful and other "first-time" offenders getting on the right track and engaging in meaningful rehabilitative programs in order to be productive, law-abiding members of society. One such program, the "North Country Academy", is doing well and has gained in popularity as an alternative to long-term incarceration, which is helping to reserve "prison space" for those most-deserving of that level of sanction.

My staff and I appreciate the support we get from the Grafton County Commissioners, the Department of Corrections, the Sheriff's Department, Troop F of the New Hampshire State Police, and all of the local police departments throughout Grafton County.

Thank you for allowing me to continue to serve as your County Attorney.

Respectfully submitted,

Ken Anderson
Grafton County Attorney

Report of the Grafton County Sheriff's Department
Fiscal Year 2000

To the Honorable Executive Director, County Commissioners, County Delegation Members and Citizens of Grafton County:

I am pleased again to submit the annual Report of the Grafton County Sheriff's Department for Fiscal Year 2000. It proved to be a year of challenge and satisfaction.

The volume of calls for service received by the Communications Center continued to climb, reaching an all time high of 77,143 incoming telephone calls and 472,012 radio transmissions. This level of activity continues to burden the aging radio equipment in the center with repair parts become increasingly difficult to obtain.

Through the collaborative efforts of County officials, members of the New Hampshire State Police, personnel from the Motorola Corporation and the New Hampshire Criminal Justice Information System committee, a major planning and development initiative is underway to upgrade communication equipment in Grafton County and the State of New Hampshire.

The interdiction of illicit drugs continued to be a high priority of the Sheriff's Department with seven major marijuana growers being arrested, six being successfully prosecuted and the seventh awaiting trial. It should be noted that the Grafton County Sheriff's Department accounted for more marijuana plants being seized than any other sheriff's department in the state.

At the Sheriff's Department in the Grafton County Courthouse, the lack of work space in the building has reached a critical level. The department is growing, more demands are being placed upon it with no expandable building space in which to conduct business. The time has come when serious planning should begin to reach a solution to this problem.

We are experiencing an increase in the Superior Court's request to investigate cases on their behalf. Also, the assistance provided to local departments, in some cases, is now more complicated and thus time consuming. Additionally, we often find ourselves actively assisting in major events in the county, such as parades, homecoming events, special details, as well as answering more and more calls for service in the smaller communities.

This report is intended to highlight the activities and objectives of the Sheriff's Department and Communications Division and it is hopeful it will illustrate the needs and duties of the department.

In conclusion, I want to thank the supervisors and employees of the Department, the Executive Director, Commissioners and Delegation Members for their individual and collective cooperation and support over the past year. As the High Sheriff, it is my goal, as it is of all the members of the Department to recognize and be responsive to the needs of the people in a way that reflects on the Department and County of Grafton.

Respectfully submitted,


Charles E. Barry
High Sheriff

GRAFTON COUNTY SHERIFF'S DEPARTMENT ACTIVITY STATISTICS
July 1, 1999 through June 30, 2000

	FY99	FY2000
<u>CIVIL DEPARTMENT</u>		
• Civil writs served	3,123	3,045
• Civil service fees deposited	\$120,446	\$103,282
<u>EXTRADITIONS</u>		
• Defendants returned to Grafton County		
- from other states:	39	26
<u>COMMUNICATIONS CENTER</u>		
• Total incoming telephone calls	72,928	77,143
• Total radio transmissions	433,607	472,012
<u>PRISONER AND PATIENT TRANSPORTS</u>		
• Adults and Juveniles transported to Courts and treatment facilities	2,164	2,001
<u>CRIMINAL AND OTHER INVESTIGATIONS CONDUCTED</u>		
• Investigations conducted by Department members	336	283
• Criminal charges filed in Courts	334	199
<u>PERSONS HELD IN TEMPORARY DETENTION AT THE SHERIFF'S DEPARTMENT</u>		
• Defendants held awaiting Court action	710	624
<u>PERSONS ENTERING THE COURTHOUSE</u>		
• Persons entering on business in all County and State offices	47,748	49,113

REPORT OF THE REGISTER OF DEEDS

FOR THE FISCAL YEAR ENDING JUNE 30, 2000

To the Grafton County Commissioners, Delegation Members and Citizens:

During Fiscal Year 2000 a total of 30,872 real estate documents were received and recorded at the Grafton County Registry of Deeds. This activity produced a total income of \$5,943,174.70. These funds were distributed as follows:

To Grafton County-

Recording fees, copy and fax fees, and the county's share of the real estate transfer tax (4%):

\$747,359.63

Miscellaneous Income-sale of CD-ROM's and service charges for on-line service to enable outside access to Registry indexes:

\$2,960.00

Checking account interest earned:

\$14,012.18

Document recording surcharges collected for the express purpose of purchasing or leasing equipment at no cost to County taxpayers:

\$42,814.09

Total County Income: \$807,145.90

To State of New Hampshire-

State's share (96%) of all real estate transfer taxes collected:

\$5,136,028.80

Total State Income: \$5,136,028.80

On January 1, 2000 the Registry of Deeds made a successful transformation to a "paper-less" Registry. Real estate documents are no longer copied and placed in deeds volumes. The documents are scanned into our optical retrieval system and viewable as digital images on a computer screen. The changeover went very smoothly and the users of the Registry's resources seem happy with the new technology.

Respectfully submitted,

Carol A. Elliott

Carol A. Elliott
Register of Deeds

Grafton County Nursing Home

This year has been a whirlwind of activity for the Grafton County Nursing Home with lots of changes initiated. Many of these changes came about as a result of the 1999 annual state survey. All departments implemented quality improvement plans to address operational or resident care issues. Many new clinical systems were put in place to improve resident care. Facility wide education is an ongoing activity with the goal to provide care that will exceed federal and state standards.

Our Activities Department continues to be creative in the types of activities they provide. Many of the activities for residents involve employees from other departments as well as the activities staff in unique and fun ways such as boat rides, special breakfasts, cookouts and winning first prize for best float in the July 1999 parade. New multi-departmental activities of note this year are a Men's Group and a resident's Menu Committee where the residents have the opportunity to taste a variety of different dishes and provide input into the menus served at the facility.

The Business Office staff focused their energies on updating systems, manuals, policies and procedures. The business office staff received specialized accounting software training with our medical records software company. An on site week long training session was provided for the clinical staff to learn the important areas of inputting data relevant to medical records documentation. Medical records documentation, especially the Minimum Data Set, determines the home's reimbursement for the care provided.

There were many improvements that took place this past year in the Dietary Department. A new dishwasher was purchased that increased our cleaning capacity from 40 racks to 214 racks per hour. The walk in refrigerators were cleaned, newly painted and shelving replaced. Four steam tables and commercial toasters were purchased for each resident dining room. This has contributed to improved food service to our residents.

The Housekeeping Department gave the home a new and updated look when it purchased and changed many of the older window treatments. The crisper and more colorful look are an eye- pleaser for the residents as well as the employees. An Inventory control program was implemented in housekeeping in order to control costs and reduce waste.

724, 607 pounds of laundry were processed by the Laundry Department this year. The department purchased and installed two new washers and new shelving for the clean linen room. The two new washers not only clean clothes better and more gently they also feature energy saving devices to help reduce water and chemical consumption.

The national labor shortage has impacted our Nursing Department. Recruitment and retention of qualified nurses and nurse assistants has been an ongoing and major effort this past year. Education and training programs to increase the knowledge of providing optimum and quality care to our residents is a continuous and concentrated activity of the nursing department.

The Purchasing Department has been very busy filling the many requests and needs of the departments within the facility. Major purchases this year through the purchasing department include a floor burnisher, patient lifts to prevent resident and employee injury when transferring a resident, adjustable height tables for the resident dining rooms which allow better positioning for our residents in wheelchairs, and specialty mattresses to help prevent pressure wounds.

Resident, family and community involvement keep the employees in the Social Service Department on the go. The department members are involved in the monthly Alzheimer's Support Group. Through the combined efforts of the Social Service Department, a great Committee and teamwork from residents, employees, volunteers and the community, the Grafton County Nursing Home was the recipient of two special awards from the New Hampshire Alzheimer's Association for efforts in fund raising on behalf of the Alzheimer's Association.

The Staff Development Coordinator was kept very busy arranging employee education inservices. A total of 54 inservice sessions were offered in the facility this past year and 42 inservices were attended outside the facility. Many of the educational seminars offered had a focus on resident and employee safety. A disaster drill held last fall with Woodsville Rescue, Cottage Hospital and the North Haverhill Fire Department was very successful.

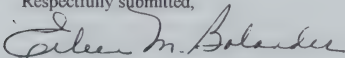
The Volunteer Department enjoyed another successful year with 35 weekly volunteers providing 1:1 visits, running group activities, spiritual visits and helping with special events. We continue to have volunteers from the Job Awareness Program at W.H.S., Job Training Program at W.H.S., W.H.S. Chorus, Common Grounds, A.A.R.P., Pike School, Several 4-H groups, Church Groups, entertainers from the community and birthday party sponsors for a total of 75 volunteers.

Eileen Bolander was welcomed as the new Administrator of the facility in October and Frederick S. Kelsey, MD was selected as the new Medical Director in December. Renee Shields joined the Nursing Department as Director of Nurses in March. Notable retirements after many years of dedicated service to our residents included Janice Bigelow, Audrey Robinson, Pauline Brooks and Marge Ash.

All in all this past year was quite eventful and very productive. Our industry on a national level is in flux with much publicity generated both positive and negative. The Grafton County Nursing Home employees are very dedicated, resourceful and hard working. This year a group of employees drafted a new contemporary Mission Statement which was accepted by the County Commissioners. In closing I share this new mission statement with you:

The Grafton County Nursing Home recognizes the quality of our residents lives as the most important factor in their care. To this end, our mission is to provide a safe, comfortable home-like environment based upon residents' individual needs and preferences while acknowledging their freedom of choice, individuality, dignity and quality of life. The Grafton County Nursing Home understands it's role as a health care provider and accepts the ethical, legal and regulatory standards that govern it's existence as a community provider.

Respectfully submitted,



Eileen M. Bolander
Administrator

Grafton County Home Association 2000 Report

The Grafton County Home Association is a nonprofit organization. Thru fund-raisers and donations we purchase items that all residents will benefit from adding to their quality of life.

Fund - Raisers: Plant sales, Silent Auctions, Ice Cream Sales, Food Sales, Cook Books, Memory Tree, Vender Machine, Coca Cola Machine, Totaling \$7539.00

Donations - In Memory Of..., Rickers Funeral Home, P.E.O. Chapter A, and others, Totaling \$4686.00

Bingo - One of the most enjoyed activities of the residents totally sponsored by the Home Association Totaling, \$3189.00

Entertainment The Home Association sponsors all entertainment for special events/Holidays for our residents, Peter Ole, Family Day entertainment, Ice cream Trips, Hats for Fathers Day, Swimming trip, Strawberry Social, Jolly the Clown, Caladia's, Happy Boomers, Mc Donald's trip, Tapes, Magazines, Wayne Klingler, and many others Totaling \$5522.00

Pet Therapy - A program proven to be beneficial to all residents. The Home Association purchases cat food, cat litter, veterinary bills and fish food and supplies for the aquariums totaling \$1139.00

The goal for the Home Association is to add to the quality of life for our residents. We meet the second Thursday of each month at the Nursing Home and continue to be very successful.

Darlene Fiore
Treasurer

Darlene Fiore 8-21-00

Chaplain's Report

Each Sunday afternoon a Chapel service is held for the residents of the Grafton County Nursing Home. These services are led by various pastors and lay people of the area. Communion is offered each month. Daily devotionals are given to those who want to read them. Each Monday, five services are held for the Residents in each section of the nursing home. These services take place in the Resident dining rooms and are led by the Chaplain plus a volunteer who assists with the service. Memorial services are held in conjunction with these Monday services.

In addition to the formal services. The Chaplain visits the Residents, praying for those who desire prayer, reading Scripture or devotionals to those who are vision impaired but enjoy the readings. Visits are also made to the hospital when a Resident is admitted for care. Scripture calendars are given out to Residents to hang in their room if they desire one.

It is a blessing and privilege to shine God's light on the pathway that leads to life eternal - a path that grows shorter every passing day for each of us.

Jewel Brown, Chaplain

Physician's Report

Dear Commissioners,

Having completed 22 years as a physician in care of patients at the Grafton County Nursing Home, I feel that patients at the home are well cared for. During the past year there have been many changes. Sometimes this has been confusing. For the first time, physicians were surveyed by the federal government as to the number of patient calls that we can and must make.

The years go on and patients and doctors come and go. My objective has always been to have a close relationship with my patients, trying to make them feel I care. I believe Dr. Fagan and his associate have a similar philosophy.

Harry M. Rowe, M.D.

REPORT OF THE GRAFTON COUNTY FARM
FISCAL YEAR 2000

Fiscal Year 2000 was another successful year for the Grafton County Farm. The Farm made a little over \$13,000 for the year. With the price of milk down from last year's prices and looking like it is going to be low for quite some time, it is difficult to break even.

We had two major tours at the Farm this year, the first one being fifth grade students from all local schools. While they were here, the Extension Service, Fish & Game, fire wardens, and even myself - had different stations for the kids to see and learn about, with topics given to them. Of course, the second tour was Woodsville Elementary's annual trip to see the pigs, cows and calves, and to pick their own pumpkins.

In submitting this report, I would like to thank my staff for their support and dedication. I would also like to thank the Board of Commissioners for their support, as well.

Respectfully submitted,

Donald Kimball, Farm Manager

**Grafton County Department of Corrections
Annual Report for FY00**

To the Citizens of Grafton County, the County Commissioners, and County Delegation members:

I am honored to present the following report for fiscal year 2000 on behalf of the Grafton County Department of Corrections:

The facility averaged 70.25 inmates per day for a total of 25,723 inmate days. Twenty-five (25) inmates participated in the Electronic Monitoring Program totaling 2,181 days resulting in an estimated savings to the County of \$150,000. Officer Chris Larson who directs the program did a very nice job.

The Work Release Program, which allows approved inmates to work in the community during the day and return to the facility when not working expanded to 32 participants. Over 10 different employers utilized the program throughout the County. This program generates some revenue for the County but more importantly provides a good foundation for inmates upon release.

Operationally, the Department instituted several policy changes to improve safety and security. Officer presence in the housing units led to a sharp decrease in the amount of Incident Reports generated. During the previous reporting period over 683 reports were submitted. During this period 361 were generated.

Conditions inside the facility were improved by installing new light fixtures in the cells of the maximum-security unit. The entire unit was also freshly painted and the showers repaired. In the medium unit windows were temporarily repaired and are slated to be replaced this coming year.

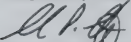
Inmate work programs continued to supply workers to the Nursing Home, Maintenance Department, and Farm. In addition a special position was created to place a Correctional Officer on the Farm to supervise inmates. Community work details included assisting the Senior Center, North Haverhill Fair, Church of the Nazarene, and Highway litter patrol.

Inmates have ample access to several self-improvement programs while incarcerated. AA counseling in addition to group, step, inside and outside meetings, Substance Abuse Counseling, Mental Health Counseling and assessment. The Thresholds and Decision Making course recently won a Presidential "Points of Light" award. In addition an Anger Management Course has been started and is very well attended. Our Operation Impact Program has been featured in magazine and newspaper articles as well as assisting in a documentary for Public T.V. To date over 2,000 school children have participated in the program. Our motto "Making a Difference" seems very appropriate. Officer Steve Whitney has done an outstanding job with this program.

Grafton County is extremely fortunate to have such outstanding volunteers, support people, department heads, and elected officials. Many of the facilities programs would suffer without their support, dedication and caring. In addition, the County Commissioners take a personal interest in the welfare and safety of the staff, inmates, and their families. Thank you all.

I would like to Thank the Correctional Staff for their support and professionalism. Many things have happened over the past year, which could have been handled differently, you placed your professionalism and pride first and did not allow outside influence to affect your integrity. I admire your professionalism and the way you all handled yourselves with dignity and respect. Thank you.

Respectfully submitted,



Glenn Libby, Superintendent

THRESHOLDS PROGRAM

North Country Thresholds and Decisions is a five-week program taught twice a year by volunteer teachers at the Grafton County Department of Corrections. To date, Thresholds has graduated more than 140 volunteer inmates. Only 19.8% of the NCTD graduates have returned to jail. The expected recidivism rate is more than 47% of the general inmate population.

On July 26, 2000, NCTD was recognized as a "Point of Light" for the contribution that this program makes to the community. Thresholds teaches decision making, goal setting and problem-solving techniques. It is sponsored by RSVP. All dimensions of the program are voluntary, a fact essential to success. NCTD addresses a serious community need: making New Hampshire a safer place to live by reducing the incidence of criminal activity.

19 August, 2000
N. Haverhill, N.H.

Alcohol Counselors report

This August 28th will mark the 21st anniversary of the Insiders group of A.A. at Grafton County House of Corrections. The event will be celebrated by an anniversary meeting with guest speakers and refreshments. The group continues to be sponsored by the Woodsville area A.A. meeting who provide a secretary and support personnel.

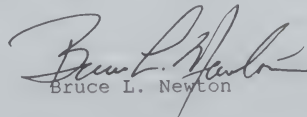
In addition to the regular Monday night meeting, an A.A. 12-step meeting is held every Wednesday evening. This meeting is run by the inmates themselves. Considering the intensity of these meetings, inmate participation is good. Attendance continues excellent at both meetings. The Monday meeting has averaged 10 inmates and 16 outsiders. It has a reputation of being one of the best meetings in the area.

Wednesday afternoons are used for group discussions and Video presentations. These are alternated between the Maximum, Medium, and W.H.O.C. Emphasis is on relapse prevention and the A.A./N.A. programs.

As an incentive, the facility allows a small group of minimum inmates the privilege of attending the local Woodsville A.A. Meeting on Friday evening. The inmates granted this privilege are determined jointly by the Superintendent and the Alcohol Counselor.

Educational books and literature dealing with all aspects of alcohol and drug abuse continue to be distributed to the inmate population. The library facility provides an additional outlet.

The alcohol Program receives additional support from the local A.A. group who provide transportation, individual help, and sponsorship for the inmates.


Bruce L. Newton

**Alcohol and Other Drug Abuse Services
Grafton County House of Corrections
Fiscal Year 1999-2000**

Over the past year, there were a total of forty-nine (49) weeks wherein ninety-five (95) inmates participated in education and groups, individual counseling and evaluation. A total of thirty-eight (38) intake screenings were conducted, and one hundred fourteen (114) hours of one-on-one counseling was provided. Cumulative count for the Education Group was five hundred two (502) inmates and cumulative count for the Feelings Group was two hundred sixty-three (263) inmates.

Friendship House Outpatient Department at Woodsville continues to provide services on Thursdays within the House of Corrections in the following areas:

Assessment of inmates who are seeking alcohol or other drug services, who are court-ordered to participate in counseling services, or who have been referred from within the GCHOC system.

Individual Counseling for inmates who are motivated to participate in individual counseling or who may not be appropriate for group counseling.

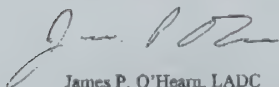
Group Counseling in the form of education on alcohol and other drug abuse with an emphasis on helping inmates identify alcohol or other drug-related problems in their lives and exploring options for treatment and self-help resources in the community. Groups are ongoing and didactic in nature. A more recovery-oriented group structure is provided for inmates who are appropriate for this type of service, based on the needs of the population and a minimum number of inmates available to support this type of treatment.

Referral for inmates who are interested in seeking services on their own upon release, for inmates who are court-ordered to seek additional counseling services and for inmates who are participating in the Electronic Monitoring Program or Work Release Program.

Case Management for inmates who require ongoing monitoring and support.

Consultation with other treatment professionals and staff in order to enhance communication and to provide for a continuum of care.

Respectfully Submitted,



James P. O'Hearn, LADC
Outpatient Substance Abuse Counselor
Friendship House at Woodsville

Dated: August 15, 2000

2000 Report of UNH Cooperative Extension Grafton County Office

UNH Cooperative Extension provides the residents of Grafton County with researched-based education and information, enhancing their ability to make informed decisions that strengthen youth and families, sustain natural resources and improve the economy.

Funded through the federal, state and county governments, UNH Cooperative Extension provides education and research for local residents. Educational programs are designed to respond to the local needs of citizens through direction and support of an elected volunteer advisory council.

Education Programs focus on:

- | | |
|--------------------------------|---------------------------------|
| √ Dairy and Pasture Management | √ Forestry & Wildlife Resources |
| √ Agricultural Resources | √ Family Development |
| √ 4-H Youth Development | √ Water Quality |
| √ Nutrition & Food Safety | |

Education programs and assistance are objective, informal and practical in nature. We meet clients' needs through phone calls, letters and educational materials, hands-on workshops, on-site visits, educational series and conferences. In addition, a bi-monthly newsletter, radio spots, and newspaper articles mean that we reach approximately one out of every three residents each year. Thanks to office internet capabilities, our staff is able to provide information for clients, respond quickly with needed information via electronic mail, keep up-to-date on the latest research and information and keep in touch with many agency personnel.

A professional staff of Educators, Program Associates and a UNH Specialist work out of the Extension Office located in the Grafton County Courthouse in North Haverhill. An additional staff member works out of the Whole Village Family Resource Center in Plymouth providing nutrition education to limited resource families and local schools. Additional support is provided through trained volunteers who assist with our programs and increase our outreach capabilities.

New or enhanced efforts during FY00 included:

- Continued an after-school program in Haverhill that reached over twenty students during the 1999-2000 school year. This program will continue with grant funding through April of 2003.
- The town of Lisbon conducted a Community Profile in March.
- Continued research in water quality and bio-solids that benefits crop and tree farmers, families and communities. Additional work focused on Water Quality Research and Integrated Pesticide Management and Nutrient Management.
- Introduced the Farm*A*Syst program to promote safe drinking water on farmsteads.
- SERVSAFE®, a national food safety certificate program was offered in Lincoln and Hanover. Additional two-hour classes to increase food safety awareness among food service staff were offered throughout the county.
- Our forestry program continued to assist land owners impacted by the ice storm damage of January 1998. Professional logger education, written forest management plans, and Tree Farm Certification were other focused efforts.
- Grant monies enable us to open the Water Quality Laboratory at Woodsville High School and establish a water monitoring program to encourage volunteers and

- others to monitor their streams and lakes. This data furnishes information on the health of our streams and also provides education and awareness to participants.
- The 4H Program continued to show a strong presence in clubs throughout the county and provided programs at North Haverhill Fair. The Grafton 4H Leaders Association ran the Fourth Annual "Playing for Clover" Golf Tournament to raise money to support youth activities.
 - The students at Plymouth Regional High School participated in the Teen Assessment Project, a 160 question survey. Results will be disseminated to parents and the community during the coming year.
 - Great Beginnings, a program for pregnant and parenting teens designed to reduce the incidence of low-birthweight babies is offered in conjunction with programs at the Whole Village Family Resource Center in Plymouth.
 - Work with a Master Gardener and local agencies to offer the "Seed to Salad" program for youth in the Plymouth area.
 - County based Head Start Programs participated in the "Chef Combo" and "Tickle Your Appetite" programs.
 - Senior Citizen groups received programming and resources on nutrition and money management issues.
 - Lifeskills for Employment, Achievement and Purpose provides the skills necessary to make the transition from welfare to work for many families.
 - A notebook on Preserving Rural Character Through Agriculture was developed and made available to NH communities and marketed worldwide.

Extension Staff: Tom Buob, Agricultural Resources; Ginny DiFrancesco, Water Quality; Deborah Maes, Family Development; Northam Parr, Forestry Resources; and Robin Peters, EFNEP. These staff are supported by Hazel Ames, Donna Mitton and Sharon Youngman. There are currently two vacant positions on staff; 4H Educator and Dairy Specialist, and search committees are in place to fill those vacancies.

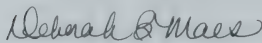
Extension Advisory Council: Chair Lora Goss of Pike; Vice Chair, Marty Riehs of Holderness; Secretary, Ilse Scheller of Wentworth. Members also include: Putnam Blodgett of Lyme; Doreen Morris of Haverhill; Ernie Towne of Haverhill; Dave Thompson of Lincoln; Cindy Putnam of Piermont; Heidi Suscella of Rumney, Mike Dannehey of Woodsville, Jim Kinder of Haverhill and Dave Routhier of Grafton. State Representative John Cobb of Woodsville represents the County Delegation. The Advisory Council meets every other month and deals with programming issues, personnel issues and budget matters.

Extension Office Hours are Monday through Friday from 8 AM to 4 PM.

Phone: 603-787-6944 Fax: 603-787-2009
 email: ce.grafton@unh.edu
 Mailing Address: RR1 Box 65F, North Haverhill, NH 03774-9708

Extension programs and policies are nondiscriminatory with regard to age, color, handicap, national origin, race, religion, sex, sexual orientating and veterans's status.

Respectfully submitted,



Deborah B. Maes
 County Office Administrator.

Grafton County Conservation District

A. GENERAL ACTIVITIES BY GCCD

Annual Meeting held in Littleton this year. Published four Newsletters. Sent an annual report to over five hundred Cooperators, landowners and other agencies.
Participated in the Farm & Forest Expo, North Haverhill Fair and the NH Festival Days.
Encouraged cooperative efforts between landowners, other agencies and municipalities by assisting in the FEMA meetings in Grafton titled "Stream Maintenance Meetings".
Worked with the Baker River Watershed Association steering committee with water quality pilot project and completing their inventory. Also assisted with paperwork needed to become a 501.C-3 non-profit organization.
Supervisors and manager attended the summer and Annual Meeting of the NHACD and the Northeast Meeting of the NACD this year held in Portland, ME.
Poster contest for all fifth grades in Grafton. Distributed free Soil & Water Stewardship information to schools, churches and libraries.

B. AGRICULTURE

- Assisted eight farms installing Best Management Agricultural Practices. With the assistance of NRCS technical help the following were some of practices installed: 3 structures for stock watering, 4 heavy use areas, 2 water diversions, 3 milk house waste facilities, 1 pond, 2 roof runoff, 3 seeding practices on highly erodible land.
- The Clark Brook Unified Watershed Phase I -- manure pit installed and complete. Water quality testing is continuing on the Brook. Encouraging other farms to participate in the phase II of this Unified Watershed - Clean Water Action and grants that are available to them.
- Continue to help UNH, NRCS with the nutrient management project that will continue to 2001.
- Assisted with the Conservation Field Day held at the Grafton County Farm with 14 schools participating. GCCD gave each school several trees for their grounds or wildlife habitat trails.
- Honored our "Cooperator of the Year" Briar Stone Farm- (Keith Family Farm)
- Promoted Agriculture with a Booth at the Farm and Forest Expo & N. Haverhill Fair.
- The District and NRCS sponsored a Grazing Lands Initiative at a deer farm in Plymouth. Our Cooperator has put in additional plots on the farm. The results of this study were excellent.

C. FORESTS

GCCD continues to encourage good Forest Management Practices by:

- Recognizing forest managers and loggers. This year's "Forest Steward of the Year" was the Joe Boutin & Son logging firm awarded for their Best Management Practices in Grafton.
- Helping Foresters with reports and soil information used to develop stewardship plans.
- Offering erosion control seed mixture yearly to help loggers avoid erosion at their job sites.
- Offering (in our tree & shrub sale) trees for revegetating tree farms and planting for windbreaks where foresters deem beneficial.
- Holding our annual Tree and Shrub workshop on pruning and planting of trees.

C. WILDLIFE

- Advertising the Wildlife Habitat Incentive Program.
- Offered Federation Wild Life Packages with assistance from the Wild Turkey Federation.
- Tree and shrub workshop provides information on pruning wild apple trees to aid in attracting wildlife.

D. WATER & WATER QUALITY

- GCCD has continued water quality testing projects and installations for water quality improvement.
 1. Assisted with doing the water quality testing on the Clark Brook.
 2. Assisting the BRWA with their water quality testing.
 3. The Mid-Upper Connecticut Water Quality Laboratory is up and running. GCCD was a partner in its establishment.
 4. Have selected the site on which the BRWA, GCCD & NRCS will complete the design and install a bio-engineering erosion control pilot project in Wentworth.
 5. CRJR, the Conn. River Coalition and FEMA have drawn up uniform standards using our inventories. They are now being used in Mass. & CT to do their river inventories.

CATEGORICAL GRANTS & EXPENSES BY TOWN - GRAFTON COUNTY HUMAN SERVICES FY 2000												
	CASES	ORA & MEDICAL	CASES	APTD & MEDICAL	CASES	INTERMEDIATE NSG CARE	HCBG	CASES	PPMIT	CASES	DCYF	TOTAL
ALEXANDRIA	2	2,506.52	8	4,406.75	1	2,798.71		1	192.00	18	36,996.07	46,900.05
**ALL					1	(127,980.70)						-127,980.70
ASHLAND	4	1,589.50	11	3,029.75	20	129,419.42	5	2,189.75	19	7,631.93	38,258.34	182,128.69
BATH					1	1,557.50			4	1,757.03	46,938.48	46,938.48
BENTON	2	1,384.00	15	10,356.25	10	50,505.02	3	6,833.58	1	242.76	11,772.64	90,087.64
BETHLEHEM					6	42,892.70			6	1,226.88		44,887.08
BRIDGEWATER	3	(651.87)	29	15,213.55	29	162,894.35	3	894.95	24	8,970.43	15,878.53	203,299.94
Bristol					13	55,080.67	6	6,192.88	15	52,430.68	21	50,698.40
CAMPTON	6	1,124.17	8	2,972.44	14	53,507.70	2	1,427.06	12	4,690.10	15	28,762.45
CANNAN	2	78.00	2	824.50	2	6,006.07	1	11.98	2	2,285.32	5	16,559.71
CHARLESTON					1	2,381.93			1	709.18	2	1,059.93
ELLSWORTH					1	86.50						2,465.43
ENFIELD	4	1,067.50	15	6,973.75	18	110,112.33	4	6,264.88	19	8,180.81	18	71,275.01
FRANCONIA					5	15,609.46	1	1,375.81	5	2,166.00	3	14,855.61
GRAFTON	10	7,927.25	3	23,663.81	4	3,365.12	8	6,161.14	1	593.84	1	37,918.13
GROTON	3	515.00	11	8,821.00	15	4,604.86	1	1,357.42	2	3,354.94	1	593.84
HANDOVER	12	3,670.00	27	13,390.80	43	262,083.83	9	6,855.97	50	22,031.35	49	33,022.85
HAVERHILL					1	728.03			1	(1.12)		100,891.17
HEBRON	2	640.00	2	1,162.25	5	43,263.10	2	5,050.23	7	5,046.68	3	94,475.46
HOLDerness					1	368.50	1	2,992.23	3	1,704.02	1	3,243.89
LANDAFF	15	218.35	55	23,794.65	49	11,868.84	1	6,492.25	44	25,004.80	50	61,337.49
LEBANON	1	501.50	19	13,375.05	25	255,539.47	6	6,432.25	8	12,952.15	1	17,334.63
LISBON	5	1,286.75	19	13,375.05	25	133,315.60	7	6,514.74	28	11,453.94	9	434,065.71
LITTLETON	9	1,034.50	50	31,455.00	60	303,868.80	13	9,943.70	64	39,161.48	45	195,169.95
LYMAN	1	46.00	4	719.00	6	27,923.39	5	5,707.66	5	5,707.66	1	89,661.84
LYME					2	14,549.31			3	770.07	5	724.13
MONROE	6	2,115.25	2	4,406.75	2	14,549.31			3	770.07	5	9,537.94
ORANGE	2	129.50	2	448.25	2	9,573.14	1	725.88	1	315.68	2	25,622.32
ORFORD	3	1,275.75	39	21,230.50	25	129,209.01	4	5,428.43	6	1,660.41	2	6,515.68
PIERMONT	1	1,144.50	6	3,623.00	5	8,565.72			27	12,942.62	32	4,500.43
PLYMOUTH	10	4,406.75	39	21,230.50	25	129,209.01	4	5,428.43	6	1,660.41	2	11,070.39
RUMNEY	1	1,144.50	6	3,623.00	5	8,565.72			27	12,942.62	32	22,329.49
SUGAR HILL	1	1,144.50	6	3,623.00	5	8,565.72			27	12,942.62	32	1,690.67
SUGAR HILL	1	1,144.50	6	3,623.00	5	8,565.72			27	12,942.62	32	27,734.03
WARREN	2	197.00	4	2,773.15	8	30,210.32	1	1,891.13	3	1,891.13	6	30,440.98
WARREN	2	197.00	4	2,773.15	8	30,210.32	1	1,891.13	3	1,891.13	6	15,958.09
WENTWORTH	3	760.00	6	3,873.75	3	27,836.56	2	1,699.08	5	5,685.07	3	2,137.52
WATERVILLE					3	27,836.56	2	1,699.08	5	5,685.07	3	4,153.72
WOODSTOCK	2	761.00	5	3,289.00	9	54,412.86	2	1,237.29	10	4,911.80	8	483.35
WOODSTOCK	2	761.00	5	3,289.00	9	54,412.86	2	1,237.29	10	4,911.80	8	65,354.40
OTHER	100	23,833.46	390	227,417.46	449	2,298,733.25	87	143,564.68	454	536,868.73	376	823,158.07
TOTALS	100	23,833.46	390	227,417.46	449	2,298,733.25	87	143,564.68	454	536,868.73	376	823,158.07
**MANUAL PAYMENTS NOT POSTED TO COMPUTER DUE TO BILLING/COMPUTER PROBLEMS ENCOUNTERED WHEN IMPLEMENTING SB 409												
***GRAFTON COUNTY'S SHARE OF \$2 MILLION CREDIT MANDATED UNDER SB 409												

GRAFTON COUNTY DELEGATION -
VOTE ON FY 2001 BUDGET
JAIL BASEMENT - NORTH HAVERHILL, NH
MONDAY, JUNE 26, 2000

PRESENT: Reps. MacNeil, LaMott, Copenhaver, Gilman, Ward, Ham, Cobb, Hinman,
Guest, Alger, Weber, Mirski, Akins, and Almy.

EXCUSED: Reps. Eaton, Densmore, Solow, Dudley, Phinney, and Picconi.

ABSENT: Reps. Marshall, Brothers, Johnson, Harmon, Nordgren, Scanlan, and Hall.

Chair MacNeil called the Meeting to order at 10:15 AM for the purpose of voting on the FY 2001 Budget. He asked the members of the Executive Committee to introduce themselves.

Commissioners Steve Panagoulis and Michael Cryans were present, as were Executive Director Towne, Financial Supervisor Clough, various department heads, and Secretary Sorrentino. Members of Social Service agencies and the executive director of the Grafton County Economic Development Council were also in attendance.

Rep. LaMott moved to appropriate the sum of \$19,439,201 for Fiscal Year 2001, of which \$9,411,145 will be raised by taxes. Rep. Alger seconded the motion. As there were no questions or comments, Rep. LaMott moved the question. A vote was taken; all in favor of moving the question. A vote was then taken on the motion to appropriate the sum as stated above; all in favor.

Rep. LaMott moved to expend \$250,000 from the existing Nursing Home Capital Reserve Fund. Rep. Copenhaver seconded the motion. Rep. LaMott explained why this money is being moved. All in favor.

Rep. LaMott moved to authorize \$15,500 of the Dispatch fees for FY 2001 to be placed in the Dispatch Capital Reserve Fund. Rep. Alger seconded the motion. All in favor.

Rep. Ward moved to authorize the Commissioners - if funds are available - to place \$100,000 from the Capital Reserve Fund to pay off the Jail bond early, which he then explained. This would be after the FY 2000 audit has been completed. Rep. LaMott seconded the motion. Rep. Guest asked for an update from the Treasurer on how things look now. Chair MacNeil said the Treasurer will be giving a report later on in the Meeting. A vote was taken on the motion; all in favor.

Rep. LaMott moved to authorize borrowing up to \$1,300,000 in anticipation of taxes. Rep. Copenhaver seconded the motion. Rep. LaMott explained this is a pro-forma motion, in order to give the Treasurer authority if she needs to borrow. A vote was taken on the motion; all in favor.

DELEGATION MEETING - VOTE ON FY 2001 BUDGET

MONDAY, JUNE 26, 2000

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Rep. LaMott moved to authorize the Treasurer to establish a line of credit against the Nursing Home Capital Reserve Account in place of the TANs (Tax Anticipatory Notes), if this is financially advantageous to the County. Therefore, the County would not need to pay the high rate of interest in borrowing. Rep. Alger seconded the motion. All in favor.

Treasurer Ward came to the front and gave her report to the Delegation. She said the County did not have to borrow in the current fiscal year, which had always been her goal. Also, she did not expect to have to borrow this year, either. However, if borrowing becomes necessary, she needed the authority by the Delegation to borrow against the Nursing Home Capital Reserve Account, which authority was given to her this morning. The Treasurer said that the County has earned \$212,500 in interest for the current fiscal year. There still is \$3 & 1/2 million left to carry us through the Fall.

Rep. Copenhaver moved that the Executive Committee and Delegation "recognize the fine work our Treasurer has done for the welfare of Grafton County - she has done an outstanding job and we should all show our appreciation." There was a round of applause for Treasurer Kathleen Ward. Chair MacNeil said he has watched the Treasurer work with the County's money, and she is the only one who could do it this way. She does not take no for an answer from the banks, and always works to get the best interest rates for the County's money.

Rep. LaMott moved to adjourn; Rep. Weber seconded the motion. All in favor.

The Delegation Meeting to vote on the FY 2001 Budget adjourned at 10:30 AM.

Respectfully submitted,


Marion Copenhaver, Clerk

GRAFTON COUNTY DELEGATION
EXECUTIVE COMMITTEE MEETING
BOARD OF COMMISSIONERS' OFFICE
NORTH HAVERHILL, NH
MONDAY, JUNE 26, 2000

PRESENT: Reps. Allen MacNeil, Paul LaMott, Marion Copenhaver, Philip Weber, John Cobb, Brien Ward, Susan Almy, and John Alger. Commissioner Steve Panagoulis. Executive Director Ernest Towne. Financial Supervisor Julie Clough. Secretary Sam Sorrentino.

EXCUSED: Rep. Martha Solow.

Chair MacNeil called the Meeting to order at 0900. He explained that today's Meeting would be for appropriation transfers. At 10:00 AM, the Delegation will meet at the Jail basement for the vote on the FY01 Budget.

Rep. LaMott moved to authorize the Commissioners to transfer all monies as explained in the sheet prepared by Financial Supervisor Clough. Rep. Copenhaver seconded the motion.

Rep. Almy said that there seemed to be alot of salary line transfers, including Elected Officials. She asked if someone forgot a 27th pay period. Financial Supervisor Clough said no, that the line transfer for the two Elected Officials mentioned is for their longevity, which they are receiving for the first time. Executive Director Towne said that the other salary line transfers are for payoffs on tenured employees who have left.

Rep. Almy then referred to Special Duty Wages on Page 2, for \$11,000 and asked if this replaces something else. Executive Director Towne said this is for special details and will show up on the Revenue side; this is a "wash" item, he said.

Rep. Almy then mentioned Page 4, Corrections - "Outside Council" should be spelled as, "Outside Counsel."

Rep. Almy said that on Page 6, Physical Therapy, this accounts for one-third of all the transfers. Executive Director Towne said that this will show up as Revenue also.

Rep. Ward asked if there were anything out of the ordinary in the appropriation transfers: the Executive Director said there was not.

Rep. Alger asked what the census at the Nursing Home was today; Executive Director Towne said it was 112, and rising. Commissioner Chair Panagoulis said they are working hard on this.

EXECUTIVE COMMITTEE MEETING - APPROP. TRANSFERS

MONDAY, JUNE 26, 2000

Page 2

A vote was taken on the motion to approve all appropriation transfers as submitted; all in favor.

Rep. Copenhaver asked Rep. Alger if he planned to make an issue at the Delegation Meeting to be held later this morning, of the \$30,000 slated for the Grafton County Economic Development Council, and if so, she said she would "beg him to restrain himself." Rep. Alger said he was still skeptical of this program but was satisfied with the work that the Commissioners had done with this group, and he would propose to "go with what we have." As to the Social Services agencies' requests for funding, he said, the Executive Committee had agreed to put the \$10,000 back in for the Center for New Beginnings. Hopefully, he said, they would all support the budget as it now is. Chair MacNeil said he hoped that the Executive Committee would support the budget unanimously today, as they had earlier this month when they voted on it.

Rep. Almy said she was worried about the mental health allocations they had done, but that she would not make an issue out of it. Rep. Alger said he had spoken briefly with the Grafton County Social Services Consultant, Cindy Swart, about the Center for New Beginnings. He said he hoped that in the next year, the issues between Cindy and the Center could be resolved. He urged the Commissioners to work this out over time.

A discussion was held regarding the Nursing Home beds and the pros and cons of cutting beds now. Commissioner Chair Panagoulis discussed the distribution of funds.

Rep. LaMott briefly commented on the ongoing union negotiations. He also mentioned several items he feels are unnecessary at the Nursing Home.

Chair MacNeil announced that the Executive Committee will not meet in July nor in August, unless there is an emergency, and then the Executive Committee members would be notified as to a date and time for any emergency meetings that might arise.

Rep. Almy asked for the "Alger Report" after all the bills have been paid for the current fiscal year, which she said is a lot less expensive to send out than to send the members the audit report. She said she would appreciate receiving the "Alger Report" instead. Executive Director Towne agreed to do so.

Treasurer Kathleen Ward entered the Meeting to give her report. She said that the money situation is very good. The total figure on interest as of today is \$212,500.00, which is \$12,000.00 more than she had estimated, plus there is a week to go with some other investments. She said the County had \$30,651.00 in interest on the \$1 million in the cash flow. The County will probably end up the current fiscal year with \$215,000.00 in interest. The Treasurer said the highest interest rate the County has on rollovers right

EXECUTIVE COMMITTEE MEETING - APPROP. TRANSFERS

MONDAY, JUNE 26, 2000

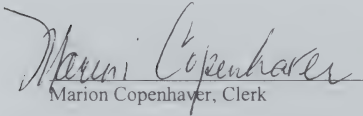
Page 3

now is 6.61%; the next highest rate is 6.50%. The Executive Director said he would not want to mislead anyone, and that there are still three months of State bills to pay.

Everyone thanked the Commissioners and staff for the tremendous job they did on the FY01 Budget.

The Meeting adjourned at 9:40 AM.

Respectfully submitted,


Marion Copenhaver, Clerk

GRAFTON COUNTY DELEGATION
EXECUTIVE COMMITTEE MEETING
BOARD OF COMMISSIONERS' OFFICE
NORTH HAVERHILL, NH 03774
MONDAY, JUNE 12, 2000

PRESENT: Reps. Allen MacNeil, Paul LaMott, Marion Copenhaver, Philip Weber,
John Cobb, Brien Ward, Susan Almy, John Alger.
Commissioner Panagoulis, Executive Director Towne and Financial
Supervisor Julie Clough.

EXCUSED: Rep Martha Solow, Comm'r Michael Cryans and Raymond Burton

Chair MacNeil called the Meeting to order at 0900.

Chair MacNeil informed the board that they would meet on June 26, 2000 at 09:00 at the Commissioners' Office before the full delegation meeting. The purpose of this meeting would be to approve year end appropriation transfers.

Executive Director Towne informed the Executive Committee that PSP money would be arriving within the next two weeks and that he would need authorization from the board to expend the funds in order to receive the net gain from the state. The definite amounts for the transfer are unknown at this time but it is expected that we will receive approximately 375,000. Representative Paul LaMott moved that the Commissioners be given the authority to expend funds to receive the PSP money as long as there is a net gain to the County. Representative John Cobb seconded the motion. All voted in favor.

Rep LaMott moved that there be no Executive Committee Meetings for the months of July and August. Rep Ward seconded the motion. All voted in favor.

Rep LaMott moved to approve the minutes of June 05. Rep Copenhaver seconded the motion. Discussion followed. All voted in favor to approve minutes as amended.

Rep LaMott moved that the Commissioners' amended Fiscal Year 2001 Budget be approved. Rep Cobb seconded the motion. Representative LaMott stated that these figures would then be put into the budget and he would move to approve the Commissioners' Budget as amended. Discussion then followed regarding the amendments that were proposed by the Commissioners. Rep Almy questioned the reductions in the Human Service budget as they were the largest part of the reductions. It was explained the updated estimates were done based on more current bills that had been received. Rep Almy also questioned why the Grant Consultant was being removed. Commissioner Panagoulis explained that in an effort to make reductions in the budget it was decided that this position would be eliminated and the County would continue to attempt to obtain these funds on our own. Rep MacNeil feels that the Comm'r and office staff should be applauded for their efforts to reduce the budget but feels this position should remain funded. Rep Ward explained that the County should be aggressive in trying to obtain these grants on their own and if expenses are incurred doing this they could come to the Executive Committee at a later date and request funds if necessary.

Commissioner Panagoulis explained that funds will be tighter and the flexibility of surplus is gone with the compression of the budget.

Rep Alger reviewed the Commissioners amendments, which include an overall increase in revenue of \$440,660 and an overall reduction in expenses of \$390,329, resulting in the amount to be raised by taxes \$9,411,145 or a 7.1% tax increase. Rep Alger noted that he appreciates the Commissioners efforts on the budget.

Rep Almy questioned the likelihood of union contracts being settled any time soon. Commissioner Panagoulis stated the negotiations are ongoing at this time and we do not know when a settlement will be reached. Rep Weber noted that this is a public meeting and negotiations should not be discussed.

Rep Almy questioned Nursing Home reductions: the computer consultant position. Commissioner Panagoulis explained that we are moving toward the need for one person to handle all of the County's computer needs but that we will be able to hold off for another year. She questioned the money that was cut from the RN/LPN salary line. Executive Director Towne explained that it was Overtime which was reduced due to the staffing being back up to good levels.

All voted in favor of the motion to amend the Commissioners' budget.

Representative LaMott moved that the Commissioners' budget as amended by the last motion be accepted. Representative Alger seconded the motion. All voted in favor of the motion.

Representative Ward made a conditional motion. He moved that the Commissioners have the authority to allocate \$100,000 of surplus to establish a Capital Reserve Fund to pay the bonded debt on the Jail off early based on the following conditions: The County audit be completed and there are funds available to do this. Rep Ward would like to prepay the debt so that time frame for capital improvements needed to deal with the long term needs of the County could be moved up. Representative LaMott seconded the motion. Representative LaMott said this building is a good example of using surplus well to avoid peaks and valleys in the tax rate. Representative Alger said he concurred with the motion and that it was a good idea to try and accelerate the bond payments. All voted in favor

Representative Weber moved to reinstate the \$13,400 allocation for the Center for New Beginnings. Representative LaMott seconded the motion. Representative Ward would like to amend the motion to fund the Center for New Beginnings \$10,000 and White Mountain Mental Health \$10,000. This would incur no additional expense as it would reduce WMMH from \$20,000 down to \$10,000. Representative Alger seconded the amendment. Representative Almy questioned why if WMMH is a full service Community Health service would they want to decrease funding, she concurs with cutting Center for New Beginnings to \$10,000 but to continue funding WMMH. A discussion followed regarding Social Service agencies receiving funds from both towns and counties. Representative Ward explained that he has not heard any concerns from constituents in Littleton regarding Center for New Beginnings. Representative Copenhaver explained that she is bothered by the Executive Director and the Treasurer being the same individual, can we attach conditions to our funding? Representative Weber stated that we don't even have documentation that proves that these positions are held by the same person. Representative Ward stated that these agencies are audited and he would recommend to the agency that the two positions be held by different people. Representative Copenhaver suggested that someone make a phone call and get some definite answers. Representative Alger stated that the Social Service budget is getting large and he would like to see some more data for next year about what agencies are receiving funding from what towns.

Human Service Administrator Bishop came in and stated that she had spoken with Center for New Beginnings and the Executive Director and Treasurer are held by the same person but if this is a problem they are willing to change that. Representative Ward motion would include that the position of Executive Director and the position of Treasurer be held by separate individuals. Representative Weber moved to limit debate, Rep Ward seconded. All voted in favor. Voted on Representative Ward's amendment to fund both agencies \$10,000 each. Seven in favor one opposed motion passed. A vote was taken on the original motion made by Representative Weber seven in favor Representative Almy opposed. The motion passed as amended.

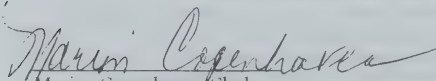
Representative Almy discussed the \$250,000 allocated for capital improvements. She feels that there should be some discussion as to the number of beds that the County has. Commissioner Panagoulis explained that the County doesn't want to lose any of its licensed beds as they are very difficult to get back once they have been given up. Commissioner Panagoulis said that further discussions would be held as the planning process begins. Discussion followed regarding the state of Nursing Homes and impacts of Senate Bill 409.

Representative Almy moved to restore the Grant Consultant funds to the budget. Representative Copenhaver seconded the motion. Representative Ward doesn't feel the need to allocate funds for such a position. Representative Weber stated that he is leery of consultants. Representative Copenhaver stated that she feels it would be money well spent. Commissioner Panagoulis stated that the funds would only be expended if a worthwhile grant opportunity arose. Representative Alger feels that the County is already obtaining grants and that we don't need to allocate funds for a consultant. Representative Cobb moved the question. Representative Weber seconded. All in favor. A vote was taken on the motion four in favor - four opposed, motion fails.

A vote was taken on the motion to accept the budget as amended. All voted in favor.

Representative Copenhaver moved to adjourn.

Respectfully Submitted,


Marion Copenhaver, Clerk

EXECUTIVE COMMITTEE MEETING ON FY 2001 BUDGET
BOARD OF COMMISSIONERS' OFFICE - NORTH HAVERHILL, NH
MONDAY, JUNE 5, 2000

PRESENT: Reps. Allen MacNeil, Paul LaMott, Marion Copenhaver, Philip Weber, Martha Solow, John Cobb, Brien Ward, Susan Almy, and John Alger.
Commissioners Steve Panagoulis and Michael Cryans.
Executive Director Ernest Towne. Financial Supervisor Julie Clough.
Secretary Sam Sorrentino.

EXCUSED: Commissioner Raymond Burton.

The meeting began at 0900. Chair MacNeil asked if the Executive Committee would prefer to go line by line, item by item, department by department, etc. Rep. Almy said she would like to go over general principles before going into more detail this year.

Rep. LaMott thanked the Financial Supervisor for her work on the budget and her reports - he said they were the best he has seen in all the years he has been coming to meetings.

Rep. LaMott said that the Executive Committee cannot recommend any increases or anything else for the union employees while negotiations are still going forward. If the full Delegation accepts the contract when it has been negotiated and settled, it would be necessary for the full Delegation to then vote on a supplemental budget for the increases, benefits, etc. for those union employees. As for the health benefits, there is also an increase that came about under the old rules before negotiations started. This is the amount being charged to the County for health insurance by the insurers, following the plan already in place. This is not subject to being cut or increased. The cost will be increased as of July 1, 2000 before the negotiations have been completed. Health insurance is not a negotiable item. Financial Supervisor Clough will later be preparing a packet for the Executive Committee stating what the union negotiations will cost.

Rep. Almy said, in reference to salaries, it is important that large raises not be given to the upper-level people when the County is facing a 16% increase in the amount to be raised by taxes. Rep. Almy discussed the County's becoming self-insured, as are some cities and towns, and thereby reducing their rates. Rep. Almy said there is a study committee on this beginning this Summer, and she is a member of this committee. Perhaps the negotiations could consider this, or perhaps consider it next year. It is probably too early now to consider it, as there is not yet sufficient information. Commissioner Chair Panagoulis said there are one or two counties that are currently self insured, and the New Hampshire Association of Counties is looking into this for statewide self-insurance. As far as the negotiations go with the unions, the Commissioners cannot discuss anything outside of the bargaining sessions. The first contract will be the most critical, he said, and will set the stage for all future contracts with the union. It always takes longer to set the first contract in place.

EXECUTIVE COMMITTEE MEETING ON FY 2001 BUDGET
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Rep. LaMott moved to approve the Minutes of the meeting held on Tuesday, May 30, 2000 on the FY 2001 Budget, as corrected. Rep. Alger seconded the motion. All in favor. Rep. LaMott then asked that the finalized list of Elected Officials' salaries be put not only in the Minutes, but also in the County Report.

Rep. LaMott then discussed reviewing the budget in an orderly fashion and that perhaps they should leave discussion of Social Services til the end, when they have a better feel for what to do with the rest of the budget. He added that perhaps Social Services should be left for discussion next Monday, June 12, when the Executive Committee meets again to further discuss the FY 2001 Budget.

Rep. Almy said that the salary increases are substantially above inflation for the upper-level employees, and that the County has been doing this for quite awhile. This is not going on at the State or town levels and should not be going on at the County level unless the County has a real problem recruiting someone. Commissioner Chair Panagoulis said he "begged to differ" with Rep. Almy and that yes, this is going on at the State level. In this job market of full employment and escalating salaries and benefits, it is almost impossible to maintain qualified employees without making market adjustments, he said. An example of this is the Director of Nursing Services at the Nursing Home. The Commissioners had to make a market adjustment to \$68,000 in order to attract a replacement for the one who left that position. By law, the Nursing Home cannot operate without having a DNS in place. The former DNS salary was \$45,000 and no one applied for the job at that salary, which was not competitive. Then too, you cannot have the Nursing Home Administrator earning less than the DNS, so an adjustment had to be made in that position's salary, as well. The Commissioner Chair added that you can go down the entire list and find the Commissioners have done their homework, and these salaries are where they should be. Also, the County was extremely fortunate in finding Eileen Bolander as the new Nursing Home Administrator after our former Administrator, John Will, passed away in June of last year. Eileen has turned the Nursing Home around and the County is finally seeing a change. He said that the Commissioners are not trying to do anything other than make a fair market adjustment to be able to keep people here, and to attract people. The Nursing Home has lost employees to Glencliff, Dartmouth Hitchcock, and other facilities. He said the County cannot compete without these adjustments and finally things are starting to turn around with the help of the new Nursing Home Administrator. The County was not able to get further admissions of patients while being understaffed, either. Rep. Almy said she was not referring to the Nursing Home but was starting with the general administrative budget. She said she did not want to get personal, but that a 9% increase for the Financial Supervisor, 12-1/2% for the Victim/Witness Coordinator, and 15% for some other staff, was above inflation. Commissioner Chair Panagoulis said the Commissioners had studied other counties/towns/etc. for what their salaries were for similar positions. Rep.

EXECUTIVE COMMITTEE MEETING - FY 2001 BUDGET
MONDAY, JUNE 5, 2000 - Page 3

Almy asked where the Commissioners had come up with the comparison figures. Commissioner Chair Panagoulis replied that the County had tried to hire needed employees through newspaper ads, but no one would accept the salaries offered. The County got "zero applicants" with the current salaries. This was for all departments, not just the Nursing Home. He then spoke about the fact that with the budget negotiations with the Employee Council, the County has told those employees that health insurance will be capped at the rates effective as of July 1, 2000 in order to help contain costs. Rep. Brien Ward asked if the Commissioner Chair was saying that by giving 100% health insurance to the County employees, they are competing with other entities. Commissioner Chair Panagoulis replied that this was true, and repeated that also, the employees were told their health insurance will be capped as of July 1 of this year at the increase of 25%. Anything above that, next year, will have to be negotiated between the Commissioners and Employee Council. Rep. Almy said she understood all of this but did not like it. She asked if there is any way to get across to the employees that they are getting raises above inflationary levels so that if the economy is not as good in the future, something can be done about these raises. Commissioner Chair Panagoulis replied that the Commissioners did make that clear to the employees, and that the Board has a good rapport with the Employee Council; the employees also know it is an employee's market out there right now. Rep. Alger said that he endorses Rep. Almy's questions and concerns. He said this is a big political year and if this is a big budget, this should all be explained in the media.

Rep. B. Ward said he had some suggestions. He said last year when he first took over from Rep. Stephanie Eaton, who resigned from the Executive Committee, he was concerned with surpluses. He said last year, the County moved from \$1 million to \$1.1 million of surplus. Last year, the fund balance began with \$3 million. The \$1.1 million had to come out of that for taxes, leaving \$1.9 million. Going through the numbers again for this year, the Treasurer has said there is about \$4.1 million in the General Fund. He said he also realizes that June is a heavy month for bills which are out of the ordinary. The Treasurer has said that she estimates about \$900,000 for these bills, which would leave about \$3.2 million to roll over. Last year this figure was \$2.9 million. The Commissioners have recommended allocating \$1 million of this \$3.2 million to go towards the taxes. Rep. Ward said he feels the County should consider allocating half of that, or, \$1.6 million, rather than just the \$1 million, towards taxes. There has been a significant growth of the surplus in the budget, which he then explained. If the County would allocate his suggested \$1.6 million towards reducing the amount to be paid by taxes, then there is yet another \$600,000 to reduce. The second issue he had was with the Medicare money. He suggested the County put this in as a revenue stream against the taxes, which he then explained. He said the County is going through the challenges at the Nursing Home and the costs resulting from SB409, so if the County would take the \$300,000 - \$400,000 it anticipates receiving, and puts that amount towards the taxes for

EXECUTIVE COMMITTEE MEETING - FY 2001 BUDGET
MONDAY, JUNE 5, 2000 - Page 4

16%. Also, he said, in June, the Executive Committee meets to act on appropriation transfers which are usually \$150,000 to \$250,000. Executive Director Towne agreed with these figures as an average; some years these figures are higher. Rep. Ward said the County has been able to do these appropriation transfers, plus have a surplus. He said he would recommend bringing the budget down to a justifiable amount at the local level and ask the Commissioners and Executive Director to find an expenditure decrease of 3/4 to 1-1/4%. He said perhaps the Commissioners could phase in the large increases for the employees, and look at the health insurance money which may not all be expended. This could all help fund the expenditure decrease, he said. This would get closer to only a 5% increase in the FY 2001 Budget, he said. Rep. Ward said he also agrees that the County must get the Nursing Home to the optimum level so nothing can really be done there in that budget. Rep. Ward summarized his three suggestions as follows: 1) increase the recommended surplus from \$1 to \$1.6 million, 2) use Medicare money for revenue this year only, and 3) ask the Commissioners to figure on a 3/4 to 1-1/4% expenditure decrease. Rep. Copenhaver asked if this 3/4 to 1-1/4% would be across the board; Rep. Ward said not every department budget should be cut by this amount, no. He added that perhaps the Delegation expenses could be cut if the Commissioners review what has actually been spent. He said he did not want to micro-manage the Commissioners. He asked that the Commissioners look at the historical basis on appropriation transfers, too, as well as what actually is spent on health insurance for the employees; perhaps some employees have left, or changed plans. Commissioner Chair Panagoulis said he believed that on the health insurance cost, it is estimated on exactly what current usage is. Financial Supervisor Clough said yes, this is correct, but the County might not maintain that cost throughout the year, if employees do leave or change plans.

Commissioner Chair Panagoulis said he would hesitate to put the PSP money in as Revenue because the County has not received it and does not know if it will. He said if they put that in just for this year, then next year the budget's revenues would be down by that proportion, making it all look worse. As for the budget surplus, he said he was not sure what the pro-rated expenses were, but the auditors want the County to reserve 4 to 5% in the budget for unanticipated expenses. This is crucial this year because of the union negotiations, he said. The money might be needed for settlement purposes.

Rep. Ward said they started with about \$3.2 million this year, so he still feels there could be a \$1.6 million surplus used to reduce the taxes and budget further. Financial Supervisor Clough said that what the County shows as cash is not indicative of the fund balance, which she then explained. Most of the money is already earmarked, it is not just sitting out there.

Commissioner Cryans said that the Commissioners should sit down with the Executive Director and Financial Supervisor to discuss this.

EXECUTIVE COMMITTEE MEETING - FY 2001 BUDGET
MONDAY, JUNE 5, 2000 - Page 5

Rep. LaMott said he opposed taking the PSP money to put in as revenue - this is not really revenue, he said, until it is declared in Concord, and when you find out how much it would be. He said it would be dangerous to put this money into the budget as revenue. Also, Rep. LaMott asked, how many taxpayers know that the County has twice as many residents living in private nursing homes and not in the County Nursing Home - for whom the County is responsible and liable?

Rep. Cobb asked about the money that was set aside last year for the new barn - what has happened to this in the budget - Financial Supervisor Clough said this money is in its own CD. Commissioner Chair Panagoulis said the barn will be built this Fall.

Rep. Weber said he agreed with the vein in which Rep. Ward spoke. If you look at federal, State, and local governments that are growing wealthier because of their surpluses, it should be realized that you should not have any more than a prudent surplus and do this as fiscally responsibly as possible. He said he agrees with Rep. Ward that in recent years, the County has generated substantial surpluses. He said he would like the Commissioners to look at what they can put towards the revenue. He said this is not a criticism of the Commissioners.

10:25 AM - Rep. Weber was excused for an appointment.

Rep. Alger distributed a recommendation sheet that he had prepared.

10:30 AM - Chair MacNeil called for a ten-minute recess.

The Treasurer joined the Executive Committee to give them a brief report. She said that basically, the estimate for the interest has been low each time. With the increase in taxes, the County should be more realistic, she said. The interest earned should be close to \$200,000 as of June 30. She has already rolled over some of the money and obtained a rate of 6.30%. Hopefully soon she will be able to obtain an interest rate of 6.50%. As of today, the County has approximately \$4 million between the cash flow and investments, so the County is in very good shape going into the last month of this fiscal year. Rep. Ward asked if the Treasurer estimated interest revenue at \$160,000; the Budget states \$140,000. He asked what the Treasurer would recommend for the Revenue amount. The Treasurer replied that she felt it should be \$160,000 and feels it could even go to \$170,000. Rep. Almy asked what it would do to the interest if you carved \$ 1/2 million out of the surplus. The Treasurer said \$100,000 was carved out last June. She said, "I would probably say, do nothing." Commissioner Cryans asked, if the County goes from \$140,000 in Revenue up to \$170,000, and you take \$ 1/2 million out, should not the County really stay with the \$140,000? He said he feels it is dangerous to make the Revenue \$170,000. The Treasurer said he was correct. She feels perhaps, then, Revenue should be \$150,000 or \$160,000 would be good, even with chopping 1/2 million. A

EXECUTIVE COMMITTEE MEETING - FY 2001 BUDGET
MONDAY, JUNE 5, 2000 - Page 6

discussion followed between the Treasurer and Rep. Ward.

Commissioner Cryans pointed out that there have been six rate increases by the federal government lately, which helped get the interest up. He said we probably will not see that again next year.

10:48 AM - The Treasurer left the meeting.

The Executive Committee then discussed Rep. Alger's chart with proposals and suggestions. He said, "These are concepts." He said he welcomes the idea that the Commissioners will be discussing the budget further on the revenue side. He then explained his chart. He said he would like to get the budget below double digits and came up with a goal of 9.9%. He also discussed his "5% plan." Chair MacNeil said that at least, Rep. Alger had developed a methodology with which the Commissioners can now work.

Commissioner Chair Panagoulis said they can more accurately predict the fund balance closer to the end of the fiscal year. He said the Commissioners can get back to the Executive Committee on this next Monday when they meet to further discuss the FY 2001 Budget.

Commissioner Chair Panagoulis said the revenue source has to increase and so we need to increase the census at the Nursing Home. The number 127 as stated in Rep. Alger's chart is not attainable; he said the Commissioners feel that 120-121 is more realistic. Rep. Alger said he understood; he merely gave that number (127) as an example, to bring this all to the public eye.

Rep. Ward asked the Commissioners to be creative, and not to just follow his own suggestions. Commissioner Chair Panagoulis said that their hands are tied as far as revenue sources, as there are areas over which they have no control, but that the Commissioners will work on this for next Monday's meeting.

Rep. Copenhaver stated that this morning's session had been very informative and worthwhile. She said she liked some of Rep. B. Ward's suggestions and the figures with which Rep. Alger came up - even though she did not necessarily agree with Rep. Alger. Rep. Copenhaver added that she appreciated what the Commissioners had to say, as well. She asked if it would be a good idea to adjourn until next Monday, June 12, when the Commissioners can come back to the Executive Committee with some figures to bring the Budget down.

Commissioner Chair Panagoulis requested that, since there will be a big turnover with the Delegation since some Reps. are not going to run again in the upcoming election, that the

EXECUTIVE COMMITTEE MEETING - FY 2001 BUDGET
MONDAY, JUNE 5, 2000 - Page 7

members know that the Commissioners pledge to work with the new members coming in, and for those who stay, to please urge the other Delegation members to attend the meetings held on all subjects, and to work with the Commissioners. There are enormous responsibilities, he emphasized. Rep. Copenhaver said that some legislators have been elected and did not even know there is a County arm.

Rep. Alger thanked Financial Supervisor Clough for her data base, together with Ernie's work. He said this is all very helpful.

Chair MacNeil announced that he had changed his mind and that he would indeed be running for office again. He had previously announced that he would not run.

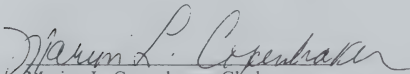
Rep. LaMott said he himself had not changed his mind, and would not be running for office again.

Chair MacNeil thanked everyone for their input today.

Rep. B. Ward requested that any figures the Commissioners calculate to lower the budget, should be faxed or e-mailed to the Executive Committee in advance of next Monday's meeting in order to give them all a chance to review this.

The meeting adjourned at 11:10 AM.

Respectfully submitted,



Marion L. Copenhaver, Clerk

GRAFTON COUNTY DELEGATION
EXECUTIVE COMMITTEE MEETING
BOARD OF COMMISSIONERS' OFFICE
NORTH HAVERHILL, NH 03774
MONDAY, JANUARY 17, 2000

PRESENT: Reps. Allen MacNeil, Paul LaMott, Marion Copenhaver, Philip Weber, Martha Solow, John Cobb, Brien Ward, Susan Almy, John Alger. Commissioner Raymond Burton and Financial Supervisor Julie Clough.

ABSENT: Commissioners Steve Panagoulis, Michael Cryans. Executive Director Ernest Towne. Treasurer Kathleen Ward

Chair MacNeil called the Meeting to order at 0900.

Rep. Weber moved to approve the minutes of November 22, 1999 as circulated. Rep. Cobb seconded the motion. All in favor.

The Treasurer was excused from the meeting. Financial Supervisor Clough advised the Committee that on the Cash Management Report there was no money showing under the First Colebrook Bank, however that was an error, there in fact is \$1,000,000 invested at Colebrook. Rep. Almy questioned what had happened to the Nursing Home Capital Reserve Account and the tax money. Financial Supervisor Clough informed her that the Nursing Home Capital Account had matured on December 27, 1999 and had been reinvested at Laconia Savings Bank on January 4, 2000 in the amount of \$1,450,000. She advised them that the tax money had been completely collected with the exception of the Town of Ellsworth, and that \$2,000,000 had been invested in short term (6) month CD's at banks around the County. There is also 3.9m in our Fleet Muni Cash Flow Account, 1m in the NHPDIP, and 1m at Colebrook. Rep. Weber moved to accept the Treasurer's report, Rep LaMott seconded the motion. All in favor.

Commissioner Burton gave his report: He informed the Committee that there was nothing major to report. The County is in good shape. He advised the Committee that the Commissioners would be meeting at the Lebanon Senior Center tomorrow and that all were invited to attend. He also advised the Committee that he had gotten involved with the Nursing Home Survey situation. The Nursing Home was out of compliance on (1) issue and was going to be charged \$100/day from September 09, 1999 until compliance was met. Commissioner Burton contacted Commissioner Shumway and had gotten the monetary fines reversed. Financial Supervisor Clough reported to the Executive Committee that the Survey Team was back on Friday, January 14, 2000 and the Nursing Home is back in full compliance. Discussion then followed regarding Nursing Home rates and the fact the everyday Grafton County is losing money because the cost per patient day is significantly higher than our reimbursement rate. Rep. LaMott questioned what if anything was being done about this. Then a discussion followed regarding rate setting. Rep MacNeil advised the Committee that Administrator Bolander was coming in later and they could raise their questions with her.

Commissioner Burton informed the Committee that the Grafton County Economic Council had hired Steven Epstein as their Executive Director.

Rep. Almy questioned if Human Service bills had been paid up-to-date at this point. Financial Supervisor Clough advised her that Sept., Oct., Nov., and Dec. bills have not been

paid, but are scheduled to be paid in the near future. Rep. Alger then questioned if the State was charging the County interest or if we had a waiver in writing from the State. Financial Supervisor Clough advised them that we in fact do have a waiver in writing from the State.

Rep. Alger questioned Union negotiations. Commissioner Burton informed him that the committees had begun negotiations and have held several meetings. Financial Supervisor Clough informed them that it was a slow process and the negotiations with the jail had begun, but the Nursing Home was scheduled to start this week. Rep. Alger asked about payment for the legal fees. Financial Supervisor Clough informed him that the expenses were under Contingency in the Outside Council line which at (6) months is fully expended.

Rep. MacNeil advised the Committee of House Bill 1285 establishing a Committee to study the feasibility for accessing Special Education at the County level. Rep MacNeil wanted everyone to be aware of this and not to let it pass. A lengthy discussion followed regarding education.

Rep. Alger advised the Committee that there would be a hearing on a bill regarding a study committee on the rules regarding a person's right to stay at specific location. He urged everyone to support this bill.

Rep. Almy discussed a bill regarding the Connecticut River and \$25,000 Tourism Promotion her committee had already heard the bill and Grafton County was not represented, she was wondering what the Commissioners stand was. Commissioner Burton explained that he was not aware of this legislation, but if she could get a copy of the bill to him via e-mail this afternoon he would present it to his fellow Commissioners at tomorrow's meeting. He also informed the Executive Committee that the Commissioners are strong supporters of the river.

Commissioner Burton informed the Executive Committee that the NH Association of Counties has hired the Dupont Group to do lobbying for them.

Nursing Home Administrator Bolander arrived to inform the Executive Committee of the situation at the Nursing Home. She informed them that there is a nationwide nursing shortage and that it is really having a bad effect especially on rural communities. Her biggest concern is the impact this is having on patient care at GCNH. She explained that when our annual survey was done on Sept. 09, 1999 we were cited with ten (10) deficiencies, the survey team came back on November 10, 1999 and all areas were found to be back in compliance with the exception of (1) - Pressure Ulcers. The survey team returned on January 14, 2000 and the Nursing Home is now back in full compliance. Administrator Bolander feels this is a direct result of the shortage of Licensed staff she currently has. She explained that she needs 840 hours and can only staff 576. She explained that she has one Agency Nurse from Interim Healthcare and has contacted numerous other agencies, but they just do not have nurses to send. She also informed them that she does have (3) traveling nurse agencies coming in from the end of January through the beginning of March. She advised the Executive Committee that the Nursing Management Staff is working the floors as well as caring out their management responsibilities and not being paid for all the overtime they are working because they are salaried employees. Rep MacNeil questioned if there is some way that we can compensate these employees. Rep Weber said that it was the law that these employees must receive comp time for the excess hours they were working. Administrator Bolander said she was

familiar with the Labor Laws but felt there should be a way to compensate these employees. Rep. Solow questioned the make up of the Nursing Management Team. Admin Bolander explained that currently we do not have a Director of Nursing we are in the process of recruiting. The Acting/Asst Director of Nursing has given her resignation and will be leaving February 04, 2000. We currently have a MDS Coordinator and a Staff Development Director.

Administrator Bolander explained that all Counties are facing similar situations. She had the Human Resource department at the Nursing Home do a market analysis so she could see where we are with our competitors. She found that our biggest competitor is Glencliv Home and that we rate very comparable to Glencliv with the exception of shift differentials. Discussion followed regarding raising shift differentials and the financial impacts. Administrator Bolander also informed the Committee that the salary for a Director of Nursing is not competitive.

The Executive Committee would like Administrator Bolander with the Commissioners to come up with a plan how to deal with the problems at the Nursing Home and advise the Executive Committee at the next meeting the status of the plan and how things are going. The Executive Committee will do whatever they can to help with the alleviate the situation. Rep. MacNeil would also like a letter sent to the full Delegation advising them of the situation.

Rep. MacNeil asked Rep. Ward to come forward. Rep. MacNeil made a presentation to Rep. Ward for his mother Treasurer, Kathleen W. Ward. The Delegation and Executive Committee presented her with a plaque recognizing her outstanding performance as Grafion County's Treasurer. He also presented her with a Commendation from Governor Jeanne Shaheen. Rep. Copenhaver requested that a press release be done to the local papers noting this occasion. Rep. Ward thanked the Committee on his mother's behalf.

Rep. Weber gave a report on the findings of the Committee studying the space problems at the Courthouse. He noted that the Committee had spent a considerable amount of time at the Courthouse meeting with all the Departments. Several urgent problems came to light. All of the departments seem to have space needs regarding storage. The Sheriff is having problems separating prisoners being held from people holding private conversations. The final urgent problem is finding office space for Judge McKenna. The committee feels that most of these problems can be alleviated by building a separate storage facility on-site. They have not concluded there study as they have not received all the information from the departments that was requested. They agreed to send another memo out asking specifically for storage space needs and would like that information within two (2) weeks.

Rep. MacNeil said that the next Executive Committee meeting will be on Monday, February 14, 2000.

The meeting adjourned at 11:25 PM.

Respectfully,


Marion L. Copenhaver

GRAFTON COUNTY DELEGATION
EXECUTIVE COMMITTEE MEETING
BOARD OF COMMISSIONERS' OFFICE
NORTH HAVERHILL, NH
MONDAY, NOVEMBER 22, 1999

PRESENT: Reps. Allen MacNeil, Paul LaMott, Marion Copenhaver, Philip Weber, Martha Solow, John Cobb, Brien Ward, Susan Almy, and John Alger. Commissioners Steve Panagoulis, Michael Cryans, and Raymond Burton. Executive Director Ernest Towne. Treasurer Kathleen Ward. Secretary Sam Sorrentino.

Chair MacNeil called the Meeting to order at 0857.

Rep. LaMott moved to approve the Minutes of October 18, 1999 as circulated. Rep. Weber seconded the motion. All in favor.

The Treasurer gave her Report: in the Cash Management Report, the County is getting very close to borrowing, which she does not like to have to do. Rep. Alger said he agrees with having special accounts but now they are running to \$2-1/2 million with about half in the Nursing Home account. He said he wondered why, in the interest of the taxpayers, the County did not borrow its own money rather than from a bank. The Treasurer said to keep in mind that the figures before them were October's and she has been drawing down in November. She gave some examples of what had to be paid. Rep. Almy and the Treasurer discussed three months of State bills. The Treasurer said she can see how the billing process is very confusing to the Executive Committee and she could not begin to break it all down. She had set aside \$1 million for State bills after speaking with the Grafton County Human Services Administrator Nancy Bishop. The County is earning money on this while it is in the bank, she said. Part of the billing problems are due to the State's switching to a new computer system. The problems should be cleared up after the three bills in question. The Treasurer referred to Rep. Alger's question about borrowing from the County's own special accounts and she said she is doing this, actually; the employees' insurance fund came due so the Treasurer borrowed on this money; the County earned \$4,766 in interest on this \$50,000 account. She then borrowed against the small Nursing Home account which was set aside for elevator work and paving; both projects have not been done yet, so she was able to borrow against this account. The Farm Reserve account has been rolled over twice - \$115,000 for a new heifer barn - and this project has not been done as yet. The three accounts she mentioned have earned a total of \$13,910 in interest. When the tax money comes in, the money will go back into these accounts. Treasurer Ward said she had filed a contingency plan in conjunction with the Commissioners because of the recent legislative issues concerning tax money.

Treasurer Ward reminded the Executive Committee that there are some very large bills due in December such as the Jail bond payment, and insurance payment.

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MONDAY, NOVEMBER 22, 1999
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Rep. Copenhaver moved to accept the excellent report from the Treasurer; Rep. Weber seconded the motion. All in favor.

Commissioner Chair Panagoulis gave his Report: the County is in good shape. Revenue is down slightly because the Nursing Home account is down. The County never received the 3% increase through Health & Human Services that had been anticipated. Expenses are down more than Revenue, so this more than offsets any problems in that regard.

Commissioner Chair Panagoulis gave an update on the union activities. The vote will be held at the Nursing Home next Monday, November 29. Outside representation will be coming in this Wednesday to discuss issues with the employees. Ongoing discussions are taking place on procedural and work rules with the Jail's union.

Rep. Copenhaver mentioned the very low unemployment rate. She said this must have an effect on the Jail and Nursing Home on getting employees. She asked if those employees who want the union to come in, feel this will create a work force. Commissioner Chair Panagoulis said he felt that yes, they do feel that way, and that some feel the Commissioners have chosen to be understaffed. This is one complaint; others are that the employees have lost a holiday and that now the County charges \$2/meal at the Nursing Home for employees. The County cannot make any additions or subtractions from the current budget while union negotiations are underway. Executive Director Towne said that everything must remain status quo until there is a contract. Chair MacNeil said the Commissioners are doing an admirable job.

Commissioner Chair Panagoulis explained the survey at the Nursing Home. Things did not go well and there were various deficiencies, but a consultant was hired to get the Home back into compliance; at the same time, the new Nursing Home Administrator was hired, and a Plan of Corrections was done; the surveyors came back, and it was very successful. Chair MacNeil asked that the new Nursing Home Administrator come to meet the Executive Committee in the future. Rep. Copenhaver asked that she be invited to come this morning; a call was made to the Nursing Home.

Chair MacNeil said that the Executive Committee will not meet in December.

A discussion took place on the union and the County's wage scales.

Rep. Almy asked about the Nursing Home's Report, specifically, intermediate care. She asked if it were true that not all the bills have come in yet. Executive Director Towne said this is what the Treasurer was explaining earlier today. This money comes out of the

EXECUTIVE COMMITTEE MEETING

MONDAY, NOVEMBER 22, 1999

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Human Services budget rather than from the Nursing Home's because this is for patients in locations other than the County Nursing Home. One-third of patients for whom the County is responsible, reside in-house; the other two-thirds are in nursing homes throughout the State.

Rep. Copenhaver asked how HB409 is affecting the County. Executive Director Towne said that the County has started to pay those bills - the HCBC and provider payments. He said this is a slow process; the County must first be sure what its responsibilities are before paying.

Commissioner Chair Panagoulis explained a sheet that was sent to the Executive Committee regarding the Sheriff's Department figures. These figures are on transports, travel, and waiting time in case Haverhill District Court were to move to Littleton. Senator Gordon feels there is money available from the New Hampshire Administrative Offices of the Court for a new courthouse, but the Commissioners feel that any request for Haverhill would be at the bottom of the list and may not really be necessary anyway.

Commissioner Burton explained a letter that the Commissioners had sent to the Executive Committee regarding New Hampshire State Fairs. Grafton County only has one fair left, the North Haverhill Fair. He explained the information he had received. Rep. Almy, who is a member of the financial committee, explained what her committee had discussed, which differed from the information the Commissioner had received. He thanked her for giving him a good explanation. A discussion followed.

9:30 AM - Nursing Home Administrator Eileen Bolander arrived, at the request of the Executive Committee, which gave her a round of applause. Commissioner Chair Panagoulis introduced her, and Chair MacNeil welcomed her and asked her for comments. Administrator Bolander said she was pleased to be here in Grafton County, she finds her job a challenge and that she has noticed people here are passionate about their work in the care for the elderly. This is a wonderful thing to see, she said. Chair MacNeil said that based on what the Executive Committee has heard from the Commissioners, the Committee is very happy to have her here at Grafton County. She thanked them for this statement. Rep. Copenhaver explained to Administrator Bolander that they had called her over today because the Executive Committee will not be meeting next month, and had been anxious to meet her. Rep. Copenhaver added that the Executive Committee wanted to have some sense of who the new Administrator is, and they are delighted that she had the time to come over to meet them. Rep. Solow said she is happy to hear that the Nursing Home's Administrator has overcome the deficiencies from the recent survey. Administrator Bolander said that as the Committee knows, the Nursing Home had 15 deficiencies from the survey. These crossed the spectrum

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including documentation, environmental issues, resident care, etc. The federal government is really cracking down on nursing home care, she said, it is all over the media lately on how the elderly receive care. County and state governments are now being looked at more closely and before the County was deficiency free and now it is not; things have not changed, but rather, it is the fact that the government is cracking down on the rules set up in 1987. The penalties are very significant for not adhering to the guidelines, nursing homes can be closed down if they do not abide by the rules. Administrator Bolander said her first job when she came here was to address those deficiencies. The Nursing Home was able to come back into compliance with 14 of the 15 issues. The surveyors were very happy with those results. When they return in a few weeks, the Nursing Home Administrator said she feels the Home will be deficiency free. Rep. Copenhaver asked if it will be the same survey team coming back. Administrator Bolander said typically this does not happen, but when the surveyors came back recently, two of the members had been on the first team when the deficiencies were found.

Rep. Copenhaver remarked that the whole issue of restraints of patients at nursing homes must be a difficult one. Administrator Bolander said yes, this is a challenge. There is a restraint committee at the Nursing Home to identify the restraints, to document it all, and to have plans in place. Some people, she said, do not really understand what constitutes a restraint, so that results in documentation not being done, and creative innovations are not made.

Treasurer Ward asked how big an impact has short-staffing had on the Nursing Home. She said she sees through the County's bills that the Nursing Home has had to bring in contracted nurses. Administrator Bolander said there is a very significant shortage there now. Nationally, there is a nursing shortage and everyone is clamoring for nurses, so the competition is out there. The Nursing Home is in need of licensed staff, especially on the 11-7 shift. Even the contract companies are not finding nurses. Chair MacNeil said he has two sisters who are retired RNs and they were burned out before they retired. Administrator Bolander said yes, he is right, it is not the money issue for her employees, it is burnout. They are working short all the time, doing their jobs and someone else's, so they are burned out. Chair MacNeil asked what is being done about the shortage. Administrator Bolander said the nursing schools are naturally trying to convince people to take their courses, even older people. She added that when people get out of college, an RN will not start out at a very high salary, so graduates will choose some other career that might pay \$45,000. Plus, she said, the population is less.

Rep. Copenhaver said she realizes the paperwork is an onerous job and asked if this is really too much - she said she realizes the Nursing Home must document things, but asked if there are parts that seem to be purely bureaucratic. Administrator Bolander agreed this is indeed an onerous task for the nurses; some forms are repetitious. The

EXECUTIVE COMMITTEE MEETING

MONDAY, NOVEMBER 22, 1999

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Nursing Home Administrator added that she is working on streamlining the process because people are currently working "harder rather than smarter."

9:55 AM - Nursing Home Administrator E. Bolander left, with the thanks of the Executive Committee for having taken the time to come and meet with them. She said it had been her pleasure.

Under "Legislative Update", Rep Almy said her committee will be meeting on two amendments - to limit the income tax, and to go back to the old tax. Rep. LaMott said, "You can't go back."

Rep. Alger said that Commissioner Shumway will be doing a bill on negotiated risk settlements. This is a growing and serious concern, he said, which he discussed, and he asked that the Delegation members support this bill.

10:00 AM - Rep. B. Ward asked to be excused for a prior commitment in Littleton.

Treasurer Ward mentioned the Nursing Home budget will go up because of the staffing shortage. There will be a major increase in the cost, she said. Commissioner Chair Panagoulis said that some decisions would have to be made in the future about the Nursing Home; he said also that the County is required to pay for the patients and there is not anything that can be done about that. Rep. Almy asked if the Executive Committee has ever seen an average cost of the patients outside of the Nursing Home, for whom the County is responsible. Executive Director Towne said this would be difficult to average out, as no two providers are the same. He said he had explained the discrepancies in the past, however. Commissioner Chair Panagoulis said that the Nursing Home has an entirely different level of care; the Home cannot just take the healthiest people, it must take people at all levels of care.

Chair MacNeil said that the Executive Committee will meet next on Monday, January 17, 2000. This is Civil Rights' Day, but the County does not now have this holiday so the offices will be open. At that time, Chair MacNeil said, the Executive Committee will discuss the County's audit, which the Executive Director had given to each Executive Committee member today. Executive Director Towne said if there were any questions, to please contact either himself or Financial Supervisor Julie Clough, and to please get those questions in prior to the meeting in January.

Rep. Alger discussed the finding of the Lear jet that had disappeared almost three years ago and said that he was glad a letter from the Executive Committee had gone out to various parties concerning the search.

EXECUTIVE COMMITTEE MEETING

MONDAY, NOVEMBER 22, 1999

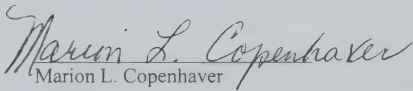
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Rep. Copenhaver said she felt the Executive Committee should congratulate Commissioner Chair Panagoulis on having been voted in as President of the New Hampshire Association of Counties, which they then did.

Rep. Copenhaver moved to adjourn; Rep. Alger seconded the motion. All in favor.

The Meeting adjourned at 10:10 AM.

Respectfully,


Marion L. Copenhaver

GRAFTON COUNTY DELEGATION
EXECUTIVE COMMITTEE MEETING
BOARD OF COMMISSIONERS' OFFICE
NORTH HAVERHILL, NH
MONDAY, OCTOBER 18, 1999

PRESENT: Reps. Allen MacNeil, Paul LaMott, Philip Weber, Martha Solow, John Cobb, and John Alger. Commissioners Steve Panagoulis, Michael Cryans, and Raymond Burton. Financial Supervisor Julie Clough. Treasurer Kathleen Ward. Secretary Sam Sorrentino.

EXCUSED: Reps. Marion Copenhaver, Susan Almy, and Brien Ward. Executive Director Ernest Towne.

Chair MacNeil called the Meeting to order at 0900.

Treasurer K. Ward gave her Report: The County is in excellent shape on the Nursing Home Account. The Treasurer discussed borrowing; this will be put out to bid. Rep. Alger moved to accept the Treasurer's Report as presented; Rep. Weber seconded the motion. All in favor.

Commissioner Chair Panagoulis gave his Report: He reviewed the Income & Expense Report. He then discussed the ruling last Friday by the New Hampshire Supreme Court on property taxes. This will create a problem for all communities in the State. The tax rate will have to be re-calculated.

Rep. LaMott referred to the daily costs of the Nursing Home and Jail. He said it appears the Nursing Home has dropped \$5/day and the Jail has gone up \$10/day over last year. He said it seems as though the opposite should be happening. Commissioner Chair Panagoulis explained that at the Jail, this is because the census at the Jail has gone down dramatically, which has increased the daily per-inmate cost. Chair LaMott said he would appreciate it if a line item could be added to the financial report each month on the monthly population for the Nursing Home and Jail. He said this would be very helpful in understanding the per-day costs. Chair MacNeil agreed this was an excellent point. Financial Supervisor Clough said that she will arrange for this to be done.

Commissioner Chair Panagoulis said that last week, the annual New Hampshire Association of Counties' Annual Conference was held at The Balsams and he was elected President of the NHAC. Commissioners Cryans and Burton gave everyone present a glass of New Hampshire apple cider with which to toast this event. Commissioner Chair Panagoulis added that two Grafton County employees received awards at last Thursday's banquet at the Conference, i.e., Joanne Mann, the Acting Nursing Home Administrator - she was named Employee of the Year; and Assistant County Attorney George Waldron was named County Attorney Employee of the Year.

Rep. Alger asked the Commissioners for an update on the union situation at Grafton County. Commissioner Chair Panagoulis said that the union vote at the Jail was affirmative, 17 to 4 in favor of having a union. The negotiating process is beginning, with the assistance of an attorney for the County's side. The Nursing Home has been presented with a signed petition and the Commissioners will keep the Delegation updated as this process goes forward. A discussion followed.

Under "Legislative Update," it was briefly mentioned that there will be several upcoming meetings on the most recent issues.

The next Executive Committee Meeting will be held on Monday, November 22, 1999 at 0900. This is the fourth Monday of the month rather than the usual third Monday: it is being held later in order to be sure the financial statements are ready in time.

Rep. LaMott moved to adjourn; Rep. Weber seconded the motion. All in favor.

The Meeting adjourned at 9:50 AM.

Respectfully submitted,



Marion L. C.

Marion L. Copenhaver, Clerk

GRAFTON COUNTY DELEGATION
EXECUTIVE COMMITTEE MEETING
BOARD OF COMMISSIONERS' OFFICE
NORTH HAVERHILL, NH
MONDAY, SEPTEMBER 20, 1999

PRESENT: Reps. A. MacNeil, P. LaMott, M. Copenhaver, B. Ward, J. Cobb, J. Alger, M. Solow,
P. Weber, S. Almy. Commissioners S. Panagoulis and M. Cryans. Financial Supervisor
J. Clough. Treasurer K. Ward. Secretary S. Sorrentino.

EXCUSED: Commissioner R. Burton. Executive Director E. Towne.

Chair MacNeil called the Meeting to order at 0900.

Rep. LaMott moved, Rep. Weber seconded, to approve the July 19, 1999 Minutes as circulated. All in favor.

Chair MacNeil informed the Executive Committee members that the County Attorney had been invited to attend today's Meeting but could not, due to a dental appointment. The Executive Committee will try to reschedule with the County Attorney. It was noted that Assistant County Attorney George Waldron will be leaving effective November 1, 1999 to become a prosecutor in the Enfield area. Everyone agreed this is a shame, as Attorney Waldron had a fine court record and did excellent work. Rep. B. Ward suggested a letter of thanks be written to George Waldron, and it was agreed that one letter would come from the Commissioners and one from the Executive Committee.

Treasurer K. Ward gave her Report, stating that the County is in good financial shape. Rep. Cobb asked why Woodsville Guaranty Savings Bank and Laconia Savings Bank are listed in the same column, whereas other banks are listed separately. The Treasurer explained this is because the County's checking account is in both banks. She again explained that Fleet has pulled out of the northcountry. Only 80 employees are on direct deposit. The County will try to encourage the other employees to do the same. The Treasurer explained where the various County accounts are located. Rep. Alger mentioned that the Treasurer, at the last Executive Committee Meeting, had said she was working on a revised banking policy. The Treasurer said yes, she is working on this and will be bringing it in as soon as possible; she has been extremely busy. She will continue the policy of inclusion for all Grafton County banks; however, she would like to make a change and also go outside the County for better interest rates. She spoke about the various banks absorbing each other, leaving the area, consolidating, etc. Rep. LaMott moved, Rep. Copenhaver seconded, to approve the Treasurer's Report as presented. All in favor.

Commissioner Chair Panagoulis gave his Report, stating that the budget is where it should be except that the Nursing Home Revenue is down slightly. The census is down to 119, which is at the County's choice, as there is an extreme problem staffing the Nursing Home. He said, "We do not know what will happen in the future." He said that rates from Health & Human Services have been frozen, as well. Rep. B. Ward asked if expenses have also been reduced accordingly, and mentioned that the Nursing Home had budgeted for additional personnel this year. Commissioner Chair Panagoulis replied that at some point, certain areas in the budget will be down, but the payroll portion will not. The RN's, etc. have been working so many additional hours that there has not really been a decrease in the payroll. He said he is not able to say at this time if the County can cut costs there. Rep. Copenhaver asked if the New Hampshire Association of Counties tried to address this shortage of staff by providing educational programs at the vocational or nursing schools. S. Panagoulis said that the Nursing Home Administrators are discussing it and setting up training. He said that the County was working on this when Administrator John Will passed away. He said he has no idea what will happen. A lot of people are getting out of nursing because of the hours, yet the Baby Boomers will be requiring more services in the future. Rep. LaMott said that another problem is the federal and State regulations as to what nurses can and cannot do at a nursing home, such as restraints, or medication changes. He gave an example. He said nursing is a very miserable environment in which to work today, and it does not pay very well. Nurses leave nursing homes to work in hospitals because it is a different kind of environment and the patients may not be as ill. Rep. Solow asked if there is a corresponding increase in home care. Commissioner Chair Panagoulis said this is the goal, but for right now, we just are not admitting any residents, as the County cannot take care of the ones it has. He said he does not know where the others are going who cannot be admitted to the County's

EXECUTIVE COMMITTEE MEETING

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Home, and that he did not know if there is any tracking method or not. Most of their needs could be taken care of by home health, but the others might have to go into hospitals. Paperwork is suffering at the Nursing Home, he said, as the staff try to take care of the residents first. Some of the residents need one-on-one care, and it just is not there right now. Rep. Copenhaver explained that the reason for the legislature on restraints was due to cases of abuse (not in Grafton County, but around the country) in the past. Commissioner Chair Panagoulis said, "We always over-react." All agreed. He further explained that people are being put on a waiting list for the Nursing Home rather than actually turning anyone down. Rep. B. Ward asked what the time frame would be for this waiting list. S. Panagoulis replied that he is not sure, he would have to ask the Acting Administrator. Rep. Almy asked if the Nursing Home contacts the relevant home health groups. Commissioner Chair Panagoulis said it is usually the group trying to help these people rather than the other way around. He then discussed the candidate for the position of Nursing Home Administrator; her name is Eileen Bolander and she currently manages a nursing facility in Haverhill, MA. She has accepted the position and is scheduled to begin at Grafton County on October 25. Rep. Cobb asked if there was money to transfer patients to other facilities. S. Panagoulis said that the Nursing Home just cannot provide the services; private nursing homes are closing down, as they have serious problems too, with funding. Rep. Cobb said that several people have spoken to him about Ms. Mann, the Acting Administrator, and they speak very highly of her. Unfortunately, he said, she cannot become the new Administrator. Commissioner Chair Panagoulis said that if she had her degree, she would be the one chosen. Rep. Copenhaver discussed the cost of visits from home health agencies. In her area, it costs \$80 for a visit but the federal government only reimburses the agency about \$58, so the agencies have to eat that difference. Rep. Weber said that the VNA is not doing well and he predicts it will close down. Commissioner Chair Panagoulis said this would be a shame, it is one of the best. He added that part of this problem is the result of the balanced budget that was passed, although he knew this might offend some people. A discussion followed.

Rep. Alger referred to the Grafton County Budget Report, which he feels spells out expenses, revenue, and net. He said this is a quick way to look at everything in the budget. He said the Commissioners' Office is fine, the Treasurer is fine, the County Attorney is a bit over-expended, Deeds is high on expenses but probably this is timing, the Sheriff is a bit over, Human Services and the Nursing Home are 'way under on expenses. Financial Supervisor Clough explained that the County had not been fully billed by the State until now, which is one of the reasons. Rep. Alger said that the Farm is a bit over, also.

Commissioner Chair Panagoulis informed the Executive Committee that the Jail will be holding an election on September 30, 1999 to see if they will have a union there or not. The Commissioners have also been notified that the Nursing Home may have a union, as well. Part of the problem was this past fiscal year's negotiations with the Employee Council. The County kept the health insurance at 100% paid, but compromised on several issues. The employees gave up a paid holiday and now pay \$2/meal if they eat at the Nursing Home. He said the Commissioners did not know if the union will be voted in or not. Rep. Copenhaver asked if the employees who will be voting know how much the union dues will be. S. Panagoulis said they were told it would be about \$15/month but this usually jumps right up. He was asked if the County has the right to show these employees some comparisons with other counties, etc. - he replied that the Commissioners have done this over the years but because the employees are so isolated up here, they do not realize what they have. He said that every employee naturally wants to earn more money. Commissioner Cryans said it concerns him that there is an insufficient workforce. The union tries to say it will resolve this problem but he is concerned that the promises will not make for additional staff. This is a real crisis we have here, he said. Rep. Cobb asked if this is the same union as the State's - Commissioner Chair Panagoulis said no, it's the UE. Rep. Cobb asked if the County has representation for the employees now, and if there is any sort of grievance procedure. Commissioner Chair Panagoulis said yes, there is the Employee Council and the Commissioners try to resolve any issues with them. He said the Nursing Home is working on an in-house CNA training program and when the new Nursing Home Administrator is here, this should be going forward.

Rep. B. Ward and Commissioner Chair Panagoulis held a brief discussion on HCBC. Hopefully at some point, there will be a report on this, said S. Panagoulis.

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Rep. LaMott moved to approve the Commissioners' Report as presented, with the added remark that it is proper procedure to make a motion prior to holding a discussion, rather than after. Rep. Copenhaver seconded the motion. All in favor.

Chair MacNeil called for a legislative update. Rep. Alger said that on October 19, there will be a meeting on three subjects - capital gains, income tax, and Senator King's subject.

Chair MacNeil said that the next Executive Committee Meeting will be held on Monday, October 18, 1999 at 0900. Rep. Almy asked to be excused from that meeting, as she has a financial committee executive session on that date.

Rep. LaMott discussed the missing Lear jet situation and the letter that the Executive Committee had written to the New Hampshire members of the U. S. Delegation. The Lear jet disappeared from the radar screens of the West Lebanon, NH Airport on Christmas Eve of 1996 and the Executive Committee had written to request federal assistance in locating this plane. Rep. LaMott moved approval of the language used in the letter sent. Rep. Copenhaver seconded the motion. All in favor. Chair MacNeil showed the Committee members a pile of responses from various individuals. One letter was from General John Blair of the National Guard, and he read aloud portions of this. Rep. Alger discussed some e-mail he had exchanged with Jay Hayes. Chair MacNeil said he would take the large packet of responses and reports from the various agencies involved in the search and digest these, and he will come back to the Executive Committee with a condensed report on the information received.

Chair MacNeil said he wrote a letter to the University of New Hampshire on behalf of the Commissioners concerning the internet connection charge for Cooperative Extension that the County does not feel it should pay. The State previously paid for this and is passing along the cost to the County. UNH replied and explained the charge.

Treasurer Ward briefly discussed the Barbara B. Hill Memorial Children's Fun(d). She thanked Commissioner Mike Cryans for single-handedly obtaining a \$4,000 grant from the Byrne Foundation for the Fun(d). Also, there was a sale of old chair lifts at Cannon Mountain, and the Barbara B. Hill Fun(d) received \$6,500, which was 25% of the proceeds. The Treasurer said there would be no need for fundraising next year, and that she has put the money away at a good rate of interest. She thanked everyone who gave early on, with special thanks to Rep. Susan Almy for contributing several times. When asked why no fundraising would be needed next year, she replied that the Fun(d) has about \$15,000 in it now, she said, and that they cannot go back to the banks for additional money, as they provided seed money for such items as postage, printing, etc.; she added that fundraising has not been very successful. More publicity will be done next year though, and then the following year, some fundraising. Chair MacNeil said in the publicity, it could be mentioned that donations are still being accepted. Commissioner Cryans said the Fun(d) will also begin to ask other foundations for funding, as well. Also, when Barbara Hill's husband Josh recently passed away, his obituary mentioned giving donations to the Fun(d) - \$1,000 came in his memory. The Treasurer said that perhaps something special such as a plaque could be placed somewhere in Lebanon in memory of both Barbara and Josh.

With further to a discussion earlier this morning regarding Medicaid and Medicare reimbursements, Rep. Almy moved that, as the Grafton County Nursing Home is in danger by failure of Medicaid/Medicare reimbursement rates to keep pace with real costs as are the nursing home provider services on which the County Home depends in order to keep the Nursing Home census down, she respectfully moved to have the Executive Committee and Commissioners write a letter to the federal Senators and Reps to do all they can to ensure that federal Medicare and Medicaid reimbursements for nursing homes and home health care agencies reflect more carefully the true costs that service agencies providing care below the national average and shall no longer be unreasonably cut and that all attempts shall be made to reduce the paperwork requirements to allow more local resources to go into providing care. Rep. Solow seconded the motion. All in favor.

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Rep. Alger asked how the Y2K situation is coming along at the County Complex. Financial Supervisor Julie Clough explained that the fund accounting software is all set, and all the problems seem to have been worked out. The payroll software is not ready as yet - the vendor, BMSI of Franconia, NH is still developing a new system. They have discussed supplying their current payroll system at the County until the new one is ready, but J. Clough said she would not want to go through a conversion twice and would much prefer to do it once the new system has been developed. She added she did not want to convert in mid-year, either. Hopefully the new version will be here in November or December, which she realized is cutting it close. The current software will be used until the end of this calendar year so that the W2's can be done correctly, and the last payroll of 1999. A lot of the other counties and towns have this same vendor, and the same frustration. The Town of Plymouth is one example. Commissioner Chair Panagoulis said some of this is that BMSI was the lowest bidder. J. Clough added that BMSI took on a lot of new clients all at the same time, as well.

Rep. Weber returned to the subject of home health care and possibly sponsoring bi-partisan legislation for the VNA. Rep. Almy asked what could they do. Rep. Copenhaver said it all boils down to money.

10:25 AM - Senator "Ned" Gordon and Legislative Aide Susan Duncan arrived to discuss the Haverhill District Court. Senator Gordon said that this Court has the third lowest case volume of any court in the State. It was moved to Superior Court in July of this year. The old courthouse in Woodsville had no security, it was on the second floor and not handicapped accessible - whenever there was a case that involved anyone handicapped, court had to be held at another location. The building itself was in serious disrepair and no one wanted to make costly repairs which would have added up to about three-quarters of a million dollars. There was an effort in the past to close the Haverhill District Court and some elements in the court would like this to close because of the low caseload. This court only meets about 31 days a year. Some feel that there are good court facilities in Lebanon, Plymouth, and Littleton and this is enough, but Senator Gordon said he feels this is very short sighted because people from this area of the County (particularly the police forces) would have to travel to the other locations, at large expense. Another area of interest is juvenile issues. A stand-alone building could be done at a cost of about \$1.8 to 2 million, or you could add on to the present Superior Courthouse which would make more sense. A stand-alone building would have to be approved through the capital budget and there are already a lot of these projects standing in line for approval. No new courthouses were approved in the last budget. Senator Gordon said a request for a stand-alone building for the Haverhill District Court would never "rise to the top" for Haverhill because of so many other requests. Also, he said, having a new courthouse would mean large operating expenses; there is also the bailiff issue. By having Haverhill District Court at the Superior Courthouse, this piggybacks off what is already there, and makes more sense. An addition to the present building would include two new courtrooms, one for juvenile and one for District Court. The present Probate area would have to be redesigned. The County owns this property so the County would go out for the bond and the State would reimburse the County; there would be no net increase in cost to the County, but it does take on the obligation. Chair MacNeil remarked that the present parking lot might have to be expanded, as some days people have to park on the grass or under the trees. Senator Gordon said he would "have a question" about this, as he has never encountered this and that usually there is a parking problem only when jury selections are being done. Rep. Almy asked, if there are only 31 days a year for juvenile and District Courts, why can't everyone use the same courtroom? Senator Gordon said that the 31 days is misleading because of Family Court being there now, as well. Rep. B. Ward said his initial reaction is to wait and see how this all works out before adding on to the present building. He said the office space given to the Haverhill District Court Clerk at Superior Court is far superior to what she had in Woodsville. Senator Gordon said the idea to move the Court to Superior Court was not to save money, but to save the Court and help the Town. The three Court systems operate autonomously, he said, and would like to continue to do so. Rep. Alger mentioned the proposed addition to the Nursing Home and moving some of the Superior Court departments (such as the Register of Deeds and Extension) over to the 1930's Nursing Home building, which would be renovated for this usage; he said this could all be tied in together as one project. Commissioner Chair Panagoulis said that Superior Court needs additional room as well, and the Courthouse also needs new windows, heating and air conditioning; there are ongoing discussions about renovations to the Superior Courthouse. Rep. LaMott reiterated what Senator Gordon had said, that there will be no new courthouse built unless the land is donated.

Also, the longer this project is delayed, the more endangered Haverhill District Court becomes. Legislative Aide Susan Duncan said that the cost for the addition to Superior Courthouse would be \$950,000 which would include design fees, but not furnishings. Rep. Copenhaver said a new senior center is going to be built soon almost across from the Superior Courthouse, and did anyone think of a multi-use building. Senator Gordon said no, no one looked at this, and it would not be wise to have prisoners in the same building as senior citizens. Rep. Copenhaver replied that this could be looked at and worked out. Senator Gordon said it seems to make more sense to put all the courts together in one building, particularly when the State would pay for it. Chair MacNeil said this project could be piggybacked onto the improvements to be made to the building. The bond issue was discussed; the present Jail bond will be paid off in 2003. Senator Gordon did not think it wise to wait that long. He added that even if you did not do anything to the present Superior Courthouse, the District Court should have a place, and that the citizens of Haverhill want that. The time to do this is now, while there is a strong legislature, he said, including himself, and Executive Councilor Ray Burton. The Senator added that there are a number of towns which go to court here including Benton, Piermont, Haverhill, etc. Rep. Copenhaver said that the Senator had made a very convincing argument for his position, but perhaps the Executive Committee should hear from the other side as to why this Court is not needed. Rep. B. Ward said the logistics make all the sense in the world and he is not against the Haverhill District Court, but he feels that Grafton County needs other things for that kind of money. The Courthouse was overbuilt, which he explained. In Littleton, the courts all share the same facilities, and it may not be perfect, but it works, and the Littleton courts have a higher caseload than the Haverhill District Court. He asked why the State would want to pay additional money for space, when they already are using the current space. Rep. Almy said she would like to hear from the Treasurer (who had left earlier for an appointment) some information on the County's bond issue, and the total usage on the courts that are now in use. Rep. Almy wondered if it would cost more if you added on now, and then have to come back to renovate the entire Courthouse when the bond is paid up. A discussion followed. Rep. Weber then said strongly that he felt \$160/sq. ft. for an addition was just ridiculous, and for that kind of money, it should be gold plated. He said in his opinion, the cost should be more like \$100/sq. ft. Senator Gordon said this choice will not be open forever, it is a very popular one in this area and he would like to see the District Court addition done, with a juvenile courtroom added on. He does not feel the present Probate Courtroom is adequate for juvenile issues. Commissioner Chair Panagoulis said he still feels that the proposed renovations to the Courthouse and Nursing Home would allow Superior Court to have additional space and possibly District Court space, as well. He does not want to "slam the door:" on this idea. Senator Gordon said that his priority is to keep Haverhill District Court open. He said, "You should strike when the timing is best, and this is the best time - everything is lined up for this." Chair MacNeil said he agrees with Rep. Weber that the cost per square foot is ridiculous and would like to buy some stock in the organization that came up with that price. Rep. Copenhaver asked if there is any advantage to not having this addition done and retaining just the other three courts - Littleton, Lebanon, and Plymouth. Rep. B. Ward said that Littleton would gain nothing by this, and there would be a hardship in the Haverhill area and their police forces. Littleton has a busier court than Haverhill does, with less area for the courts to use, and it works. Rep. Copenhaver said she felt that even though the high cost of transporting from Haverhill to the other three courts was mentioned, for the asking price of \$950,000 for an addition, "you could transport alot of people." Rep. LaMott asked what does a town do while the officers are in an out-of-town court waiting for prisoners? Rep. Solow said she agreed with Rep. B. Ward to wait and see what happens, and let the Haverhill Courts share the present space, and find out population numbers, and perhaps go back to a reduced cost of construction. She said she would rather work with facts rather than with speculation. Chair MacNeil said he agreed with Commissioner Chair Panagoulis, that "We should not shut the door on this." Commissioner Chair Panagoulis said the people of Haverhill have a right to be represented. District Court is supposed to be no more than 25 miles from the farthest point, he said. Senator Gordon said that if they wanted to wait and see, then he would like a commitment from the County that the Haverhill District Court can continue to operate at the County Superior Courthouse. Chair Panagoulis said this would be the call of Probate Court, they are allowing District Court to use their space. The Senator disagreed and said it is a County building, the County would have to decide. Chair MacNeil said that the Executive Committee and Commissioners would have to work with the full Delegation on this. Senator Gordon repeated that he wanted a commitment that Haverhill District Court is going to be a long-term tenant at the Grafton County Superior Courthouse. Commissioner Chair Panagoulis said that without a formal vote, he could say that the Commissioners would like to do everything they can to save the Haverhill District Court. Senator Gordon said he understood that,

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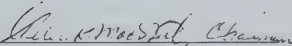
but added, "You are an elected official." Chair MacNeil then read aloud excerpts from the March 15, 1999 Executive Committee Meeting whereby the Executive Committee made a motion to agree to move the Haverhill District Court to the Superior Courthouse in North Haverhill. He asked if this was sufficient. Senator Gordon said that the motion was not really sufficient and that he still needed some sort of commitment. Rep. Weber moved that the Haverhill District Court is to remain in the County Court Complex pending indefinitely planning of the renovations and space study needs of the present Court Complex and that the Chair of the Executive Committee should appoint a subcommittee for the purpose of obtaining figures on transport plus cost of same, and optional costs involved, plus population. Rep. B. Ward seconded the motion. Rep. Solow said she would not vote for this motion; she is against the Court proposal, not the concept. A vote was taken; Reps. MacNeil, Ward, Cobb, Alger, Weber, and Almy voted in favor of the motion; Reps. Solow, Copenhaver, and LaMott voted against the motion. The motion passed, six to three. A subcommittee was formed with Rep. Weber as Chair, Rep. Alger as Vice-Chair, and Reps. LaMott, and Ward as members. Rep. Weber said this subcommittee will get together with the Commissioners on this project. Commissioner Chair Panagoulis agreed.

Senator Gordon thanked everyone for their time today. The Senator and S. Duncan left at 11:33 AM.

Rep. B. Ward moved to adjourn; Rep. Solow seconded the motion. All in favor.

The Meeting adjourned at 11:35 AM.

Sincerely,


Marion Copenhaver, Clerk

GRAFTON COUNTY DELEGATION
EXECUTIVE COMMITTEE MEETING
BOARD OF COMMISSIONERS' OFFICE
NORTH HAVERHILL, NH
MONDAY, JULY 19, 1999

PRESENT: Reps. Allen MacNeil, Paul LaMott, Marion Copenhaver, John Cobb,
Susan Almy, John Alger. Commissioners Steve Panagoulis and Michael Cryans.
Executive Director Ernest Towne. Treasurer Kathleen Ward.
Secretary Sam Sorrentino.

EXCUSED: Reps. Martha Solow, Brien Ward, and Philip Weber.
Commissioner Raymond Burton.

Chair MacNeil called the Meeting to order at 9:05 AM. He read aloud a card of thanks from the family of John C. Will, which was addressed to the Grafton County Delegation and department heads.

Chair MacNeil and Rep. Copenhaver, as Clerk of the Delegation, signed the MS-42 form.

Rep. LaMott moved, Rep. Copenhaver seconded, to approve the Minutes of the June 7 Meeting, as well as the two Meetings held on June 21, 1999, as submitted. Rep. Alger asked about the June accident at the Farm. Executive Director Towne said he is satisfied with the information given in the Minutes, and added that the investigation has not yet been completed. A vote was taken; all in favor.

Treasurer Ward gave her Report: On the Cash Management Report, the County has not had to draw down very much money. The Treasurer then discussed the Register of Deeds' accounts, both of which are now at the same bank, in Plymouth. Part of this is as a result of Fleet Bank's leaving Woodsville. The Farm Account was taken from the People's Bank and opened with Laconia, which is replacing Fleet in Woodsville later this month. This account is in the amount of \$114,999. The Treasurer said that the County is probably the largest employer in this area, and she feels that Woodsville Guaranty Savings Bank and Laconia Savings Bank should "compete" for the County's business. The Treasurer said she has met three times with Woodsville so far on this, and she will be meeting with two gentlemen from Laconia Savings Bank at 11:00 AM today.

The Treasurer said she has closed the Dispatch Account, which is a small one, and moved it to the Laconia Savings Bank. The Nursing Home Account does not come due until January and will then go out to bid. There is another Nursing Home Account for paving which is due in August and it will be rolled over again.

The Treasurer then distributed copies of the Six-Month Investment On Tax Revenue Report, which she explained.

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The PSP money has been received, in the amount of \$421,242.

The Treasurer said she will be bringing in a revised policy for the Treasurer for their September Meeting, due to all of the banking changes.

Rep. LaMott moved to approve the Treasurer's Report as presented; Rep. Cobb seconded the motion. All in favor.

Commissioner Chair Steve Panagoulis gave the Commissioners' Report: he apologized for the lateness in getting the financial statements to the Executive Committee members, but there are some problems with the new software as the County switches to a Y2K compatible software.

Revenue is up with a fund balance of \$3,019,912.58 of which \$1,100,000 will be used towards the surplus; \$650,000 will be for payment of Human Services bills; \$421,242 is the PSP money which will be transferred into the Nursing Home Account at a later date after requesting the Executive Committee's permission; and \$950,000 will include encumbrances, cash flow, and one-plus payroll(s).

Rep. Alger asked about the Budget Activity Comparison Report (Trelfa Report) which shows the expenses and then for June 1998, it was higher by about \$one-half million. He said it looks as though the County spent less this year and is down \$778,000 on Human Services from last year. Then, he continued, the "Alger Report" shows the County is over on contingency. He said he did not understand how the County can be down by \$one-half million, and then there is contingency money; he said he did not understand the accounting on this. Commissioner Chair Panagoulis said the auditors tell the County how the accounting should be done. The Executive Director explained the Human Services bills and HCBC provider payments that must be paid; some of this is due to SB409 and that nothing for this was budgeted for in the FY99 Budget. This Bill will cost the County money, and it is only estimated for FY00. Rep. Alger asked if this means it is a cash basis and not an accrual basis. Executive Director Towne said that is correct. Rep. Almy asked if the Executive Committee will be receiving the final reports for FY99; the Executive Director said yes, after the auditors have come in next week and have made any adjustments that might be needed.

Rep. Copenhaver asked why the domestic violence money has not been spent; the Executive Director explained that the County did not receive the grant for FY99; the County Attorney did not find anyone interested in filling that position. Rep. Copenhaver wanted to know why. Commissioner Chair Panagoulis said the Commissioners cannot speak for the County Attorney. Rep. Copenhaver then asked what is happening with the domestic violence cases, with no one to take care of them; the Executive Director said the County Attorney has to work these in with his current staff. Rep. Copenhaver said she would like to have the County Attorney come before the Executive Committee and perhaps explain this to them. A discussion followed.

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Rep. Alger said the Farm is exceeding its net income, and this is good news, even though milking three times a day is still controversial. The Executive Director said yes, the Farm has made money. Commissioner Chair Panagoulis said part of this is due to the milk prices which increased for a time, plus milking three times a day.

Rep. LaMott moved to approve the Commissioners' Report as presented. Rep. Cobb seconded the motion. All in favor.

The Executive Director discussed Appropriation Transfers. This list is \$33,570 in total. Rep. LaMott moved to accept the Appropriation Transfers as presented; Rep. Cobb seconded the motion. Rep. Alger asked if any issues stand out on this list; the Executive Director said no. Rep. Copenhaver asked about the prisoner clothing line, which was high. The Executive Director explained that the census was very high, and also, the Jail's inventory has finally been depleted drastically. Rep. Copenhaver asked if the Superintendent puts the Jail clothing out to bid, or buys when there is a "special deal." The Executive Director said that the Jail purchases through the Correctional supplier but cannot purchase in bulk because of lack of storage room.

Rep. LaMott asked about the County Attorney's travel budget. This happened last year, he said, that this line was over expended; he said, "We have already told that gentleman at least once that he cannot over expend this line; who is running that Office, the County Attorney, or the taxpayers?" The history of this line item was discussed at length by the Treasurer. Commissioner Chair Panagoulis said that in all fairness, the Commissioners make up the budget starting 18 months in advance of the next fiscal year and there is no way people can plan on items that far in advance. Rep. LaMott said he would like the County Attorney to come in to meet with the Executive Committee, as mentioned previously at today's Meeting, and the Committee members can again explain the budget process to him and remind him that this is a line item budget.

A vote was taken on the Appropriation Transfer requests; all in favor.

Rep. Copenhaver said she had read about possible union activity at the Jail; Commissioner Chair Panagoulis explained that every now and then a union issue is raised at various County departments. The Executive Director said this is the fifth attempt at the County - three times at the Nursing Home, and once at the Sheriff's Department, and now this attempt at the Jail. Commissioner Chair Panagoulis said that usually, these attempts are related to something with which the employees are not happy. He said that the Commissioners always work with the Employee Council during the budget process so that the employees know what will be happening, and they are a part of the total budget process. He explained that the employees wanted desperately to continue on with their 100%-paid health insurance. In return, the Commissioners asked for the employees to give up one holiday and pay \$2/meal at the Nursing

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Home. The co-pay for insurance is now \$10/20/30, instead of the previous \$1. These are issues with which the employees may not be happy. Executive Director Towne said there is also union activity at the Nursing Home now, as well. Rep. Copenhaver asked if these changes mean that one group at the County is being asked to sacrifice more than the others, such as paying for the meals. Commissioner Chair Panagoulis said this is not the case, and that the Jail, Nursing Home, and Farm benefited far more in the past than the Courthouse, for example, by having had free meals all these years while others had to brown-bag it. The Executive Director said that now, everyone will have to pay \$2/meal, not just the Jail and Nursing Home. Rep. Cobb asked if the employees received a salary increase. The Executive Director said that step increases were given based on each employee's evaluation on their anniversary date. Rep. Almy asked if the County has obtained salary and benefit information from the other counties. Commissioner Chair Panagoulis said that this is the hardest thing to obtain, even through the NHAC. However, this County seems to have some of the best benefits in the State. He said that if the County treats its employees well, and has a good camaraderie with them, it would be a shame to have to negotiate with a union for some of them. A discussion followed on trying to get the employees to understand their total benefit package and the money the County expends. The Executive Director explained that each employee receives a print-out of his/her benefits every year, and what these cost the County.

Rep. Alger brought up the search for the Lear jet that disappeared from the radar screen in West Lebanon two years ago. He suggested the Commissioners write to the FAA for national assistance to aid in this search, as is being done in the search for the plane of JFK, Jr., or at least write to the Congressional Delegation. Chair MacNeil said he agreed with the theory but some people feel the two pilots who disappeared from the West Lebanon Airport radar screen are not really in New Hampshire, and he asked, "How much money should we spend?" Rep. Copenhaver spoke about the Fred Crory report on this disappearance and that even during 30 seconds of unaccounted time, a plane can travel a long way from the West Lebanon Airport, for example. Rep. Alger argued that it is worth writing a letter because the search for the JFK, Jr. plane has the most scientific inventions - he said it is forensic, really. But he said closure should be put on the West Lebanon incident for those families, and a letter should be written. Rep. Cobb asked if this is really a legislative responsibility: Chair MacNeil said, "Absolutely!" Rep. Alger asked, "Well, whose is it then, if not ours?" He repeated that the federal government is helping search for the JFK, Jr. plane, and that it was mentioned on television that the same federal efforts would be made for "anybody." He said that if someone gets lost on Mt. Washington, all groups will respond. Rep. Copenhaver said that in the first place, life is not fair, and it is just human nature that someone more famous will receive more attention. Rep. Alger said this is a good point, but do you just ignore it, or do you try to do something about it? Rep. Alger moved to have the Executive Committee write the letter; Rep. Copenhaver seconded the motion. Rep. Almy said she feels this could be written on an individual level to the Congressional Delegation. She said that the State spent a lot of money the first year after the disappearance of the plane from West Lebanon, and that there are remainders of other airplane

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crashes that might cause some confusion on Carr Mountain, where the search is being re-opened. Treasurer Ward agreed that this disappearance happened in Grafton County, and the Grafton County legislators should be the ones to do something about it, and perhaps a letter should be written to Judd Gregg and tell him everything has been done at the local and County level, and that now it could be done by the federal government, which has the resources. A vote was taken; all in favor.

Rep. Almy said the Executive Committee should do something for John Will, who passed away last month. She said she was very impressed at how he ran the Nursing Home. Rep. Copenhaver asked the Executive Director for suggestions, who replied that there is a Grafton County Home Association Account, which pays for the residents' activities and little extras. He said a donation to the Account would be very appropriate, as John Will cared very much for the residents. The Nursing Home Association also does alot of fundraising for the residents' activities. Chair MacNeil said he thought a donation would be a good idea, and also he was disappointed that no one else on the Committee except for himself had taken the time to sit down and speak to John Will about the Nursing Home, as had been suggested. Rep. Alger said the family had asked that donations be sent to the Norris Cotton Cancer Center in Lebanon. Rep. Copenhaver asked what is being done about finding a Nursing Home Administrator. Executive Director Towne explained that the position has been advertised in the Boston Globe and Manchester Union Leader; resumes are due by July 30.

A discussion was held on the position of the County Attorney.

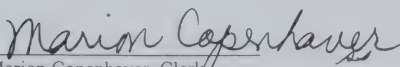
Rep. Copenhaver said that Senator Jeffords has introduced a bill to revisit the issue of cutting home health reimbursement.

Treasurer Ward mentioned that through Commissioner Cryans, the Barbara B. Hill Memorial Children's Fun(d) had received a check for \$4,000 from the Byrne Grant Foundation. Also, the Fun(d) will be receiving 25% of the proceeds from the sale of the ski lift chairs at Cannon Mountain.

Rep. LaMott moved to adjourn; Rep. Cobb seconded the motion. All in favor.

The Meeting adjourned at 10:37 AM.

Respectfully submitted,


Marion Copenhaver, Clerk

COUNTY OF GRAFTON, NEW HAMPSHIRE
GENERAL PURPOSE FINANCIAL STATEMENTS
WITH SUPPORTING SCHEDULES
FOR THE FISCAL YEAR ENDED JUNE 30, 2000

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INDEPENDENT AUDITOR'S REPORT

MASON+RICH

PROFESSIONAL
ASSOCIATION

CERTIFIED
PUBLIC
ACCOUNTANTS

September 8, 2000

Board of County Commissioners
County of Grafton, New Hampshire

We have audited the accompanying general purpose financial statements of the County of Grafton, New Hampshire as of and for the year ended June 30, 2000, as listed in the table of contents. These financial statements are the responsibility of the County's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the combined financial statements referred to above present fairly in all material respects, the financial position of the County of Grafton, New Hampshire at June 30, 2000 and the results of its operations and cash flows of its proprietary fund types for the year then ended in conformity with generally accepted accounting principles.

Our examination was made for the purpose of forming an opinion on the combined financial statements taken as a whole. The accompanying combined and individual fund financial statements listed as supporting schedules in the table of contents are presented for purposes of additional analysis and are not a required part of the combined financial statements and in our opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.

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PRACTICE SECTION

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In accordance with *Government Auditing Standards*, we have also issued our report dated September 8, 2000, on our consideration of the County's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

Respectfully submitted,

Mason + Rich, P.A.

MASON + RICH PROFESSIONAL ASSOCIATION
Certified Public Accountants

COUNTY OF GRAFTON, NEW HAMPSHIRE
 COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
 JUNE 30, 2000

	Governmental Fund Types			Proprietary Fund Type		Fiduciary Fund Type		Account Groups			Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise		Agency	General	Fixed Assets	Long-Term Debt	General	
				Enterprise	Enterprise						
ASSETS											
Cash	\$680,355	\$6,000	-	\$300	\$838,968	\$	-	-	-	-	\$1,525,623
Temporary Investments	3,039,167	-	1,605,756	-	-	-	-	-	-	-	4,644,923
Accounts Receivable	30,987	-	-	502,355	-	-	-	-	-	-	533,342
Due from Other Governments (Note 2)	127,225	94,733	-	-	-	-	-	-	-	-	221,958
Due from Other Funds (Note 3)	14,070,590	-	-	13,965,871	-	-	-	-	-	-	28,036,461
Inventories	9,996	-	-	57,146	-	-	-	-	-	-	67,142
Prepaid Expenses	-	-	-	18,772	-	-	-	-	-	-	18,772
Property, Plant and Equipment (Net of Accumulated Depreciation) (Note 4)	-	-	-	718,390	-	-	-	-	-	-	7,398,783
Amount to be Provided for Sick Pay	-	-	-	-	-	-	-	-	108,147	-	108,147
Amount to be Provided for Retirement of Long-Term Debt	-	-	-	-	-	-	-	-	324,937	-	324,937
TOTAL ASSETS	\$17,958,320	\$100,733	\$1,605,756	\$15,262,834	\$838,968	\$6,680,393	\$433,084	\$6,680,393	\$433,084	\$42,880,088	

(Continued)

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF GRAFTON, NEW HAMPSHIRE
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 2000

	Governmental Fund Types		Proprietary Fund Type		Fiduciary Fund Type	Account Groups		Totals
	General	Special Revenue	Capital Projects	Enterprise	Agency	General Assets	Long-Term Debt	(Memorandum Only)
LIABILITIES AND FUND EQUITY								
Liabilities								
Accounts Payable	\$535,003	\$ -	\$ -	\$129,361	\$ -	\$ -	\$ -	\$664,364
Accrued Expenses	152,661	-	-	431,699	-	-	-	584,360
Due to Other Governments (Note 2)	-	-	-	-	671,180	-	-	671,180
Due to Other Funds (Note 3)	13,981,113	7,883	-	13,964,611	82,854	-	-	28,036,461
Vested Sick Pay	-	-	-	147,284	-	-	108,147	255,431
Due to Specific Individuals	-	-	-	-	84,934	-	-	84,934
Capital Lease Obligation	-	-	-	-	-	-	44,937	44,937
Bonds Payable (Note 5)	-	-	-	-	-	-	280,000	280,000
Total Liabilities	14,668,777	7,883	-	14,672,955	838,968	-	433,088	30,621,667
Fund Equity								
Contributed Capital: Intergovernmental	-	-	-	41,450	-	-	-	41,450
County	-	-	-	122,833	-	-	-	122,833
Investment in General Fixed Assets	-	-	-	-	-	6,680,393	-	6,680,393
Retained Earnings	-	-	-	425,596	-	-	-	425,596
Fund Balance:								
Reserved for Encumbrances (Note 6)	1,749,893	-	-	-	-	-	-	1,749,893
Reserved for Unemployment Escrow	50,000	-	-	-	-	-	-	50,000
Designated for Specific Capital Projects	-	-	1,605,756	-	-	-	-	1,605,756
Designated for Specific Purposes	-	6,000	-	-	-	-	-	6,000
Unreserved:								
Undesignated	1,489,650	-	-	589,879	-	-	-	1,489,650
Total Fund Equity	3,289,543	6,000	1,605,756	589,879	-	6,680,393	-	12,171,571
TOTAL LIABILITIES AND FUND EQUITY	\$17,958,320	\$13,883	\$1,605,756	\$15,262,834	\$838,968	\$6,680,393	\$433,088	\$42,793,238

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF GRAFTON, NEW HAMPSHIRE
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 ALL GOVERNMENTAL FUND TYPES
 FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	Governmental Fund Types			Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	
<u>Revenues</u>				
Taxes	\$8,785,027	\$ -	\$ -	\$8,785,027
Intergovernmental	297,891	429,995	-	727,886
Jail	61,316	-	-	61,316
Farm	346,169	-	-	346,169
Charges for Services	1,270,471	-	-	1,270,471
Rent	259,295	-	-	259,295
Interest	197,430	88	48,695	246,213
Miscellaneous	56,421	-	-	56,421
Total Revenues	<u>11,274,020</u>	<u>430,083</u>	<u>48,695</u>	<u>11,752,798</u>
<u>Expenditures</u>				
Current:				
General Government	8,083,506	482,493	-	8,565,999
Jail	1,673,726	-	-	1,673,726
Farm	332,312	-	-	332,312
Capital Outlay	246,865	-	-	246,865
Debt Service: Principal	70,000	-	-	70,000
Interest	23,223	-	-	23,223
Total Expenditures	<u>10,429,632</u>	<u>482,493</u>	<u>-</u>	<u>10,912,125</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>844,388</u>	<u>(52,410)</u>	<u>48,695</u>	<u>840,673</u>
<u>Other Financing Sources (Uses)</u>				
Proceeds from Capital Lease	39,906	-	-	39,906
Operating Transfers In	16,199	37,718	435,087	489,004
Operating Transfers (Out)	(588,424)	-	(1,419)	(589,843)
Total Other Financing Sources (Uses)	<u>(532,319)</u>	<u>37,718</u>	<u>433,668</u>	<u>(60,983)</u>
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	<u>312,069</u>	<u>(14,692)</u>	<u>482,363</u>	<u>779,740</u>
Fund Balances, Beginning of Year	<u>2,977,474</u>	<u>20,692</u>	<u>1,123,393</u>	<u>4,121,559</u>
Fund Balances, End of Year	<u>\$3,289,543</u>	<u>\$6,000</u>	<u>\$1,605,756</u>	<u>\$4,901,299</u>

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF GRAFTON, NEW HAMPSHIRE
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET (NON-GAAP) AND ACTUAL - GENERAL AND SPECIAL REVENUE FUND TYPES
 FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	General Fund		Variance Favorable (Unfavorable)	Unbudgeted Special Revenue Funds		Variance Favorable (Unfavorable)
	Budget	Actual		Budget	Actual	
Revenues						
Taxes						
Intergovernmental	\$8,785,027	\$8,785,027	\$ -	\$ -	\$ -	\$ -
Jail	303,304	297,891	(5,413)	-	-	-
Farm	20,000	61,316	41,316	-	-	-
Charges for Services	388,167	346,169	(41,998)	-	-	-
Rent	1,166,790	1,270,471	103,681	-	-	-
Interest	255,500	259,295	3,795	-	-	-
Miscellaneous	110,500	197,430	86,930	-	-	-
Total Revenues	11,038,789	11,274,020	235,231	30,000	30,000	-
Expenditures						
General Government						
Jail	9,146,073	8,083,506	1,062,567	71,056	67,718	3,338
Farm	1,889,242	1,673,726	215,516	-	-	-
Capital Outlay	377,602	332,312	45,290	-	-	-
Debt Service: Principal	389,086	206,959	182,127	-	-	-
Interest	70,000	70,000	-	-	-	-
Total Expenditures	23,223	23,223	-	-	-	-
Excess (Deficiency) of Revenues Over Expenditures	11,895,226	10,389,726	1,505,500	71,056	67,718	3,338
	(856,437)	884,294	1,740,731	(41,056)	(37,718)	3,338
Other Financing Sources (Uses)						
Operating Transfers In	115,000	16,199	(98,801)	41,056	37,718	(3,338)
Operating Transfers (Out)	(1,706,560)	(588,424)	1,118,136	-	-	-
Total Other Financing Sources (Uses)	(\$1,591,560)	(\$572,225)	\$1,019,335	\$41,056	\$37,718	(\$3,338)

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF GRAFTON, NEW HAMPSHIRE
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET (GAAP) AND ACTUAL - GENERAL AND SPECIAL REVENUE FUND TYPES
 FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	General Fund		Unbudgeted Special Revenue Funds		Variance Favorable (Unfavorable)
	Budget	Actual	Budget	Actual	
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses) (Budgetary Basis)	(\$2,447,997)	\$312,069	\$ -	\$ -	\$ -
Adjustments:					
Proceeds of Capital Leases	-	39,906	-	-	-
Capital Outlay - Capital Leases	-	(39,906)	-	-	-
Unbudgeted Special Revenue Funds	-	-	-	(14,692)	(14,692)
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses) (GAAP Basis)	(2,447,997)	312,069	-	(14,692)	(14,692)
Fund Balance, Beginning of Year, Restated	2,977,474	2,977,474	20,692	20,692	-
Fund Balance, End of Year	\$529,477	\$3,289,543	\$20,692	\$6,000	(\$14,692)

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF GRAFTON, NEW HAMPSHIRE
 STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS
 PROPRIETARY FUND TYPES
 FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	<u>Enterprise (Grafton County Home)</u>
<u>Operating Revenues</u>	
Charges for Services	\$6,676,144
Other	25,320
Total Operating Revenues	<u>6,701,464</u>
<u>Operating Expenses</u>	
General Operating	6,712,616
Depreciation	111,406
Total Operating Expenses	<u>6,824,022</u>
Operating Income (Loss)	(122,558)
<u>Operating Transfers In (Out)</u>	
Operating Transfers In (Out)	<u>115,619</u>
Net Income (Loss) (Exhibit E)	(6,939)
Add: Credit Arising from Transfer of Depreciation to Contributed Capital: Intergovernmental (Note 4)	<u>23,825</u>
Increase (Decrease) in Retained Earnings	16,886
Retained Earnings, Beginning of Year, Restated	<u>408,710</u>
Retained Earnings, End of Year	<u>\$425,596</u>

The Accompanying Notes are an Integral Part of this Financial Statement

COUNTY OF GRAFTON, NEW HAMPSHIRE
STATEMENT OF CASH FLOWS
PROPRIETARY FUND TYPES
FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	<u>Enterprise (Grafton County Home)</u>
<u>Cash Flows From Operating Activities</u>	
Net Operating Income (Loss), Exhibit D	(\$122,558)
Adjustments to Reconcile Net Operating Income (Loss)	
To Net Cash Provided by Operating Activities:	
Depreciation	111,406
Change In Operating Assets and Liabilities:	
(Increase) Decrease in Operating Assets:	
Accounts Receivable	218,284
Inventories	(383)
Prepays	1,163
Due from Other Funds	(13,965,871)
Increase (Decrease) in Operating Liabilities:	
Accounts Payable	88,183
Accrued Expenses	(4,027)
Due to Other Funds	13,663,815
Accrued Sick Pay	(9,791)
Total Adjustments	<u>102,779</u>
Net Cash Provided by Operating Activities	<u>(19,779)</u>
<u>Cash Flows from Noncapital Financing Activities</u>	
Operating Transfers In (Out) to Other Funds	<u>115,619</u>
<u>Cash Flows from Capital and Related Financing Activities</u>	
Acquisition of Property, Plant and Equipment	(95,840)
Net Cash Provided by Capital and Related Financing Activities	<u>(95,840)</u>
Increase (Decrease) in Cash and Cash Equivalents	-
Cash and Cash Equivalents, Beginning of Year	<u>300</u>
Cash and Cash Equivalents, End of Year	<u>\$300</u>
<u>Noncash Transactions:</u>	
Fully Depreciated Equipment Written Off	\$ -

The Accompanying Notes are an Integral Part of this Financial Statement

COUNTY OF GRAFTON, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

A. Reporting Entity

The accompanying financial statements include the transactions of all funds and account groups of the County of Grafton, New Hampshire and other governmental organizations over which the County's elected officials exercise oversight responsibility in accordance with criteria set forth in the National Council on Governmental Accounting (NCGA) Statement No. 3. The funds are established under the authority of the County Charter and their operations as reflected in these financial statements are those under the control of the County's governing body. The account groups are those required by financial reporting standards for governmental units.

B. Basis of Presentation

I. Fund Accounting

The accounts of the County are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. 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 expendable trust or 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.

(Continued)

COUNTY OF GRAFTON, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
(Continued)

PROPRIETARY FUNDS

Enterprise Funds - Enterprise Funds are used to account for operations (a) that are financed and operated in a manner similar to 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.

FIDUCIARY FUNDS

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

II. 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. No depreciation has been provided on general fixed assets.

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated fixed assets are valued at their estimated fair market value on the date donated.

General Long-Term Debt Account Group

Long-term liabilities expected to be financed from governmental funds are accounted for in the General Long-Term Account Group, not in the governmental funds. The two account groups are not "funds". They are concerned only with the measurement of financial position. They are not involved with measurement of results of operations.

Non-current portions of long-term receivables due to governmental funds are reported on their balance sheets, in spite of their spending measurement focus. Special reporting treatments are used to indicate however, that they should not be considered "available spendable resources", since they do not represent net current assets. Recognition of governmental fund type revenues represented by non-current receivables is deferred until they become current receivables. Non-current portions of long-term loans receivables are offset by fund balance reserve accounts.

(Continued)

COUNTY OF GRAFTON, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
(Continued)

Because of their spending measurement focus, expenditures recognition for governmental fund types is limited to exclude amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures of 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 non-current) associated with their activity are included on their balance sheets. Their reported fund equity (net total assets) is segregated into contributed capital and retained earnings components. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in net total assets.

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

Buildings	5 to 70 Years
Equipment	3 to 20 Years

C. Basis of Accounting

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

All governmental funds and expendable trust 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. Property tax revenues (taxes) are collected for the County by the Towns and Cities in the County and are remitted to the County annually in December. Accordingly, tax revenues are recognized in the year for which taxes have been levied.

Licenses and permits, charges for services and other revenues are recorded as revenues when received in cash as they are generally not measurable until actually received. Investment earnings are recorded as earned if they are both measurable and available.

In applying the susceptible to accrual concept to intergovernmental revenues (grants, subsidies and shared revenues), the legal and contractual requirements of the numerous individual programs are used as a guidance. There are however, essentially two types of these revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the County; therefore, revenues are recognized based upon the expenditures recorded. In the other, monies are virtually unrestricted as to the purpose of expenditures and nearly irrevocable, i.e., equal employment opportunity. These resources are reflected as revenues at the time of receipt or earlier if they meet the criteria of availability.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule includes principal and interest on general long-term debt which is recognized when due.

(Continued)

COUNTY OF GRAFTON, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
(Continued)

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

D. Budgets and Budgetary Accounting

Grafton County observes the following procedures in establishing the budgetary data reflected in the financial statements:

1. The County Commissioners deliver or mail to each member of the County Convention 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 prior to June 1 annually their itemized budget recommendations together with a statement of actual expenditures and income for at least nine months of the preceding fiscal year.
2. Within ten to twenty days after the mailing of the budget, a public hearing is held on the budget estimates as submitted by the Commissioners.
3. Twenty-eight days must elapse after the mailing of the estimated operating budget before the County Convention may vote on the appropriations for the ensuing budget period.
4. The County Convention must adopt its annual budget no later than September 1.
5. The final form of the County Budget is filed with the Secretary of State's office and the Commissioner of Revenue Administration no later than 30 days after the adopting of the budget.
6. The Commissioners must get authorization from the Executive Committee of the delegation to transfer budgeted amounts between any line items within any fund; 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. However, the County legally adopts only one budget for three funds.
8. Budget appropriations lapse at year end except for any outstanding encumbrances or approved appropriation carryovers.
9. Budgets for the General and Special Revenue (Victim/Witness Grant and Drug Grant - Corrections) Funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgets for the Enterprise Fund are adopted on a basis which is not consistent with GAAP. The budget for the enterprise fund is prepared on the modified accrual basis while GAAP requires the full accrual basis.
10. Budgetary information presented in Exhibit C includes transfers authorized by the Executive Committee of the County Delegation.

(Continued)

COUNTY OF GRAFTON, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
(Continued)

E. Deposits and Temporary Investments

Deposits

At year end the carrying amount of the County's deposits (cash and temporary investments) was \$6,161,127 and the bank balance was \$3,137,594. Of the bank balance, \$557,846 was covered by federal depository insurance, \$629,748 was collateralized by U.S. Treasury Notes, \$450,000 was secured by surety bond coverage (\$1,000,000 total) and \$1,500,000 was uninsured and uncollateralized.

The uninsured and uncollateralized deposits were held by the General Fund in excess of FDIC insured amounts.

For purposes of the statement of cash flows, all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased are considered to be cash equivalents.

Temporary Investments

Temporary investments consist of certificates of deposit and are reported at cost, which approximates market value.

The County Treasurer is authorized by State statutes and with the approval of the Commissioners to invest excess funds "in obligations of the U.S. Government, in the public deposit investment pool established pursuant to RSA 383:22-24, in savings bank deposits of banks incorporated under the laws of the State of New Hampshire or in certificates of deposits of banks incorporated under the laws or in the State of New Hampshire or in national banks located within the State or the State of Massachusetts".

New Hampshire Public Deposit Investment Pool

The County participates in the New Hampshire Public Deposit Investment Pool established in accordance with RSA 383:22-24. Total funds on deposit with the Pool at year end were \$9,419 and are reported as temporary investments on the General Fund. Based on GASB Statement No. 3, investments with the Pool are considered to be unclassified. At this time, the Pool's investments are limited to "short-term U.S. Treasury and U.S. Government Agency obligations, State of New Hampshire and New Hampshire municipal obligations, certificates of deposit from A1/P1-rated banks, money market mutual funds (maximum of 20% of portfolio), overnight to 30-day repurchase agreements (no limit, but collateral level at 102% in U.S. Treasury and Government Agency instruments delivered to Custodian) and reverse overnight repurchase agreements with primary dealers or dealer banks.

F. Inventories

Inventories are priced at lower of cost or market on the first-in, first-out basis. Inventory in the general fund consists of expendable supplies of the Jail and Farm. The cost is recorded as an expenditure at the time individual inventory items are used (consumption method).

Inventories of the Enterprise Fund consist of supplies and food.

COUNTY OF GRAFTON, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
(Continued)

G. Accumulated Unpaid (Vacation and Sick Pay) Earned Time

Statement 4 of the NCGA requires that the current and non-current portions of earned time liabilities be reported on the governmental fund and general long-term debt account group balance sheets respectively. The County accrues current accumulated earned time in the General Fund and long-term earned time in the General Long-Term Debt Account Group.

The Enterprise Fund (Grafton County Home) accrues accumulated unpaid earned time pay and recognizes the expense in the period the pay is earned. The accumulated accruals are \$371,572 County Home, \$152,460 General Fund and \$108,147 General Long-Term Debt Account Group.

Earned Time includes vacation, personal, and sick benefits. Earned Time is accrued based upon: length of employment, up to 300 hours for full-time employees, 240 for 4/5 part-time and 180 hours for 3/5 part-time employees.

Upon termination in good standing, an employee receives a lump sum payment of all unused accrued current Earned Time. The employee is also eligible to receive payment of 1/4 the number of days in the long-term earned time, not to exceed 16 days total. Upon retirement, an employee received a lump sum all unused accrued current earned time. The employee is also eligible to receive payment of 1/3 the number of days in the long-term earned time, no to exceed 20 days total.

H. Capital Lease Agreements

The County's General Fund has entered into agreements for the lease of vehicles for the Sheriff's Department and a copier for the County Attorney. The leases meet the criteria of a capital lease as defined by Statement of Financial Accounting Standards No. 13, Accounting for Leases. Accordingly, equipment has been recorded in the General Fixed Asset account and the principal balance of the capital lease has been recognized in the General Long-Term Debt account group. As required by the Government Accounting Standards Board (GASB), the acquisition of the vehicles and the proceeds from the capital lease have been recognized at the beginning of the lease. Payments on the capital lease are annually charged to principal and interest expenditures on debt service - capital lease.

I. 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.

(Continued)

COUNTY OF GRAFTON, NEW HAMPSHIRE
 NOTES TO FINANCIAL STATEMENTS
 (Continued)

NOTE 2 - DUE FROM/TO OTHER GOVERNMENTS

Amounts due from other governments include:

<u>General Fund:</u>	
State of New Hampshire	\$ 36,722
US Department of Justice	83,378
Plymouth District Court	3,150
U.S. Forestry	<u>3,975</u>
Total General Fund	<u>127,225</u>
<u>Special Revenue:</u>	
State of New Hampshire - CDBG Grant	<u>8,685</u>
State of New Hampshire - Victim/Witness Assistance	<u>7,883</u>
Total Special Revenue	<u>94,733</u>
Totals	<u>\$221,958</u>

Amounts due to other governments include:

<u>Agency Funds (Register of Deeds):</u>	
State of New Hampshire	<u>\$671,180</u>

NOTE 3 - INDIVIDUAL INTERFUND RECEIVABLES AND PAYABLES

The balances were:

<u>Fund</u>	<u>Interfund Receivables</u>	<u>Interfund Payables</u>
General Fund	<u>\$14,070,590</u>	<u>\$13,981,113</u>
Special Revenue:		
Victim/Witness Assistance Grant	<u>-</u>	<u>7,883</u>
Total Special Revenue	<u>-</u>	<u>7,883</u>
Enterprise Fund:		
Grafton County Home	<u>13,965,871</u>	<u>13,964,611</u>
Fiduciary:		
Agency - Register of Deeds	<u>-</u>	<u>82,854</u>
Totals	<u>\$28,036,461</u>	<u>\$28,036,461</u>

(Continued)

COUNTY OF GRAFTON, NEW HAMPSHIRE
 NOTES TO FINANCIAL STATEMENTS
 (Continued)

NOTE 4 - PROPERTY, PLANT AND EQUIPMENT

General Fixed Assets Account Group

	<u>Balance</u> <u>July 1</u>	<u>Additions</u>	<u>Retirements</u>	<u>Balance</u> <u>June 30</u>
<u>Cost or Estimated Cost</u>				
<u>Building and Land:</u>				
General Government	\$2,868,570	\$ -	\$ -	\$2,868,570
Jail	1,863,389	-	-	1,863,389
Farm	485,626	-	-	485,626
<u>Equipment:</u>				
General Government	991,428	99,212	-	1,090,640
Jail	67,235	31,507	-	98,742
Farm	<u>270,364</u>	<u>3,062</u>	<u>-</u>	<u>273,426</u>
Total Cost or Estimated Cost	<u>\$6,546,612</u>	<u>\$ 133,781</u>	<u>\$ -</u>	<u>\$6,680,393</u>

Enterprise Fund

The following is a summary of proprietary fund property, plant and equipment:

	<u>Cost</u>	<u>Accumulated</u> <u>Depreciation</u>	<u>Net</u> <u>Depreciation</u>
Buildings and Improvements	\$1,401,932	\$ (996,371)	\$ 405,561
Sewer	508,842	(470,680)	38,162
Equipment	<u>487,819</u>	<u>(213,152)</u>	<u>274,667</u>
Totals	<u>\$2,398,593</u>	<u>\$ (1,680,203)</u>	<u>\$ 718,390</u>

Depreciation recognized on County Home fixed assets acquired through externally restricted intergovernmental grants has been closed to Contributed Capital: Intergovernmental.

NOTE 5 - CHANGES IN LONG-TERM DEBT

The following is a summary of long-term debt transactions of the County for the year:

Balance, Beginning of Year	\$509,526
New Bonds Issued	-
Proceeds of Capital Lease	39,906
Bonds Retired	(70,000)
Payments on Lease Purchase Obligations	(47,093)
Net Increase in Vested Sick Pay	<u>745</u>
Balance at End of Year	<u>\$433,084</u>

(Continued)

COUNTY OF GRAFTON, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
(Continued)

Long-term debt payable at year end is comprised of the following individual issues:

General Obligations Bonds

\$1,100,000 - 1988 Jail Addition
Bonds, due in Annual Installments of
\$75,000 Through July 1998; \$70,000
From July 1999 to 2003; Interest at
6.95% to 7.55%. \$ 280,000

Capital Lease Obligations

2000 Sheriff Vehicle Lease Payable, Due
in Annual Payments of \$14,162 Including
Interest at 6.61%, Final Payment Due 2002. \$ 25,745

1999 Sheriff Vehicle Lease Payable, Due
in Annual Payments of \$6,870. Final
Payment Due in 2000. 6,451

1999 Sheriff Vehicle Lease Payable, Due
in Annual Payments of \$13,481. Final
Payment Due in 2000. 12,741

Total \$ 44,937

Future minimum payments under the capital lease consisted of the following at year end:

Year Ended <u>June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2001	\$ 31,653	\$ 2,860	\$ 34,513
2002	<u>13,284</u>	<u>878</u>	<u>14,162</u>
Total	<u>\$ 44,937</u>	<u>\$ 3,738</u>	<u>\$ 46,675</u>

The debt service requirements of the County's outstanding bonds are as follows:

Year Ended <u>June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2001	70,000	18,183	88,183
2002	70,000	13,073	83,073
2003	70,000	7,892	77,892
2004	<u>70,000</u>	<u>2,643</u>	<u>72,643</u>
Total	<u>\$ 280,000</u>	<u>\$ 41,791</u>	<u>\$ 321,791</u>

(Continued)

COUNTY OF GRAFTON, NEW HAMPSHIRE
 NOTES TO FINANCIAL STATEMENTS
 (Continued)

NOTE 6 - RESERVATIONS AND DESIGNATIONS OF FUND EQUITY BALANCES

Reserved for Encumbrances

Encumbrances and designations of fund balances of the General and Special Revenue Funds are carried forward to the subsequent fiscal year. Encumbrances outstanding at year end are reported as reservations of fund balances since they do not yet constitute expenditures or liabilities.

General Fund

General Government:

Administration - County Commissioners	\$ 4,440
Register of Deeds	6,500
Human Services	1,445,247
Extension Service	545

Capital Outlay:

Maintenance	56,850
Sheriff	5,300
Extension Service	5,930
Administration - County Commissioners	9,586
Corrections	3,719
Farm	122,946

Operating Transfers Out - Nursing Home

Construction Study	25,000
Pave Parking Lot	50,000
Lint Collector	1,000
New Equipment	12,150
Chair Dance Grant	680
Total	<u>\$1,749,893</u>

Fund Balance Reserved for Unemployment Escrow

The County is self-insured for purposes of unemployment insurance, i.e., the State bills the County only for actual unemployment benefits received by former County employees. The County budgets an annual expenditure based upon previous year's actual cost. At year end the County has an accumulated reserve of \$50,000. There were no current year expenditures from the reserve.

COUNTY OF GRAFTON, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
(Continued)

Designated for Specific Capital Projects

Designated for specific Capital Project expenditures in future years as follows:

Capital Reserve - Nursing Home	\$ 1,450,000
Capital Reserve - Farm	119,450
Capital Reserve - Dispatch	<u>36,306</u>
Total	<u>\$ 1,605,756</u>

Designated for Specific Purposes

Fund balance designated as follows:

Drug Forfeiture	\$ 5,950
CDBG Grant	<u>50</u>
Total	<u>\$ 6,000</u>

NOTE 7 - BUDGETED DECREASE IN FUND BALANCE

The budgeted decrease (\$2,447,997) in General Fund fund balance on Exhibit C represents \$1,100,000 budgeted by the County from beginning fund balance to reduce the tax rate, \$912,910 of appropriation carryovers approved from the prior year and \$435,087 budgeted from available surplus.

NOTE 8 - PENSION PLAN

Plan Description - Substantially all County employees participate in the State of New Hampshire Retirement System (the System), a cost-sharing multiple-employer defined benefit public employee retirement system (PERS). All County full-time employees are eligible to participate in the System. The System is divided into two employee groups: Group I which includes all employees except fire fighters and police officers and Group II which is for fire fighters and police officers (including County Sheriff's Departments). The New Hampshire Retirement System issues annually a publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the New Hampshire Retirement System, 4 Chenell Drive, Concord, NH.

Group I employees who retire at or after age 60 but before age 65 are entitled to retirement benefits equal to 1.667% of the average of their three highest paid years of compensation, multiplied by their years of service. At age 65 the benefit is recalculated at 1.50% of AFC multiplied by their years of service credit. Earlier retirement allowances at reduced rates are available after age 50 with 10 years of service. Benefits fully vest upon reaching 10 years of service or attaining age 60.

(Continued)

COUNTY OF GRAFTON, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
(Continued)

Group II Employees who attain age 45 with 20 years or more of service are entitled to retirement benefits equal to 2.5% of the average of their three highest paid years of service, multiplied by their years of service, not to exceed 40. Benefits vest ratably beginning after 10 years of service.

The System also provides death and disability benefits. Cost-of-living increases have been periodically granted to retirees by the State Legislature.

Funding Policy - The System is funded by contributions from both the employees and employers. Group I employees are required by State statute to contribute 5.0 percent of gross earnings. Group II employees are required to contribute 9.3 percent of their gross earnings. The employer must, under the same statute, contribute monthly at an actuarially determined rate. The current rates are 3.14% (2.18% for teachers, 4.63% for police officers and 5.40% for firefighters) of covered payroll. The contribution requirement for the year was \$619,272, which consisted of \$266,746 from the County and \$352,526 from employees. The County's contributions to the System for the years ended June 30, 1999 and 1998 were \$246,105 and \$244,654, respectively, which were equal to the amount required under State statute to be contributed for each year.

NOTE 9 - CONTINGENT LIABILITIES - FEDERAL ASSISTANCE

The County participates in a federally assisted contract for services with the Department of Health and Human Services Medicaid (Title XIX) - through the New Hampshire Department of Health and Human Services and also receives CDBG grant funds from the New Hampshire Office of State Planning as well as grant funds from the New Hampshire Office of the Attorney General.

The contract and the grants are subject to program compliance audits by the grantors or their representatives. The audits of the contract and the grants for or including the year ended June 30, 2000 have not yet been reviewed by the grantor. Accordingly, the County's compliance with applicable contract requirements will be established at some future date after the grantor's review. The amount if any, of expenditures which may be disallowed by the contracting agencies cannot be determined at this time although the County expects such amounts if any, to be immaterial.

NOTE 10 - RISK MANAGEMENT

The County is exposed to various risks of loss related to torts, thefts of, damage to, and destruction of assets, errors and omissions, injuries to employees, and natural disasters. The County, along with numerous other municipalities in the State, is a member of three public entity risk pools in the State currently operating as a common risk management and insurance program for which all political subdivision in the State of New Hampshire are eligible to participate. The pools provide coverage for workers' compensation, unemployment and property liability insurance. As a member of the property liability pool, the County shares in contributing to the cost of and receiving benefits from a self-insured pooled risk management program. Contributions paid for the fiscal year totaled \$ 86,548 for property liability coverage, with no unpaid contributions at year end. There were no deductible claims for the fiscal year.

(Continued)

COUNTY OF GRAFTON, NEW HAMPSHIRE
NOTES TO FINANCIAL STATEMENTS
(Continued)

The pool agreement permits the pool to make additional assessments to members should there be deficiency in pool assets to meet its liabilities. At this time, the pool foresees no likelihood of an additional assessment for past years.

NOTE 11 - CONTINGENCIES

The County generally follows the practice of recording liabilities resulting from claims and legal actions only when they become fixed or determinable in amount.

There is a case currently pending against the County. It is management's opinion that the County is not liable in the suit and the County intends to contest the case vigorously.

NOTE 12 - RESTATEMENT OF BEGINNING FUND EQUITY

Beginning fund equity has been restated as follows:

General Fund

Fund Balance as Previously Reported	\$2,982,924
Correction of Beginning Receivable	(9,096)
Correction of Transfer to Other Funds	<u>3,646</u>
Fund Balance as Restated	<u>\$2,977,474</u>

Nursing Home

Retained Earnings as Previously Reported	\$ 405,064
Correction of Transfer to Other Funds	<u>3,646</u>
Retained Earnings as Restated	<u>\$ 408,710</u>

SUPPORTING SCHEDULES

GENERAL FUND

The General Fund is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund. It is the overall operating entity of the County. Most of the essential governmental services and functions are provided by the General Fund, including general administration, County Attorney and Medical Referee, Register of Deeds, maintenance of County buildings, Sheriff's Department, Human Services (welfare), Jail, County Farm.

COUNTY OF GRAFTON, NEW HAMPSHIRE
GENERAL FUND
SCHEDULE OF REVENUES COMPARED TO BUDGET
(NON-GAAP BASIS)
FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	Adopted Budget	Actual	Variance Favorable (Unfavorable)
<u>REVENUES</u>			
<u>Taxes</u>			
County Taxes	\$8,785,027	\$8,785,027	\$ -
Total Taxes	8,785,027	8,785,027	-
<u>Intergovernmental</u>			
Federal Payment in Lieu of Taxes	30,000	32,663	2,663
Federal PILT - Distributed	164	126	(38)
Drug Task Force and Drug Grant	26,124	26,980	856
Cops Grant	35,498	39,332	3,834
LLEBG Grant	-	21	21
Bryne Grant	27,251	26,015	(1,236)
County Attorney	1,000	1,674	674
Juvenile Alternative Program	183,267	171,080	(12,187)
Flexible Funding	-	-	-
Unclaimed Property Distribution	-	-	-
Total Intergovernmental	303,304	297,891	(5,413)
<u>Jail</u>			
	20,000	61,316	41,316
<u>Farm</u>			
Sale of Milk	303,750	270,462	(33,288)
Sale of Livestock	7,500	8,944	1,444
Services to Jail	25,000	25,000	-
Sale of Wood	11,000	2,148	(8,852)
Produce to Nursing Home	15,000	5,290	(9,710)
Services to Nursing Home	5,717	5,717	-
House Expenses Reimbursed	10,200	10,323	123
Miscellaneous	10,000	18,285	8,285
Total Farm	388,167	346,169	(41,998)
<u>Charges for Services</u>			
Register of Deeds Surcharge	42,000	42,814	814
Register of Deeds	600,000	762,717	162,717
Sheriff's Department Fees	125,000	100,158	(24,842)
Sheriff's Department Dispatch Service	137,000	138,503	1,503
White Mountain Forest Patrols	20,000	19,930	(70)
Reimbursement, Prisoner Return	3,000	4,376	1,376
Court Bailiffs	151,100	99,051	(52,049)
Special Deputy Assignments	3,500	19,462	15,962
Deeds- CD ROM and On-line Service	2,190	2,960	770
Sheriff- District Court Fees	35,000	28,722	(6,278)
Vorec Electronic Monitoring	15,000	13,615	(1,385)
Reimbursement from UNH	8,000	8,000	-
District Court Prisoner Security	25,000	30,163	5,163
Total Charges for Services	1,166,790	1,270,471	103,681
<u>Rent</u>			
Courthouse	255,500	259,295	3,795
Total Rent	\$255,500	\$259,295	\$3,795

(Continued)

COUNTY OF GRAFTON, NEW HAMPSHIRE
GENERAL FUND
SCHEDULE OF REVENUES COMPARED TO BUDGET
(NON-GAAP BASIS)
FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	Adopted		Variance
	Budget	Actual	Favorable
			(Unfavorable)
<u>Interest</u>			
Interest	\$110,000	\$197,351	\$87,351
Interest on County Taxes	500	79	(421)
Total Interest	110,500	197,430	86,930
<u>Miscellaneous</u>			
Sale of Cruisers	7,000	2,412	(4,588)
Insurance Refunds	1	1,864	1,863
Miscellaneous	2,500	52,145	49,645
Total Miscellaneous	9,501	56,421	46,920
Total Revenues	\$11,038,789	\$11,274,020	\$235,231

COUNTY OF GRAFTON, NEW HAMPSHIRE
GENERAL FUND - GENERAL GOVERNMENT
SCHEDULE OF EXPENDITURES COMPARED TO BUDGET (NON-GAAP BASIS)
FOR THE FISCAL YEAR ENDED JUNE 30, 2000

General	Adopted Budget	Prior Year's Encumbrances	Approved Transfers	Revised Budget	Actual	Variance Favorable (Unfavorable)
Administration - County Commissioners	\$236,190	\$ -	\$ -	\$236,190	\$228,091	\$8,099
- Treasurer	7,995	-	-	7,995	7,182	813
- County Delegation	8,500	-	-	8,500	5,511	2,989
Prior Year's Encumbrances - Commissioners	-	-	-	-	-	-
County Attorney	326,873	-	(2,250)	324,623	313,514	11,109
Register of Deeds	408,106	-	-	408,106	396,654	11,452
Prior Year's Encumbrances	-	-	-	-	-	-
Sheriff's Department	837,291	-	-	837,291	730,631	106,660
Dispatch Center	357,123	-	-	357,123	355,488	1,635
Medical Referee	30,000	-	12,250	42,250	42,240	10
Human Services	5,181,635	-	(22,400)	5,159,235	3,442,818	1,716,417
Prior Year's Encumbrances	-	748,941	-	748,941	748,421	520
Grafton County Regional Economic Development	30,000	-	-	30,000	30,000	-
Extension Service	210,096	-	-	210,096	195,737	14,359
Prior Year's Encumbrances	-	5,245	-	5,245	2,211	3,034
County Vehicle	2,200	-	1,535	3,735	3,108	627
Increase (Decrease) in Vacation Leave	-	-	-	-	22,213	(22,213)
Social Services Agencies	465,600	-	-	465,600	465,600	-
Conservation District	32,592	-	-	32,592	31,940	652
North Country Council	500	-	-	500	500	-
Salary/Benefits Adjustment	89,596	-	-	89,596	82,113	7,483
Prior Year's Encumbrances	-	-	-	-	-	-
Interest - Tax Anticipation Notes	10,000	-	-	10,000	-	10,000
Court House Rental Space	6,929	-	-	6,929	5,830	1,099
Contingency Account	17,000	-	22,400	39,400	39,133	267
Medicaid Proportionate Share	-	-	-	-	837,271	(837,271)
Federal Forest Reserve	164	-	-	164	-	164
Juvenile Detention	100	-	-	100	-	100
Unemployment Insurance	7,500	-	-	6,766	(793)	7,559
Unified Court System	116,631	(734)	-	115,896	98,093	17,003
Prior Year's Encumbrances	-	\$751,917	\$11,535	\$9,146,073	\$8,083,506	\$1,062,567
Total General Government	\$8,382,621	\$751,917	\$11,535	\$9,146,073	\$8,083,506	\$1,062,567

Schedule A-3

COUNTY OF GRAFTON, NEW HAMPSHIRE
 GENERAL FUND - JAIL
 SCHEDULE OF COST PER INMATE DAY
 FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	Amount	Cost Per Inmate Day *
Salaries and Wages	\$854,104	\$33.20
Wages in Lieu of Health Insurance	3,650	0.14
Uniforms	6,579	0.26
Social Security	20,598	0.80
Health Insurance	108,086	4.20
Retirement	36,373	1.41
Workmen's Compensation Insurance	4,947	0.19
Unemployment Compensation	734	0.03
Education and Conferences	5,634	0.22
Consultants	16,636	0.65
Employee Physicals	5	0.00
Contracted Services-Farm	25,000	0.97
Stategic Monitoring	(1,124)	(0.04)
Ambulance Service	756	0.03
Mental Health Consulting Services	5,042	0.20
Dues, Licenses and Subscriptions	1,282	0.05
Postage	545	0.02
Supplies	6,955	0.27
Meals	295,390	11.48
Laundry	13,515	0.53
Prisoner Clothing/Supplies	10,192	0.40
Medical/Dental	85,050	3.31
Plant Operation	63,694	2.48
Telephone	3,818	0.15
Vehicle	1,795	0.07
Repairs and Maintenance	8,123	0.32
Property Insurance	4,963	0.19
Liability Insurance	1,548	0.06
Building Renovations	2,191	0.09
Community Connections	52,597	2.04
Operating Impact Grant	35,048	1.36
	<u>\$1,673,726</u>	<u>\$65.07</u>

* Inmate Days = 25,723

COUNTY OF GRAFTON, NEW HAMPSHIRE
 GENERAL FUND - CAPITAL OUTLAY
 SCHEDULE OF EXPENDITURES COMPARED TO BUDGET (NON-GAAP BASIS)
 FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	Budget	Actual	Variance Favorable (Unfavorable)
<u>Capital Outlay</u>			
County Commissioners	\$8,275	\$7,811	\$464
Prior Year's Encumbrance	19,168	9,575	9,593
County Attorney	8,300	4,486	3,814
Prior Year's Encumbrance	-	-	-
Register of Deeds	9,639	9,639	-
Prior Year's Encumbrance	7,470	970	6,500
Sheriff's Department	62,600	58,788	3,812
Prior Year's Encumbrance	21,000	21,000	-
Maintenance	56,600	36,862	19,738
Prior Year's Encumbrance	19,250	4,000	15,250
Administration Building	8,000	8,000	-
Jail	2,455	2,452	3
Prior Year's Encumbrance	9,329	1,376	7,953
Farm Capital Reserve	115,000	-	115,000
Deeds Equipment - Surcharge	42,000	42,000	-
Total Capital Outlay	<u>\$389,086</u>	<u>\$206,959</u>	<u>\$182,127</u>

COUNTY OF GRAFTON, NEW HAMPSHIRE
GENERAL FUND - OPERATING TRANSFERS IN (OUT)
SCHEDULE OF OTHER FINANCING SOURCES (USES) COMPARED TO BUDGET (NON-GRAP BASIS)
FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	Adopted Budget	Prior Year's Encumbrances	Budgeted From Available Surplus	Approved Transfers	Revised Budget	Actual	Variance Favorable (Unfavorable)
Operating Transfers In							
From Capital Projects:							
LLEBG Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$14,780	\$14,780
Farm Capital Reserve	115,000	-	-	-	115,000	1,419	(113,581)
From Enterprise Fund:							
Nursing Home	-	-	-	-	-	-	-
Total Operating Transfers In	115,000	-	-	-	115,000	16,199	(98,801)
Operating Transfers (Out)							
To Special Revenues:							
Victim/Witness Grant	(41,056)	-	-	-	(41,056)	(37,718)	3,338
To Capital Projects:							
Home Capital Reserves	-	-	(421,242)	-	(421,242)	(421,242)	-
Farm Capital Reserves	-	-	-	-	-	(13,845)	-
Dispatch Capital Reserves	-	-	(13,845)	-	(13,845)	(13,845)	-
To Enterprise Funds:							
Grafton County Nursing Home	(1,147,910)	(82,507)	-	-	(1,230,417)	(115,619)	1,114,799
Total Operating Transfers (Out)	(1,188,966)	(82,507)	(435,087)	-	(1,706,560)	(588,424)	1,118,136
Total Other Financing Sources (Uses)	(\$1,073,966)	(\$82,507)	(\$435,087)	\$ -	(\$1,591,560)	(\$572,225)	\$1,019,335

SUPPORTING SCHEDULES

SPECIAL REVENUE FUNDS

These funds account for certain revenue sources which are restricted by law or other formal action to expenditures for specific purposes.

Individual Funds:

Victim Witness Assistant Grant - To account for grant funds received from the New Hampshire Attorney Generals Office for a victim/witness assistance program.

Drug Forfeiture - To account for funds from drug seizure operations.

CDBG Grants - To account for grant funds received from the State of New Hampshire Office of State Planning that are designated for the construction of the whole village facility in Plymouth.

Local Law Enforcement Grant - To account for grant funds received by the Sheriff's Department.

COUNTY OF GRAFTON, NEW HAMPSHIRE
 SPECIAL REVENUE FUNDS
 COMBINING BALANCE SHEET
 JUNE 30, 2000

	Victim Witness Assistance Grant	Drug Forfeiture	CDBG Grants	Local Law Enforcement	Total
<u>ASSETS</u>					
Cash	\$ -	\$5,950	\$50	\$ -	\$6,000
Due From Other Governments	7,883	-	86,850	-	94,733
TOTAL ASSETS	<u>\$7,883</u>	<u>\$5,950</u>	<u>\$86,900</u>	<u>\$ -</u>	<u>\$100,733</u>
<u>LIABILITIES AND FUND BALANCES</u>					
<u>Liabilities</u>					
Accounts Payable	\$ -	\$ -	86,850	\$ -	\$86,850
Due to Other Funds:					
To General Fund	7,883	-	-	-	7,883
Total Liabilities	<u>7,883</u>	<u>-</u>	<u>86,850</u>	<u>-</u>	<u>94,733</u>
<u>Fund Balances</u>					
Designated for Specific Purposes	-	5,950	50	-	6,000
Total Fund Balances	<u>-</u>	<u>5,950</u>	<u>50</u>	<u>-</u>	<u>6,000</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$7,883</u>	<u>\$5,950</u>	<u>\$86,900</u>	<u>\$ -</u>	<u>\$100,733</u>

COUNTY OF GRAFTON, NEW HAMPSHIRE
SPECIAL REVENUE FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	Victim Witness Assistance Grant	Drug Forfeiture	CDBG Grants	Local Law Enforcement	Total
Revenues					
Intergovernmental	\$30,000	\$ -	\$399,995	\$ -	\$429,995
Interest					
Total Revenues	30,000	88	399,995	-	430,083
Expenditures					
General Government:					
Jail	67,718	-	399,995	14,780	482,493
Total Expenditures	67,718	-	399,995	14,780	482,493
Excess (Deficiency) of Revenues Over Expenditures	(37,718)	88	-	(14,780)	(52,410)
Other Financing Sources (Uses)					
Operating Transfers In: From General Fund	37,718	-	-	-	37,718
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	-	88	-	(14,780)	(14,692)
Fund Balances, Beginning of Year	-	5,862	50	14,780	20,692
Fund Balances, End of Year	\$ -	\$5,950	\$50	\$ -	\$6,000

COUNTY OF GRAFTON, NEW HAMPSHIRE
SPECIAL REVENUE FUNDS
VICTIM WITNESS ASSISTANCE GRANT
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL (BUDGETARY BASIS)
FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	Budget	Actual	Variance Favorable (Unfavorable)
<u>Revenues</u>			
Intergovernmental:			
State of New Hampshire	\$30,000	\$30,000	\$ -
<u>Expenditures</u>			
General Government	71,056	67,718	3,338
Excess (Deficiency) of Revenues Over Expenditures	(41,056)	(37,718)	3,338
<u>Other Financing Sources (Uses)</u>			
Operating Transfers In:			
From General Fund	41,056	37,718	(3,338)
Total Other Financing Sources (Uses)	41,056	37,718	(3,338)
Excess (Deficiency) of Revenues Over Expenditures	-	-	-
Fund Balance, Beginning of Year	-	-	-
Fund Balance, End of Year	\$ -	\$ -	\$ -

SUPPORTING SCHEDULES

CAPITAL PROJECTS FUNDS

These funds include all major capital improvement projects of the County other than those accounted for in the Enterprise Funds (Nursing Home).

Individual Funds:

Capital Reserves - To account for funds which have been designated for specific future capital outlay requirements by the County Delegation as per RSA 35:1. Funds may only be withdrawn and expended from the individual funds with delegation approval.

COUNTY OF GRAFTON, NEW HAMPSHIRE
 CAPITAL PROJECTS FUNDS
 COMBINING BALANCE SHEET
 JUNE 30, 2000

	Capital Reserve Nursing Home	Capital Reserve Farm	Capital Reserve Dispatch	Totals
<u>ASSETS</u>				
Temporary Investments	\$1,450,000	\$119,450	\$36,306	\$1,605,756
Due From Other Funds:				
From General Fund	-	-	-	-
TOTAL ASSETS	<u>\$1,450,000</u>	<u>\$119,450</u>	<u>\$36,306</u>	<u>\$1,605,756</u>
<u>FUND BALANCE</u>				
Reserved for Specific Capital Projects	\$1,450,000	\$119,450	\$36,306	\$1,605,756
TOTAL FUND BALANCE	<u>\$1,450,000</u>	<u>\$119,450</u>	<u>\$36,306</u>	<u>\$1,605,756</u>

COUNTY OF GRAFTON, NEW HAMPSHIRE
CAPITAL PROJECTS FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	Capital Reserve Nursing Home	Capital Reserve Farm	Capital Reserve Dispatch	Totals
<u>Revenues</u>				
Interest	\$44,034	\$4,560	\$101	\$48,695
Excess (Deficiency) of Revenues Over Expenditures	44,034	4,560	101	48,695
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In: From General Fund	421,242	-	13,845	435,087
Operating Transfers (Out): To General Fund	-	(1,419)	-	(1,419)
Total Other Financing Sources (Uses)	421,242	(1,419)	13,845	433,668
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	465,276	3,141	13,946	482,363
Fund Balances, Beginning of Year	984,724	116,309	22,360	1,123,393
Fund Balances, End of Year	<u>\$1,450,000</u>	<u>\$119,450</u>	<u>\$36,306</u>	<u>\$1,605,756</u>

SUPPORTING SCHEDULES

ENTERPRISE FUNDS

These funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs be financed or recovered primarily through user charges.

Individual Funds:

Grafton County Nursing Home - To account for the operation and maintenance of the Grafton County Nursing Home which provides intermediate nursing care to the elderly residents of the County and is funded through a combination of Medicaid and Medicare funds from the Federal government, State and the County, as well as from the private resources of the residents of the Home.

COUNTY OF GRAFTON, NEW HAMPSHIRE
GRAFTON COUNTY HOME - ENTERPRISE FUND
SCHEDULE OF OPERATING REVENUES
FOR THE FISCAL YEAR ENDED JUNE 30, 2000

Revenues

Charges for Services	
Room/Board from Social Security, Retirement and State	\$4,584,872
Private Patients	770,303
Physical Therapy	103,120
Medicaid Proportionate Share	1,217,849
Total Charges for Services	<u>6,676,144</u>
Other Revenue:	
Jail	21,714
Miscellaneous	3,606
Total Other	<u>25,320</u>
Total Operating Revenues	<u>\$6,701,464</u>

COUNTY OF GRAFTON, NEW HAMPSHIRE
 GRAFTON COUNTY HOME - ENTERPRISE FUND
 SCHEDULE OF GENERAL OPERATING EXPENSES AND COST PER PATIENT DAY
 FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	Amount	Cost Per Patient Day*	Prior Year's Cost Per Patient Day
<u>General Operating Expenses</u>			
Administrative	\$607,502	\$14.92	\$14.51
Dietary	716,710	17.61	14.39
Nursing Service	3,903,184	95.88	83.79
Physical Therapy	194,635	4.78	2.35
Restorative Services OT	208,716	5.13	3.85
Plant Maintenance	305,004	7.49	6.44
Laundry and Linen	155,734	3.83	3.51
Housekeeping	451,071	11.08	9.98
Pharmacy and Medical Director	22,335	0.55	0.60
Contract Services	74,438	1.83	0.86
Special Services	83,077	2.04	1.92
Increase (Decrease) in Vacation/Sick Leave	(9,790)	(0.24)	0.13
Total General Operating Expenses	<u>\$6,712,616</u>	<u>164.89</u>	<u>\$142.33</u>
Prior Year's Cost		(147.14)	
Increase (Decrease) Over Prior Year		<u>\$17.75</u>	
* Patient Days =	40,710	Patient Days Prior Year =	45,608

Budget Note: Nursing Home budget is based upon the modified accrual basis of accounting. As an Enterprise Fund, the Home uses the accrual basis of accounting. Budgetary comparisons are neither required by GAAFR nor considered useful under the circumstances. See Schedule F-2 for adjustments to budgetary basis.

SUPPORTING SCHEDULES

FIDUCIARY FUNDS

Fiduciary funds account for assets held by the County in a trustee capacity or as an agent for individuals, private organizations, other governments and other funds. These Agency Funds are custodial in nature and do not measure the results of operations.

Agency Funds

Various Agency Funds - To account for various monies held by the County as an agent for Nursing Home patients, for the State of New Hampshire and for Jail inmates.

COUNTY OF GRAFTON, NEW HAMPSHIRE
 ALL AGENCY FUNDS
 COMBINING BALANCE SHEET
 JUNE 30, 2000

	Patient Funds	Register Of Deeds	Sheriff's Department	Jail Canteen Fund	Inmate Fund	Total
ASSETS						
Cash	\$56,919	\$754,034	\$9,798	\$10,832	\$7,385	\$838,968
TOTAL ASSETS	\$56,919	\$754,034	\$9,798	\$10,832	\$7,385	\$838,968
LIABILITIES AND FUND BALANCE						
Liabilities						
Due to Other Governments	\$ -	\$671,180	\$ -	\$ -	\$ -	\$671,180
Due to Other Funds:						
To General Fund	-	82,854	-	-	-	82,854
Due to Specific Individuals	56,919	-	9,798	10,832	7,385	84,934
TOTAL LIABILITIES AND FUND BALANCE	\$56,919	\$754,034	\$9,798	\$10,832	\$7,385	\$838,968

COUNTY OF GRAFTON, NEW HAMPSHIRE
ALL AGENCY FUNDS
COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	Balance July 1	Additions	Deductions	Balance June 30
<u>PATIENT FUNDS</u>				
<u>ASSETS</u>				
Cash	\$61,085	\$582,805	\$586,971	\$56,919
<u>LIABILITIES</u>				
Due to Specific Individuals:				
Due to Patients	\$61,085	\$582,805	\$586,971	\$56,919
<u>REGISTER OF DEEDS</u>				
<u>ASSETS</u>				
Cash	\$496,200	\$6,053,482	\$5,795,648	\$754,034
<u>LIABILITIES</u>				
Due to Other Governments:				
Due to State of New Hampshire	\$401,756	\$5,148,251	\$4,878,827	\$671,180
Due to Other Funds:				
Due to General Fund	94,444	905,231	916,821	82,854
TOTAL LIABILITIES	\$496,200	\$6,053,482	\$5,795,648	\$754,034
<u>SHERIFF'S DEPARTMENT</u>				
<u>ASSETS</u>				
Cash	\$11,704	\$139,636	\$141,542	\$9,798
<u>LIABILITIES</u>				
Due to Other Funds:				
Due to General Fund	\$ -	\$99,850	\$99,850	\$ -
Due to Specific Individuals	11,704	39,786	41,692	9,798
TOTAL LIABILITIES	\$11,704	\$139,636	\$141,542	\$9,798
<u>JAIL CANTEEN FUND</u>				
<u>ASSETS</u>				
Cash	\$5,669	\$41,524	\$36,361	\$10,832
<u>LIABILITIES</u>				
Due to Specific Individuals:				
Due to Inmates	\$5,669	\$41,524	\$36,361	\$10,832

(Continued)

COUNTY OF GRAFTON, NEW HAMPSHIRE
ALL AGENCY FUNDS
COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	Balance July 1, 1999	Additions	Deductions	Balance June 30, 2000
<u>JAIL INMATES' ACCOUNT</u>				
<u>ASSETS</u>				
Cash	\$4,743	\$225,763	\$223,121	\$7,385
<u>LIABILITIES</u>				
Due to Specific Individuals:				
Due to Inmates	\$4,743	\$225,763	\$223,121	\$7,385
<u>TOTAL</u>				
<u>ASSETS</u>				
Cash	\$579,401	\$7,043,210	\$6,783,643	\$838,968
TOTAL ASSETS	\$579,401	\$7,043,210	\$6,783,643	\$838,968
<u>LIABILITIES</u>				
Due to Other Governments:				
Due to State of New Hampshire	\$401,756	\$5,148,251	\$4,878,827	\$671,180
Due to Other Funds				
Due to General Fund	94,444	905,231	916,821	82,854
Due to Specific Individuals:				
Due to Patients	61,085	582,805	586,971	56,919
Due to Specific Individuals	11,704	39,786	41,692	9,798
Due to Inmates	10,412	267,287	259,482	18,217
TOTAL LIABILITIES	\$579,401	\$6,943,360	\$6,683,793	\$838,968

SUPPORTING SCHEDULES

BUDGETARY INFORMATION

COUNTY OF GRAFTON, NEW HAMPSHIRE
 SCHEDULE OF ACTUAL REVENUES AND EXPENDITURES/EXPENSES
 COMPARED TO LEGALLY ADOPTED BUDGET (NON-GRAP BASIS) *
 FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	Budget as Originally Adopted	Prior Year's Encumbrances Added to Budget	Budgeted From Available Surplus	Approved Transfers	Amended Budget	Actual	Variance Favorable (Unfavorable)
Revenues							
General Fund (Schedule A-1)	\$11,038,789	\$ -	\$ -	\$ -	\$11,038,789	\$11,274,020	\$235,231
Grafton County Nursing Home (Schedule F-2)	5,981,404	-	-	-	5,981,404	6,701,464	720,060
Transfers from Capital Reserves	174,000	-	-	-	174,000	16,199	(157,801)
Victim/Witness and Drug Grants	30,000	-	-	-	30,000	30,000	-
	17,224,193	-	-	-	17,224,193	18,021,683	797,490
Expenditures/Expenses							
General Fund:							
General Government (Schedule A-2)	8,382,621	754,186	-	9,266	9,146,073	8,083,506	1,062,567
Victim/Witness and Drug Grants	81,056	-	-	(10,000)	71,056	67,718	3,338
Jail	1,888,508	-	-	734	1,889,242	1,673,726	215,516
Farm	377,602	-	-	-	377,602	332,312	45,290
Capital Outlay	312,869	76,217	-	-	389,086	206,959	182,127
Transfers to Capital Reserves	-	-	435,087	-	435,087	435,087	-
Debt Service:							
Principal - General Fund	70,000	-	-	-	70,000	70,000	-
Interest - General Fund	23,223	-	-	-	23,223	23,223	-
Total Expenditures	11,135,879	830,403	435,087	-	12,401,369	10,892,531	1,508,838
Expenses							
Grafton County Home (Schedule F-2)	7,188,314	82,507	-	-	7,270,821	6,817,083	453,738
Total Expenditures/Expenses	18,324,193	912,910	435,087	-	19,672,190	17,709,614	1,962,576
Excess (Deficiency) of Revenues Over Expenditures/Expenses (Budgetary Basis)	(\$1,100,000)	(\$912,910)	(\$435,087)	\$ -	(\$2,447,997)	\$312,069	\$2,760,066

* The County legally adopts one budget for all funds which differs from generally accepted accounting principles (GAAP).

** \$1,100,000 was appropriated from the General Fund Undesignated Unreserved Beginning Fund Balance to reduce the amount to be raised by taxation, \$912,910 of appropriation carryovers from the prior year and \$435,087 was voted from available surplus to be transferred to the Capital Reserve funds.

COUNTY OF GRAFTON, NEW HAMPSHIRE
 ENTERPRISE FUND - GRAFTON COUNTY HOME
 SCHEDULE OF EXPENSES COMPARED TO BUDGET
 (NON-GAAP BUDGETARY BASIS)
 FOR THE FISCAL YEAR ENDED JUNE 30, 2000

	Actual	Adjustments to		Actual on Budgetary Basis *	Variance Favorable (Unfavorable)
		Budgetary Basis **	Budgetary Basis **		
Operating Revenues					
Charges for Services	\$ 6,676,144	\$ -	\$ -	\$ 6,676,144	\$ 716,654
Other	25,320	-	-	25,320	3,406
Total Operating Revenues	6,701,464	-	-	6,701,464	720,060
Operating Expenses					
General Operating:					
Administrative	607,502	(1)	40,538	(1,163)	130,333
Dietary	716,710	(1)	26,247	-	(56,099)
Nursing Services	3,903,184	(1)	26,660	-	191,788
Physical Therapy	194,635	(1)	-	-	16,724
Restorative Services - OT	208,716	-	-	-	13,066
Plant Maintenance	305,004	-	-	-	72,742
Laundry	155,734	(1)	1,538	-	32,600
Housekeeping	451,071	(1)	857	-	482,254
Pharmacy and Medical Director	22,335	-	-	-	27,938
Contract Services	74,438	-	-	-	5,603
Special Services	83,077	-	-	-	74,438
Increase (Decrease) in Vacation and Sick Leave	(9,790)	-	-	-	149
Total General Operating Expenses	6,712,616	(2)	95,840	(3)	99,583
Depreciation	111,406	(2)	(111,406)	8,627	7,270,821
Total Operating Expenses	6,824,022	(15,566)	(15,566)	8,627	453,738
Operating Income (Loss)	(122,558)		15,566	(8,627)	453,738
Operating Transfers In (Out)				(115,619)	1,173,798
Operating Transfer (Out) to General Fund	115,619		-	115,619	(1,173,798)
Net Income (Loss)	(\$6,939)		\$15,566	(\$8,627)	\$ -

* Spending measurement focus using modified accrual basis of accounting.

** Adjustments are to (1) expense assets previously capitalized, (2) remove depreciation expense, (3) remove long-term sick pay and (4) remove prepaid expense.

GRAFTON COUNTY
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