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1991

1991 ANNUAL REPORT
of the Commissioners, Treasurer
and other County Officers
STRAFFORD COUNTY

New Hampshire



For the Year Ending

December 31, 1991

STRAFFORD COUNTY DELEGATION

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STRAFFORD COUNTY OFFICERS
1991 - 1992

COMMISSIONERS

George Maglaras, Chairman* Dover, N.H.
Paul J. Dumont, V. Chairman* Rochester, N.H.
Roland R. Roberge, Clerk* Rochester, N.H.

TREASURER

Charles C. Crocco* Dover, N.H.

EXECUTIVE ASSISTANT

Raymond F. Bower Lee, N.H.

COUNTY ATTORNEY

Lincoln T. Soldati* Somersworth, N.H.

COUNTY SHERIFF

Richard Cavanaugh* Rochester, N.H.

REGISTER OF DEEDS

Leo Lessard* Dover, N.H.

REGISTER OF PROBATE

Kimberly S. Quint* Dover, N.H.

JUDGE OF PROBATE

Gary R. Cassavechia Rochester, N.H.

CLERK OF SUPERIOR COURT

Donald Goodnow Dover, N.H.

NURSING HOME ADMINISTRATOR

Raymond F. Bower Lee, N.H.

CORRECTIONS ADMINISTRATOR

Robert LeClair Farmington, N.H.

HUMAN RESOURCE DIRECTOR

Cheryl A. Moulton Berwick, M.E.

MEDICAL REFEREE

Melvin Prostkoff, M.D. Dover, N.H.

CHAPLAINS

Dover Clergy Association Dover, N.H.

COUNTY PHYSICIANS

Edwin Charle, M.D. Somersworth, N.H.

Patrick Clary, M.D. Somersworth, N.H.

Lawrence Sanders, M.D. Dover, N.H.

Judy Santangelo, P.A. Somersworth, N.H.

**Elected Positions*

STRAFFORD COUNTY DELEGATION

1991 - 1992

| | |
|-------------------------------|--------------------|
| James Appleby* | E. Rochester, N.H. |
| Mary E. Bernard | Dover, N.H. |
| Drucilla Bickford* | Rochester, N.H. |
| Julie Brown* | Rochester, N.H. |
| Arthur Corte* | Dover, N.H. |
| Clyde Douglass | Rochester, N.H. |
| Edward J. Flynn | Somersworth, N.H. |
| Patricia H. Foss | Strafford, N.H. |
| Roland A. Frechette | Somersworth, N.H. |
| Gary Gilmore | Dover, N.H. |
| Patricia Hambrick | Durham, N.H. |
| Elaine Hashem | Barrington, N.H. |
| Peter Jankowski | Rollinsford, N.H. |
| Sandra Keans | Rochester, N.H. |
| William K. Kincaid* | Dover, N.H. |
| Paula Kinney* | Dover, N.H. |
| Robert Marston, Clerk* | Dover, N.H. |
| W. Kent Martling, Chairman* | Durham, N.H. |
| William H. McCann, Jr. | Dover, N.H. |
| Amanda Merrill | Durham, N.H. |
| Donald R. Messier | Somersworth, N.H. |
| George T. Musler | Barrington, N.H. |
| William Nehring | New Durham, N.H. |
| John O'Brien | Strafford, N.H. |
| Donald Pageotte* | Somersworth, N.H. |
| Joe B. Parks | Dover, N.H. |
| Janet Pelley | Rochester, N.H. |
| Leo Spencer* | Dover, N.H. |
| Henry Sullivan* | Farmington, N.H. |
| Warren L. Swope** | Milton Mills, N.H. |
| Ann Torr | Dover, N.H. |
| Ralph W. Torr, Vice Chairman* | Rochester, N.H. |
| William Tsiros | Farmington, N.H. |
| Francis Vincent* | Somersworth, N.H. |
| Janet Wall* | Madbury, N.H. |
| Katherine Wells Wheeler | Durham, N.H. |
| John Young | Strafford, N.H. |

*Denotes Executive Committee Members

**Deceased 1991

1991 ANNUAL REPORT OF THE
STRAFFORD COUNTY COMMISSIONERS

The year 1991 was a very successful one for Strafford County. The highlights of 1991 are as follows:

- During this year, Riverside Rest Home continued to retain a stable work force and maintained a ninety-nine percent (99%) occupancy rate.
- We finalized our plans for construction of the County sewer project. Construction should begin in Spring of 1992. Easements were negotiated and were being drawn up with neighbors.
- Strafford County negotiated a contract with the Federal Bureau of Prisons to house white collar Federal inmates at the Strafford County House of Corrections in the recently renovated Alms House Annex. We began boarding inmates on May 1st and will slowly work our way to an average population, depending on our in-County needs. Strafford County will be compensated at a rate of \$61.00 per day/per inmate. In 1991, this program produced approximately \$400,000 in revenue in Strafford County. We expect this to continue to be a significant source of income for the County in future years.
- In May of 1991, Marilyn Allen, Jail Industries Coordinator for Strafford County, was honored with the CIA Certificate of Commendation Award from the Correctional Industries Association. Only a select few Jail Industries professionals are chosen for this nation-wide award each year.
- The Strafford County Jail Industry Program will receive a grant from the Federal Office of Vocational and Adult Education (through the Corrections Education desk) for approximately \$90,000. While the exact split up of the funds have not been determined, a percentage of the award will go to offset jail industry expenses for Strafford County.

- In July, the Strafford County Jail Industries Program was recognized by the National Association of Counties (NACO) which an Achievement Award. Commissioners Maglaras and Roberge were in Salt Lake City, Utah to receive the award at the NACO Annual Convention.

- The 1991 Audit showed for the second year in a row that there were no "audit findings." This is significant as it shows the Strafford County financial house is in order. We believe this will equate to a favorable bond rating and a low interest rate when Strafford County borrows for the sewer bond and tax anticipation money for 1992.

Once again this year, Strafford County participated in New Hampshire's County Government Week in May. Approximately 120 students representing most Strafford County high schools spent a day at the County complex. The day's activities were comprised of an hour slide show, which included a question and answer period with the Commissioners present, a meeting and short lectures by County Attorney Lincoln Soldati, Register of Deeds Leo Lessard, Sheriff Richard Cavanaugh, and Human Service Director Cheryl Moulton and her employees, and tours of both Riverside Rest Home and the Strafford County Jail. This program was spread over four (4) days, with approximately 30 students and teachers participating each day. The students are specially selected to act as a seed group who would return to their classes to talk about County Government. Each year this program is offered we receive very positive feedback from the schools who participate, and in fact, several schools have contacted the County requesting the program during other times of the year.

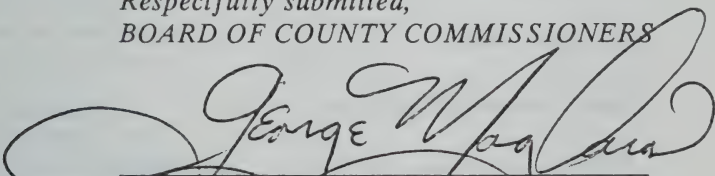
Considering these significant accomplishments in 1991, and some ambitious plans for 1992, we are pleased to report the Commissioners' Proposed 1992 Budget will show no tax increase. This good news is partially due to a \$600,000 surplus in 1991 realized by maximizing income and limiting expense. The 1992 budget is frugal, but we believe it still allows for the high level of service Strafford County residents are accustomed to getting from their County government.

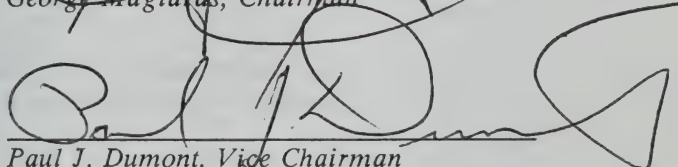
1991 STRAFFORD COUNTY ANNUAL REPORT

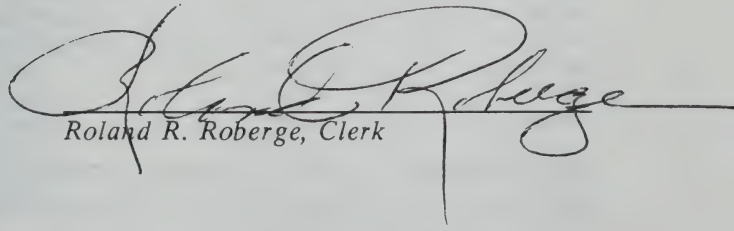
We would like to take this opportunity to thank all of our County employees, Department Heads, Elected/Appointed Officials, and the dedicated volunteers at the Jail, the Rest Home, and the Human Services Department for their continued service to the residents of the Strafford County. Without their hard work and dedication, none of the County's achievements would have been possible.

We hope that in 1992, the cooperation established between the Commissioners' Office and the Strafford County Delegation will continue, for it is only with our combined efforts that we can continue working toward attaining goals for the betterment of our County residents through the effective system of County Government.

Respectfully submitted,
BOARD OF COUNTY COMMISSIONERS


George Magladas, Chairman


Paul J. Dumont, Vice Chairman


Roland R. Roberge, Clerk

AUDITORS RECOMMENDATIONS AND FINDINGS
Year Ended December 31, 1991

Status of Prior Year's Findings (1990):

1. Condition: There were no prior year findings.

Criteria: None.

Recommendation: None.

Comment / Corrective Action Taken: None.

Current Year's Findings (1991):

1. Condition: There are no current year findings.

Criteria: None.

Recommendation: None.

Comment / Corrective Action Taken: None.

David L. Connors & Co., P.C.
Certified Public Accountants

1991 Strafford County General Purpose Financial
Statements as of December 31, 1991, Together with
Auditor's Report Including Single Audit Act

1991 STRAFFORD COUNTY ANNUAL REPORT

1991 STATEMENT OF BUDGETED & ACTUAL EXPENDITURES

| <u>JUSTICE & ADMINISTRATION</u> | <u>1991 APPROPRIATION</u> | <u>1991 EXPENDITURES</u> |
|-------------------------------------|-------------------------------|------------------------------|
| Administration | 162,449.00 | 155,515.26 |
| County Attorney | 388,684.00 | 387,719.81 |
| Drug Prosecutor Grant | 45,868.00 | 43,381.59 |
| Register of Deeds | 222,164.00 | 204,699.20 |
| Sheriff | 395,994.00 | 416,106.38 |
| Dispatch | 134,909.00 | 127,622.09 |
| Medical Examiner | 15,000.00 | 21,719.95 |
| J&A Maintenance | 251,912.00 | 238,615.72 |
| Human Services | 4,730,070.00 | 4,685,380.74 |
| Dept. of Corrections | 1,972,629.00 | 1,985,582.93 |
| Jail Indust. Program I | 8,700.00 | 1,168.50 |
| Jail Indust. Program II | 400.00 | 139.21 |
| Jail Indust. Program III | 4,000.00 | 653.30 |
| Jail Indust. Program IV | 2,000.00 | 3,433.83 |
| Jail Industries Program V | 24,000.00 | 3,537.52 |
| Jail Industries Program VI | 0.00 | 42,151.17 |
| Jail Industries Program | 87,447.00 | 84,495.84 |
| Extension Service | 129,357.00 | 129,357.00 |
| Soil Conservation Dist. | 14,000.00 | 14,000.00 |
| Interest Temporary Loan | 317,465.00 | 301,124.10 |
| Interest Bonded Debt-RRH | 74,941.00 | 74,941.00 |
| Principal Bond Debt-RRH | 178,438.00 | 178,438.00 |
| Interest Bonded Debt-J&A | 155,818.00 | 155,817.75 |
| Principal Bond Debt-J&A | 591,561.00 | 591,562.00 |
| Health Insurance-J&A | 382,891.00 | 434,759.03 |
| General Insurance-J&A | 117,735.00 | 118,883.93 |
| Community Action, Inc. | 36,000.00 | 36,000.00 |
| Homemakers Strafford Cty | 130,000.00 | 126,030.94 |
| Homemakers Day Out Program | 12,000.00 | 12,000.00 |
| PreNatal/Family Planning | 30,000.00 | 30,000.00 |
| Southeastern N.H. Service Corp. | 10,000.00 | 10,000.00 |
| Meals on Wheels | 23,900.00 | 23,900.00 |
| Great Bay Training | 5,400.00 | 5,400.00 |
| Child Care Association | 22,500.00 | 22,500.00 |
| Seacoast Task Force | 19,000.00 | 19,000.00 |
| County Convention | 6,000.00 | 4,452.51 |
| Elder Care Study Committee | 0.00 | 0.00 |
| Contingency | 5,000.00 | 8,370.50 |
| McKin Site Settlement | 0.00 | 0.00 |
| Capital Expense-J&A | 27,910.00 | 31,889.08 |
| TOTALS - J&A: | 10,736,142.00 | 10,730,348.88 |

1991 STRAFFORD COUNTY ANNUAL REPORT

1991 STATEMENT OF BUDGETED & ACTUAL EXPENDITURES
CONTINUED

| <u>RIVERSIDE REST HOME</u> | <u>1991</u> <u>APPROPRIATION</u> | <u>1991</u> <u>EXPENDITURES</u> |
|-----------------------------------|-------------------------------------|------------------------------------|
| Administration | 349,349.00 | 334,273.45 |
| Purchasing | 39,610.00 | 40,642.56 |
| Dietary | 1,318,999.00 | 1,301,855.60 |
| Nursing | 3,734,118.00 | 3,665,100.25 |
| Resident Services | 42,449.00 | 77,951.52 |
| Facilities & Service | 550,639.00 | 515,039.26 |
| Laundry & Sewing | 289,029.00 | 289,777.71 |
| Housekeeping | 383,156.00 | 380,788.15 |
| Physician & Pharmacy | 75,796.00 | 74,559.49 |
| Staff Education | 55,641.00 | 50,932.43 |
| Physical Therapy | 181,888.00 | 164,696.27 |
| Activity & Volunteer | 127,398.00 | 124,847.01 |
| Social Services | 152,160.00 | 152,941.22 |
| Health Insurance | 918,474.00 | 950,140.89 |
| General Insurances | 27,674.00 | 27,321.03 |
| Capital Expenses-RRH | 61,691.00 | 43,825.39 |
| TOTALS - RRH: | 8,308,071.00 | 8,194,692.23 |
| TOTAL EXPENDITURES: | 19,044,213.00 | 18,925,041.11 |
| REVENUES: | 9,648,681.00 | 9,961,397.01 |
| PRIOR YEAR SURPLUS: | 600,000.00 | |
| AMOUNT RAISED BY TAXATION: | 8,795,532.00 | |

1991 STRAFFORD COUNTY ANNUAL REPORT

1991 STATEMENT OF BUDGETED AND ACTUAL REVENUES

| | <u>1991 ESTIMATE</u> | <u>1991 ACTUAL</u> |
|--------------------------------|----------------------|--------------------|
| RRH | 7,715,095.00 | 7,688,349.50 |
| Register of Deeds | 400,000.00 | 455,156.67 |
| Sheriff-Deputy Fees | 150,000.00 | 138,451.33 |
| Leased Office Space | 351,744.00 | 362,530.78 |
| Leased Land | 2,440.00 | 2,269.00 |
| Accounting Service | 39,078.00 | 39,078.00 |
| Bailiff Reimbursement | 53,550.00 | 57,900.00 |
| Roadside Clean-Up Contract | 8,700.00 | 0.00 |
| Governors Com. Lilacs Contract | 400.00 | 141.31 |
| Waste Mgmt. Cleanup Contract | 4,000.00 | 3,384.65 |
| Great Bay Contract | 2,000.00 | 0.00 |
| GFS Manufacturing Contract | 24,000.00 | 43,433.07 |
| Fornax Contract | 0.00 | 3,525.07 |
| Waste Mgmt. Contract | 0.00 | 726.41 |
| Trans Atlantic Contract | 0.00 | 3,743.88 |
| Jail Income | 150,000.00 | 481,576.20 |
| Room & Board-Jail Indus. | 12,000.00 | 25,584.00 |
| Interest Earned | 250,000.00 | 146,545.12 |
| Human Resource Grant | 102,819.00 | 102,819.00 |
| Drug Prosecutor Grant | 35,255.00 | 29,644.44 |
| Victim's Assistance Revenue | 4,300.00 | 4,694.28 |
| N.H. Job Training Counsel | 35,300.00 | 34,728.39 |
| Correctional Industries | 33,000.00 | 2,256.53 |
| Employee Cont.-Health | 20,000.00 | 18,974.48 |
| Insurance Refunds | 225,000.00 | 247,501.37 |
| Miscellaneous Income | 30,000.00 | 68,103.53 |
| Dispatch Alarm System | 0.00 | 280.00 |
| TOTALS: | 9,648,681.00 | 9,961,397.01 |

STATEMENT OF OUTSTANDING DEBT

| <u>Date of Issue & Maturity</u> | <u>1991 Principal Payment</u> | <u>Balance 12/31/91</u> |
|-------------------------------------|-------------------------------|-------------------------|
| 1973-1993 | 130,000.00 | 260,000.00 |
| 1977-1997 | 130,000.00 | 780,000.00 |
| 1983-1993 | 350,000.00 | 700,000.00 |
| 1989-1998 | 75,000.00 | 510,000.00 |
| 1989-2000 | 85,000.00 | 765,000.00 |
| TOTAL OUTSTANDING DEBT: | 770,000.00 | 3,015,000.00 |

1991 STRAFFORD COUNTY ANNUAL REPORT

1991 FINANCIAL REPORT OF STRAFFORD COUNTY Fiscal Year Ending December 31, 1991

ASSETS

| | |
|--|----------------------|
| Cash and Temporary Investments | 392,955.00 |
| Accounts Receivable and Due From Other Funds | 1,766,993.00 |
| Due From Other Governments | 0.00 |
| Inventories | 59,455.00 |
| Prepaid Expenses | 53,112.00 |
| Property, Plant, Equipment | 12,272,959.00 |
| Future-Retirement of Long-Term Debt | 1,508,250.00 |
| Future-Employ Comp. Absence | 0.00 |
| TOTAL ASSETS: | 16,053,724.00 |

LIABILITIES

| | |
|-----------------------------|---------------------|
| Accounts Payable | 1,311,151.00 |
| Accrued Expenses | 316,749.00 |
| Unexpended Balance 5% Grant | 18,557.00 |
| Due to Other Funds | 474,100.00 |
| Due to Specific Individuals | 87,204.00 |
| Bonds Payable | 3,015,000.00 |
| Total Liabilities: | 5,222,761.00 |

FUND EQUITY

| | |
|---|----------------------|
| Contributed Capital-County | 1,643,577.00 |
| Contributed Capital-Investment General Fixed Assets | 8,532,101.00 |
| Retained Earnings | 1,832.00 |
| Fund Balance: | |
| Designated | 29,525.00 |
| Undesignated | 623,928.00 |
| Total Fund Equity: | 10,830,963.00 |
| TOTAL LIABILITIES & FUND EQUITY: | 16,053,724.00 |

1991 TREASURER'S REPORT

| | |
|-------------------------------|---------------|
| Balance, 01/01/91 | 624,347.00 |
| Receipts through 12/31/91 | 18,179,518.88 |
| Expenses Year Ending 12/31/91 | 18,527,639.88 |
| Accrued Expenses 12/31/91 | 316,749.00 |
| Balance, 12/31/91 | 276,226.00 |

1991 STRAFFORD COUNTY ANNUAL REPORT

1991 COUNTY TAX APPORTIONMENT

| <u>City/Town</u> | <u>Proportion of Tax</u> | <u>Amount of Tax</u> |
|---------------------------|--------------------------|----------------------|
| Barrington | 6.5969% | 580,232.00 |
| Dover | 26.2073% | 2,305,071.00 |
| Durham | 8.5012% | 747,726.00 |
| Farmington | 4.8794% | 429,169.00 |
| Lee | 4.2890% | 377,240.00 |
| Madbury | 1.7070% | 150,140.00 |
| Middleton | 1.7305% | 152,207.00 |
| Milton | 3.5065% | 308,415.00 |
| New Durham | 4.0214% | 353,704.00 |
| Rochester | 22.7729% | 2,002,998.00 |
| Rollinsford | 2.7646% | 243,161.00 |
| Somersworth | 9.5132% | 836,737.00 |
| Strafford | <u>3.5101%</u> | <u>308,732.00</u> |
| TOTAL RAISED BY TAXATION: | 100.0000% | 8,795,532.00 |

All taxes due Strafford County from Cities and Towns were paid by December 17, 1991.

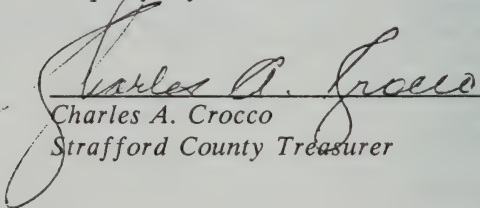
1991 TREASURER'S STATEMENT

Due to the banking situation in 1991, both in closings and consolidations, forced the County to look deeper and further in locating sources willing to accept its Certificates of Deposits (CD's) and/or Repossession accounts at the highest possible rate. We worked very hard to maximize Strafford County's revenues through safe, sound investments.

BankEast, now First New Hampshire, BankEast Division, has honored the County's written agreement until December 31, 1992. This agreement insured Strafford County's bank balance, plus any and all Certificates of Deposit and Repossessions, invested with them up to \$600,000.

The Finance Department, together with myself, goes over the County's finances each week and invest any remaining funds to obtain the best possible return of interest. All investing of funds and borrowing of monies needed are done through a competitive bidding process to ensure the best return for the County.

Respectfully submitted,



Charles A. Crocco
Strafford County Treasurer

*1991 ANNUAL REPORT OF THE
RIVERSIDE REST HOME ADMINISTRATOR*

For Riverside Rest Home (RRH), 1991 was a year of great accomplishment and reward. Our resident census continued to be in the area of ninety-nine percent (99%) occupancy. We managed to do this while continuing to lessen Riverside's dependency on the direct relief County tax dollar for operating expenses.

Actual 1991 expenditures shows that for the fourth year in a row, RRH is continuing to be less dependent on direct County subsidies for operation. In 1988, the County provided \$1,069,321, in 1989, the sum was lowered to \$954,225, in 1990, the sum was again lowered to \$886,207. In 1991, the dependency was reduced approximately \$307,000. One of the reasons for this continued financial success is that for the third year in a row Riverside Rest Home received a bonus from Medicaid for efficiency in Administration. The 1991 bonus was approximately \$63,000. This "efficiency incentive" documents our efforts to spend the bulk of funds at Riverside on resident care as opposed to administration. We will continue to work hard so that this trend continues.

In April, we sponsored a week of events at Riverside to celebrate National Nursing Home week. Some of the events included: Staff/Resident Olympics, Senior Festival, and New England Telephone Pioneer Party. Of special interest was Tuesday of that week when we invited residents and their families to a non-alcoholic Cocktail Party hosted at Riverside. Entertainment and tropical type non-alcoholic beverages were served to compliment our extensive smorgasbord. We were pleased to have the County Commissioners in attendance, along with State Representative Julie Brown from the Delegation's Riverside Rest Home Subcommittee This undertaking was a great success and we are looking forward to repeating the activities in 1992.

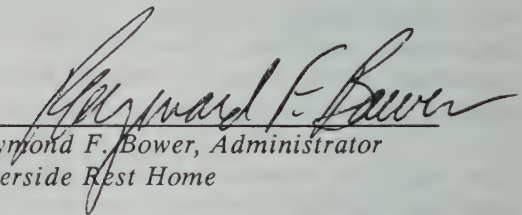
In November of 1991, the annual Medicaid survey took place at RRH. We are pleased to report that we received a very favorable report. This is especially significant because RRH

was the first major facility to be reviewed under a new set of Federal regulations, the Omnibus Reconciliation Act (OBRA) law of 1987. I would like to thank the RRH staff for their efforts which brought this about.

In closing, I would like to recognize the excellent senior staff of Riverside Rest Home, particularly Melody Jones, Director of Administrative Services, and Daralyn Stewart, R.N., Director of Nursing and Related Services, who have been very supportive during my tenure at Riverside.

Further, I would like to thank the Strafford County Commissioners for providing guidance and support. With everyone's continued efforts, coupled with the support of the Strafford County Delegation, Riverside will continue to provide excellent care to the elderly of Strafford County.

Respectfully submitted,



Raymond F. Bower, Administrator
Riverside Rest Home

*1991 ANNUAL REPORT OF THE
STRAFFORD COUNTY
DEPARTMENT OF CORRECTIONS*

The year 1991 presented the Department of Corrections with many accomplishments. We entered into an agreement with the Federal Bureau of Prisons to house "white collar inmates" at a rate of \$61.00 per day/per inmate. The program started in May of 1991, and I am pleased to report that the program is progressing well.

The Strafford County Jail Industries Program will receive a \$90,000 grant from the Federal Office of Vocational and Adult Education (through the Corrections Education desk).

All of the certified Correctional personnel at the Strafford County Department of Corrections have completed their twenty (20) hour in-service training in 1991 and will be re-certified in 1992.

Officer Training

The Correctional Officer Training for the Strafford County Department of Corrections consisted of:

- a. Signs of the Occult
- b. In-House Arrest
- c. AIDS in Corrections
- d. Suicide
- e. Criminal Personality
- f. Reality Therapy
- g. Fire Prevention
- h. Cardio-Pulmonary Resuscitation (CPR)
- i. Anatomy of a Set-Up

In 1991, three (3) Officers in May and one (1) Officer in November graduated from the Officers Training Academy.

Education and Rehabilitation Programs

The Education Department saw an average of sixty-three (63) students per month throughout the 1991 year. Thirteen (13) students received the G.E.D. certificate.

The Internship Program, through the University of New Hampshire and the Education Department of the Strafford County Department of Corrections saw an average of twelve (12) counseling clients once a week for approximately one hour each session.

There were seven (7) volunteer tutors, who saw an average of three (3) students per week.

Southeastern New Hampshire Services (SENH) is running three (3) group counseling sessions weekly. The first twenty (20) certificates of completion of counseling were handed out on December 31, 1991.

The Work Release Program saw a total of seventy-nine (79) inmates placed. Ten (10) work releases were revoked during the 1991 work year. From this program, \$45,136.05 was returned to the County to help pay for room and board.

The Decisions Program and the Pre-Employment Preparedness Program (PEPP) were successful once again and will continue through the forthcoming year.

Jail Industry Program

There were twenty-five (25) inmates that completed the New Hampshire Job Training program. Eight (8) inmates were assisted with direct placements; one (1) inmate completed classroom training (CNA); two (2) inmates were assisted with tuition assistance (welding).

In 1991, we serviced the following companies: GFS Manufacturing, Inc., the Governor's Lilac Commission, Waste Management, Fornax, Trans Atlantic, and our newest company, Willey Brothers.

1991 STRAFFORD COUNTY ANNUAL REPORT

The itemized amount from each company is as follows:

| | |
|-----------------------------|-----------|
| GFS Manufacturing, Inc. | 49,988.63 |
| Governor's Lilac Commission | 141.31 |
| Waste Management | 3,753.93 |
| Fornax | 702.33 |
| Trans Atlantic | 3,486.75 |
| Willey Brothers | 624.26 |

Companies' Gross Amount: 58,697.21

Work Release Monies: 2,154.25

NH Job Training Monies: 32,722.48

Final Gross Amount: 93,573.75

Deductions:

Room & Board 30,682.65

Victim's Assistance 1,723.68

Inmate Compensation 23,436.23

The average daily hours worked were 5.5. The total number of inmate workers for the Jail Industry Program for 1991 was one hundred and five (105) males; and eight (8) females.

Monies paid out in 1991 for motor vehicle, fines, family support, medical, etc. was \$4,020.25.

YEARLY REPORT FOR 1991
Monthly Daily Average Population for 1991

| | |
|--------------------------------|--------|
| January | 96.52 |
| February | 107.39 |
| March | 102.35 |
| April | 98.10 |
| May | 99.97 |
| June | 97.13 |
| July | 99.61 |
| August | 110.65 |
| September | 123.20 |
| October | 126.10 |
| November | 125.30 |
| December | 118.19 |
| Yearly Daily Average | 108.71 |
| *Admissions | 913.00 |
| Average Age | 28.35 |
| Recidivism Rate | 51.79% |
| *(plus 178 protective custody) | |

Females

During 1991, ninety-eight (98) female offenders were housed in this facility for the following counties and agencies:

| | |
|---------------------|----|
| Hillsborough County | 2 |
| Rockingham County | 8 |
| Federal | 12 |
| Strafford County | 76 |

Males

During 1991, ninety-one (91) male offenders were housed in this facility for the following counties and agencies:

| | |
|---------------------|----|
| Hillsborough County | 1 |
| Merrimack County | 4 |
| Rockingham County | 4 |
| Federal | 82 |

DWI Offenders

There were a total of one hundred and fifty-three (153) DWI offenders in 1991, broken down as follows:

| | |
|---------------------|-----|
| DWI, First Offense | 29 |
| DWI, Second Offense | 115 |
| DWI, With Injury | 1 |
| Aggravated DWI | 6 |
| DWI Refusal | 1 |
| DWI Default | 1 |

Operate After Suspension/Operate After Revocation

There were a total of sixty-three (63) inmates for OAS/OAR in 1991, broken down as follows:

| | |
|-----------|----|
| Sentenced | 54 |
| Pre-Trial | 9 |

1991 Offenses

| | |
|--------------------------|-----|
| DWI with personal injury | 1 |
| Aggravated DWI | 6 |
| DWI Second Offense | 115 |
| DWI Refusal | 1 |
| DWI | 29 |
| Bench Warrant | 129 |
| Second Degree Assault | 15 |
| Violation Parole | 4 |
| Violation Probation | 65 |
| Accomplice to Burglary | 1 |
| Willful Conduct | 5 |
| Sale of Marijuana | 6 |
| Possession of Marijuana | 7 |
| Witness Tampering | 5 |
| Failure to Appear | 41 |
| Purchase Drugs | 1 |
| Contempt of Court | 17 |
| Simple Assault | 70 |
| Disorderly Conduct | 31 |

1991 Offenses

| | |
|--|----|
| Aggravated Felonious Sexual Assault | 29 |
| False Statement | 4 |
| Aggravated Theft | 1 |
| Theft | 15 |
| Burglary | 37 |
| Fugitive from Justice | 23 |
| Speeding | 8 |
| Sale of Cocaine | 3 |
| Conspiracy to Distribute Marijuana | 2 |
| Criminal Trespassing | 43 |
| Unauthorized Distribution Controlled Drug | 2 |
| Sale of Controlled Drug | 13 |
| Criminal Threatening | 20 |
| Unpaid Fines | 27 |
| Simple Assault on Police Officer | 5 |
| Armed Robbery | 1 |
| Accomplice to Armed Robbery | 2 |
| Possession Controlled Drug w/ Intent Sell | 22 |
| Operate After Revocation/Suspension | 63 |
| Attempted Burglary | 3 |
| Theft Services | 5 |
| Conduct After Accident | 6 |
| Receiving Stolen Property | 7 |
| Non-Support | 4 |
| Issue Bad Check | 3 |
| Indecent Exposure | 2 |
| Telephone Harassment | 1 |
| Impersonate Police Officer | 1 |
| Embezzlement | 1 |
| Possession with Intent to Distribute Cocaine | 1 |
| Conspiracy to Sell Marijuana | 2 |
| Felon in Possession of Fire Arms | 2 |
| Harassment | 1 |
| Endanger Welfare of a Minor | 1 |
| Violation of Bail | 1 |
| Conspiracy to Commit Theft | 2 |
| Driving after Habitual Offender | 1 |
| Child Abuse | 1 |
| Open Container | 1 |

1991 Offenses

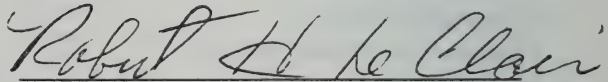
| | |
|--|----|
| Second Degree Murder | 1 |
| Kidnapping | 2 |
| Lewdness | 2 |
| Bail Jump | 5 |
| Escape | 2 |
| Resisting Detention | 4 |
| Criminal Liability of Another | 2 |
| Sale of LSD | 1 |
| Bank Robbery | 2 |
| Robbery | 4 |
| Habitual Offender | 21 |
| Failure to Pay Fines | 26 |
| Reckless Conduct | 9 |
| Assault | 9 |
| Resisting Arrest | 39 |
| Criminal Mischief | 23 |
| Possession of Controlled Drug | 21 |
| Domestic Violence | 1 |
| Shoplifting | 7 |
| Failure to Obey Police Officer | 16 |
| Driving without License | 5 |
| Prohibited Sales | 2 |
| Attempted Theft | 3 |
| Possession of Stolen Property | 5 |
| Arson | 2 |
| Attempted First Degree Assault | 1 |
| First Degree Assault | 6 |
| False Imprisonment | 2 |
| False Information to Police Officer | 3 |
| Felonious Sexual Assault | 21 |
| Theft by Deception | 2 |
| Violation of Court Order | 2 |
| Possession of Alcohol | 3 |
| Possession of Drug Paraphernalia | 4 |
| Manufacturing Drug 1,000 Foot School | 1 |
| Fail to Pay Bail | 1 |
| Possession of Cocaine w/Intent to Sell | 1 |
| Possession of Cocaine | 3 |
| Theft by Unauthorized Taking | 18 |

1991 Offenses

| | |
|--|----|
| Fraudulent Use of Credit Card | 1 |
| Forgery | 13 |
| Transport of Narcotic Drug | 3 |
| Conspiracy to Sell Controlled Drug | 5 |
| Attempt Aggravate Felonious Sexual Assault | 2 |
| Possession of Drug | 7 |
| Possession of Needle | 2 |
| Manufacturing of Controlled Drug | 2 |
| Bail Revoked | 12 |

In conclusion, I would like to take this opportunity to thank the Strafford County Commissioners, and Ray Bower, Executive Assistant, for all their assistance and support in the year 1991. I would also like to thank all of the staff and volunteers of the Strafford County Department of Corrections for a job well done in 1991.

Respectfully submitted,



Robert H. LeClair
Superintendent

*1991 ANNUAL REPORT OF THE
STRAFFORD COUNTY ATTORNEY*

The Office of the Strafford County Attorney performs a dual function. First (in terms of workload), the County Attorney serves as the Attorney General's representative in the Strafford County Superior Court. As such, the County Attorney represents the interests of the State of New Hampshire in all criminal cases in the Strafford County Superior Court, with the exception of capital murder and first and second degree murders. This function involves reviewing/directing criminal investigations by local and State Police, preparing and presenting evidence for felony indictments before the Grand Jury, reviewing misdemeanor and violation appeals to the Superior Court, researching and responding to motions filed with the Court, attending depositions of witnesses, preparing witnesses for deposition and trial, attending Court hearings: pretrial, call of the list, trial, sentencing, sentence review, and other post conviction hearings.

The second function of the County Attorney is to serve as legal counsel for Strafford County. A variety of duties are performed by the County Attorney in fulfilling this function, including: representing the County's interest in civil litigation, in which the County or one of its agents is a party in State and Federal Courts, representing residents of Strafford County in URESA proceedings, advising other County officials on acting as a legal resource for County Delegation members, and advising them of legal implications on proposed legislation.

Aside from these two main functions of the County Attorney, other duties are prescribed by statute: responding to untimely, suspicious, or unattended deaths, and ordering autopsies when appropriate, and initiating extradition proceedings. The County Attorney must also serve as voluntary administrator for the estates of deceased patients at Riverside Rest Home. In addition, as a public official, the County Attorney has a duty to the people of Strafford County and to the judicial system to promote justice and assist in expanding public awareness and understanding of our system

of justice. The County Attorney meets this responsibility serving as a public resource and speaking before a variety of civic and public agencies concerned with understanding and improving the quality of justice in Strafford County. The County Attorney is also actively involved in promoting legislation effecting the criminal justice system.

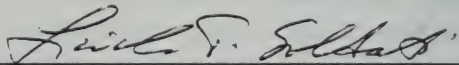
The County Attorney's Office also operates a Victim Assistance Program, which through the efforts of the Victim Assistance Coordinator, assists victims of child abuse and sexual assaults in dealing with the criminal justice system. The program is designed to reduce the trauma to victims and assist them in every phase during criminal prosecution.

In 1991, the Strafford County Attorney's Office continued the drug prosecution program implemented in 1990, with the assistance of a Federal grant administered through the Attorney General's Office. Through this program, a specialized drug offense prosecutor deals exclusively with the increasing case load of drug offenses. The drug prosecutor meets regularly with area law enforcement officers involved in drug investigations and is available on a twenty-four hour basis for advise and wire tap approvals.

The County Attorney's Office continues to remain active in advising local and County officials in many areas of law. The County Attorney and Assistant County Attorneys address many community and law enforcement groups on a variety of subjects, including: Child Abuse, Sexual Assault, DWI, Criminal Justice System, and many other topics of concern to the Community.

The table on the following page provides a summary of the case activity in 1991.

Respectfully submitted,



Lincoln T. Soldati
Strafford County Attorney

1991 SUMMARY OF CASE ACTIVITY
STRAFFORD COUNTY ATTORNEY

| 1991 Case Activity | | | | | |
|---------------------|------|-------|------|-------|--------|
| | Fel. | Misd. | Vio. | Info. | Totals |
| Cases Received | 536 | 141 | 46 | 36 | 759 |
| Not Presented | 113 | | | | [113] |
| No True Bill | 4 | | | | [4] |
| Cases Entered | 419 | 141 | 46 | 36 | 642 |
| Convicted | | | | | |
| Jury | 31 | 8 | | 1 | 40 |
| Court | 2 | 9 | 12 | 1 | 24 |
| Neg. Plea | 317 | 36 | 4 | 33 | 390 |
| Naked Plea | 19 | 6 | 2 | 3 | 30 |
| Remand | | 124 | 19 | | 143 |
| Total Convicted | 369 | 183 | 37 | 38 | 627 |
| Not Convicted | | | | | |
| Jury | 14 | 5 | | 1 | 20 |
| Court | 0 | 5 | 11 | 0 | 16 |
| Dismissed | 27 | 3 | 4 | 0 | 34 |
| Nol Pros. | 125 | 12 | 1 | 3 | 141 |
| Total Not Convicted | 166 | 25 | 16 | 4 | 211 |
| Total Dispositions | 535 | 208 | 53 | 42 | 838 |

Jury Verdicts = 60

Court Verdicts = 40

*Fel.: Felonies

*Misd.: Misdemeanors

*Vio.: Violations

*Info.: Informations

1991 STRAFFORD COUNTY ANNUAL REPORT

1991 ANNUAL REPORT OF THE
STRAFFORD COUNTY SHERIFF'S DEPARTMENT

R.S.A. 104:5 Duties:

He by himself or his Deputies, shall serve and execute all writs and other precepts to him directed, issuing from lawful authority; and shall perform the duties of crier of the Court.

The Strafford County Sheriff's Department, by law has a primary function of serving civil process and transporting prisoners from Strafford County Superior Court, Strafford County House of Correction, all State Hospital transports, and transports from our five district Courts.

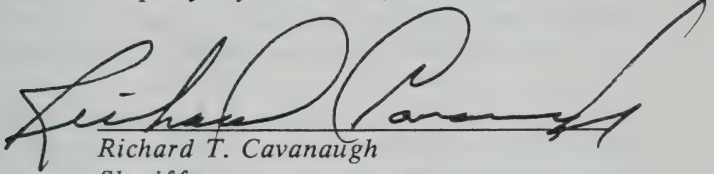
During 1991, about 6,382 hours were spent on transporting or guarding prisoners to, from and in our Courts and hospitals. A total number of 2,229 were made. Deputies arrested 399 subjects on Capias issued by the Courts.

In the area of civil process in 1991, over 8,000 pieces of civil process were served by this Department, an increase over last year. The Sheriff's Department civil process revenue, which was returned to the County, totaled approximately \$138,000. Revenue received from the State for bailiff expense was \$58,900, for a total return to the County of \$196,900. With the Department's operating budget of \$395,994, in reality the cost to the County taxpayer was only \$199,094. This amounts to approximately one percent (1%) of the total County budget. It is evident by these figures that Strafford County residents are receiving a quality service at a minimal cost.

It has been my goal to provide the residents of Strafford County with the most professional and efficient Department possible. This has been made possible because of my staff of professional employees, who take pride in their performance. To them, I would like to say thank you, for without their support and cooperation in this goal, the Department's success would not be possible.

It has been a pleasure to serve you for the past ten (10) years as your Sheriff. I look forward to the continued opportunity to serve all the residents of the County in this capacity.

Respectfully submitted,



Richard T. Cavanaugh
Sheriff

**1991 ANNUAL REPORT OF THE
STRAFFORD COUNTY REGISTER OF DEEDS**

The Registry of Deeds' Office continues to experience change as the real estate market goes through the recession. While sales are flat and prices are at an eight (8) year low, income to the County has increased over 1990. This is due to the fact that income derived from research and recording of any refinance, foreclosure, or sale is paid fully to the County.

The number of foreclosures grew fifty-two percent (52%) in 1991 over 1990. This would appear to be a sixty (60) year high for foreclosures in Strafford County.

Foreclosures Per Quarter 1990 versus 1991

| | <u>1990</u> | <u>1991</u> |
|----------------|-------------|-------------|
| First Quarter | 50 | 172 |
| Second Quarter | 42 | 105 |
| Third Quarter | 52 | 114 |
| Fourth Quarter | <u>95</u> | <u>122</u> |
| Total | 239 | 513 |

1991 STRAFFORD COUNTY ANNUAL REPORT

The following charts reflect the document and income changes that occurred in 1991 and the past five (5) years.

Document Recording and Transactions

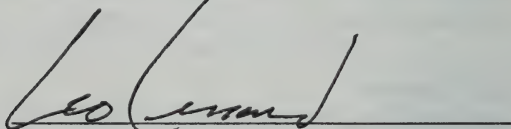
| Year | Documents |
|------|-----------|
| 1987 | 27,410 |
| 1988 | 22,968 |
| 1989 | 20,819 |
| 1990 | 17,495 |
| 1991 | 16,403 |

Revenues

| <u>Year</u> | <u>To State</u> | <u>To County</u> | <u>Total</u> |
|-------------|-----------------|------------------|--------------|
| 1987 | \$2,634,594 | \$ 516,775 | \$3,151,369 |
| 1988 | \$2,351,263 | \$ 448,188 | \$2,799,451 |
| 1989 | \$2,007,567 | \$ 432,705 | \$2,440,273 |
| 1990 | \$2,226,869 | \$ 440,378 | \$2,667,247 |
| 1991 | \$1,977,391 | \$ 463,461 | \$2,440,852 |

The Deeds Office continued to update and modernize its recording systems and to fulfill the requirements of the laws which apply to functions of recording, retrieval, and security within the office.

Respectfully submitted,



Leo Lessard
Registrar of Deeds

*1991 ANNUAL REPORT OF THE
STRAFFORD COUNTY HUMAN SERVICES DEPARTMENT*

The Strafford County Human Services Department is responsible for monitoring the State mandated programs billed to the County for Old Age Assistance (OAA), Aide to Permanently and Totally Disabled (APTD), Intermediate Nursing Care (INC), and Board and Care of Children.

The financial liability of recipients determined eligible for APTD and OAA are shared with the State on a 50/50 basis. However, nursing care (INC) is shared between the State (19.25%), Federal (50%), and County (30.75%).

Liability for the Board and Care of Children for all court-ordered services under the current juvenile statute (169-D, 169-B, and 169-C), is shared with the State at 75% of the costs and the remaining balance of 25% is billed to the County. Court-ordered services range from out-of-home placements, such as group homes, foster care, and in-patient care, to ancillary services consisting of counselling, transportation, legal, medical, and home based services.

The County is also responsible for pursuing and determining parental liability for court-ordered services. For year ending 1991, the County recovered \$48,104.86; however this figure does not reflect the savings to the State/County for such costs as in-patient admissions and medical services reduced by third party insurance, which is also pursued by the County.

This year, the County received \$102,819.00 in 5% Diversion Funds, plus carryover from 1990, to continue programs and establish new programs to prevent costly out-of-home placements. Grant applications are received and reviewed by a panel of seven individuals representing the interests of the State Division of Children & Youth Services, Strafford County, and an attorney who specializes in juvenile law.

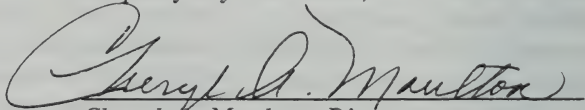
Programs funded for 1992 are as follows:

| | |
|---|----------|
| Strafford County Intervention/Mediation Program | \$72,077 |
| City of Dover, Youth Resources | \$10,500 |
| Rochester Day Care | \$ 8,500 |
| UNH Cooperative Extension Services | \$ 7,500 |
| City of Rochester Youth Diversion Program | \$ 6,000 |
| Dover Housing Authority | \$ 3,800 |
| Visiting Nurses Association | \$ 550 |

Strafford County Human Services continues to provide information and referral services to individuals in directing them to available resources and agencies throughout Strafford County and the surrounding area.

I would like to take this opportunity to thank the Strafford County Commissioners, Raymond Bower, Executive Assistant, and the Human Services Subcommittee of the Delegation for their continued support of my department. I especially want to thank my staff in Human Services, and in the Intervention and Mediation programs for their hard work and efforts, for without their dedication, the programs' goals and success would not have been possible.

Respectfully submitted,



*Cheryl A. Moulton, Director
Strafford County Human Services*

1991 STRAFFORD COUNTY ANNUAL REPORT

*STRAFFORD COUNTY UNH COOPERATIVE EXTENSION
ANNUAL REPORT FOR 1991
OCTOBER 1, 1990 - SEPTEMBER 30, 1991*

For nearly seventy-five years, Federal, State, and County governments have worked together through the Cooperative Extension of New Hampshire. It offers research-based education to all people of all ages through the State, in cooperation with County, State, Federal and private partners. Extension helps foster the full development of youth, adults, families and communities; improves our economy; and provides effective natural resource management. The following are short narratives regarding examples of efforts in the areas of Agriculture, Home Economics, Forestry, 4-H Youth Development, and Nutrition.

AGRICULTURE

A massive problem faces residents of Strafford County. A problem that may be somewhat reduced through an agricultural operation on a local farm. The problem is solid waste disposal. Many of our local landfills are nearing capacity. The cost of tipping fees is a large item in municipal budgets.

I recently wrote a proposal, along with my Program Leader for Agriculture, requesting \$20,000 for a food waste composting project to be located on the Parsell vegetable farm situated on the Dover/Rochester city line. The Governor's Recycling Grants Program has approved the proposal.

In addition, the City of Dover will provide \$4,000, enabling a restaurant, school cafeteria, the County rest home, and a supermarket in Dover to participate in the one year pilot project.

The food waste will be combined with leaves, horse manure, and possibly mulch hay to produce a high quality composted product. This compost material can then be sold to landscapers, gardeners, municipal public works departments, or plowed into the farmer's vegetable beds.

A windrow turner will be leased so that fine particles will be the result, thus reducing composting time and producing a consistent, homogeneous type of material.

This project not only helps agriculture by supplying a good soil amendment, but also helps reduce one of society's mounting issues -- solid waste disposal.

4-H

One of the many highlights of the 4-H Youth Development Program this year has been the achievements of the Strafford County 4-H Teen Club. Teenagers tend to be very egocentric, thinking only of themselves. The 4-H teens, however, have demonstrated time and again their willingness and desire to serve others in their community.

The 4-H teens acquired sponsorship and hosted a pizza and bowling party for the children of the St. Charles Children's Home. They organized and conducted visits to the Riverside Rest Home, including pet therapy and Christmas Carolling. The 4-H teens have assisted the Strafford County 4-H Leaders' Association at various fund-raising events. The list goes on.

The Strafford County 4-H Teen Club was recognized by Governor Judd Gregg for their volunteer service to their community. They truly are an asset to our community. In addition, they serve as excellent role models to the youth of our county.

FAMILY DEVELOPMENT

The reduction in jobs in the region and other problems created by the slowed economy have caused Strafford County residents to be severely impacted financially. Families and individuals have found it increasingly difficult to stretch their income to meet all of their needs. Many have found themselves in an economic crisis!

UNH Cooperative Extension, Strafford County's Family Resource Management programs and fact sheets have responded to the need for information to cope with the results of the down-turn in the economy. The goal of this program area is to help improve economic well-being through effective management of all available resources.

During the past year the following programs have been offered:

- *four 5-part programs "Taking Charge of Your Finances"
- *two "Smart Shopper" programs
- *one "Introduction to Money Management"
- *one 5-part "Supportive Connections"
- *one "Stretching Your \$"

Educational fact sheets have been distributed entitled:

- **"When Your Income Drops"
- **"What To Do When You Can't Pay Your Bills"
- **"Contacting Creditors".

A total of 465 individuals received educational information about effectively managing their resources, and coping with financial difficulties. (NOTE: this figure does not include other Family Development Program areas of Nutrition, Food Safety, Parenting or Youth At Risk). Evaluation comments from program participants included the following when asked to complete the statement: "This course enabled me to:"

- *"..realize there's hope for me!"
- *"See the importance of financial planning and the importance of realistic goals!"
- *"...gain a more thorough understanding of financial management techniques. The notebook prepared by UNH Cooperative Extension is and will continue to be a valuable tool for our family."

FOREST RESOURCES

Since 1941 the Tree Farm program sponsored by the American Forest Council has provided recognition, continuing education and status to individuals practicing sound forest management practices on forest acreages ten (10) acres in size or larger.

It was recognized that a large segment of our population in the County and in New Hampshire (at least 55,000) owners of parcels less than ten acres would benefit from learning to manage their parcel so that they could have a better understanding of forest and wildlife management issues on a large scale. It was also acknowledged that these individuals already have considerable influence on public forest and wildlife management policy. Thus, the idea for the **Backyard Tree Farm** came to life.

I wrote the original proposal and received a grant from the American Forest Council. A state development review committee was formed to enhance and formulate the original criteria into a working program.

The program was inaugurated at the Dave and Natalie Allan farm in Lee, New Hampshire with massive local media coverage, national media coverage and television attention from a cable company in Concord, New Hampshire. To qualify, a participant must pay a fee, complete projects on their property (either rented or owned), and attend or view video tapes on conservation related subjects. A journal is required and is examined for completeness. Usually the participant is awarded a sign at a public function.

In New Hampshire, there are over one hundred and twenty (120) people who have signed on to become certified Backyard Tree Farmers and of that number, 23 are certified.

Nationally, 250 have signed on to become Backyard Tree Farmers, with programs starting up or beginning to start up in Vermont, Maine, Massachusetts, Rhode Island, Connecticut, Texas, Idaho, New Mexico, Colorado, Minnesota, Ohio, New York, Wisconsin, Michigan and even an inquiry from Mogadishu, Somalia, East Africa.

Respectfully submitted,

Cal Schroeder

*Cal Schroeder, Extension Educator
Agriculture, County Office Coordinator*

Don Black

Don Black, Extension Educator, Forestry

Allan Gahm

Allan Gahm, Extension Educator, 4-H

Patricia Whittier

*Pat Whittier, Extension Educator
Family, Community & Youth*

1991 STRAFFORD COUNTY ANNUAL REPORT

NATIONAL HOSPICE MONTH RESOLUTION BY STRAFFORD COUNTY, NEW HAMPSHIRE, NOVEMBER 1991

- WHEREAS, hospice care has been demonstrated to be a humanitarian way for terminally-ill patients to approach the end of their lives in relative comfort with appropriate, competent, and compassionate care in an environment of personal individuality and dignity; AND
- WHEREAS, the hospice concept advocates care of the patient and family by attending to their physical, emotional, and spiritual needs; AND
- WHEREAS, hospice care is provided by an interdisciplinary team of physicians, nurses, social workers, pharmacists, psychological and spiritual counselors, and community volunteers trained in the hospice concept of care; AND
- WHEREAS, hospice care is proving to be an effective and economical alternative to unnecessary institutionalization for many terminally-ill patients; AND
- WHEREAS, hospice care is rapidly becoming a full partner in the nation's health care delivery system; AND
- WHEREAS, Strafford Hospice care, Inc. has provided trained volunteers to persons with life-threatening illnesses and their families since 1983; AND
- WHEREAS, Strafford Hospice Care, Inc. promotes the hospice philosophy of care through interdisciplinary team meetings, the coordination of services, and educational programs.
- THEREFORE,
BE IT RESOLVED that Strafford County officially recognizes November 1991 as National Hospice Month and calls on all governmental agencies, the medical community, appropriate private organizations, and the people of Strafford County to observe this month with appropriate forums, programs, and activities designed to encourage County-wide recognition of the support of hospice care as a humane response to the needs of the terminally ill and as a viable component of the health care delivery system in this County.

George Maglaras, Chairman
Paul J. Dumont, Vice Chairman
Roland R. Roberge, Clerk

*STRAFFORD COUNTY DELEGATION COMMITTEE
MINUTES OF PUBLIC HEARING OF FEBRUARY 2, 1991*

The Public Hearing of the Strafford County Delegation was called to order at 9:00 A.m. by Chairman Martling.

After a moment of silence in honor of those involved in the Gulf crisis, Representative Kincaid led the Delegation in the Pledge of Allegiance to the flag.

The Clerk then called the roll, which showed the following members present:

PRESENT: Appleby, Brown, Corte, Douglas, Foss, Frechette, Gilmore, Hambrick, Hashem, Jankowski, Kincaid, Kinney, Marston, Martling, Merrill, Nehring, O'Brien, Pageotte, Pelley, Spencer, Sullivan, A. Torr, R. Torr, Vincent, Wall, and Young (26 of 37).

EXCUSED: McCann and Wheeler.

ABSENT: Bernard, Bickford, Flynn, Keans, Messier, Musler, Parks, Swope, and Tsiros.

Also present were Commissioners Maglaras, Dumont, Roberge, County Treasurer Charles Crocco, Executive Assistant Raymond Bower, and Executive Secretary Jean Miccolo.

Chairman Martling asked for a motion to dispense with the reading of the Public Notice. It was moved and seconded and passed by voice vote.

Chairman Martling explained the procedure that would be used for the Public Hearing and then called on Commissioner Maglaras to give an overview of the Commissioners' Proposed 1991 Budget.

Commissioner Maglaras said that the total proposed budget for 1991 is \$19,159,109, of which \$8,910,428 is to be raised by taxes, a 4.9% increase over the 1990 budget. The County finished 1990 with a \$600,000 surplus. The biggest contributors to the 4.9% increase in taxes is the County's share of Medicaid payments and the increase in the payments to the New Hampshire Retirement System. He said that this budget reflects the conditions that existed on January 15, 1991 and could be affected by actions of the Legislature in this session.

The Public Hearing was opened and the first speaker was Nancy Kerry from Bow Lake, a recipient of Homemaker services, who spoke in favor of increasing the money allocated to the Homemakers of Strafford County.

The next speaker was Patrick Eisenhart, Executive Director of the Homemakers of Strafford County. He presented a lot of numbers, showing how his organization could keep people out of Riverside Rest Home and thereby save the County money. He said that his organization now has grown to 103 full and part-time staff. He noted that only a handful of the County Delegation had visited the Homemakers' facility in the past year or so and he encouraged all the Legislators to come to see what they are doing. He said the number one need of the elderly is custodial care, so they can stay home and not be in nursing homes. The average amount of service supplied is two (2) hours per week per recipient. Mr. Eisenhart stated that Homemakers provides their own nursing services and they have nurses on the staff. He also stated that he provides Adult Day Care services two days a week for Alzheimers patients.

The next speaker was Matt Chagnon of Farmington, representing the Extension Council, who spoke in favor of the County Extension Service portion of the budget.

Sister Georgeanne from St. Thomas Aquinas High School commented that her school had received considerable teaching help from the County Extension Service.

Lee Sullivan, Funding Coordinator for A Safe Place (Seacoast Task Force on Family Violence) said she was happy

that the Commissioners had recommended level funding for her organization.

Kathy Dubois, Program Director for the Strafford County Nutrition Program (Meals on Wheels) spoke in favor of the Meals on Wheels program.

Mary Burch spoke in favor of Strafford County Child Care.

Deborah Erickson-Irons spoke about the services of Strafford County Pre-Natal and Family Planning Clinic. She said that in 1990 there were 208 women who delivered babies while in their care. They expect this to increase to 225 in 1991. They are experiencing many first-time applicants because of the present high unemployment rate. She would like to increase their outreach in the northern part of the County. They expect to lose \$17,000 in State funding next year. She requested that the money for Strafford County Pre-Natal and Family Planning, Inc. be increased to \$40,000.

Cecile Gagne spoke in favor of increasing the amount of money funded to the Homemakers of Strafford County.

Emmanuel Krasner of Farmington spoke in favor of the Extension Service. He has been involved with the Tree Farm program and has found it very helpful in preserving his land from development. It also provided employment for local people and tax revenue to the State.

David Walker, a Selectman from Rollinsford spoke in favor of the Homemakers program and read a letter from one of his constituents who had benefitted from the Homemakers program.

Dr. David Eastman, a member of the Board of Directors of the Homemakers spoke in favor of that organization.

Ann Stevens of Farmington spoke in favor of the Extension Service. She and her husband bought an old farm and decided to raise fruit. They received considerable help from the Extension Service.

Marcel Cote of Somersworth told how the Homemakers kept his 84 year old father out of the nursing home. He thinks we should give generously to this group.

Carolyn Curran, who works for Homemakers, said she would like to have us reconsider their original request for \$159,000 for 1991.

Hannah Jacobi also spoke in favor of the Homemakers. She said Alzheimers is not covered under Medicare or Medicaid.

Faith Follum, of Rochester, who is associated with the Homemakers Day Out program and another unnamed woman both spoke in favor of the Homemakers program.

Novella McEachern, of Rochester and the Homemakers Project Director of Adult Medical Day Care said that they had put in a request for Adult Day Care and wanted to know why we have ignored this request.

Homemakers' Executive Director Eisenhart spoke again and noted that everyone in the Homemakers program donates to the organization. They have fifty (50) volunteers who take people shopping, etc. They collected \$134,000 in fees for their services. Some people pay the full costs.

Nancy Cramer of Rochester, who serves as guardian for an Alzheimers' patient spoke in favor of the Homemakers' Alzheimers' program.

Linda Howard of New Durham has worked for Homemakers for fifteen (15) years spoke in favor of the Homemakers. She read a letter from a woman who's mother had a stroke and had been helped by Homemakers.

Bob Wear, a UNH Professor from Durham, and a member of the Homemakers Board of Directors, spoke in favor of the organization.

Sylvia Gilbert of Rochester, who cooks three (3) days a week at the Day Out program, read a letter from a woman who had broken her hip and was helped by Homemakers.

Joyce Grossi spoke for the Pre-Natal Program. She said women are showing up at the Emergency Room of the hospital with no pre-natal care.

Chairman Martling asked if any other members of the public wished to speak. No one responded. He again asked if any of the public wished to address the Delegation. Once again, there was no response. At this time, Chairman Martling declared the Public Hearing closed at 10:30 a.m. and announced a fifteen (15) minute recess.

Chairman Martling reconvened the Delegation meeting at 10:45 a.m. and asked the Commissioners to give an update on the Waste Water Treatment facility situation.

Executive Assistant Ray Bower spoke on behalf of the Commissioners. He said that there was a breakdown in the lagoon system, so a consultant was hired to identify the long-term solution to this problem. Each Delegate received a copy of the report of the consultant, so Mr. Bower opened the floor to questions on the report. The conclusion of the report indicated that the County should try to connect into the City of Dover sewer system.

Representatives Pageotte and Corte both spoke in favor of the conclusions of the report.

Representative Appleby asked if other houses in the area would be able to connect into this new sewer line. Commissioner Maglaras said that this depended on the specific arrangement that the County was able to make with the City of Dover.

Executive Assistant Bower commented that the Delegation would have the complete details of any arrangements with the City of Dover before they were asked to vote on approval of the project.

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Representative Pageotte asked if Commissioner Maglaras had removed himself from the negotiations with the City of Dover due to possible conflict of interest. Commissioner Maglaras responded that he had done this, but in general he supports the recommendation of the report.

The Chairman called on Representative Spencer to speak about a bill currently considered in the Legislature regarding Second Offender Driving Under the Influence convictions.

Chairman Martling asked Executive Assistant Bower to comment on those provisions of House Bill 51 that affect payments to the Retirement System. Executive Assistant Bower responded that the passage of this bill would help reduce the Proposed Budget by approximately \$124,000 with reduced rates by the New Hampshire Retirement System.

Representative Pageotte moved that the meeting be adjourned at 11:05 a.m. The motion was seconded by Representative A. Torr and was accepted unanimously on a voice vote. With no further business, the meeting adjourned.

*Respectfully submitted,
Robert Marston, Clerk*

***STRAFFORD COUNTY DELEGATION EXECUTIVE
COMMITTEE
MINUTES OF MEETING OF FEBRUARY 25, 1991***

The meeting of the Strafford County Delegation's Executive Committee to hear Subcommittee reports on the Strafford County Commissioners' Proposed 1991 Budget was called to order at 9:00 a.m. by Chairman W. Kent Martling in the Commissioners Conference Room of the Justice & Administration Building. After a moment of silence, Representative Kincaid lead the Committee in the pledge to the flag.

The Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

PRESENT: Appleby, Bickford, Brown, Kincaid, Marston, Martling, Pageotte, Sullivan, R. Torr, and Wall (10 of 15)

EXCUSED: Corte, Kinney, Spencer, Swope, and Vincent (5)

In the absence of Representative Ann Torr, Chairman Martling presented the report of the Riverside Rest Home Subcommittee. The Subcommittee recommended only one change in the Commissioners Proposed 1991 Budget. The change would decrease Account No. 9902.02, Capital Expense, by \$1,300. This would be accomplished by reducing the expense for the Nursing Charting System from \$5,200 to \$3,900. Representative Pageotte moved that we accept the recommendation of the Riverside Rest Home Subcommittee for a revised total expenditure of \$8,380,380.00, seconded by Representative Wall. The motion passed on a roll call vote, as follows:

YEAS: Appleby, Bickford, Brown, Kincaid, Marston, Martling, Pageotte, Sullivan, R. Torr, and Wall (10 of 10).

NAYS: None.

In the absence of Representative John Young, Chairman Martling presented the report for the General Government Subcommittee. The only changes in the budget from the figures recommended by the Commissioners Proposed 1991 Budget were in the Deeds Office, where four line items were reduced, resulting in a total reduction of \$3,607, for a revised total for Registry of Deeds of \$225,184. Representative Pageotte moved to accept the recommendation of the General Government Subcommittee, seconded by Representative Kincaid, and passed unanimously on a voice vote.

In the absence of Representative Spencer, Chairman Martling presented the report of the Criminal Justice Subcommittee. The Subcommittee recommended that detailed prosecution statistics be kept and presented to the Delegation

for the Drug Prosecutor position to help decide if the program should be continued in 1992 when the grant expires. Representative Bickford moved that this requirement be made a footnote to the Drug Prosecutor Grant account; seconded by Representative Sullivan, and passed on a voice vote. The only change from the Commissioners Proposed 1991 Budget recommended by the Subcommittee was to reduce the Proposed Budget for the Dispatch Center from \$142,023 to \$139,687. Representative Kincaid moved that this change be approved; seconded by Representative Brown, and passed on a voice vote. Representative Kincaid then moved that the report of the Criminal Justice Subcommittee be accepted as presented; seconded by Representative Pageotte, and passed on a voice vote.

Representative Julie Brown presented the Human Services Department Subcommittee's report for the Subcommittee. The Subcommittee recommended that all items except Telephone, line item 4190.68, and Travel, line item 4190.70 be the same as recommended by the Commissioners Proposed 1991 Budget. The Subcommittee recommended reducing the Telephone and Travel lines from \$2,100 to \$1,500 and from \$2,000 to \$1,500, respectively. Representative Wall asked why these items should be reduced and Representative Brown replied that this was based on last year's actual expenditures. Representative Sullivan moved that the Executive Committee accept the report of the Human Services Subcommittee, seconded by Representative Wall, and accepted unanimously on a voice vote.

Representative Ralph Torr presented the report for the Non-County Agencies Subcommittee. The Subcommittee recommended that all items except two be accepted as presented in the Commissioners' Proposed 1991 Budget. The two items to be changed were an increase in the amount recommended for the Seacoast Task Force on Family Violence (A Safe Place) from \$19,000 to \$20,000 and the addition of \$12,000 for the Homemakers of Strafford County's Day Out Program.

Representative Brown moved that the budget for Seacoast Task Force on Family Violence be \$19,000. The motion was seconded by Representative Bickford and passed on a roll call vote 6-4.

YEAS: Bickford, Brown, Kincaid, Marston, Martling, and Wall (6).

NAYS: Appleby, Pageotte, Sullivan, and R. Torr (4).

Representative Sullivan made a motion to eliminate the \$12,000 for the Homemakers Day Out Program. Representative Appleby and Representative Brown spoke against the motion. The motion failed on a roll call vote, 9 to 1, as follows:

YEAS: Sullivan (1).

NAYS: Appleby, Bickford, Brown, Kincaid, Marston, Martling, Pageotte, R. Torr, and Wall (9).

Representative Pageotte moved that the Executive Committee accept the Non-County Agencies funding in the amount of \$288,800. The motion was seconded by Representative Appleby, and passed on a voice vote.

Chairman Martling declared a ten minute recess. The meeting reconvened at 10:10 a.m.

In the absence of Representative Keans, Chairman Martling presented the report for the Revenues, Capital Expenditures, and Special Projects Subcommittee. The Subcommittee did not propose any changes in the Revenue figures recommended by the Commissioners Proposed 1991 Budget. The only change recommended was under Capital Expenditures for the reduction in the Nursing Charting System as recommended by the Riverside Rest Home Subcommittee. Representative Sullivan moved that the report be accepted as presented. The

motion was seconded by Representative Brown and was accepted unanimously on a voice vote.

Chairman Martling then reviewed the revised budget total as follows:

| | |
|---------------------------------|-------------------|
| Total Expenditures: | \$19,162,766.00 |
| Total Revenues: | 9,648,681.00 |
| Surplus from 1990: | <u>600,000.00</u> |
| Total To Be Raised by Taxation: | \$ 8,914,085.00 |

Representative Kincaid moved acceptance of these final figures. Seconded by Representative Brown and passed on a roll call vote, 9-0 (Representative Pageotte was excused early).

- YEAS: Appleby, Bickford, Brown, Kincaid, Marston, Martling, Sullivan, R. Torr, and Wall (9 of 9).
- NAYS: None.

Chairman Martling thanked the County Commissioners, Executive Assistant Raymond Bower, Executive Secretary Jean Miccolo, and the Subcommittee Chairpersons for their conscientious work on the 1991 Budget.

Executive Assistant Bower explained to the Executive Committee that the Total Expenditure figure would probably be reduced because of legislative action relative to Retirement payments, but the final figures on this have not yet been released. The revised figures will be presented at the full Delegation meeting, Saturday, March 9, 1991 at 9:00 a.m.

With no further business, the meeting was adjourned at 10:25 a.m.

*Respectfully submitted,
Robert Marston, Clerk
Strafford County Delegation*

*STRAFFORD COUNTY DELEGATION
MINUTES OF MEETING OF MARCH 9, 1991*

The meeting was called to order at 9:00 a.m. by Chairman Kent Martling. After a moment of silence, Representative Appleby led the Delegation in the pledge of Allegiance to the flag.

The Clerk read the notice of the meeting for the record. The purpose was to review the Executive Committee's Recommendations on the Strafford County Commissioners' Proposed 1991 Budget.

The Clerk read the roll, which showed the following members present:

Present: Appleby, Bickford, Brown, Corte, Douglass, Flynn, Gilmore, Hambrick, Hashem, Jankowski, Keans, Kincaid, Kinney, Marston, Martling, Merrill, Nehring, Pageotte, Parks, Pelley, Spencer, Sullivan, A. Torr, R. Torr, Tsiros, Vincent, Wall, Wheeler, and Young (29).

Excused: McCann, Messier, Swope (3).

Absent: Bernard, Foss, Frechette, Musler, and O'Brien (5).

Also present were Commissioners Maglaras and Roberge, and Executive Assistant Raymond Bower; Commissioner Dumont was absent due to illness.

Chairman Martling explained that we would go through the budget one page at a time and asked for questions and comments. After review, there will be individual votes on Total Expenditures, Total Revenues, Last Year's Surplus, and Amount To Be Raised by Taxation.

Chairman Martling thanked the Commissioners and the Subcommittee Chairmen and members of those Subcommittees for a job well done.

Representative Vincent questioned Account No. 4100.70, Administration-Travel. Commissioner Maglaras explained that this account included mileage payments for everyone in the Commissioners' Office, including the County Treasurer, flowers for deceased persons, and also the cost of people attending conferences.

Representative Bickford questioned Account No. 4140.70, and .71, Sheriff's Department-Travel, In-State and Out-of-State. She noted that this was less than that allocated to Administration. Executive Assistant Bower explained that the Sheriff's Department had County-owned vehicles to use to pick up prisoners, etc.

Representative Vincent asked about the big increase in Vehicle Lease, Account No. 4140.88 for the Sheriff's Department. Executive Assistant Bower explained that new leases are being signed this year at a higher price, one additional car is being leased to replace one formerly owned by the County, and that the County exceeded the estimate for car leases last year and will be paying the difference owed this year.

Representative Corte asked why Account No. 4190.56, Human Service Department-Intermediate Nursing Care, showed such a large increase. Executive Assistant Bower explained that the County was obligated to pay thirty-one percent (31%) of the Medicaid costs for long-term nursing care for all residents of Strafford County who are eligible for Medicaid no matter where they are placed.

Representative Sullivan made a motion that the Homemakers of Strafford County's Day Out Program be deleted from the budget. This is listed as a new item under Account No. 9350., County Agencies. The motion was seconded by Representative Flynn. Chairman Martling explained that this item was added by the Subcommittee and approved by the Executive Committee.

Representative Flynn spoke in favor of the motion. Representatives Corte and Spencer spoke against the motion.

Chairman Martling pointed out that Representative Parks would be presenting a proposal later that addressed this same general subject. Representative Nehring spoke against the motion. Representative Kinney asked Executive Assistant Bower how much it was actually costing the County per day for each nursing home guest. Executive Assistant Bower replied that it costs the County 31% of \$96 per day. Representative Kinney asked about how much it actually costs the County for one person for one day under the Day Out Program. Executive Assistant Bower supplied an answer of \$4.74. Representative Pageotte spoke against the motion. Representative Pelley suggested that we should look at Representative Parks' proposal at this time. Chairman Martling said we would come back to that. Representatives Parks, Appleby, Wheeler, and Hasham spoke against the motion. Representative Ann Torr spoke to the motion. Representative Keans spoke in favor of the motion. A motion to limit debate passed on a voice vote.

The motion was defeated on a roll call vote 8-21.

YEAS: Flynn, Keans, Kinney, Pelley, Sullivan, A. Torr, Tsiros, and Vincent (8).

NAYS: Appleby, Bickford, Brown, Corte, Douglass, Gilmore, Hambrick, Hashem, Jankowski, Kincaid, Marston, Martling, Merrill, Nehring, Pageotte, Parks, Spencer, R. Torr, Wall, Wheeler, and Young (21).

Representative Vincent questioned the revised breakout of the Purchasing Department function under Riverside Rest Home. The response was that it was separated because the auditor suggested this should be done to get a better comparison of costs for purposes of Medicaid reimbursement. No personnel have been added.

Representative Vincent asked about the increase in Account No. 5190, Staff Education. Executive Assistant Bower answered that there has been an increase in Tuition Assistance

because of lower turnover in staff. In the past, many of the staff did not stay long enough to qualify for this.

Representative Ralph Torr asked about the lack of a Physical Therapist. Executive Assistant Bower explained that the person had left even though a pay raise had been offered. They are currently conducting interviews to find a new person; it is hard to find anyone to fill this position.

Representative Flynn noted the large increase in Health Insurance at Riverside Rest Home. Executive Assistant Bower said that these rates increased by only fifteen percent (15%), but the participation rate has gone up. A larger percentage of the employees are enrolled; this may be because a spouse has become unemployed and due to the reduction in turnover rate of employees.

Representative Pelley asked about the percentage of the cost of this insurance that the County paid. Executive Assistant Bower replied that the County is self-insured so there are no premiums.

Representative Brown made a motion that Account No. 4100.70, Administration-Travel, be reduced from \$6,000 to \$3,000. The motion was seconded by Representative Keans.

Commissioner Maglaras responded that many people use this account which also includes educational incentives for people working in that office. On further questioning by Representative Pageotte, Commissioner Maglaras said that last year he and Commissioner Roberge went to Washington to speak at the National Legislative Conference and were reimbursed from this account.

The motion was defeated on a voice vote.

Representative Ann Torr moved to accept the new retirement rates as shown in the report (Enclosure 1). Representative Flynn seconded the motion and it passed on a voice vote.

Chairman Martling then corrected the final figures in the budget to reflect the changes in the retirement rates.

Representative Spencer moved that the Delegation accept the revised Total Expenditures of \$19,044,213. The motion was seconded by Representative A. Torr. The motion passed unanimously on a roll call vote as follows:

YEAS: Appleby, Bickford, Brown, Corte, Douglass, Flynn, Gilmore, Hambrick, Hashem, Jankowski, Keans, Kincaid, Kinney, Marston, Martling, Merrill, Nehring, Pageotte, Parks, Pelley, Spencer, Sullivan, A. Torr, R. Torr, Tsiros, Vincent, Wall, Wheeler, and Young (29).

NAYS: None.

Representative Flynn moved and Representative Sullivan seconded to accept total Revenues of \$9,648,681. The motion passed unanimously on a roll call vote as follows:

YEAS: Appleby, Bickford, Brown, Corte, Douglass, Flynn, Gilmore, Hambrick, Hashem, Jankowski, Keans, Kincaid, Kinney, Marston, Martling, Merrill, Nehring, Pageotte, Parks, Pelley, Spencer, Sullivan, A. Torr, R. Torr, Tsiros, Vincent, Wall, Wheeler, and Young (29).

NAYS: None.

Representative Flynn moved and Representative Wall seconded, to accept the Prior Year Surplus figure of \$600,000. The motion passed unanimously on a roll call vote as follows:

YEAS: Appleby, Bickford, Brown, Corte, Douglass, Flynn, Gilmore, Hambrick, Hashem, Jankowski, Keans, Kincaid, Kinney, Marston, Martling, Merrill, Nehring, Pageotte, Parks, Pelley, Spencer, Sullivan, A. Torr, R. Torr, Tsiros, Vincent, Wall, Wheeler, and Young (29).

NAYS: None.

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Representative Flynn moved and Representative Kinney seconded, to accept the figure of \$8,795,532 to be raised by taxes. The motion passed unanimously on a roll call vote, as follows:

YEAS: Appleby, Bickford, Brown, Corte, Douglass, Flynn, Gilmore, Hambrick, Hashem, Jankowski, Keans, Kincaid, Kinney, Marston, Martling, Merrill, Nehring, Pageotte, Parks, Pelley, Spencer, Sullivan, A. Torr, R. Torr, Tsiros, Vincent, Wall, Wheeler, and Young (29).

NAYS: None.

Representative Wall moved and Representative Pageotte seconded to accept the minutes of the Public Hearing of February 2, 1991. The motion passed on a voice vote.

The Chairman called a five minutes recess. The meeting reconvened at 10:55 a.m.

Chairman Martling recognized Representative Parks to present a proposal. The proposal was distributed to the members of the Delegation and is attached to these minutes as Enclosure 2.

Representative Parks made a motion that the Delegation accept his proposal. This motion was seconded by Representative Kinney. Representative Parks then explained his proposal.

Chairman Martling explained that Representative Parks had approached him with the proposal and he had suggested some changes to it and it has been modified since then.

Representative Ann Torr questioned whether the Delegation had the authority to appoint a committee or if the Delegation should be asking the Commissioners to set up a program. Representative Wall suggested that we ask the Commissioners to appoint the Committee. Representative Pelley spoke in favor of the motion. Representative Brown asked if we hadn't

already studied this in the Birchaven Report. Executive Assistant Bower responded that this report was twelve (12) years old and things had changed since that time.

Representative Spencer moved to amend the motion to say that the Delegation recommends that the Commissioners set up a committee. After several attempts by other members to reword the motion, Representative Spencer changed his amendment to read as follows:

The following is proposed as a request to the County Commissioners:

1. Establish an Elderly Care Committee under direction of the Delegation to investigate and develop proposals for resolution of the problem. The committee to consist of: 2 members of the County Delegation (one to serve as Chairman), a County Commissioner, 2 Strafford County nursing home managers (one to be the Riverside manager), a representative of the Strafford County Homemakers, a representative of the Visiting Nurses Association, and a member of the University of New Hampshire School of Health Studies with gerontological expertise.
2. Establish a line item, Account No. 9371, titled Elderly Care Study Committee. Line item to have -0- appropriation. Any expenditures to be transferred from another line item in the budget.
3. The Committee is to report to the Delegation in November of 1991 and July of 1992 as to progress and recommendations. Areas of review are to include nursing homes, group homes, home care, and such other matters affecting the elderly that the committee may find desirable.

Representative A. Torr had a parliamentary inquiry as to procedure. Chairman Martling answered that we would vote

on Representative Spencer's amendment and then if that passed, on Representative Parks' motion as amended.

The amendment passed on a voice vote. The motion as amended passed on a voice vote.

Chairman Martling asked Commissioner Maglaras to say a few words. Commissioner Maglaras announced that he would ask Executive Assistant Bower to speak on the State budget. After Executive Assistant Bower started to speak, Representative Parks asked a parliamentary question about whether the Delegation should be discussing this question since the Legislature has made no firm decisions on the subject.

Representative R. Torr made a motion to adjourn. Seconded by Representative Parks. The motion was defeated 15-11.

Chairman Martling then called on Commissioner Maglaras to speak again. Commissioner Maglaras said that if the Legislature makes any changes in the Governor's Budget that puts additional costs back on the counties, the Commissioners will have to call the Delegation back to deal with this. He also stated that he wanted to inform us ahead of time of how the actions of the Legislature might affect the County budget. He wanted to be on record as having warned the Delegation that the State budget could adversely effect the County and it might be necessary to call the Delegation back to act on a supplemental budget.

Representative Corte moved that the meeting be adjourned. The motion passed on a voice vote. With no further business, the Delegation meeting adjourned at 11:40 a.m.

*Respectfully submitted,
Robert E. Marston, Clerk
Strafford County Delegation*

*STRAFFORD COUNTY DELEGATION
EXECUTIVE COMMITTEE
MINUTES OF MEETING OF MAY 10, 1991*

The meeting of the Strafford County Delegation's Executive Committee to review the 1991 First Quarter Budget report was called to order at 9:25 a.m. by Chairman W. Kent Martling. After a moment of silence, Representative Wall lead the committee in the pledge to the flag.

The Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

PRESENT: Appleby, Bickford, Brown, Corte,
 Kinney, Marston, Martling, Pageotte,
 Sullivan, Swope, Vincent, and Wall (12 of
 15).

ABSENT: Kincaid, Spencer, and R. Torr (3).

Also present were Commissioner Maglaras, County Treasurer Charles Crocco, Executive Assistant Raymond Bower, and Representative Messier.

Chairman Martling called upon Treasurer Charles Crocco to discuss Tax Anticipation Notes. Mr. Crocco read a copy of the memo he had sent to members of the Delegation (copy attached). Representative Pageotte moved that we allow the Treasurer to borrow any amount needed up to the \$4,750,000.00 as outlined in his memo. Representative Sullivan seconded the motion.

Representative Swope asked about the condition of our bank (Bankeast). Treasurer Crocco and Mr. Bower explained how our money is totally collateralized by a United States Treasury Note. Mr. Bower noted that the last time we borrowed the interest rate was 5.11%.

The motion passed on a roll call vote 12-0.

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The Committee proceeded into a review of the Budget Report. The budget was reviewed page by page starting with page 3.

Representative Pageotte asked about white collar criminals being housed at the Strafford County Jail. Mr. Bower replied that no changes to the facilities are required for this program and that the first two prisoners are expected next week. The population will work up to 10 to 15 people by summer and no increase in staff is expected to be necessary to handle this.

Representative Pageotte asked if the program would pay for itself. Mr. Bower answered that the money we would receive would at least cover expenses.

Under Resource Agencies, Representative Martling asked why Extension Service has payments for four months instead of three. Mr. Bower explained that the payables are kept open for about two weeks into the next quarter to reflect all payables incurred in the quarter. Any agency that gets paid on the first of the month would get an extra payment during that two week period.

Chairman Martling asked Mr. Bower to explain some of the Revenue items. Mr. Bower replied that revenues are better than expected. In the Registry of Deeds Office, we had a great month of April and we are about equal with last year. Some question about getting the money budgeted for Roadside Clean-up. Insurance refunds do not come until the end of the year, but Mr. Bower expects we will do well in this item. Riverside Rest Home income will increase because of increase in rates. The County does not have any bad debts.

Representative Kinney moved that the quarterly budget report be accepted. Seconded by Representative Corte and passed on a voice vote.

Chairman Martling called on Representative Brown for a motion relative to the Riverside Rest Home budget. Representative Brown moved that \$34,602.00 be moved from the Nursing Budget Account No. 5140 to Resident Services

Account No. 5145. This change is covered in Mr. Bower's letter to Representative Ann Torr dated March 15, 1991 (copy attached).

Representative Corte asked about the large amount included for Workman's Compensation for the Clinical Coordinator. Mr. Bower explained that much of that money comes back as a refund at the end of the year.

The motion was passed on a voice vote.

Chairman Martling asked Commissioner Maglaras if he has any remarks. The Commissioner said that we are still negotiating with the City of Dover regarding the County sewer project. He expects to have something to report at the next quarterly meeting.

With no further business, the meeting was adjourned at 10:05 a.m.

*Respectfully submitted,
Robert Marston, Clerk
Strafford County Delegation*

***STRAFFORD COUNTY DELEGATION
EXECUTIVE COMMITTEE
MINUTES OF MEETING OF AUGUST 2, 1991***

The meeting of the Strafford County Delegation's Executive Committee to review the 1991 Second Quarter Budget report was called to order at 9:03 a.m. by Chairman W. Kent Martling. The meeting opened with a moment of silence and the pledge to the flag. The Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

PRESENT: Appleby, Brown, Kincaid, Kinney, Marston, Martling, Sullivan, Ralph Torr, and Vincent (9 of 15).

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ABSENT: Bickford, Corte, Pageotte, Spencer, and Swope. (5).

EXCUSED: Wall (1).

Also present were Commissioner George Maglaras, Executive Assistant Raymond Bower, and County Treasurer Charles Crocco.

Representative Appleby called attention to the fact that Marilyn Allen, Jail Industries Director, had been honored with the CIA Certificate of Commendation Award from the Correctional Industries Association. Representative Appleby mentioned some of the things that the programs does and some of the plans for the future in the program. He also stated that Marilyn Allen was doing a great job and should be given thanks by this group. This drew enthusiastic applause from the Executive Committee.

Representative Martling said that everyone associated with the County budget did a fantastic job in the Second Quarter and expressed his thanks to them.

The Executive Committee then proceeded to review the Second Quarter Budget Report page by page.

Representative Vincent questioned why Account No. 4110.20, County Attorney, Education/Conference/Training, on page 4, was 96.5% expended. Executive Assistant Bower responded that several people (2 attorneys) went to Texas for training and there will be limited expenditures in this line for the remainder of the year.

Executive Assistant Bower noted that income for the Registry of Deeds offices, Account No. 4011.00, was running slightly ahead of last year at this time.

Representative R. Torr questioned the \$963 that had been expended for auto repairs in the Sheriff's Department, Account NO. 4140.73. Executive Assistant Bower explained

that this was for an older cruiser that has not been replaced with a new leased car.

Representative Vincent asked about line item 4141.07, Dispatch Overtime, as to why higher-paid employees were used for overtime. Executive Assistant Bower explained that this dispatcher had experience and did not have to be trained and overtime is assigned only when part-time employees are not available.

Representative Vincent also asked about the overtime in line item 6100.07, Department of Jail. Executive Assistant Bower explained that three people were called up for the "Desert Storm" and the County did not want to hire replacements.

Representative R. Torr asked about Account No. 6100.97, Jail New Equipment. Executive Assistant Bower explained that this was expended for equipment needed to board Federal inmates. This contract with the Federal Department of Prisons will increase expenses in the Jail by about \$30,000, but will produce income of approximately \$250,000.

There was a question about the McKin Site Settlement line. Executive Assistant Bower explained that in 1988 the County was liable for this settlement in the amount of \$45,000, but to date has not yet received an invoice. This will eventually have to be paid.

Representative Marston asked if the County had bought all 31 of the mattresses budgeted in RRH Capital Expenditures line item 9202.02. The response was that the mattresses are bought on an as-needed basis, ten at a time, and they have not all been purchased as yet.

Representative Sullivan moved that the Second Quarter Budget Report be accepted as presented. The motion was seconded by Representatives Brown and Kincaid and was accepted unanimously on a voice vote.

Chairman Martling called on Commissioner Maglaras to request a transfer of money. It was explained that the large

lawn mower used on the County Complex had a motor failure and required work. The bill came to \$2,268.25 and the Commissioners would like permission to transfer the amount of money from the Contingency Account, Account No. 9900.00. Representative Brown motioned that the Delegation approve transfer of the money. The motion was seconded by Representative Vincent and was passed on a voice vote.

Executive Assistant Bower brought up the question of trash removal. Due to the new bag and tag program in Dover, the County must start paying its own tipping fees effective October 1, 1991. The County will go out for a separate contract for someone to haul the trash. Executive Assistant Bower asked for permission to pay the tipping fee out of the Contingency fund, Account No. 9900.00. Representative Brown motioned that this expenditure be allowed. The motion was seconded by Representative Torr and passed unanimously on a voice vote. Representative Torr asked about medical waste removal. Executive Assistant Bower explained that the County contracts with BioWaste Division of Waste Management for this service at a cost of \$400 to \$500 per year.

Executive Assistant Bower then briefed the Executive Committee on the status of the sewer line project. This will be repeated at a Public Meeting of the Full Delegation on Wednesday, August 7, 1991, when the Delegation will vote on the bonding for this project.

Representative Brown moved to adjourn. Seconded by Representative Torr and accepted unanimously at 10:00 a.m.

*Respectfully submitted,
Robert Marston, Clerk
Strafford County Delegation*

**STRAFFORD COUNTY DELEGATION COMMITTEE
MINUTES OF PUBLIC HEARING OF AUGUST 7, 1991**

The Public Hearing of the Strafford County Delegation was called to order by Chairman Martling at 7:40 p.m. After a

moment of meditation, Representative Marston led the Delegation in the Pledge of Allegiance to the flag. The Clerk then read the Notice of the Meeting and called the roll, which showed the following members present:

PRESENT: Appleby, Bickford, Brown, Flynn, Frechette, Hambrick, Keans, Kincaid, Kinney, Marston, Martling, Nehring, Pageotte, Parks, Pelley, Sullivan, A. Torr, Vincent, Wall, Wheeler, and Young (21 of 37).

ABSENT: Bernard, Corte, Douglass, Foss, Gilmore, Hashem, Jankowski, McCann, Merrill, Messier, Musler, O'Brien, Spencer, Swope, R. Torr, and Tsiros (16).

Also present were Commissioners Maglaras, and Dumont, County Treasurer Charles Crocco, Executive Assistant Raymond Bower, Executive Secretary Jean Miccolo, and Mark Larochelle, Representative from OEST Associates, an engineering firm.

Chairman Martling announced that the first item of business would be a public hearing on the proposed bond issue for the new sewer line project. Chairman Martling called on Commissioner Maglaras to open the hearing and explain the proposed project. Commissioner Maglaras asked Executive Assistant Bower to go over the history and details of the project.

Executive Assistant Bower explained that the present lagoon system is in very poor shape and would require a lot of work and money to bring it up to date. The permit for this system was issued six years ago and expires November 8, 1991, and could not be renewed without this expenditure of money.

Last year the city of Dover brought the sewer line closer to the Complex than it had ever been before, so the County decided to hire an engineering firm to determine if it was more cost-effective to tie into the sewer system rather than

up-grade the lagoons. The firm of Provan and Lorber was hired to do this study for \$1,900. The final recommendation of the study was that the County should connect to the Dover system at the junction of Sixth Street and County Farm Road.

Unfortunately, the line at Sixth Street was only sized with enough excess capacity to handle the flow from the proposed industrial park, so therefore, an alternate tie-in point had to be found.

After receiving preliminary approval from the Executive Committee of the Delegation to put a bid out to receive cost estimates and choose a route and place to tie into the Dover System, the County contracted with OEST Associates, an engineering firm to perform this work.

Executive Assistant Bower has been negotiating with Dover on a cost-sharing program. the City agreed to pay the difference between the cost of tying in at Sixth Street and the more expensive option of tying into the Liberty Mutual line near Indian Brook.

The extension from Indian Brook was chosen as the final tie-in point. This route requires easements from three parties owning property there. Executive Assistant Bower is in the process of obtaining easements from these property owners. The exact amount that Dover will pay will not be known until after the bids come, but it is expected to be around \$200,000. The County is asking for authorization from the Delegation to borrow up to \$1,500,000 for this project. It was noted that Dover will pay the costs relating to maintaining the line and the pump station.

Chairman Martling asked if anyone from the public would like to speak or ask questions. There was not response, he again asked if anyone from the public wished to speak or ask questions. Hearing none again, Chairman Martling declared the Public Hearing closed and declared a one minute recess.

After the Delegation reconvened, Chairman Martling asked Executive Assistant Bower to say a few more words regarding

the sewer project. Executive Assistant Bower explained the bonding information for the project which he had distributed (copy attached). The floor was then opened for questions from the Delegation.

Representative Wheeler asked if the total being requesting for borrowing included the money which we will get back from Medicaid. Executive Assistant Bower explained that the projected reimbursement from Medicaid will be paid to the County over the next twenty-five (25) years, as nursing home revenue.

Representative Frechette questioned the fact that the amount of the bond issue as stated in the Notice of the Public Hearing was not the same as the amount the County is now asking the Delegation to approve bonding for. Executive Assistant Bower responded that he has spoken to Bond Council and was advised that the Delegation has the right to modify the amount of the bond in any way it sees fit. The need for additional monies, beyond the original amount stated in the notice, is needed as recent land surveys show ledge and wet areas in the sewer line patch. This will increase the cost of the project.

Representative Frechette asked if there was any work to be done on the lagoon itself. Mark Larochelle from OEST Associates said that the plan is to clean out the lagoons and leave them in place along with the associated piping. The sludge will be spread on County land.

Representative Ann Torr asked what the time frame for tying into the City system was. Executive Assistant Bower responded that it is planned to have this complete by Christmas. [Dover may waive the "no broken pavement after November 15, 1991" regulation for this project.]

Representative Keans asked what would be done when or if others wish to tie into the system. Executive Assistant Bower responded that others cannot tie into the forced main which will run down County Farm Road. Tie-ins to the gravity flow section of the system will be controlled by the City of Dover.

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Representative Brown asked what size the piping will be. The response was that the force main is 4" and the gravity section is 18".

Representative Frechette asked if the contract will be put out to bid. The response was yes, and we are using OEST Associates estimates. In response to a question regarding the economy, the depressed economy has been taken into consideration when the project was priced out.

Representative Parks asked for clarification regarding the Medicaid reimbursement. Executive Assistant Bower explained that the Medicaid reimbursement is based on the percentage of the usage of the sewer line attributed to the nursing home. Presently, the nursing home usage is about 70%; however, this rate could fluctuate (increase or decrease) over the 25 year reimbursement period. Reimbursement will begin in October of 1992 for costs incurred in 1991.

Representative Torr moved to appropriate and authorize the County Commissioners to borrow up to One Million, Five Hundred Thousand Dollars (\$1,500,000) to provide for the County Sewer Project. The motion was seconded by Representative Vincent.

Representative Frechette suggested that the length of the project be made a part of the motion. Executive Assistant Bower stated that the wording of the motion was approved by Bond Council.

A roll call was taken on the motion, with the following results:

YEAS: Appleby, Bickford, Brown, Flynn, Frechette, Hambrick, Keans, Kincaid, Kinney, Marston, Martling, Nehring, Pageotte, Parks, Pelley, Sullivan, A. Torr, Vincent, Wall, Wheeler, and Young (21 of 21).

NAYS: None.

Chairman Martling discussed the subject of re-districting. Representative Torr commented that Strafford County is the only county that is not divided into districts for electing the County Commissioners. All commissioners are elected at large. If this system is kept, we do not have to worry about re-districting at the County level. Representative Torr motioned that the present system of the three County commissioners being elected at large be retained. The motion was seconded by Representative Keans and was passed unanimously on a voice vote.

Representative Torr motioned that there being no further business, that the meeting be adjourned at 8:30 p.m. Seconded and accepted unanimously.

*Respectfully submitted,
Robert Marston, Clerk
Strafford County Delegation*

***STRAFFORD COUNTY DELEGATION
EXECUTIVE COMMITTEE
MINUTES OF MEETING OF NOVEMBER 15, 1991***

The meeting of the Strafford County Delegation's Executive Committee to review the 1991 Third Quarter Budget report and approve Tax Anticipation Note Borrowing of up to \$4,300,000 was called to order at 9:00 a.m. by Chairman W. Kent Martling. After a moment of silence, Representative Kincaid led the Executive Committee in the pledge to the flag. The Clerk read the Notice of the Meeting and called the roll, which showed the following members present:

PRESENT: Appleby, Bickford, Brown, Corte, Kincaid, Kinney, Marston, Martling, Pageotte, Sullivan, Ralph Torr, Vincent, and Wall (arrived late) (13 of 15).

ABSENT: Spencer and Swope. (2).

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Also present were Commissioner George Maglaras, Executive Assistant Raymond Bower, and County Treasurer Charles Crocco.

Chairman Martling called on Treasurer Crocco, who read a letter addressed to Chairman Martling of November 15, 1991 explaining the need for a loan in anticipation of taxes in the amount of \$4,300,000 and so recommending (copy of letter attached).

Representative Brown motioned that the Executive Committee authorize the County Treasurer to borrow up to \$4,300,000 in Tax Anticipation Notes for 1992. The motion was seconded by Representative Torr and approved on a roll call vote, 12 - 0, as follows:

- YEAS: Appleby, Bickford, Brown, Corte,
 Kincaid, Kinney, Marston, Martling,
 Pageotte, Sullivan, Ralph Torr, and
 Vincent.
- NAYS: None.

NOTE: Representative Wall arrived at the meeting after the results of the voting was announced.

Chairman Martling congratulated Commissioner Maglaras and Executive Assistant Bower for an outstanding Third Quarter Budget Report and in keeping the spending within the budgetary amounts.

Chairman Martling reviewed the budget for the Executive Committee, page by page and asked for comments and questions as each page was presented.

Referring to the Sheriff Department's Account No. 4140, Executive Assistant Bower commented that the County received a \$1,800 reimbursement from the State for guarding a State prison inmate. This is credited under the income section.

Representative Vincent asked how the retirement and unemployment in the Dispatch Center, Account Numbers 4141.13 and 4141.16 had been misjudged. Executive Assistant Bower explained that this was due to a turnover of employees.

Representative Corte asked for an explanation of the footnote associated with the Human Services Department Account Number 4190.14, Workman's Compensation rate change. Executive Assistant Bower explained that a person who normally worked as a clerk had to go to court concerning County business which caused the rate to increase dramatically. However, if we don't use it we get a refund.

Chairman Martling asked about the footnote under the Jail Industries Program Account Number 6135.04. Executive Assistant Bower explained that in prior years, the Internal Revenue Service (IRS) allowed the County to treat inmates as contract employees. The regulations have been changed and they are not treated as employees. The County must withhold taxes from their earnings. The County is exempt from paying unemployment and social security on inmate earnings. Line .04 is no longer necessary.

Representative Pageotte asked if we pay workman's compensation for inmates. Executive Assistant Bower responded yes, and it is in the County's best interest to do this.

In response to a question by Representative Vincent about increased clerical help in the Department of Corrections Account Number 6100, Executive Assistant Bower explained that we have added one clerical position due to the increased paperwork caused by boarding of Federal prisoners. It is estimated that the County will receive an additional \$350,000 per year as income from the contract.

Representative Pageotte noted that the Southeastern New Hampshire Services (SENH) is received monies under Non-County Agencies Account Number 9350.05 and asked if SENH had caught up on its rental payments yet. Executive Assistant Bower responded that they had not, but had promised to do so by the first of the year. SENH will not receive any more

payments from the \$10,000 due until the County receives rental payments.

Chairman Martling asked about the footnote on RRH Dietary Account Number 5130.81, Equipment Repair. The note states that the line is overbudget partially due to "repairs to the frozen yogurt machine due to the hurricane." Executive Assistant Bower explained that there was a power surge on the circuit feeding the serving line and it damaged the machine, the County has a \$5,000 deductible on the insurance policy for this type of accident, so the bill for repairs had to be borne by the County.

Executive Assistant Bower commented on the fact that the County had taken over the personal laundry and this has saved the County quite a bit of money.

Representative Bickford asked what happens to the line items which are already 100% expended. Executive Assistant Bower explained that money can be moved from one line to another with a four digit account number, i.e., a department, as long as the bottom line is not overspent.

Representative Vincent asked about RRH Facilities & Services Account Number 5150.01, 5150.02, and 5150.03. He suggested that if the Director was out for six months and the foreman took his place, perhaps the County does not need both positions. Executive Assistant Bower explained that the foreman is a licensed electrician and also does telephone repair. Representative Brown commented that she thought that Strafford County had the most efficiently run governmental unit in New Hampshire and she gave the credit for this to Ray Bower. Commissioner Maglaras commented that the renovations of the Alms House is only about half done because the foreman had to fill in for the Director.

Representative Torr asked if the Director of Facilities and Services was still out. Executive Assistant Bower responded that he is now back at work.

Chairman Martling asked Executive Assistant Bower to comment on the Revenue lines. The only income item that is badly below budget estimates is Interest Earned, Account Number 9061.00. Most of the interest due comes in the last quarter of the year. Jail Income Account Number 6040.00 will be about \$350,000 overbudget by the end of the year due to the Federal inmate contract. Under Insurance Refunds Account Number 9082.00, Executive Assistant Bower said that he has been informed that the refund will be approximately \$246,000, plus \$5,000 which the County has already received.

Representative Torr asked why the County had not yet received any money from the Cities and Towns. Executive Assistant Bower explained that the money is not collected until the middle of December (due December 17th) because of a bill passed by the Legislature a couple of years ago. Representative Torr noted that the cities and towns collect taxes every six months and wondered why they did not pay the County every six months. Executive Assistant Bower said that was controlled by statute and the only way it can be changed is to have the Legislature change the statute.

Representative Pageotte moved that the Executive Committee accept the 1991 Third Quarter Budget Report as presented. The motion was seconded by Representative Bickford and passed on a voice vote unanimously.

Chairman Martling asked Commissioner Maglaras and Executive Assistant Bower to update the Committee on the sewer line project. It was explained that there was a slight delay in the project's progress because of poor soil on County Farm Road, which caused the pump station to have to be relocated. It is still on County property, but required some engineering changes which are being done at no cost to the County. The easement negotiations have been completed. The project will be couple of months late, but there are no problems with the Environmental Protection Agency (EPA)

The yearly State Medicaid Survey at the Rest Home has just been completed. The written report has not been received as yet, but verbally it appears to be the best survey the Rest

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Home has received to date. Representative Appleby asked how long the surveyors were at the Rest Home. Executive Assistant Bower reported that there were ten (10) surveyors here for a week.

Executive Assistant Bower reported that the County's Medicaid rate for next year had been set and that a \$60,000 bonus for efficiency in Administration would be given.

Executive Assistant Bower said the program to board Federal prisoners is going very well. The County has set a goal of boarding forty (40) white collar inmates. If the County's population continues to stabilize, the goal may increase to 45. Representative Kinney asked how many prisoners are incarcerated in their homes. Executive Assistant Bower responded that there are none at this time.

Executive Assistant Bower reported that the County is still pursuing a refund from the State to help pay for the \$28,000 clean up costs due to a leak in the Sheriff's oil tanks. Due to a change in regulations, the County may be eligible to receive a \$23,000 reimbursement for costs incurred from the State.

Executive Assistant Bower reported that the County still owes the Environmental Protection Agency (EPA) \$45,000 for Strafford County's share of the McKin Superfund Site clean up. The County must pay this amount by January 3, 1992 or there will be a penalty charged. Representative Bickford moved that the Count pay the \$45,000 by January 3, 1992, Representative Vincent seconded the motion and it passed unanimously by voice vote.

Representative Torr motioned to that with no further business, the meeting be adjourned at 10:10 a.m. The motion was seconded and accepted unanimously by voice vote.

*Respectfully submitted,
Robert Marston, Clerk
Strafford County Delegation*

DIRECTORY

ADMINISTRATION

Strafford County Justice & Administration Building

PO Box 799

Dover, New Hampshire 03820

| | |
|---|-----------------|
| <i>Commissioners Office</i> | <i>742-1458</i> |
| <i>Personnel & Finance Office</i> | <i>742-1458</i> |
| <i>Human Services Department</i> | <i>742-1469</i> |
| <i>Information & Referral</i> | <i>742-8078</i> |
| <i>Family / Child Intervention Program</i> | <i>742-8078</i> |
| <i>Registry of Deeds</i> | <i>742-1741</i> |
| <i>County Attorney</i> | <i>749-2808</i> |
| <i>Registry of Probate</i> | <i>742-2550</i> |
| <i>Superior Court</i> | <i>742-3065</i> |
| <i>UNH / Strafford County Cooperative Extension</i> | <i>749-4445</i> |
| <i>Regional Planning Commission</i> | <i>742-2523</i> |
| <i>Conservation District</i> | <i>749-3037</i> |
| <i>Community Action Program</i> | <i>749-1334</i> |

***Strafford County Sheriff's Office
& Dispatch Center***

PO Box 1218

Dover, New Hampshire 03820

742-4960

Strafford County House of Corrections / Jail

County Farm Crossroads

Dover, New Hampshire 03820

742-3310

Strafford County Riverside Rest Home

30 County Farm Crossroads

Dover, New Hampshire 03820

742-1348

CITIES AND TOWNS

Barrington Town Office
Star Route
Barrington, NH 03825
664-9007

Dover City Hall
288 Central Avenue
Dover, NH 03820
742-3551

Durham Town Office
13-15 Newmarket Road
Durham, NH 03824
868-5571

Farmington Town Office
Farmington, NH 03835
755-2208

Lee Town Office
Seven Mast Road
Lee, NH 03824
659-5414

Madbury Town Office
13 Town Hall Road
Madbury, NH 03820
742-5131

Middleton Town Office
Union, NH 03887
473-2261

Milton Town Office
Main Street, Box 310
Milton, NH 03851
652-4501

New Durham Town Office
Main Street
New Durham, NH 03855
859-2091

Rochester City Hall
31 Wakefield Street
Rochester, NH 03867
332-1167

Rollinsford Town Office
PO Box 427
Rollinsford, NH 03869
742-2510

Somersworth City Hall
157 Main Street
Somersworth, NH 03878
692-4262

Strafford Town Office
Ctr. Strafford, NH 03815
664-2192

