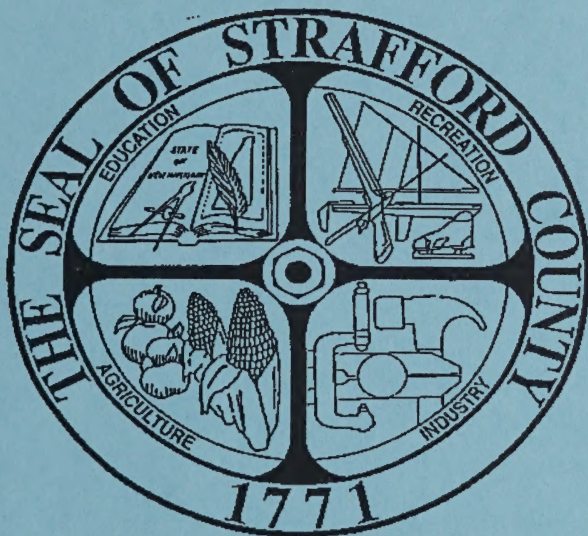


1998 STRAFFORD COUNTY ANNUAL REPORT

1998 ANNUAL REPORT

of the Commissioners, Treasurer,
Other County Officers
and the Strafford County Delegation

STRAFFORD COUNTY
New Hampshire



For the Year Ending
December 31, 1998

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1998 ANNUAL REPORT
of the Commissioners, Treasurer,
Other County Officers
and the Strafford County Delegation

STRAFFORD COUNTY
New Hampshire

- BARRINGTON
- DOVER
- DURHAM
- FARMINGTON
- LEE
- MADBURY
- MIDDLETON
- MILTON
- NEW DURHAM
- ROCHESTER
- ROLLINSFORD
- SOMERSWORTH
- STRAFFORD

For the Year Ending
December 31, 1998

*Elected Positions

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1998 STRAFFORD COUNTY ANNUAL REPORT

STRAFFORD COUNTY OFFICERS

1997 - 1998

COMMISSIONERS

George Maglaras, Chairman*	Dover, N.H.
Paul J. Dumont, V. Chairman*	Rochester, N.H.
Ronald R. Chagnon, Clerk*	Farmington, N.H.

TREASURER

Norbert J. Couture*	Somersworth, N.H.
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EXECUTIVE ASSISTANT

Raymond F. Bower	Lee, N.H.
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COUNTY ATTORNEY

Lincoln T. Soldati*	Somersworth, N.H.
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COUNTY SHERIFF

Martin Heon*	Middleton, N.H.
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REGISTER OF DEEDS

Leo Lessard*	Dover, N.H.
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REGISTER OF PROBATE

Kimberly S. Quint*	Dover, N.H.
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JUDGE OF PROBATE

Gary R. Cassavechia	Rochester, N.H.
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CLERK OF SUPERIOR COURT

Julie Howard	Newmarket, N.H.
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NURSING HOME ADMINISTRATOR

Raymond F. Bower	Lee, N.H.
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CORRECTIONS ADMINISTRATOR

Robert LeClair	Farmington, N.H.
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HUMAN SERVICES DIRECTOR

Cheryl A. Moulton	Berwick, M.E.
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MEDICAL REFEREES

Dover, N.H.

CHAPLAINS

Ecumenical Services Provided

COUNTY PHYSICIANS

Edwin Charle, M.D.	Somersworth, N.H.
Patrick Clary, M.D.	Somersworth, N.H.
Judy Santangelo, P.A.	Somersworth, N.H.

*Elected Positions

1998 STRAFFORD COUNTY ANNUAL REPORT

STRAFFORD COUNTY DELEGATION

1997 - 1998

Roger Berube	Somersworth, N.H.
David Bickford	New Durham, N.H.
William P. Brennan	Rochester, N.H.
George Brown*	Rochester, N.H.
Julie Brown	Rochester, N.H.
Frank Callaghan*	Rochester, N.H.
Larry Cossette	Rochester, N.H.
Marlene DeChane	Barrington, N.H.
Patricia Dunlap	Rochester, N.H.
Iris Estabrook	Durham, N.H.
Anne Grassie*	Rochester, N.H.
Richard Heon	Somersworth, N.H.
Roland Hemon*	Dover, N.H.
Naida Kaen*	Lee, N.H.
Sandra Keans, Vice Chairman*	Rochester, N.H.
William Knowles	Dover, N.H.
Raymond Lundborn, Clerk*	Rochester, N.H.
William H. McCann, Jr.	Dover, N.H.
Robert McKinley	Milton Mills, N.H.
Amanda Merrill	Durham, N.H.
Deborah Merritt, Chairman*	Durham, N.H.
George T. Musler	Barrington, N.H.
Arthur Pelletier*	Dover, N.H.
Marsha Pelletier	Dover, N.H.
Rose Marie Rogers	Rochester, N.H.
Michael S. Rollo	Rollinsford, N.H.
Marjorie Smith	Durham, N.H.
Clair Snyder*	Somersworth, N.H.
Barbara Spear	Farmington, N.H.
Henry Sullivan*	Farmington, N.H.
Kathleen N. Taylor	Dover, N.H.
Ann Torr	Dover, N.H.
Franklin Torr	Dover, N.H.
William Tsiros	Farmington, N.H.
Joseph Twardus*	Dover, N.H.
Dennis P. Vachon	Strafford, N.H.
Francis Vincent*	Somersworth, N.H.
Janet Wall*	Madbury, N.H.

*Denotes Executive Committee

1998 STRAFFORD COUNTY ANNUAL REPORT

1998 ANNUAL REPORT OF THE STRAFFORD COUNTY COMMISSIONERS

In 1998, Strafford County had a "banner" year financially. Revenues were at record levels for the Strafford County Registry of Deeds and Riverside Rest Home. County expenditures during 1998 were within budget limits. These positive financial pieces complete the overall healthy financial outlook for Strafford County. This led to a \$350,000 surplus being available to reduce taxes for 1999.

We are cautiously optimistic about the future of the Elder care system in Strafford County. With the passage of Senate Bill 409 by the Legislature, and the ratification vote of each County Delegation now complete, we are prepared to carry out the intent of that legislation and work with State officials to establish an expanded home-based elder care network for our region. Further, in accordance with that legislation, the Human Service Department budget for Strafford County has decreased for 1999. Yearly increases after 1999 in the Elder Care line item (formerly Intermediate Nursing Care) are capped at an amount not to exceed an average of five percent (5%) over the next four (4) years. We are grateful for the affirmative vote of the Strafford County Legislative Delegation in supporting our position regarding this legislation.

As reported, 1998 was operationally very favorable for Strafford County. Our concerns for the future revolve around Medicare and Medicaid funding for Riverside Rest Home. Over the last few years, Riverside has operated with revenues in excess of expenditures while providing services to all who were in need. We believe, as funding is being proposed, this will be in jeopardy for the future. We will be working closely with Strafford County staff to secure Riverside's financial position and mission for the future.

1998 STRAFFORD COUNTY ANNUAL REPORT

During 1998, we implemented an innovative, first in the State of New Hampshire program for intensive monitoring of non-incarcerated inmates. This program is being conducted in cooperation with the Volunteers of America, a nationwide human service organization which provides the justice system with an alternative option to incarceration. As 1998 ended, the program as monitoring twenty (20) men and women (near the program's capacity). All or the vast majority of these people would be incarcerated in this program did not exist. If these twenty people were added to the current population at the House of Correction, we would have an overpopulation crisis.

We believe that the education and pre-release programs implemented in the early part of 1998 at the House of Corrections and the expanded relationship between the Courts and House of Corrections, has temporarily halted the rapid growth in inmate population. While we are encouraged by this stabilized inmate population, we are concerned that if we continue to delay a building project too long, the House of Corrections will be in crisis during the construction period. We will continue to direct Strafford County staff to seek financial partners for a building project. During this process, we will continue to carefully monitor the inmate population and address our concerns to the Delegation as appropriate.

During 1998, Strafford County began to utilize available State and Federal resources for business development in the Strafford County region through Community Development Block Grant (CDBG) funds. CDBG funds are available to towns for economic development, public facility, and housing rehabilitation projects that primarily benefit low and moderate income persons. Counties are eligible for up to \$500,000 for a one year grant and up to \$1,000,000 for a two-year grant for each economic development and public facility/housing rehabilitation.

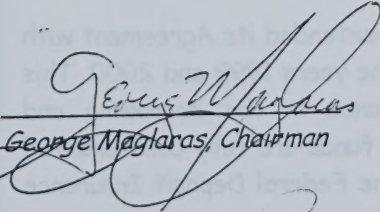
1998 STRAFFORD COUNTY ANNUAL REPORT

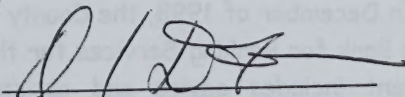
In 1998, Strafford County worked with the Strafford Economic Development Corporation to obtain grant funds for Middleton Building Supply of Middleton, New Hampshire. The County will use \$25,000 to administer the grant and will subgrant \$515,000 of the funds to the Strafford Economic Development Council (SEDC). The SEDC will lend \$500,000 of the funds to Middleton Building Supply, Inc. for use in constructing a building to house new machinery and equipment, specifically a bin sorter. Strafford County will likely be requesting approval for other CDBG funds in 1999.

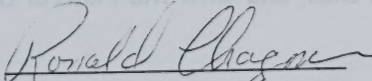
In 1998, as in the past, we worked hard to limit our expenses while maximizing our potential revenues and we feel we accomplished this goal. As always, the County Commissioners wish to continue to provide excellent services to Strafford County residents, with the least possible impact on the Strafford County taxpayer. We would like to take this opportunity to thank all of our County employees, who continue to perform their duties in an exemplary manner. A special thanks to all Department Heads, Elected and 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 Strafford County. Their loyalty and dedication help keep costs down and the level of service high.

Respectfully submitted,

BOARD OF COUNTY COMMISSIONERS


George Maglaras, Chairman


Paul J. Dumont, Vice Chairman


Ronald R. Chagnon, Clerk

1998 STRAFFORD COUNTY ANNUAL REPORT

1998 TREASURER'S REPORT

The year 1998 saw a continuation of the work which I began in 1997. I wish to thank the voters of Strafford County for my election as County Treasurer, and giving me the opportunity to serve in this position for these past two years.

I have enjoyed my second year, and have continued my working relationship with the County Commissioners, the Administrator, and the Executive Secretary, who also serves as the Deputy to the County Treasurer. I have continued to work with the Finance Department as well.

I have continued to review both the weekly payroll and accounts payable and to process the respective checks.

On January 8, 1998, the County issued a Temporary Tax Anticipation Note in the amount of \$1,000,000 for twenty one (21) days with an interest rate of 4.01%. On January 29, 1998, the County issued a Tax Anticipation Note in the amount of \$5,300,000, with a rate of 3.92%, payable December 31, 998. On June 30, 1998, the County issued its second Tax Anticipation Note in the amount of \$4,900,000, with a rate of 3.90%, also payable on December 31, 998, after receipt of County taxes. The County also had to renew the Bond Anticipation Note which was issued on July 1, 1997, with a rate of 4.50%, and payable April 15, 1999.

In December of 1998, the County extended its Agreement with Citizens Bank for Banking Services for the years 1999 and 2000. This Agreement includes advice and assistance in the borrowing and investment of County funds. All invested funds are fully collateralized with Federal Reserve Funds, and with the Federal Deposit Insurance Corporation.

1998 STRAFFORD COUNTY ANNUAL REPORT

All Cities and Towns paid their 1998 County taxes on or before the due date of December 17, 1998. An excellent relationship exists between the County and the Municipalities.

Respectfully submitted,



Norbert J. Gauthier

Strafford County Treasurer

1998 STRAFFORD COUNTY ANNUAL REPORT

1998 APPROPRIATIONS

<u>JUSTICE & ADMINISTRATION</u>	1998 <u>APPROPRIATION</u>
Administration	221,941.00
County Attorney	558,577.00
Drug Prosecutor Grant	50,622.00
District Court Program	40,249.00
Register of Deeds	285,444.00
Sheriff	556,064.00
Dispatch	187,239.00
Medical Examiner	30,000.00
J&A Maintenance	275,200.00
Human Services	6,126,570.00
Dept. of Corrections	2,676,036.00
Jail Industries Program Contracts	6.00
Jail Industries Program	117,808.00
Cooperative Extension	141,795.00
Soil Conservation Dist.	38,500.00
Debt Accounts	626,062.00
Insurances-J&A	646,452.00
Community Action, Inc.	50,000.00
PreNatal/Family Planning	38,000.00
Southeastern N.H. Service Corp.	11,000.00
Meals on Wheels	1.00
Great Bay Training	5,400.00
Child Care Association	32,000.00
Seacoast Task Force (A Safe Place)	23,500.00
Strafford Hospice	15,000.00
Strafford Guidance Center	8,000.00
Victims, Inc.	1.00
Coalition of Strafford County	121,000.00
Dover Adult Learning Center	30,000.00
County Convention	6,500.00
Contingency	0.00
Capital Expense-J&A & Deeds	<u>52,900.00</u>
TOTALS - J&A:	12,971,867.00

1998 STRAFFORD COUNTY ANNUAL REPORT

1998 APPROPRIATIONS CONTINUED

<u>RIVERSIDE REST HOME</u>	1998 <u>APPROPRIATION</u>
Administration	667,224.00
Purchasing	73,860.00
Dietary	1,543,034.00
Nursing	4,205,176.00
Socio-Behavioral Unit	830,607.00
Resident Services	53,274.00
Maintenance	684,405.00
Laundry & Sewing	355,084.00
Housekeeping	501,199.00
Physician & Pharmacy	110,940.00
Staff Development	86,857.00
Physical Therapy	218,749.00
Activities	244,701.00
Occupational Therapy	16,249.00
Social Services	202,732.00
Insurances-RRH	1,458,816.00
Capital Expenses-RRH	<u>14,756.00</u>
TOTALS - RRH:	11,267,663.00
TOTAL EXPENDITURES:	24,239,530.00
REVENUES:	13,654,147.00
PRIOR YEAR SURPLUS:	<u>350,00.00</u>
AMOUNT RAISED BY TAXATION:	10,235,383.00

1998 STRAFFORD COUNTY ANNUAL REPORT

1998 ESTIMATED REVENUES

<u>REVENUES</u>	<u>1998 ESTIMATE</u>
RRH	11,187,195.00
Registry of Deeds	530,000.00
Sheriff-Deputy Fees	131,500.00
Leased Office Space	419,738.00
Leased Land	2,440.00
Accounting Service	75,018.00
Bailiff Reimbursement	94,219.00
Registry of Deeds Equipment Account	41,700.00
Prosecution Contract	7,000.00
Human Service 5% Grant	214,664.00
Jail Laundry Contract	12,500.00
Jail Income	490,000.00
Room & Board-Jail Indus.	12,500.00
Interest Earned	160,000.00
Sewer Grant	4,079.00
Drug Prosecutor Grant	12,144.00
Victim's Assistance Grant	33,000.00
Victim's Assistance Work Release	3,750.00
Correctional Industries	37,000.00
Employee Cont.-Health	66,500.00
Insurance Refunds	50,000.00
Miscellaneous Income	50,000.00
Dispatch Alarm System	<u>1,000.00</u>
TOTALS:	13,654,147.00

1998 STRAFFORD COUNTY ANNUAL REPORT

1998 FINANCIAL REPORT OF STRAFFORD COUNTY COMBINED BALANCE SHEET

ASSETS AND OTHER DEBITS

Cash and Temporary Investments	1,931,419.00
Accounts Receivable/Accrued Revenues	492,978.00
Due from Other Governments	2,191,559.00
Due from Other Funds	626,166.00
Inventories	60,280.00
Prepaid Expenses	11,462.00
Property, Plant, Equipment	13,086,503.00
State Sewer Bond Aid Grant Receivable	115,325.00
Amount for Retirement of General Long-Term Debt and Other Compensated Absences	<u>945,897.00</u>
TOTAL ASSETS AND OTHER DEBITS	19,461,589.00

LIABILITIES

Accounts Payable and Accrued Expenses	1,878,830.00
Accrual for Compensated Absences	96,864.00
Capital Lease Payable	0.00
Unexpended Balance 5% Grant & Deeds Equip.	1,369,164.00
Due to Other Funds	626,166.00
Due to Other Governments	256,315.00
Due to Specific Individuals	130,494.00
General Obligation Bond Anticipation Note	594,516.00
General Obligation Bonds Payable	<u>960,000.00</u>
TOTAL LIABILITIES:	6,212,349.00

FUND EQUITY AND OTHER CREDITS

Contributed Capital:	
Investment in General Fixed Assets	9,647,436.00
Nursing Home Contributed Capital	
Contributed Capital and Retained Earnings	2,882,019.00
Fund Balances:	
Reserve for Prepaid Expenditures	11,462.00
Designated for Jail Canteen	0.00
Designated for Capital Projects	46,900.00
Undesignated Fund Balance	<u>661,423.00</u>
TOTAL FUND EQUITY & OTHER CREDITS:	<u>13,249,240.00</u>
TOTAL LIABILITIES/FUND EQUITY:	13,461,589.00

1998 STRAFFORD COUNTY ANNUAL REPORT

1998 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

Fund Balance, 01/01/98	438,732.00
Receipts through 12/31/98	14,487,043.00
Expenses Year Ending 12/31/98	(13,932,009.00)
Operating Transfers Out	(249,679.00)
Prior Period Adjustment	<u>(24,302.00)</u>
 Fund Balance, 12/31/98	 719,785.00

STATEMENT OF OUTSTANDING DEBT Year Ending December 31, 1998

<u>Date of Issue & Maturity</u>	<u>1998 Principal Payment</u>	<u>Balance 12/31/98</u>
1989-1998 Alms House Repair	70,000.00	0.00
1989-2000 Alms House Renovations	85,000.00	170,000.00
1992-2012 Sewer Project	<u>60,000.00</u>	<u>790,000.00</u>
 Total Outstanding Debt:	 215,000.00	 960,00.00

1998 COUNTY TAX APPORTIONMENT

<u>City/Town</u>	<u>Proportion of Tax</u>	<u>Amount of Tax</u>
Barrington	6.7572280%	691,628.00
Dover	26.6663125%	2,729,400.00
Durham	9.0821079%	929,589.00
Farmington	4.2645786%	436,496.00
Lee	4.2386721%	433,844.00
Madbury	1.6668571%	170,609.00
Middleton	1.4029903%	143,601.00
Milton	3.4468196%	352,795.00
New Durham	3.6130445%	369,809.00
Rochester	22.7429872%	2,327,832.00
Rollinsford	2.8887526%	295,675.00
Somersworth	9.0485073%	926,149.00
Strafford	<u>4.1811425%</u>	<u>427,956.00</u>
 Totals:	 100.00000%	 10,235,383.00

1998 STRAFFORD COUNTY ANNUAL REPORT

AUDITORS RECOMMENDATIONS AND FINDINGS Year Ended December 31, 1998

Status of Prior Year's Findings (1997): There were no findings in the year 1997. Current Year's Findings: There are no current year findings.

David L. Connors & Co., P.C., Certified Public Accountants
1998 Strafford County General Purpose Financial Statements as of
December 31, 1998, Together with Auditor's Report Including Single
Audit Act

1998 ANNUAL REPORT OF THE RIVERSIDE REST HOME ADMINISTRATOR

Riverside Rest Home is a 215-bed nursing facility established to care for the medically frail and elderly of Strafford County. Almost all of our residents are financially destitute due to the costs of medical care associated with their illness(es). As part of its operations, Riverside Rest Home manages a 20 bed unit dedicated to caring for people with Alzheimer's disease and related disorders and a twenty (20) bed unit for residents who are challenged by behavior problems. Our facility has an excellent reputation for the care given by our caring, professional staff.

During 1998 another piece of the Long-Term Care Plan for the State of New Hampshire has fallen into place. The New Hampshire Legislature passed Senate Bill 409. With the continued encouragement and approval of the Strafford County Commissioners, the Strafford County Delegation also approved the Legislation. This Legislation is changing the focus of elder care from being institutional-based to community-based. In plain words, the elder care system will be geared toward keeping the frail elderly in the community with community-based services instead of the more expensive and sometimes less desirable nursing facility placement. Riverside Rest Home actively

1998 STRAFFORD COUNTY ANNUAL REPORT

supports this transition as the best way to deal with the increasing elderly population.

Consistent with Riverside Rest Home's mission, we responded to many community emergencies in 1998. Riverside staff skillfully assisted with these emergencies by helping with placements with community-based services or in Riverside if necessary.

I am pleased to report that in 1998 revenue for Riverside Rest Home exceeded expenses for the fourth year in a row. Despite uncertainty in future funding, RRH staff will work hard to see that this trend continues.

National Nursing Home Week was held in May. Some of the events included the following:

- USO Dance for residents and their families (240 attended)
- Pancake breakfast for staff, residents, and families
- Pajama party for residents
- New England Telephone Pioneer Party
- Seniors Rodeo
- Special Birthday Party for residents turning 100 or more in 1998 and 1999 attended by many local dignitaries, with letters from the Governor and President

Activities held throughout the year included:

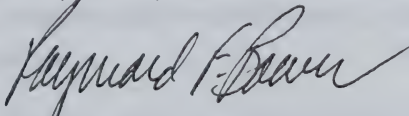
- A week's stay at Weir's Beach in Laconia which included boat rides each day and two overnights
- Rochester Fair trips with 175 residents participating. Residents won over 200 ribbons for various contest entries
- Carnival Day of fun activities
- Duck Tours in Boston
- Concerts on the Commons in Rochester and Prescott Park in Portsmouth
- Boat Trips

1998 STRAFFORD COUNTY ANNUAL REPORT

- Gondola Rides up Cannon and Loon Mountains
- Rockingham Park Horse Races and Seabrook Dog Races
- Visited Several State Parks and Beaches
- Holiday Celebrations with Party and Decorations
- Participation in Veterans Day and Memorial Day Parades in Rochester
- Resident Float in Christmas Parade in Rochester
- Weekly Programs with Children in Motion Day Care for Residents and children; plus a Spring Fashion Show, Easter Egg Hunt, Halloween Party, Valentine's Day Parade, etc.
- Morning Coffees and Afternoon Teas
- Bingo Games, Karaoke, live Entertainment, shopping trips, dinners out to restaurants, and many, many other activities on a daily and evening basis, seven days a week.

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, RN, 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

1998 STRAFFORD COUNTY ANNUAL REPORT

1998 ANNUAL REPORT OF THE STRAFFORD COUNTY DEPARTMENT OF CORRECTIONS

In the year 1998, the Strafford County Department of Corrections experienced several changes. Superintendent Robert H. LeClair retired after twenty-four (24) years of services to the County and a new Superintendent was appointed. A new Captain's position was added, as well as four (4) Lieutenants' positions, all being approved by the Strafford County Commissioners. These changes will move the facility into the new millennium and were accomplished without adding any new positions and without adding any supervisory staff.

All Correctional and Management Staff completed their thirty (30) hours of required in-service training and have been re-certified by the Certification Board of the New Hampshire Association of Counties. Seven (7) Officers graduated from the Corrections Academy.

We continue our agreements with the Federal Bureau of Prisons, the U.S. Marshals Service, and the New Hampshire State Prison to house their inmates. We have also contracted with the Volunteers of America to manage low risk pre-trial offenders, who normally would be housed as inmates awaiting trial.

Officer Training

The Supervisor/Correctional Officer Training for the Strafford County Department of Corrections consisted of the following classes:

- a. Cardio-Pulmonary Resuscitation (CPR)/First Aid;
- b. Classifications;
- c. Jail Industries;
- d. Cell Searches;
- e. Infectious Diseases;

1998 STRAFFORD COUNTY ANNUAL REPORT

- f. Legal Issues;
- g. Computer Class;
- h. Live Scan (electronic fingerprint);
- i. Volunteers of America;
- j. Physical Fitness Training.

Programs Report

Strafford County had one hundred and three (103) work release participants, with sixteen (16) revocations. Work Release Revenue was \$99,429.91, with five percent going to Victims Assistance, which totaled \$4,971.49.

Pre-employment Planning (PEPP) had ninety-nine (99) participants, with thirty-nine (39) receiving completion certificates. Forty-nine (49) inmates participated in the G.E.D. program, with sixteen (16) inmates tested, and ten (10) inmates receiving their G.E.D. diploma. One (1) inmate was on education release and completed the eleventh grade, while one (1) inmate completed all requirements for a high school diploma through the Tutoring program.

We had two hundred and ten (210) inmates participate in the computer class, and ninety-two (92) inmates in the Anger Management class.

Drug and Alcohol Counseling Groups had thirty-seven (37) participants per week, with seventy-two (72) participants awarded with Certificates of Completion.

Twenty-three (23) inmates were special education/coded and received the necessary services.

During 1998, our Volunteers' Program consisted of seven (7) University of New Hampshire Externs (undergraduate students), six (6) UNH Interns (graduate students), two (2) day tutors, two (2) night

1998 STRAFFORD COUNTY ANNUAL REPORT

tutors, nine (9) religious counselors, and two (2) UNH Catholic student organization members.

Additionally, the weekly voluntary programs consisted of eight (8) Bible study sessions, three (3) Alcoholics Anonymous (AA) sessions, one (1) church service, and five (5) individual spiritual counseling sessions.

During 1998, a vocational training course in computers was instituted and resulted in three (3) sessions in Microsoft Word and one (1) session in Microsoft Excel being taught. Each session consisted of upwards of five (5) students. The vocational training course is being continued into 1999.

There were three (3) separate pilot programs being taught during 1998, as outlined below:

1. The Cognitive Skills Program (decisions course) was designed to help inmates change their reactions in conflict situations and to think about the choices that they make.

2. The Parenting class was taught in cooperation with two (2) local agencies, HUB and Family Strength. The class provided information and guidance on the proper approach in dealing with children, both in and out of a family relationship.

3. The Domestic Relations Training concentrated on interpersonal relationships with significant others.

All three pilot programs were successful and plans are underway to provide them on a regular basis to all inmates in conjunction with external organizations.

1998 STRAFFORD COUNTY ANNUAL REPORT

Jail Industry Program

The year 1998 marked the Jail Industry's thirteenth (13th) year in business. The program began in 1986 with a National Institute of Corrections five (5) month grant. The program is federally certified through the Bureau of Justice Assistance which allows it to contract with the private sector for work. The program has had work with several companies over the years, however, DT Magnetics of Dover, New Hampshire (formerly known as GFS Manufacturing) continues to be the primary source of income. We continue to work with our new partners Precision Assembly of Atkinson, New Hampshire and Ottomans Jewelry of Newmarket, New Hampshire.

In 1998, the Jail Industry program employed eighty-three (83) different inmates. The pre-established goals set for the program were:

1. To reduce idleness;
2. Offset cost of incarceration;
3. Produce and deliver services and product needed in the public or private sector;
4. Provide inmate compensation; and
5. Provide meaningful work skills to inmates.

We have met all of these goals and continue to assist inmates with job placement upon release.

The Family Weekend Program was not offered in 1998. An evaluation of the program determined that some changes were needed to enhance its effectiveness. As a result, an expanded program has been developed including more intense pre-and post-release services. This program will include separate programs for children age six and above, family and individual counseling. The new expanded program has received some financial support and is currently being submitted to

1998 STRAFFORD COUNTY ANNUAL REPORT

other grantees. It is hoped that the necessary funds will be forthcoming in 1999.

The Commissary project was started in the Fall of 1996 and continues to be a success. Total funds returned to Strafford County in 1998 for Commissary were \$21,109.00. In addition, Strafford County Department of Corrections purchases several items for the benefit of the inmates, such as: televisions, recreational equipment, etc. Jail Industry also continues to do the laundry for the Department of Corrections

Gross Income for 1998:

DT Magnetics (formerly GFS Mfg.)	\$101,577.28
Ottomans	13,633.20
Precision Assembly	8,682.48
Laundry	9,667.32

The New Hampshire Victim Assistance Program received \$6,064.42 from inmate earnings in 1998. The Courts and Probation Department received payments for fines and restitution through voluntary payment out of inmates wages.

Total monies earned from private sector companies since our Federal certification in 1986 have totaled:

Victims Assistance (accrued)	\$42,511.42
Room & Board (accrued)	\$484,455.53
Inmate Wages (accrued)	\$850,529.25

We will continue to explore new sources of income for our program in the coming year, while actively seeking partnerships with other agencies whose goals are the same: To reduce recidivism within our population by providing tools and skills that will enable them to become productive citizens.

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Custody Report

Monthly Daily Average Population for 1998

January	117.06
February	135.82
March	137.16
April	139.47
May	153.16
June	135.03
July	120.87
August	121.16
September	140.27
October	128.16
November	115.07
December	120.61

The average population was 130.32 for 1998.

There were one thousand, twenty-eight (1,028) admissions, plus seven hundred and seventy-one (771) inmates held in protective custody.

There were eight (80) females incarcerated in 1998, six (6) of which were Federal inmates:

There were eighty-seven (87) males housed in this facility from other facilities, as follows:

Federal Bureau of Prisons	60
New Hampshire State Prison	23
Rockingham County	1
Merrimack County	1
Carroll County	1
Hillsborough County	1

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1998 Offenses

Simple Assault (domestic)	9
Simple Assault	99
Obstruction Report of Crime	13
Violation of Probation/Parole	119
Attempt Aggravated Felonious Sexual Assault	3
Criminal Mischief	19
Resisting Detention	10
False Imprisonment	5
Harassment	2
Second Degree Assault	18
Driving While Intoxicated	10
Violation Domestic Order	7
Burglary	16
Criminal Trespass	23
Violation Court Order	6
Habitual Offender	36
Receiving Stolen Property	18
Forgery	11
Driving While Intoxicated 2nd Offense	67
Bench Warrant	31
Attempted Theft	2
Theft	4
Disobey Police Officer	6
Witness Tampering	15
Resisting Arrest	33
Possession Controlled Drug	12
Criminal Threatening	40
Reckless Conduct	9
Contempt Court	5
Failure to Appear	38
Stalking	15
Non-Support	35
Conspiracy Commit Robbery	2
First Degree Assault	3

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1998 Offenses

Indecent Exposure	2
Lewdness	3
Fugitive from Justice	27
Theft Unauthorized Taking	7
Criminal Liability of Another	1
Felonious Sexual Assault	15
Sale of Narcotic Drug	2
Endanger Welfare of Child	2
Revoke Bail	22
Bail Jumping	6
Aggravated Felonious Sexual Assault	7
Conduct after Accident	4
Operating after Suspension/Revocation	25
Possession Molotov Cocktail	1
Unauthorized Use Auto	1
Kidnapping	3
Willful Concealment	1
Assault on Police Officer	4
Assault	4
Possession Syringe	1
Bail Violation	4
Attempt Sexual Assault	1
Sexual Assault	3
Possession Drug Paraphernalia	1
Sale Control Drug	3
Sale Marijuana	1
Possession Marijuana with Intent	5
Violation Protective Order	13
Aggravated Driving While Intoxicated	3
Disorderly Conduct	4
Escape	2
Issue Bad Check	3
Acts Prohibited	1
Dispense Control Drug	1

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1998 Offenses

Attempted Robbery	1
Robbery	6
Interfere with Custody	1
Possession of Drugs	5
Possession Control Drug with Intent to Distribute	5
Accomplice to Burglary	2
Theft by Deception	2
Drive Without License	2
Prohibited Sales	1
Armed Robbery	2
Criminal Restraint	2
Interfere with Police Officer	2
Open Container	2
Criminal Threat (domestic)	1
Possession of Cocaine	2
Possession of Marijuana	2
Criminal Threat with Weapon	1
Narcotic Violation	1
Hindering Apprehension	1
Conspiracy to Sell Cocaine	1
Possession with Intent to Sell	4
Assault on Correctional Officer	2
Felon in Possession of Firearm	2
Failure to Pay Fine	4
Negligent Homicide	2
False Information	1
Capias	2
Shoplifting	2
Arson	1
Indirect Criminal Contempt	1
Reckless Operation	1

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Strafford County Community Corrections Program

On April 2, 1998, Volunteers of America (V.O.A.) Northern New England started the Strafford County Community Corrections Program. The program's main objective is to guide pre-trial defendant's back into the community under the close supervision who may otherwise be incarcerated while awaiting trial. This is accomplished in conduction with the program's primary goals, which are:

1. To establish an intensive, comprehensive, self-improvement program for eligible pre-trial offenders that requires them to take responsibility for their offenses as an alternative to incarceration.
2. To provide an intensive and comprehensive self-improvement program for eligible defendants that protects and enhances our local community in a cost-effective manner.
3. To ensure that the defendant appears in Court and that he/she does not commit any criminal activity while awaiting trial.

Initially, Volunteers of America screened the existing pre-trial defendants who were incarcerated at the Strafford County House of Correction. The Strafford County Department of Corrections provided a daily bail list to V.O.A. to screen eligible defendants for the program.

In the program's first year of operation, the Strafford County Community Correctional Program serviced twenty-six (26) clients, with an average caseload of twelve (12). Of those serviced, seventy-one percent (71%) have complied with all conditions of their individual case plan/Court order and/or have successfully completed the program. Twenty-three percent (23%) violated the conditions of release and were returned to custody. Of those

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violations, all but one have been due to technical violations of the program (i.e., failed drug test, curfew violation, non-compliance, etc.).

Volunteers of America, Strafford County Corrections Program obtained sixty-nine (69) urine samples in 1998. Out of those samples, four (4), or six percent (6%), proved positive for drug use. Tests that were positive proved the following types drugs were used: Marijuana.

In the past nine (9) months, Volunteers of America provided to be a financial benefit to the people of Strafford County. V.O.A. saved the County 2,487 bed days. Clients being housed at the Strafford County House of Correction cost an average of \$35.00 per day. In the past nine months, the clients that the V.O.A. has served would have cost Strafford County \$87,045. The cost of volunteers of America's services for the last nine months was \$43,200, therefore V.O.A. saved the County \$43, 845.

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 1998. I would also like to thank all of the staff and volunteers of the Strafford County Department of Corrections for a job well done.

Respectfully submitted,


David E. Funk, Superintendent

Strafford County House of Corrections

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1998 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, advising other County officials on legal matters, acting as a legal resource for County Delegation members, and advising them of legal implications of 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. 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

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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 Director and Coordinator, assists victims (especially child abuse and sexual assault victims) in dealing with the criminal justice system. The program is designed to reduce the trauma to victims and assist them in every phase during a criminal prosecution.

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 was hired to deal 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 (24) hour basis for advice and one-party intercept approvals.

The Strafford County Attorney also has a Chief Investigator on staff, whose primary responsibility involves conducting follow-up investigations on felony cases. In addition, the Investigator has conducted internal investigations for the County and coordinated training programs for all law enforcement agencies in the County. Assisting the prosecutors in trial preparations is also a duty of the Investigator.

The County Attorney's Office also prosecutes cases for six (6) of the seven jurisdictions in the Rochester District Court. The County Attorney's Office contracts directly with the Police Department to provide prosecution services for misdemeanor and felony cases.

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Violations which are related to misdemeanors and felonies are also handled by the Office. Three Assistant County Attorneys are assigned District Court cases on a monthly rotating schedule. The program has proved to be highly successful. The following Departments have contracted with the Strafford County Attorney's Office for prosecution services: Farmington, Middleton, Milton, New Durham, and Strafford.

The County Attorney, in cooperation with the Strafford County Department of Corrections, has received a Federal grant under the Violence Against Women Act (VAWA) for a full time Domestic Violence Prosecutor for the District Courts. Staff was hired in December of 1998 and the project will be fully operational in 1999.

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.

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The following tables provides a summary of the case activity in 1998. All figures are courtesy of the Strafford County Superior Court.

1998 SUMMARY OF SUPERIOR COURT CASE ACTIVITY STRAFFORD COUNTY ATTORNEY

1998 Case Activity		
Case Type	Entries	Dispositions
Felony	570	546
Misdemeanor	205	227
Violation	12	7
Re-entry*	940	78
Totals:	1,832	842

*Re-Entries: Closed cases in which new litigation has arisen. For example: Probation violation, re-trials following Appeals, Habeas Corpus, etc.

1998 Trial Activity		
Total Trials	Number	Percentage
Scheduled	653	
Selected	72	11.0%
Not Reached	15	2.0%
Continued	219	33.5%
Pleas	247	37.0%
Nol Prossed	42	6.4%
Remanded	25	3.8%
Diversion	16	2.0%

Respectfully submitted,



Lincoln T. Soldati
Strafford County Attorney

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1998 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, performs civil process service throughout the County, is responsible for prisoner transports and security while in the Courtroom, and has a duty to transport Involuntary Emergency Admission (IEA) patients to their appropriate destination.

The following is a breakdown of what the Sheriff's Office provided in services/revenue to Strafford County in 1998:

Number of prisoner transports (courts/hospitals/etc.):	2,428
Civil process revenue (returned to County):	\$122,872
Bailiff revenue (received from State):	76,894
Juvenile transport revenue: 5,224	
Outside detail revenue:	<u>9,511</u>
Total Return to Strafford County:	\$214,501
Sheriff's Office operating budget:	<u>549,973</u>
Cost to Strafford County taxpayers:	\$335,471

The Sheriff's Office provides personnel who dispatch for Barrington Police and Ambulance, Rollinsford Police, Milton Police, Farmington Police, Fire, and Ambulance, New Durham Police, Middleton Police, Fire, and Ambulance, and Strafford Police.

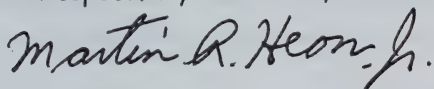
My goal is, with the help and support of the deputies, special deputies, bailiffs, court security personnel, dispatchers, and office support staff, to continue the tradition of providing the

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residents of Strafford County with the most professional and efficient service. I welcome any suggestions to help improve the operation of this Office.

It is my honor and pleasure to serve as your Sheriff. I look forward to the continued opportunity to serve all the residents of Strafford County for the remainder of this term and in future years to come.

Respectfully submitted,



Martin R. Heon, Jr., Sheriff

1998 ANNUAL REPORT OF THE STRAFFORD COUNTY REGISTER OF DEEDS

The Registry continued to build upon the new optical document imaging system, which is available for public use. As of January 1, 1997, the Registry stopped the creation of paper books, opting for space and time saving computers which will provide the public with access to its documentation. 1998 was an all-time record year for income to the County. Our office turned over more than \$702,000, which was 22.7% above the 19976 amount, which was also a record year at 6.1% above 1996.

Foreclosures Per Quarter 1990 Through 1998

	<u>1990</u>	<u>1991</u>	<u>1992</u>	<u>1993</u>	<u>1994</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>
1st Qtr.	50	172	108	72	69	40	34	30	23
2nd Qtr.	42	105	118	85	79	41	46	39	23
3rd Qtr.	52	114	98	89	68	43	37	28	21
4th Qtr.	<u>95</u>	<u>122</u>	<u>67</u>	<u>82</u>	<u>55</u>	<u>35</u>	<u>43</u>	<u>32</u>	<u>20</u>
Totals	239	513	391	328	271	159	160	129	87

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Document Recording and Transactions

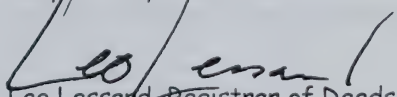
<u>Year</u>	<u>Documents</u>	<u>Year</u>	<u>Documents</u>
1988	22,968	1989	20,819
1990	17,495	1991	16,403
1992	18,798	1993	19,139
1994	19,129	1995	15,912
1996	17,827	1997	19,066
1998	24,589		

Revenues

<u>Year</u>	<u>To State</u>	<u>To County</u>	<u>Total</u>
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
1992	\$1,832,936	\$ 520,341	\$2,353,277
1993	\$1,674,373	\$ 540,896	\$2,215,269
1994	\$1,774,715	\$ 515,496	\$2,290,211
1995	\$1,722,451	\$ 453,342	\$2,175,793
1996	\$1,792,083	\$ 510,340	\$2,302,423
1997	\$2,111,521	\$ 542,686	\$2,654,207
1998	\$2,623,241	\$ 702,036	\$3,325,277

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

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1998 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 County reimburses the State of New Hampshire fifty percent (50%) of the cost for OAA and APTD, thirty-one percent (31%) for INC, and twenty-five percent (25%) for Court-ordered services provided to children and their families.

The Director of Human Services is also responsible for pursuing and determining parental reimbursement for court-ordered services, as well as utilizing third party insurance to reduce the costs of medical related services. All monies collected by the County are forwarded to the State. In turn, 25% of the collected amount is credited to the County, as well as a 15% administrative fee for expenses associated with collections. The total amount collected for 1998 was \$78,701.52.

For the year 1998, Strafford County received \$225,358.00 in Incentive/Diversion Funds from the Division of Children, Youth, and Families to develop and enhance existing community programs with the goal of reducing and preventing costly out-of-home placements of children. A total of \$236,483 was awarded to the programs (\$11,125 was returned from the programs funded in 1998). A seven member selection committee consisting three (3) representatives from the Division of Children, Youth, and Families, one (1) community representative, two (2) County Commissioners or their designee, and the Human Services Director review applications and submit their recommendations to the Board of Commissioners for final approval. The following programs were funded for 1998:

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1998 INCENTIVE/DIVERSION PROGRAMS

Strafford County Family Intervention Program	\$100,000.00
Healthy Universal Beginnings	13,000.00
City of Dover	13,000.00
Friendship Express'd	7,500.00
Rochester Recreation Neighborhood Coalition	6,000.00
Rochester Day Care Center	10,000.00
Rochester Parent/Child Center	13,000.00
Pre-Natal and Family Planning Clinic (The Clinic)	10,000.00
Strafford County YMCA	10,000.00
UNH Cooperative Extension Community Coalition	13,000.00
Rochester Recreation Teen Adventure Camp	4,000.00
Youths for Youths, Inc.	5,000.00
Northern Strafford County Diversion Program	17,200.00
Farmington Recreation Junior High Challenge	8,000.00
Somersworth Recreation Kids on the Move	<u>7,000.00</u>
Total	\$236,700.00

Strafford County Community Youth Profile

The Strafford County Community Youth Profile was held on February 11, 1998 at the Rochester Community Center. The goal of the Profile was to gather a broad spectrum of citizens, community agencies and our youth to identify the most critical local and County-wide issues facing our children, youth and families. It is a process that begins or reviews the hard work of bringing many diverse perspectives together to sort out issues, and develop recommendations for solutions and strategies to address the most critical issues. An extensive report on the Community Youth Profile was compiled by the UNH Cooperative Extension and copies are available upon request.

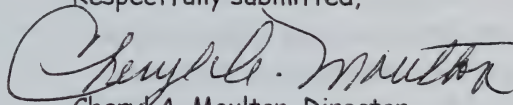
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Information and Referral Program

Strafford County Human Services continues to provide Information and Referral Services to individuals seeking available resources throughout Strafford County.

I would like to take this opportunity to thank the Board of 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 and volunteer mediators for their hard work and efforts, for without their dedication, the program's goals and success would not have been possible.

Respectfully submitted,



Cheryl A. Moulton, Director

Strafford County Human Services

STRAFFORD COUNTY UNH COOPERATIVE EXTENSION ANNUAL REPORT FOR 1998

OCTOBER 1, 1997 - SEPTEMBER 30, 1998

For over eighty (80) years, Federal, State, and County governments have worked together through Cooperative Extension to educate our residents so that they can make informed decisions. Cooperative Extension programs teach New Hampshire residents in practical ways and offers programs locally in all ten counties. Research results are presented in a usable manner enabling individuals, family members, business owners and community leaders to apply this knowledge to their daily needs. In addition, the youth of New Hampshire learn skills and gain knowledge from Cooperative Extension programs which help them develop into productive and responsible citizens. By training and utilizing volunteers, the Cooperative Extension reaches more people and reduces program delivery costs. Programs

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and information provided through the Cooperative Extension enable New Hampshire to remain economically healthy and competitive by focusing on helping individuals, families, the state's economy and its natural resources. These efforts result in our state being a better place to live, work and visit.

The following are examples of efforts in the areas of Agriculture, Family Development, Forestry, 4-H Youth Development, and Nutrition.

AGRICULTURE

Besides numerous farm and home visits to advise farmers and homeowners regarding plant and animal problems, here are some of the programs presented and activities participated in:

- Master Gardener selection and training
- Taught over 250 individuals how to plant, prune and take care of fruit trees and plants via Friends of Agriculture order
- Presented workshop/pruning demonstration on tree fruit to homeowners
- Member of the Route 16 Corridor Study Committee
- Spoke to high school groups during County Government Week
- Served on the Pathways to Success natural resource committee at Spaulding High School
- Brought the International 4-H Youth Exchange (IFYE) students to Oyster River and Somersworth Middle School
- Presented Athletic Field Maintenance Seminar
- Presented Small Fruit Workshop and Tree Fruit Workshop
- Facilitated farmers in obtaining their pesticide applicators permits
- Assisted in developing the county land wildlife management plan
- Hosted the N.H. Fruit Growers Twilight meeting
- Spoke to the Strafford County Farm Bureau regarding N.H.'s agriculture
- Assisted Dr. Alan Eaton, Extension Entomologist in a strawberry evaluation survey

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- Attended the Governor's Conference on Tourism and participated in workshops
- Spoke to the Southeastern N.H. Services group regarding community service opportunities through Extension

EXPANDED FOOD AND NUTRITION EDUCATION PROGRAM

The Expanded Food and Nutrition Education Program (EFNEP) works with limited income families and youth both in the home setting and in small groups. The program varies according to wants and needs of the participant(s). Length of the program varied from three months to 5 months. Each participant learned how to comparative shop and how to prepare nutritious meals for their family. Average knowledge gain during the program was an increase of 20 percent.

"Planning Ahead, Staying Ahead", a money management program, is being offered throughout Strafford County. Many limited income participants find it challenging to stretch their financial resources. Individuals have found Planning Ahead Staying Ahead to help them to take steps into financial independence.

4-H & YOUTH DEVELOPMENT

The Strafford County 4-H Youth Development program year-end summary report is divided into the following categories that foster environments for positive youth.

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POSITIVE YOUTH DEVELOPMENT THROUGH VOLUNTEERS

Volunteer Recruitment

1. Recruit 10 adults to be actively involved in youth development programming
2. Talked with 200 adults and 3000 youth about 4-H opportunities.

Volunteer Training

1. Recruited, screened, and trained 10 adults as 4-H organizational leaders.
2. On-going leader training - 20 adults from organized clubs were instructed in the resources available to 4-H youth and Cloverbuds.
3. Through four 4-H newsletters and three County newsletters, ten 'At Your Service' newspaper articles and many other direct mailings of events and announcements.

Volunteer Management

1. Direct contact and calls, newsletters, attending club meetings and Leaders' Association meetings
2. Rochester Fair - Animal Superintendents, Judges, 4-H parents and 4-H leaders
3. Rochester Fair Coordinator - I trained and managed Amy Day who assisted in the management of the Fair activities
4. 4-H Foundation donation - I coordinated the efforts of a donation of \$1500 by a generous 4-H family to be used for 4-H camp repairs

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5. 4-H Council - bimonthly meetings. Supported scholarships for 4-H camp, Teen Conference, northeast Leaders Forum in Delaware, Ag Tour, and distributed Jane Allard Scholarship.
6. Attended 8 Club's meetings
7. Managed the Strafford County Active Teen Club whose main focus is community service projects (prepare and package orders for the Friends of Agriculture, donate 2 hours of yard work for the Silent Auction at the Fair, baked cookies to take to nursing homes when Christmas Caroling, and help selling food at the Rochester Fair) and social events (cook-outs, dances, bowling and roller skating).

POSITIVE YOUTH DEVELOPMENT PROGRAMMING

Physical and Mental Health and Health practices. - Good health practices and attitudes are developed.

1. County Activities Day - 40 youth and adults participated in this activity with five youth then participating in State Activities Day
2. Fashion Revue - 5 youth participated in the Rockingham/Strafford Fashion Revue with 4 able to participate in State
3. State Activities Day - Three youth gave demonstrations and action exhibits and three participated in Fashion Revue
4. International Foods Festival - This was the first year this county had this county event. 25 youth and 10 adults participated
5. ESE - Five Strafford County youth went to Eastern States with their projects.

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Personal and Social Competence - Skills for understanding self - working with others, communicating, decision making and problem solving.

1. SPACES Conference - This is a Rockingham County event that Strafford participates in. I presented an Outer SPACE workshop at this conference. About 100 youth and adults attended
2. Fashion Revue - See above.
3. Rochester Fair - Youth developed these competencies throughout the year and when they display their projects or show their animals
4. Clubs - Being involved in a club helps youth develop these competencies. Currently there are 28 4-H Community and Family Clubs in Strafford County with 9 of these Clubs as animal projects.

Cognitive and Creative Competence - The knowledge and ability to participate in creative expression through creative thinking, seeing, feeling, tasting, and hearing.

Animal science projects (9 Clubs and 181 enrolled youth)

Family and Consumer Science (11 Clubs and 215 enrolled youth)

1. Fashion Revue
2. 'Kids on the Block'
3. International Food Festival
4. Environmental Stewardship (134 enrolled youth)
5. The Teen Club prepared and packaged orders for the Friends of Agriculture.

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6. Cochecho Watershed project - County staff continue to support this project and participate in events
7. Maple Day - See Parent Involvement section below
8. Attended a Riparian Habitat workshop organized by Frank Mitchell
9. Attended a Project Learning Tree workshop Technologies and Craftsmanship
10. SPACES - See SPACES conference above under Personal Competence
11. County Activities Day
12. Teen Conference - Assisted in presenting a workshop at the UNH Dairy barn during this conference
13. Rochester Fair - 4-H youth demonstrated these competencies at the Fair.

Vocational Competence - Understanding and awareness of life and career planning.

1. Two volunteers and I participated in the selection of youth for the "Marketing You" awards for the State
2. Six teens attended Teen Conference and Winter Weekend: 24 youth indicated this as a project area.

Citizenship Competence - Understanding of personal values and participation in public efforts of citizenship that contribute to the community.

IFYE - Jen Barton and Amanda Hatch.

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Parent/Family Involvement in Youth Development Programs

1. Maple Day - In early March, 100 4-H youth and their parents watched as 4-H working steers helped collect maple syrup
2. 4-H Cookout - a second annual event where 100 youth and parents enjoyed a cookout and games
3. Newsletters
4. Roller skating - This event held with Rockingham county youth is an opportunity for 4-H'ers and parents to get to know each other and have fun!
5. Farm and Forest Expo - A place for sharing of ideas and fun. (I only have one club participating here).
6. 4-H Fun Day at Rochester Blue Seal Store. 25 youth from 5 clubs with animals and projects set up in the store as an educational event for the public. Unfortunately due to the rain, not many people showed up but the 4-H'ers had a great time sharing and teaching each other.

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Strengthening Communities

1. TAP (Teen Assessment Project) at the Oyster River School District - Worked with Charlotte Cross and CHAIN group to organize and assist in presenting survey results to the students and separately to the parents. Also helped with the play about suicide prevention - 'Last Year' - Dover and Saint Thomas Aquinas expressed an interest in having a TAP survey next year. Several other towns in Strafford County are looking into TAP as well.
2. Community Profiles for Strafford County - assisted with facilitating small group discussions. Participated in facilitator training.

FAMILY DEVELOPMENT

In response to the changing structure and needs of families, UNH Cooperative Extension's Family Development program addresses issues of concern to residents of Strafford County. The overall goal of the program is to develop strong families, competent kids, and caring communities.

This goal is achieved as the Family Development Extension Educator provides education through individual presentations and workshop series, newsletter and newspaper articles; provides training to, and management of, volunteers; collaborates and partners with community and agency leaders to assess needs and develop necessary projects; and develops needed new programs.

During FY 1997-1998 over 6,300 residents received education provided by Strafford County UNH Cooperative Extension's Family Development Program. Foster's Daily Democrat articles on a variety of Family Development topics reached readership of 30,000. Programming emphasis included:

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Human Development: - In the Human Development area 2,700 Strafford County residents received parenting and human development information.

- Family Focus: Parenting in the '90's - workshops ranged from 3 to 6 sessions covering the following topics: Development, Self-esteem, Discipline, Communication, Values and Conflict Resolution.
- An Adorable New Baby: A Shocking New Life - An adolescent pregnancy prevention program consisting of 10 sessions. Adolescents cared for a simulated "baby" with particular needs.
- Related Workshops: Additional workshops were held related to parenting, positive youth development, youth substance abuse prevention, teen sexuality issues and teen suicide.
- Cradle Crier and Toddler Tales - A newsletter series designed to enhance parent understanding of the development of their child and help them become more effective parents.
- Over 2,500 parents, youth and community members benefited from community building and parenting activities in 1997-1998.

Family Resource Management: - In the Family Resource Management area, over 450 Strafford County residents received money management information.

- Getting a Grip on Your Money - a 7-part learn-at-home money management system.

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Foods and Nutrition: - In the Foods and Nutrition program area, 700 residents received valuable information on foods and nutrition, including food safety. Programs included:

- SAFE - A food safety program
- Extension staff respond to client's questions related to foods and nutrition on a daily basis throughout the year.

Teen Assessment Project (TAP) - The Teen Assessment Project (TAP) was developed to promote positive youth development at the individual, family and community level. TAP's primary goals are to increase community awareness and knowledge of teen issues and to encourage collaboration to address areas needing attention.

1. Durham Teen Assessment Project - In FY '98 five "Whose Kids?...Our Kids!" newsletters were distributed to the parents of 1,409 youth and other community members in Durham, Lee and Madbury. Newsletter topics include: 1) Parent-Teen Communication, 2) Alcohol and Drug Use, 3) Teen Sexuality, 4) Teen Depression and Suicide, and 5) Parent-Teen Relationships. Fifty copies of the TAP research report (approximately 125 pages each) were distributed to public and school libraries, town offices, youth workers, law enforcement and agencies. These reports provided detailed information and results of TAP surveys. TAP Executive Summaries were distributed to 165 individuals. A community forum was held reaching 103 parents. In addition, presentations were made to share TAP youth data at the school reaching approximately 1,000 youth. Additional parent forums were held on important youth issues, reaching 181 parents. During school sessions, 1666 Freshmen youth were reached with a play on youth suicide and information about dealing with youth suicide issues. TAP data was also utilized in school health classes. As a result of this project, 15 news articles have appeared in local and state newspapers.

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2. Dover Schools and St. Thomas Aquinas High School - Community work has progressed in the Dover School District (2,110) and St. Thomas Aquinas High School (670) youth will be surveyed in Spring 1999. A local coalition has been developed for sharing results and program delivery in FY '00. Additional communities are exploring TAP for grades 6- 12 adoption. Grant dollars in the amount of \$40,000 were brought in to enhance the project in the Oyster River School District, Dover School District and St. Thomas Aquinas High School. Funding was received from the N.H. Bureau of Substance Abuse Services, New Hampshire Charitable Foundation and local funding sources.
3. In addition, TAP stimulated collaboration among schools, health service providers, the business community, agencies, the spiritual community and law enforcement. parents also increased parent/teen communication and parental monitoring.

FOREST STEWARDSHIP ACCOMPLISHMENTS

Strafford County/UNH Cooperative Extension forestry educational programs are jointly co-sponsored with the Division of Forest and Lands of the Department of Resources and Economic Development, according to a memorandum of understanding between the two agencies.

The UNH Cooperative Extension forestry program in this county is about people, communities, and their trees. The program, delivered though the Extension Educator of Forest Resources seeks to provide objective knowledge to the owners of the trees and forests that those owners can make informed decisions regarding the care and health of their trees and forests. Owners are advised of the benefits and consequences of their decisions and/or lack of decisions.

- 20 woodland examinations on 930 acres of forest
- 15 forest management plans completed on 1,503 acres of forest
- 33,581 feet of forest access road for 9 landowners

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- 127 acres of weeding and thinning accomplished on 6 woodlots under cost-sharing programs
- 40 acres of white pine stands pruned under cost-sharing programs on 2 woodlots
- 17 referrals to a list of forestry consultants on 1397 acres of forest land
- participated and/or organized 13 programs focused on strengthening Strafford County communities
- 30 workshops for various youth and adult groups with 1125 attending
- was covered by the media in 12 separate articles for forestry programs
- wrote 12 "At Your Service" articles for Foster's Daily Democrat

DISTANCE EDUCATION PROJECT

In 1998, twenty-eight (28) satellite teleconferences were either watched live or videotaped to be viewed at a later date. Examples include:

- Children, Youth & Families - 4-H Professionals
- Safe Food - Extension Specialists
- Better Kid Care Series - Extension Specialists
- Medical Teleconferences - Riverside Rest Home Nurses and Staff
- Criminal Justice - Strafford County Sheriff's Department

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PUBLIC OUTREACH EDUCATION IN THE COCHECO RIVER WATERSHED

The Cocheco River Watershed is in need of environmental protection. The vast majority of the watershed's population are detached from the river as a living resource and do not understand the associated natural systems. The population is neither aware of the impacts of human activity in the watershed nor the resource values of the river. The objective of this project is to develop a citizenry which understand the issues and can make informed decisions regarding the protection and enhancement of the watershed's environmental quality.

The objective is being achieved through the development of educational public events, activities, and materials for the communities within the watershed. With New Hampshire Estuaries Project (NHEP) funding, Strafford Regional planning Commission and Strafford County UNH Cooperative Extension are collaborating on the project in coordination with the NHEP Outreach Committee.

Activities included a field day at the Strafford County Farm on the Cocheco River Trail for exploration of the natural systems of the watershed. A family canoe expedition paddled down the river from Little Falls Bridge to Hansen Pines in Rochester with great success. A group toured industrial development near the river, visiting Liberty Mutual's new Dover facility, Turnkey landfill, the Isinglass Falls, and the Rochester Wastewater Treatment Plant. At each location representatives explained the measures required to protect the natural environment. The last event is the annual Forestry Banquet in November which this year featured a presentation on the history of the Cocheco River, focusing on forestry, agriculture and industry. All of the events have required input from partner agencies and organizations.

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Respectfully submitted,

Cal Schroeder

Cal Schroeder, Extension Educator
Agricultural Resources

Charlotte W. Cross

Charlotte Cross, Extension Educator
Family Development/Expanded Food & Nutrition
Education Program (EFNEP)

Don Black

Don Black, Extension Educator
Forest Resources

Chris Bozak

Chris Bozak Extension Educator
4-H & Youth Development

Lorie Chase

Lorie Chase, Project Coordinator
Cocheco River Watershed Project

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STRAFFORD COUNTY DELEGATION COMMITTEE MINUTES OF PUBLIC HEARING OF JANUARY 28, 1998

The Public Hearing of the Strafford County Delegation was called to order at 7:00 p.m. by Vice Chairman Keans. After a moment of silence and the pledge of allegiance to the flag led by Representative Callaghan, the Clerk read the notice of the meeting and the roll, which showed the following members present:

PRESENT: Berube, George Brown, Julie Brown, Callaghan, Dunlap, Grassie, Hemon, Kaen, Keans, Knowles, Lundborn, McKinley, Musler, Arthur Pelletier, Marsha Pelletier, Rogers, Rollo, Snyder, Spear, Sullivan, Taylor, Twardus, Vachon, Vincent, and Wall (25 of 38).

EXCUSED: Brennan, Dechane, McCann, Merrill, Smith, A. Torr, F. Torr, Tsiros, and Merritt (9)

ABSENT: Bickford, Cossette, Estabrook, Heon (4)

Also present were Commissioners Maglaras, Dumont, and Chagnon, Treasurer Norbert Couture, Executive Assistant Raymond Bower, Executive Secretary Jean Miccolo, members of the public and media.

Vice Chairman Keans invited Commission Chairman Maglaras to say a few words and then the public would be asked to speak. She asked that one spokesperson from each group make their presentation, then allow the public to speak on behalf of the group they are representing.

Commissioner Maglaras welcomed everyone to the Hearing and thanked them for attending and for their interest in the County. He reviewed the Commissioners Proposed Budget for 1998. The total proposed expenditures for 1998 are \$24,207,636 and estimated non-tax revenues of \$13,622,647. The County has a surplus of \$350,000

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from 1997 which is applied to the tax rate for 1998. The Strafford County Commissioners' Proposed 1998 Budget's Amount to be Raised by Taxation would be \$10,234,989, a decrease of \$830 from 1997. Riverside Rest Home has an estimated profit for the first time in history of approximately \$150,000 due to the increased Medicaid reimbursement rate for the Socio-Behavioral Unit (SBU). The Commissioners look forward to an extensive review of this document and thank all department heads, Elected and Appointed Officials, County employees and volunteers, for their continued cooperation.

Vice Chairman Keans opened the meeting up to the public for comments. She asked if there was anyone from the public who wished to speak.

The first speaker was Rodney Woodall from Rochester. Mr. Woodall asked a question in reference to the surplus and whether this was the total surplus for the County. Commissioner Maglaras responded yes, Strafford County's policy is that no fund balance is kept; the fund balance is used as surplus to lessen the tax rate in the next year.

The next speaker was former Commissioner Earl Goodwin from Dover. Mr. Goodwin asked if the County knew whether it was going to receive the Proportionate Share Pool money budgeted in the amount of \$375,000 and that if the County does not receive these funds, are there alternative plans for making up this estimated revenue. Commissioner Maglaras responded that there is every reason to believe that the County will receive this amount and that if the County does not receive these funds, just as if the County were not to receive the estimated amount for any other revenue line dictated in the budget, it would be reviewed at the time in comparison to the status of the entire budget and report back to the Delegation. However, there have been assurances that the County will be receiving this revenue.

The next speaker was Bambi Miller, representing the Soil Conservation District. Ms. Miller briefly outlined the work that the District has done and asked that the Delegation consider fully funding the Conservation District's request of \$38,500 for 1998.

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The next speaker was Debbie Tasker, representing the Dover Adult Learning Center. Ms. Tasker briefly highlighted the work that the Center does and asked the Delegation consider favorably their funding request.

Mr. Woodall asked a question regarding the Contingency Fund, similar to the towns which is set up to handle expenses. The Contingency Fund on the County level is set up to handle the wage settlement with the Union and non-Union employees. This matter will be reported to the Executive Committee or Full Delegation at the appropriate time.

Vice Chairman Keans asked if there were any members of the public who wished to speak. After three (3) requests for further input, she declared the Public Hearing closed at 7:10 p.m.. She then asked if the Delegation had any questions.

With no further business, Vice Chairman Keans asked for a motion to adjourn. Representative Callaghan moved to adjourn the meeting at 7:15 p.m. The motion was seconded by Representative G. Brown and passed unanimously on a voice vote.

Respectfully submitted,
Raymond Lundborn, Clerk
Strafford County Delegation

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JOINT STRAFFORD COUNTY SENATORS/DELEGATION MINUTES OF PUBLIC MEETING OF MARCH 21, 1998

The Public Meeting of the Joint Strafford County Senators/Delegation was called to order at 9:00 a.m. by Chairman Merritt. After the pledge of allegiance to the flag, led by Representative Lundborn, there was a moment of meditation in honor of former Strafford County Treasurer Charles Crocco, who passed away last week. Clerk Lundborn read the notice of the Public Meeting, and then called the roll, which showed the following members present:

PRESENT: Representatives Berube, Bickford, Brennan, George Brown, Julie Brown, Callaghan, Cossette, Dechane, Dunlap, Grassie, Hemon, Heon, Keans, Knowles, Lundborn, McKinley, Merrill, Musler, Arthur Pelletier, Marsha Pelletier, Rogers, Rollo, Smith, Snyder, Spear, Sullivan, Taylor, Ann Torr, Franklin Torr, Twardus, Wall, Merritt (32 of 38 Representatives) and Senator Caroline McCarley.

EXCUSED: Representatives Estabrook, Kaen, McCann, Vincent (4), and Senator Wheeler.

ABSENT: Representatives Tsiros, Vachon (2), and Senators Fraser and Johnson.

Also present were Commissioners Maglaras, Dumont, and Chagnon, County Treasurer Norbert Couture, Executive Assistant Raymond Bower, Executive Secretary Jean Miccolo, Register of Deeds Leo Lessard, Sheriff Martin Heon and Bambi Miller and William Parsell, Soil Conservation District, Deborah Tasker, Dover Adult Learning Center, former Representative Richard Wasson, former Commissioner Earl Goodwin, John Wolfson, Fosters Daily Democrat, and other members of the public.

The first item of business was the Report and Recommendation of Policy and Procedure Subcommittee to Recommend the Re-

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Appointment of Current Strafford County Pease Development Authority Representative: Chairman Deborah Merritt reported that at the meeting of the Policy and Procedures Subcommittee, it was the consensus to recommend to the Executive Committee of the Delegation that current Strafford County Representative to the Pease Development Authority, Arthur Nickless, be re-appointed for another two years. The Executive Committee voted unanimously to make this recommendation to the Joint Senators/Delegation Committee for their approval. Motion by Representative J. Brown to accept this recommendation and submit the name of Arthur Nickless for re-appointment as Strafford County's Representative to the Pease Development Authority to the Governor, Speaker of the House, and Senate President for their confirmation. Seconded by Representative Callaghan and approved unanimously on a voice vote.

With no further discussion regarding this matter, Chairman Merritt declared the Joint Meeting adjourned and called the regular meeting of the Full Delegation to review and approve the 1998 Strafford County Budget to order.

Chairman Merritt requested that the first order of business be to hear the report of the General Government Subcommittee. The Delegation agreed.

Report/Recommendation of General Government Subcommittee

Representative George Brown gave the report of the General Government Subcommittee. The Subcommittee agreed with the Commissioners' Proposed Budget, except that of the Soil Conservation District, for which they recommended an increase of \$1,000. The Subcommittee reviewed the Soil Conservation District's budget request and received the reasons for the additional amount requested from representatives from the District. The requested increase is \$4,750, from \$33,750 to \$38,500. The Subcommittee requested that the County work with the District to negotiate a way to provide the additional funding with no increase to the tax rate. The Subcommittee

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agreed to accept the Commissioners' revised proposal of an additional \$1,000 for the District, from \$33,750 to \$34,750.

The Subcommittee and the Executive Committee accepted the following budgets as presented:

Administration	\$ 216,353
Registry of Deeds	\$ 281,859
J&A Maintenance	\$ 274,360
Cooperative Extension	\$ 141,795
Soil Conservation District	\$ 34,750
County Convention (a.k.a. Delegation)	\$ 6,500
**Contingency	\$ 270,000
Debt Accounts-Temporary Loans and Long Term	\$ 626,062
Health Insurance - J&A	\$ 641,074
General Insurances- J&A	\$ 80,234

*It was noted that the Registry has projected income of \$530,000 for 1998. The amount of the income from fees is listed in the budget under Revenues. Additional Deeds revenue is also listed under the Deeds Equipment Account in the amount of \$41,700, which offsets the capital expense listed under the Capital Expenditures - Deeds in the same amount of \$41,700.

**This amount will be used for a wage settlement with Union and non-Union County employees. This money cannot be moved out of this line until approval is given by the Executive Committee. Salaries which appear in the Proposed Budget are the amounts currently being paid as per last year's agreement.

The total amount recommended by the Executive Committee based on the General Government Subcommittee's recommendation was \$2,572,987. Representative Callaghan motioned to approve the amount of \$2,572,987 for the General Government portion of the 1998 County budget, seconded by Representative Brennan. Representative Rollo motioned to amend the amount to be appropriated for the Soil

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Conservation District to \$38,500, the amount requested by the Agency. He noted that this agency provides a valuable service to Strafford County farmers; the additional money requested is to continue to pay a part-time employee. Representative Berube asked about the agreement which was worked out with the agency to provide the additional funds requested and keep the amount to be raised by taxation the same or less than last year. He feels that the Delegation should support this agreement and not increase the bottom line of the budget and therefore, send the message that we are trying to keep the budget level funded. Representative Hemon noted that after discussions with the Executive Assistant, this increase will add approximately \$.01 to County taxpayers' tax bills.

Representative Callaghan asked Executive Assistant Bower what agreement was offered and accepted by the Conservation District. Mr. Bower responded that he met with Bambi Miller of SCS and they discussed alternative methods of funding, such as grant monies available through the County, which would offset the additional monies needed. The only amount that was needed was the additional \$1,000; this was agreed to by the SCS representative. He also noted that the Conservation District has a \$9,000 Fund Balance and about \$6,000 in inventory. Executive Assistant Bower stated that it was his understanding that the SCS Board had approved this agreement and that there was adequate fund balance to implement the requested increase on their own. Representative Spear asked if there was any chance that Federal funds would be available to help offset the SCS budget. Executive Assistant Bower noted that the SCS office has had an increase of 200% over the past four years, inclusive of a \$6,000 in-kind service provided through free rental space, which the County donates to offset a loss in Federal funding. The SCS budget has gone from \$14,000 to \$33,750 since 1995, plus the approximately \$6,000 in free rental space which the County no longer receives payment for.

Representative Berube reiterated his earlier statements. Representative J. Brown asked if Bambi Miller could be allowed to speak to perhaps shed some light on this matter. Chairman Merritt

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declined, stating that precedent set was to only allow the Commissioners and Executive Assistant to speak at the meeting. If there was someone on the Delegation that was aware of a change in the situation, they could bring it to the attention of the other members. Representative Rollo noted that Federal funding to the agency has been cut; SCS provides valuable services to the farmers in the County and he feels it is the responsibility of the County to assist in their funding.

Representative Keans asked Representative Rollo if he was aware of the agreement reached by the County and the SCS. Representative Rollo noted that this was not enough. Representative Berube moved the question. Seconded and accepted.

The original motion to increase the funding to the Soil Conservation District from the level approved by the Executive Committee of \$34,750 by \$3,750, to a total of \$38,500 was called. The motion carried on a hand vote.

The new total for the General Government portion of the budget was \$2,576,737. Representative Callaghan agreed to amend his original motion to approve the General Government portion of the budget in the amount of \$2,576,737; Representative Brennan approved seconding the motion as amended. Motion carried on a voice vote.

Report and Recommendation of Contracted Social Service Agencies Subcommittee

The next order of business was to hear the report of the Contracted Social Service Agencies Subcommittee. As Representative McCann was excused, Representative M. Pelletier was asked to give the report.

Representative M. Pelletier gave the report of the Contracted Social Service Agencies Subcommittee. This Subcommittee met twice; once to review the requests and once to receive answers to specific

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requests asked of several of the agencies. Last year there was a discussion about the agencies' applications' clarity. Several of the agencies were sent questions asking for clarification of their application. Based on their responses, the Subcommittee determined the amounts to be recommended to the Executive Committee. The Subcommittee felt it is their responsibility to ensure that the money allocated to each agency is spent appropriately and therefore requested specific information on an discrepancies between the applications and the agencies' audits which were also submitted. If an agency requested level funding to last year, the Subcommittee recommended that amount; if they requested more money and the answer which was received justified an increase, the Subcommittee recommended an equitable increase; if the agency requested more money and the response was not adequate to justify the increase, the Subcommittee level or below-level funded the agency.

Representative Wall stated that she was on this Subcommittee, and she was not present at the first meeting; however, she was at the second meeting and noted that several agencies submitted information that was erroneous. This was the reason why the questions were developed to clarify the application requests. The Subcommittee felt this was a fair way to set appropriations for the various Contracted Social Service Agencies. She noted that although the economy is flourishing, these agencies seem to be requesting more money each year. There must be other avenues of funding for them.

Representative Wall noted that she has received additional information regarding the Coalition of Strafford County's funding and feels that this agency's funding recommendation should be revisited. Executive Assistant Bower explained that the question by the Subcommittee was in regards to a \$60,000 that did not balance with the audit. A portion of the \$60,000 is for services rendered that the Coalition does not receive payment for. The Coalition received \$15,000 in self pay revenues and provided \$45,000 in free care or care provided without payment. The Coalition provides in excess of \$180,000 of services for \$121,000 received from the County. Each

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year the services provided exceed the budgeted amount. The County contracts with the Coalition to provide homemaker services to the elderly and ill of Strafford County in order to reduce the number of residents in nursing homes. By providing this homemaker services, residents are able to stay in the own homes until they are better or are so unable to care for themselves that they require nursing home assistance. The Coalition helps to keep the costs of nursing home care down. The County is responsible for 30% of the cost of nursing home care for residents.

Representative Rogers asked why this information was not sent to the Full Delegation or made available to the Executive Committee at the time it met. Executive Assistant Bower noted that the information was requested by the Subcommittee of the agency itself. The Subcommittee did not feel the response was adequate. Upon further review, however it was determined that the response was adequate and appropriate to the question. This information was sent to the Delegation last week and is therefore, being presented at this time. Representative Spear asked if the Subcommittee was supportive of the requested increase of \$2,000, to level fund the agency to \$121,000, rather than the recommended amount of \$119,000. Representative Pelletier noted that as Vice Chairman of the Subcommittee, she would like to stay with the recommendation of the Subcommittee, which was approved by the Executive Committee. She felt that the agency was given ample opportunity to explain the \$60,000 and did not feel the question was answered adequately at the time it was requested and new information should not be considered by the Full Delegation.

Chairman Merritt asked if there was further discussion. The recommendation of the Subcommittee and Executive Committee was as follows:

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<u>Contracted Social Service Agency</u>	<u>Recommendation</u>
Strafford County Community Action Program	\$ 50,000.00
PreNatal and Family Planning Clinic	38,000.00
Southeastern New Hampshire Services	11,000.00
Strafford County Nutrition Program	1.00
Great Bay Training Center	5,400.00
Strafford County Child Care Association	32,000.00
Seacoast Task Force on Family Violence	23,500.00
Strafford Hospice, Inc.	15,000.00
Strafford Guidance Center, Inc.	8,000.00
Victims, Inc.	1.00
Coalition of Strafford County Agencies	119,000.00
Dover Adult Learning Center	<u>30,000.00</u>
Totals:	\$ 331,902.00

Representative Spear motioned to accept the recommendation of the Subcommittee and Executive Committee. Seconded by Representative Dechane. Representative J. Brown motioned to amend the motion by adding an additional \$2,000 to the amount to be allocated to the Coalition of Strafford County Agencies. She noted that this agency provides valuable services and keeps people out of nursing homes longer. The motion as amended was seconded by Representative Callaghan. It was noted that Senator Caroline McCarley had sent a letter of support on behalf of the Coalition for the additional \$2,000 to be re-instated. Representative McKinley noted that there are four (4) visiting nurse organizations that form the Coalition and a lot of volunteers; he supports the motion as they provide an excellent service. Representative Brennan requested a roll call on the motion.

Representative Keans noted that she felt the information provided by the Coalition in response to the Subcommittee's request adequately answered the question. She noted that she is a member of

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the Rochester Visiting Nurse Association and knows the deficit incurred by providing the homemaker services for Strafford County. This deficit is absorbed by the individual VNA's that form the Coalition. Representative Wall asked if the increase could be given without increasing the amount to be raised by taxation. Executive Assistant Bower noted that the amount of taxation had already increased beyond last year's amount based on the increase approved for the Soil Conservation District.

Representative Berube noted that there are many agencies that provide viable and necessary services; this last minute grandstanding for more money does not work for him; he could find many other places to increase the budget. He supports the recommendation of the Subcommittee as this request for more money should have been worked out before hand.

Representative Lundborn agreed, it should have been worked out prior to the Delegation meeting; however, this is one reason there is a Delegation meeting, in order to adjust things and offer the best budget possible. The Delegation has already voted to increase one agency's funding when an agreement to fund it otherwise was already worked out. He was in support of the motion as amended. Representative Spear asked if any of the responsibility for the clients of the Coalition should go back to the municipalities. Executive Assistant Bower gave examples of many instances in which the homemaker program provided by the Coalition has assisted in emergency situations.

Representative A. Torr reminded the Delegation that this program offers care to the elderly and infirm and the County asked this agency to be formed and provide this service on behalf of the County in order to assist people in staying at home longer. They are saving the County a considerable amount.

Representative Dechane asked about the reforms created by the State Health and Human Services Department's changes. The

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response was that this has not been through the legislative process at this time and will probably not have an effect on this year's County budget.

Representative Brennan noted that he supports the motion; the elderly have worked hard all of their lives and deserve to receive treatment and assistance whenever possible. Representative Hemon asked what the value of the additional \$2,000 was. Executive Assistant Bower responded that to place an exact value on this was not possible at this time--it could be the value of keeping two or three people out of the nursing home for an unlimited amount of time, or a week. The Commissioners support the Coalition as it keeps people at home longer. Representative Berube noted that a lot of time and effort is being expended on this \$2,000; it should have been decided in the Subcommittee.

Representative Lundborn moved the question. Seconded by Representative Rollo. The motion to amend the original motion to accept the Subcommittee and Executive Committee recommendation of \$331,902 by adding \$2,000 to the Coalition of Strafford County agencies was called. A roll call on the motion showed the following:

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YEAS: Representatives Berube, Bickford, Brennan, G. Brown, J. Brown, Callaghan, Cossette, Dechane, Dunlap, Grassie, Hemon, Heon, Keans, Knowles, Lundborn, McKinley, Merrill, Musler, A. Pelletier, Rollo, Snyder, Spear, Taylor, A. Torr, F. Torr, Twardus, Wall, and Merritt (28)

NAYS: Representatives M. Pelletier, Rogers, Smith, and Sullivan (4)

The motion passed 23 to 4. The amount of \$333,902 was allocated to fund the Contracted Social Service Agencies.

Report and Recommendation of Criminal Justice Subcommittee

Representative Knowles gave the report of the Criminal Justice Subcommittee. This Subcommittee reviews the budgets of the County Attorney, Drug Prosecutor Grant, District Court Program, Sheriff's Department, Dispatch Center, Medical Examiner, Department of Corrections, and Jail Industries Program.

Representative Knowles reported that upon the request of the Sheriff and with the agreement and recommendation of the Commissioners', the Subcommittee approved increasing the amount allocated for the Sheriff's Department by \$26,144 for an additional deputy to be hired in June; this expenditure will be offset by an increase in Deputy Fees Revenues of \$26,500. The Revenues, Capital Expenditures, and Special Projects Subcommittee also reviewed this request and approved the increase to revenues by \$26,500. The House of Corrections budget also includes two (2) additional Correctional Officers. These Officers will be hired to allow for additional programming to be held in the visiting area. The visiting area is used as a classroom when there are no visiting hours and it works out perfectly. An area in the Alms House will also be converted to classrooms shortly. The contract with the Volunteers of America has begun. The VOA will work with pre-sentenced inmates to keep them out

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of the House of Corrections when it can be accomplished, while ensuring the safety of the community.

The Subcommittee and Executive Committee accepted the Commissioner's Proposed Budgets, as amended, for the following Criminal Justice departments:

County Attorney's Office:	\$ 545,703
Drug Prosecutor Grant:	\$ 49,412
District Court Program:	\$ 39,341
Sheriff's Department:	\$ 549,973
Dispatch Center:	\$ 181,136
Medical Examiner:	\$ 30,000
Department of Corrections:	\$2,605,281
Jail Industry Programs:	\$ 6
Jail Industries Program:	\$ 114,854

Representative Rollo motioned to accept the recommendation of the Criminal Justice Subcommittee and Executive Committee in the amount of \$4,115,706. Seconded by Representative Dechane.

Representative Spear asked if there will be additional revenue in future years to offset the additional deputy. Executive Assistant Bower responded yes, because of additional fees that the extra deputy will enable to the department to receive.

Representative Brennan suggested that it might be a good idea for each Subcommittee to have a tour of the Complex in order to have a hands-on idea of how the County operates. Chairman Merritt noted that any Delegation member wishing a tour of the County is always welcome to contact the Commissioners' office and one will be given.

The motion was called. Motion to approve \$4,115,706 for the Criminal Justice Departments was passed unanimously on a voice vote.

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Report/Recommendation of Human Service Depart. Subcommittee

Representative Merrill gave the report of the Human Services Department Subcommittee. The Subcommittee and Executive Committee voted unanimously to accept the Commissioners' Proposed Budget for the Human Services Department as follows:

Human Services Department:	\$6,122,900
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The bottom line is actually less than the amount budgeted in 1997, which was less than that budgeted in 1996. The figures for the categorical lines are estimates based on 1997's usage and data. It was noted that the back billing which was a problem last year has leveled off and should be rectified.

Representative Dechane motioned to accept the recommendation of the Executive Committee and Human Service Department Subcommittee for the Department of Human Services in the amount of \$6,122,900. Seconded by Representative Brown and accepted unanimously on a voice vote.

Report and Recommendation of Revenues, Capital Expense and Special Project Subcommittee

Representative Grassie, Chairman of the Subcommittee, gave the report for this Subcommittee. It was noted that there are no special projects requested by the Commissioners. After reviewing these portions of the budget, the Subcommittee agreed unanimously to make the following recommendations to the Executive Committee, which were approved:

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Capital Expense-J&A:	\$ 11,200
Capital Expense-Deeds:	\$ 41,700
Capital Expenses-RRH:	\$ 14,756
Revenues:	\$13,649,147

It was noted that the Revenues included the additional amount of \$26,500 for Sheriff's Fees to offset the additional amount budgeted in the Sheriff's Budget. Also, for the first time ever, the Rest Home is estimated to earn an operating profit of \$150,000. The Registry of Deeds also anticipates receipts of approximately \$530,000 this year.

Chairman Merritt also noted that the capital expenditures are items that were not included in the Capital Improvement Programs, which the Commissioners and the Delegation had approved in the 1997 budget for 1996, 1997 and 1998 expenses. Money for items budgeted for in 1997 will be carried forward for those items identified in the CIP for 1998.

Representative Lundborn motioned to accept the recommendations of the Capital Expenditures, Revenues, and Special Projects Subcommittee approving the Commissioners Proposed Budget of \$67,656 for Capital Expenses for Justice & Administration, Registry of Deeds, and Riverside Rest Home, and Revenues in the amount of \$13,649,147. Representative J. Brown seconded the motion and it was approved unanimously on a voice vote.

Report/Recommendation of Riverside Rest Home Subcommittee

Representative Wall gave the report for Riverside Rest Home Subcommittee. After reviewing each department's budget, the Subcommittee accepted the Commissioner's recommendation in the amount of \$11,022,629 for the Riverside Rest Home budget, as follows:

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Administration:	\$ 652,648
Purchasing:	\$ 71,820
Dietary:	\$ 1,519,538
Nursing:	\$ 4,048,621
Socio-Behavioral Unit:	\$ 793,608
Resident Services:	\$ 51,266
Maintenance:	\$ 673,612
Laundry & Sewing:	\$ 346,569
Housekeeping:	\$ 474,456
Physician & Pharmacy:	\$ 110,940
Staff Development:	\$ 84,932
Physical Therapy:	\$ 211,791
Activities:	\$ 235,558
Occupational Therapy:	\$ 16,249
Social Services:	\$ 197,348
Insurances-RRH (General & Health):	<u>\$ 1,533,673</u>
Total:	\$11,022,629

Representative Wall noted that the Activities and Occupational Therapy Departments have been split in order to be better reimbursed from Medicaid for services provided by Occupational Therapy. She also noted that the Grief Counselor which was added to the budget last year has been of tremendous assistance, not only to staff due to residents' passing, but also for counseling due to fellow employees' unanticipated deaths. Three (3) employees at Riverside Rest Home died unexpectedly in 1997 and the Counselor was a great asset. Representative Wall also noted that there were two (2) positions added in order to meet licensing requirements by the State. Also, due to the level of skilled care required by residents on the Socio-Behavioral Unit (SBU), the reimbursement rate is much higher, therefore increasing revenues.

Executive Assistant Bower reported on the proposed settlement with the Health Care Association, the State of New Hampshire Department of Health and Human Services and the Counties. At this

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time, there are no figures available; however, the Delegation may be called back later this year to approve additional funds and expenditures. As this settlement will affect nursing home rates, the Rest Home may receive additional funds; however, this will probably be offset by additional payout by the Department of Human Services, as the County pays a 30% portion of Medicaid for residents of Strafford County in any nursing home. Strafford County has approved the settlement and is awaiting approval by the other Counties, which is anticipated. The State of New Hampshire has also approved their portion of the settlement. It was noted that much of the negotiations for this settlement were spearheaded by Commissioner Chairman Maglaras.

Representative A. Torr asked if it would be premature for the Delegation to approve having money placed in Contingency for this matter in order that they not have to be called back. Executive Assistant Bower responded that as no figures have been calculated at this time, it would be premature.

Representative Snyder motioned to accept the recommendation of the Executive Committee for Riverside Rest Home in the amount of \$11,022,629, seconded by Representative Berube and approved on a voice vote, with Representative Dechane declaring Rule 16.

Motions to Approve Total Expenditures, Total Revenues, Surplus, and Amount to be Raised by Taxation

Chairman Merritt accepted the request of Commissioner Maglaras to speak. Commissioner Maglaras noted that as a result of today's meeting and the Commissioners' commitment to a no-increase tax budget, and based on first quarter figures, the Commissioners were prepared to increase the amount budgeted for Jail Income by \$5,000 in order to offset the increases approved today. To date, the Jail's income is over the amount anticipated for this time and the Commissioners are confident that based on these figures, it would be safe to increase the anticipated amount.

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At this time, there was a brief break at which time, Representative Smith requested the attendance of County Delegation members at a meeting to be held in Concord to discuss a grant which has been received by the New Hampshire Charitable Organization.

Representative F. Torr motioned to accept the Total Expenditures, as amended and approved by the Delegation, in the amount of \$24,239,530. Seconded by Representative Keans. The motion passed on a roll call, as follows:

YEAS: Representatives Berube, Bickford, Brennan, G. Brown, J. Brown, Callaghan, Cossette, Dechane, Dunlap, Grassie, Hemon, Heon, Keans, Knowles, Lundborn, McKinley, Merrill, Musler, A. Pelletier, M. Pelletier, Rogers, Rollo, Smith, Snyder, Spear, Sullivan, Taylor, A. Torr, F. Torr, Twardus, Wall, and Merritt (32)

NAYS: None.

Representative Keans motioned to amend the Total Revenues previously approved by the Delegation in the amount of \$13,649,174 by an increase of \$5,000 to Jail Income, as per the recommendation of Commissioner Maglaras, for a new Total Revenues amount of \$13,654,147. Seconded by Representative F. Torr and passed on a voice vote. Representative Keans motioned to accept the amended total of \$13,654,147 for Total Revenues for 1998; seconded by Representative Sullivan and passed unanimously on a roll call vote, as follows:

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YEAS: Representatives Berube, Bickford, Brennan, G. Brown, J. Brown, Callaghan, Cossette, Dechane, Dunlap, Grassie, Hemon, Heon, Keans, Knowles, Lundborn, McKinley, Merrill, Musler, A. Pelletier, M. Pelletier, Rogers, Rollo, Smith, Snyder, Spear, Sullivan, Taylor, A. Torr, F. Torr, Twardus, Wall, and Merritt (32)

NAYS: None.

Representative Callaghan motioned to approve the amount of \$350,000 for Surplus for 1998; seconded by Representative A. Torr and accepted unanimously on a roll call vote as follows:

YEAS: Representatives Berube, Bickford, Brennan, G. Brown, J. Brown, Callaghan, Cossette, Dechane, Dunlap, Grassie, Hemon, Heon, Keans, Knowles, Lundborn, McKinley, Merrill, Musler, A. Pelletier, M. Pelletier, Rogers, Rollo, Smith, Snyder, Spear, Sullivan, Taylor, A. Torr, F. Torr, Twardus, Wall, and Merritt (32)

NAYS: None.

Representative F. Torr motioned to accept the amount to be raised by taxation of \$10,235,383 for 1998, seconded by Representative Callaghan and accepted unanimously on a roll call vote as follows:

YEAS: Representatives Berube, Bickford, Brennan, G. Brown, J. Brown, Callaghan, Cossette, Dechane, Dunlap, Grassie, Hemon, Heon, Keans, Knowles, Lundborn, McKinley, Merrill, Musler, A. Pelletier, M. Pelletier, Rogers, Rollo, Smith, Snyder, Spear, Sullivan, Taylor, A. Torr, F. Torr, Twardus, Wall, and Merritt (32)

NAYS: None.

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It was noted that this is a \$436 decrease in the amount to be raised by taxation from the 1997 Approved County Budget.

Report/Recommendation of Policy and Procedure Subcommittee

The next item discussed was the salaries of Elected Officials. The Subcommittee recommended no change to salaries for the 1999-2000 term and that they be level-funded to the 1997-1998 amounts. The Commissioners had sent a letter to the Subcommittee suggesting an increase comparable to that received by Strafford County employees over the last two years, 5.17%, for the two year period of 1999-2000. The Commissioners felt that this would be a fair and equitable amount for the Elected Officials. This formula was used for the prior two year period to set Elected Officials salaries. It was noted that the salaries of the Elected Officials have remained the same for the past two years. Other Counties have been contacted regarding this matter; however, no salaries have been set at this point for Elected Officials.

Representative Keans noted that this matter was discussed and acted upon by the Executive Committee. At that time she motioned to divide the question regarding salaries to have the motion taken separately on Part-Time Elected Official and Full-Time Elected Officials. The Executive Committee approved 5.17% for part-time and full-time Elected Officials. If approved, the Elected Officials would receive a 5.17% increase above the current salary for the next two years (1999-2000).

Representative Keans motioned to approve a 5.17% increase in salaries for Elected Officials for the 1999-2000 biennium. Seconded by Representative Hemon. Representative Keans then motioned to divide the question the vote for part-time Elected Officials, this being the Treasurer and County Commissioners, and full-time, being Sheriff, County Attorney, and Register of Deeds. Motion to divide seconded by Representative G. Brown and accepted unanimously.

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Representative Keans spoke to the motion. She noted that this has nothing to do with the persons who hold these offices; however, she feels part-time elected officials should not receive salary increases. She noted that Strafford County is the most efficiently run County in the State for more than the past four years. But to be responsible to the taxpayers, she does not feel it appropriate to increase these salaries. It was noted that the part-time officials also receive health insurance benefits.

There was some discussion regarding what the amounts of the increases would be. There was a breakdown distributed to all Delegation members listing the proposed increases for the Elected Officials.

Representative F. Torr asked for a roll call on the motion.

Representative Merrill asked if there was any discussion on a different increase for part-time Elected Officials. There was not. Representative A. Torr asked there were any inquiries made to the other counties. None of the other Counties have set the Elected Officials salaries as yet.

The roll call on the motion to approve a 5.17% salary increase for the part-time Elected Officials, Commissioners and Treasurer for the 1999-2000 term, was as follows:

YEAS: Representatives Bickford, Brennan, G. Brown, Callaghan, Cossette, Grassie, Hemon, Heon, Knowles, Lundborn, Merrill, A. Pelletier, M. Pelletier, Sullivan, Twardus, and Wall (16)

NAYS: Representatives Berube, J. Brown, Dechane, Dunlap, Keans, McKinley, Musler, Rogers, Rollo, Smith, Snyder, Spear, Taylor, A. Torr, F. Torr, and Merritt (16)

The motion failed on a tie vote, 16 to 16.

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Representative Smith noted that in the materials provided regarding the increases for Elected Officials, there was a large discrepancy in the average amount received by other Registers of Deeds and Strafford County's Register of Deeds. Chairman Merritt noted that this was looked at and the Executive Committee agreed with the recommendation of 5.17%. Representative Berube asked for clarification on the recommendation of 5.17%, when the cost of living was less than 3%. It was noted that the 5.17% is for a two year period and is the equivalent of that received by County employees over the last two years, at an average of 2.58% per year for 1996 and 1997. Representative F. Torr requested a roll call on the motion. Seconded by Representative Dechane and accepted. The roll call on the motion to give the Register of Deeds, Sheriff and County Attorney a 5.17% increase in salary for the 1999-2000 term was called, with the following results:

YEAS: Representatives Berube, Bickford, Brennan, G. Brown, Callaghan, Dechane, Dunlap, Grassie, Hemon, Heon, Keans, Knowles, Lundborn, McKinley, Merrill, Musler, A. Pelletier, M. Pelletier, Rogers, Rollo, Smith, Snyder, Spear, Sullivan, Taylor, A. Torr, F. Torr, Twardus, Wall, and Merritt (30)

NAYS: J. Brown and Cossette (2)

The motion passed 30 to 2.

The next item of discussion was mileage reimbursement for the Delegation. The Delegation currently receives \$.20 per mile. The current Federal reimbursement rate is \$.325 per mile. Chairman Merritt reported that the Policy and Procedures Subcommittee agreed to recommend to the Executive Committee a mileage reimbursement rate increase for the Delegation to be set commensurate with that of the Federal mileage reimbursement rate. By setting the rates in this

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manner, the mileage rate would automatically be increased when the Federal mileage rates changed.

However, after making this recommendation to the Executive Committee, it was discovered that County employees are compensated at the rate of \$.20 per mile and in order to be fair, Commissioner Maglaras had given an estimated increase to the travel lines in each department's budget which would increase County expenditures by approximately \$15,000. The Commissioners suggested that in all fairness, that should the Delegation increase their mileage rates, that the rates paid to County employees be increased as well.

Chairman Merritt noted that the intention of the Policy and Procedures Subcommittee recommendation was to begin with the 1999 budget process and therefore would not affect the 1998 budget.

A suggestion was made that instead of increasing the mileage reimbursement, that the amount paid per meeting of the Delegation be increased. Currently, Delegates are paid \$15 per meeting; the R.S.A.'s allow up to a \$25 payment per meeting. A motion to increase the per meeting payment rate to \$25 was defeated by the Executive Committee and a motion to increase the rate to \$20 per meeting was tabled. The matter was being brought before the Delegation for reporting purposes.

Representative Spear noted that in all fairness, it would not be right to increase the rates paid to the Delegation when no increase was approved for the other part-time Elected Officials, i.e., the Commissioners and Treasurer, as the Representatives are also part-time Elected Officials. She also noted that it would be unfair to increase the mileage reimbursement rate when no increase had been approved for other County employees. Chairman Merritt noted that the Delegation could approve a mileage reimbursement rate increase for 1999 and the Commissioners could make this recommendation for the County travel lines for 1999.

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Representative A. Torr noted that she voted in the negative for part-time Elected Officials receiving an increase for 1999-2000 because they know what their compensation will be when elected. The same should be for the Delegation. She does not support a mileage or per meeting rate increase for the Delegation based on this.

Representative F. Torr agreed with Representative A. Torr; that to be consistent with the decision not to increase the salaries of part-time Elected Officials, the Representatives' rates should not increase either. Representative Callaghan agreed, as well as Representative Rollo, Berube, and McKinley.

Representative F. Torr motioned to adjourn the meeting; seconded by Representative Rollo and accepted unanimously on a voice. With no further discussion, the meeting adjourned at 10:56 a.m.

Respectfully submitted,
Raymond Lundborn, Clerk
Strafford County Delegation

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STRAFFORD COUNTY DELEGATION MINUTES OF PUBLIC MEETING OF APRIL 23, 1998

The Public Meeting of the Strafford County Delegation was called to order at 12:05 p.m. by Chairman Merritt in Room 305 of the Legislative Office Building in Concord, New Hampshire. After the pledge of allegiance and a moment of silence, the Clerk read the notice of the meeting and called the roll, which showed the following members present:

PRESENT: Bickford, Brennan, G. Brown, Callaghan, Cossette, DeChane, Dunlap, Estabrook, Hemon, Heon, Kaen, Keans, Knowles, Lundborn, McKinley, Merrill, Musler, Rogers, Rollo, Smith, Spear, Sullivan, Taylor, F. Torr, Tsiros, Twardus, Vachon, Vincent, Wall, Merritt (30 of 38)

EXCUSED: J. Brown, A. Pelletier, and A. Torr (3)

ABSENT: Berube, Grassie, McCann, M. Pelletier, and Snyder (5)

Also present were Commissioners George Maglaras and Ronald Chagnon, Executive Assistant Raymond Bower, County Attorney Lincoln Soldati, Negotiator Gary Wulf, Arthur Nickless, Strafford County Pease Development Authority Representative, and Jean Miccolo, Executive Secretary.

1. Approve the Minutes of the Delegation Meetings of January 28, 1998 and March 21, 1998, as corrected: Representative Callaghan motioned to approve the minutes of January 28, 1998 and March 21, 1998. Seconded by Representative DeChane and approved unanimously on a voice vote.

2. Vote to Ratify Contract Between Strafford County and the State Employees Association of New Hampshire, Local 1984, Chapter 65, State Employees Association (SEA), AFL-CIO, CLC: Chairman Merritt asked Commissioner Maglaras to speak to this issue.

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Commissioner Maglaras reported that negotiations have been on-going since last October to renew the contract with the Union. The net cost of the Union and Non-Union wage settlement is \$270,092.26, as noted in the attached memorandum to the Delegation. An analysis of the settlement is also attached and made a part of these minutes. The contract also includes a change in health plans for County employees. This plan will save the County money. It was noted that if this contract passes as recommended, there will be no impact on the amount to be raised by taxation. The following is a synopsis of the costs of the wage settlement, inclusive of the non-Union employee costs:

Total Union Costs:	\$310,449.07
Total Non-Union Costs:	<u>109,264.19</u>
Total Cost of Wage Increase:	\$419,713.26
Net Savings in Health Insurance Costs (July, 1998 through December 31, 1998)	- 140,006.00
Increase in Revenues Employee Dental Contributions:	- 8,365.00
Savings in Longevity Payments Due to Change in Definition of Seniority by Union:	<u>- 1,250.00</u>
Net Cost of Wage Settlement:	\$270,092.26
Contingency Amount for Wage Settlement:	<u>\$270,000.00</u>
* Balance:	\$ -92.26

The County's negotiator, Gary Wulf, gave a brief presentation on the negotiations and the cost of the agreement. These negotiations involved the entire Union contract, as the current three (3) year contract expired. There were a total of fourteen working sessions. The Union has ratified the Contract and it was a win-win situation for the

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County and the Union. Basically, Union employees receive an across the board \$.35 an hour increase. The change in insurance plans will reduce the co-payment by union employees. Mr. Wulf reviewed the new insurance plan for the Delegation. It is the Schoolcare plan, which is administered through Healthsource, and provides three plans--HMO, point of service, and indemnity. He explained the different types of plans available. Although full-time employees will pay less, part time employees will pay more.

Representative Brown asked how many people are employed by the County. Executive Assistant Bower replied that were approximately 400, Union and non-Union.

Representative Bickford asked about the status of nurses at the Rest Home and if the contract addresses the amount of pay for nurses in order to address the shortage of nurses problem. Mr. Wulf responded that in order to address this problem, Registered Nurses and Licensed Practical Nurses receive an additional \$.65 per hour in addition to the \$.35, for a total increase of \$1.00. Representative Bickford asked a follow-up of the range of salaries for nurses. Mr. Wulf responded that RN's earn from \$12.78 to \$16.02 an hour; LPN's earn from \$11.42 to \$13.64 per hour.

Representative Musler motioned to ratify the agreement between Strafford County and the New Hampshire Healthcare Employees Union, as outlined in the Strafford County Commissioners memorandum to the Strafford County Delegation dated April 8, 1998 and April 17, 1998; seconded by Representative Callaghan. Motion for a roll call on the motion by Representative Brown; seconded by Representative Callaghan and approved unanimously. The motion passed unanimously on a roll call vote, as follows:

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YEAS: Bickford, Brennan, G. Brown, Callaghan, Cossette, Dunlap, Estabrook, Heon, Kaen, Keans, Knowles, Lundborn, McKinley, Merrill, Musler, Rogers, Rollo, Smith, Spear, Sullivan, Taylor, F. Torr, Tsiros, Twardus, Vachon, Vincent, Wall, and Merritt (28).

NAYS: None.

RULE 16: DeChane

3. Report of Strafford County Pease Development Authority Development Representative Arthur Nickless: Mr. Nickless gave a brief report on the status of the Pease Development Authority and the businesses that are lined up to come in. Attached is a copy of the report presented by Mr. Nickless.

Representative Keans asked if the surrounding cities and towns will see a spin-off from Pease, i.e., more businesses that may not be viable for Pease, but are interesting in locating in this area, or an increase in work for local businesses such as contractors. Mr. Nickless responded yes, there were several businesses interested in the area that may go to the cities and towns or utilize area businesses to perform work for them at Pease.

Representative Brown asked about the status of the proposal to put in a baseball stadium at Pease. Mr. Nickless replied that this was an excellent idea, but not a viable one for Pease as it was very limited and seasonal. They do look at all inquiries to locate at Pease, however.

Representative Torr asked about the status of removing the old housing at Pease. Mr. Nickless responded that although a lot of the housing has been removed, due to a lack of funds from the EPA, removal has slowed until more funds are available.

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Representative Torr asked who would be utilizing the new Marriott Residents Inn. Mr. Nickless noted that this inn is for long-term stays in the area.

Representative Wall asked about the use of State funds at Pease. Pease is not receiving any funding from the State at this point. She also asked about the monies being put into the Capital Reserve Fund. Mr. Nickless responded that these funds are being set aside for long-term projects and will help reduce costs in the long run.

Representative Brennan asked about the University of New Hampshire's presence at Pease. Mr. Nickless replied that this was limited at this time.

Mr. Nickless stated that if anyone was interested in receiving more information on Pease, to let him know and he will get the information for them.

4. Any Other Business Which May Legally Come Before the Delegation: Commissioner Maglaras gave an update on the status of Senate Bill 409, which affects the long-term care rates for nursing homes. He has been working over a year on this matter, which should be settled very soon. Basically, this will change the rates are paid by the State and the County. Currently, there is a 38% State/62% County split for the non-Federal share of Medicaid expenses. This bill would make this a 50/50 split. The Commissioners are looking for the Delegation's support on Senate Bill 409.

Commissioner Maglaras also reported on the status of the lawsuit between the New Hampshire Health Care Association and the State of New Hampshire Department of Health and Human Services Commissioner Terry Morton, which opens up a liability factor for the Counties. A settlement has been reached and we awaiting the Judge's decision on the matter.

There was some further discussion on these matters.

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With no further discussion, Representative Wall motioned to adjourn the meeting at 1:35, seconded by Representative Brown and approved.

Respectfully submitted,
Raymond Lundborn, Clerk
Strafford County Delegation

STRAFFORD COUNTY DELEGATION MOTION OF SEPTEMBER 1, 1998

The following motion was authorized to be put before the Strafford County Legislative Delegation by Representative Sandra Keans, Acting Chairman:

"Be it resolved that the Strafford County Delegation does hereby grant the County Commissioners authority, without further action by the County Delegation, to apply for, to receive, and to use, Community Development Block Grant funds, as may now or hereafter be forthcoming from Federal and State governments for assisting the Strafford Economic Development Authority and Middleton Building Supply in accordance with appropriate State statutes including, but not limited to, RSA 24-13."

The motion passed unanimously by a majority of the Strafford County Delegation, 20-0, as follows:

YEAS: Bickford, Brennan, J. Brown, Callaghan, Hemon, Heon, Kaen, Keans, Knowles, Lundborn, McCann, Musler, A. Pelletier, M. Pelletier, Rogers, Spear, Sullivan, Taylor, Tsiros and Wall
(20 of 37)

NAYS: None.

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NO VOTE: Berube, G. Brown, Cossette, DeChane, Dunlap, Estabrook, Grassie, McKinley, Merrill, Rollo, Smith, Snyder, A. Torr, F. Torr, Twardus, Vachon, and Vincent (17)

I do hereby certify that the motion passed unanimously by a majority of the Strafford County Delegation, as noted above.

Respectfully submitted,
Raymond Lundborn, Clerk
Strafford County Delegation

STRAFFORD COUNTY DELEGATION COMMITTEE MINUTES OF PUBLIC HEARING AND MEETING OF NOVEMBER 20, 1998

The Public Hearing of the Strafford County Delegation was called to order at 10:10 a.m. by Acting Chairman Keans.

Acting Chairman Keans noted that the first order of business was to hear public input on Strafford County's request to accept and expend a 622,751 Grant to Encourage Arrest Policies from the Federal Department of Justice Office of Justice Programs. This grant is to assist Strafford County communities in combating domestic violence.

Acting Chairman Keans opened the meeting up to the public for comments. She asked if there was anyone from the public who wished to speak. Acting Chairman Keans again asked if there were any members of the public who wished to speak. After three (3) requests for further input, she declared the Public Hearing closed at 10:15 a.m.

Acting Chairman Keans then called the Meeting of the Delegation to Order. Representative McKinley led the Delegation in the pledge of allegiance to the flag. There was then a moment of silence, after which the Clerk read the notice of the meeting and called the roll, which showed the following members present:

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PRESENT: Berube, Bickford, Brennan, George Brown, Julie Brown, Callaghan, Dunlap, Grassie, Hemon, Heon, Kaen, Keans, Lundborn, McKinley, Merrill, Musler, Arthur Pelletier, Rogers, Taylor, Vachon, and Vincent (21 of 37).

EXCUSED: Dechane, Estabrook, Knowles, Marsha Pelletier, Smith, Snyder, Sullivan, and Wall (8)

ABSENT: Cossette, McCann, Rollo, Spear, A. Torr, F. Torr, Tsiros, and Twardus (8)

Also present were Commissioners Maglaras, Dumont, and Chagnon, Executive Assistant Raymond Bower, Finance Director Diane Legere, County Attorney Lincoln Soldati, Tim Ackerson and Richard Allen, New Hampshire Department of Corrections, Superintendent David Funk, Captain Creston Rabtoy, Jean Miccolo, Executive Secretary, and several members of the public and media.

Acting Chairman Keans asked for a report on Grant to Encourage Arrest Polices for Domestic Violence from Executive Assistant Bower. Mr. Bower explained that the County Commissioners Office/Finance Department would be performing the administrative functions and disbursing the funds for this grant. The program is a coordinated effort between several agencies, including the County Attorney's office, the State Department of Probation and Parole (Corrections), A Safe Place, and the local police departments. It is an eighteen (18) month grant, with the possibility to be renewed at the end of that time, through funds available from the Federal Department of Justice. The grant was originally \$552,751; the Department of Justice contacted this office and asked if we would approve receipt of an additional \$70,000 for victims' assistance, making the total grant \$622,751. There are no County funds to be expended on this program, no soft or hard match, meaning no in-kind match or actual dollars from the County. The Grant has been tentatively approved by the Department of Justice; they are awaiting approval from the County Delegation before final approval can be made. The Commissioners

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support this grant. Expense reports will be submitted to the Federal agency and then they will reimburse the County.

At this point in time, there have been interviews for the Coordinator position; however, no hiring will be made until approved by the Delegation. Quarterly reports on the grant will be included in the quarterly budget reports. The offices for this program will be located in Rochester.

Acting Chairman Keans asked for clarification of the title of the grant, Encouraging Arrest Policies to Assist in Combating Domestic Violence. County Attorney Soldati responded that arrest policies are in place in some areas for domestic violence; however, not everyone has the same policies and some do not have any. This grant, in part, would allow for initiating uniform arrest policies in cases of domestic violence. Police officers would receive training in how to handle domestic violence calls; the grant includes payment for overtime to police departments so the officers could receive this training. One problem most of the smaller police departments have, and several of the larger, is that there is a minimal amount budgeted for overtime and training. This grant will enable the police officers to receive the necessary training on their off duty time and get paid for it.

Another component is that the Coordinator will be working with the parties involved to ensure that once the arrest policies are in place, they are understood and followed appropriately. The Coordinator will serve as the lead person for the program; there will be prosecutors specifically designated for domestic violence cases. There will be a prosecuting attorney, two (2) victims assistance assistants, two (2) probation officers, and a clerical position, as well as the Coordinator. Manchester currently has a similar program, which this one is modeled after. All domestic violence cases will be handled by this program in a coordinated effort with the team. All aspects of the crime will be reviewed, from the perpetrator to the victim. It is a very comprehensive program. The grant includes monies for office space, personnel, training, equipment, office supplies, computers, etc. An

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additional \$70,000 was funded for the grant in order to provide more victims' assistance services.

In response to a question from Representative Heon, it was noted that the Commissioners' Office will be administering the program; the County Attorney will be responsible for prosecuting the offenders. In response to a question from Representative Vincent, this grant will not affect the County Attorney's budget; there will be a separate budget for this grant and it will not affect the bottom line of the County Attorney's budget at all. There will be an offsetting revenue line for the grant. Federal funds cannot be used to fund existing programs or positions.

Representative Pelletier asked if the training will be limited to Strafford County communities and how many communities will be targeted to receive the training. County Attorney Soldati responded that some of the training will be developed as the program progresses--depending on where there is a need; training may be offered to other agencies based on an availability of space.

Representative Berube noted that all communities should have the opportunity to receive the training for their police officers. Dick Allen of the NH Department of Corrections noted that he did a survey of the police departments to determine their requirements and developing a program that would meet these needs. This is a specialized training aimed at increasing the number of arrests made in domestic violence cases and to train the officers in what to look for in domestic violence cases. This grant is to provide services that are not currently available.

Representative Callaghan asked what happens after the eighteen (18) month grant expires. He wondered if the County would be expected to pick up the cost of the program at that time, especially if the program is successful. County Attorney Soldati stated that there is no requirement for the County to continue to fund this grant after the initial 18 month period; however, there is an excellent chance of

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the Federal government extending the grant for another 18 month period if successful. He is not seeking to have the County pick up the program; if in 18 months, the grant is not renewed, we will look into the possibility of local communities utilizing the program to fund it. However, the people who will be hired to work for the grant will know that it is an 18 month grant.

Representative Lundborn asked if the money was available at this time for the grant. The money is available and the Federal agency has approved the grant; they are awaiting the approval of the Delegation to receive and expend the funds before the funds can be released.

County Attorney Soldati noted that policies and procedures for the program have been written and are in place. Once the program begins, these policies and procedures can be enhanced and expanded. Representative Rogers noted that since the grant is coming directly from the Federal government and the State is not involved, it is a real bonus.

Representative Merritt asked about changes to be made in domestic violence arrest policies. County Attorney Soldati stated that he would like to have uniform polices in place; however, given the departments the flexibility necessary in these cases. The grant will help to implement the protocols for arrest policies.

Representative Pelletier asked what happened to those cases that are still in progress at the time the grant ends. County Attorney Soldati stated that services will continue to be provided for those cases still in progress.

Representative McKinley asked what the procedure would be for having the towns pick up the cost of the program when the grant expires. County Attorney Soldati said that this is something that will have to be worked out; this was only one option that could be a

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possibility. The future funding of the program will depend on a variety of factors that will be developed as the program unfolds.

Representative Berube asked if they would train some police officers who would go back and train the rest of their department. The type of training to be offered will be developed by the team; a "train the trainer" type of training is a possibility responded County Attorney Soldati.

Acting Chairman Keans asked if the grant would make it possible to lower the expenses of the County Attorney's budget. The grant is for a new program and cannot be used to fund existing programs or positions. This grant is to create a program that will provide assistance for domestic violence cases not currently in the system due to lack of a report of the violence, or a lack of knowledge on how to proceed with an appropriate arrest. The grant seeks to assist those towns and areas where domestic violence is not clearly defined, so that officers can make the initial arrest; victims will be able to report violence more easily and know that their needs will be met. This grant is to fill a gap that exists in many areas of the County, especially those rural areas where no one knows or believes that domestic violence occurs on a regular basis.

Representative G. Brown noted that this program will cost approximately \$35,000 per month of the 18 month grant and asked where is this money to be spent and how the accounts were determined for expenditures. Tim Ackerson responded that there are several start up costs for the program, office space and equipment, seven (7) employees, who will be paid fair market salaries for their respective positions, and the training for police departments, as well as the victims assistance. The grant request included a budget for the program. Mr. Ackerson reviewed this budget for the Delegation, noting that salaries total only approximately \$332,000 of the total \$622,751 grant. Capital items that are necessary are estimated to cost about \$20,000 and will become the property of the County at the end of the program.

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Representative Rogers asked about outreach to the smaller communities. County Attorney Soldati stated that services will be available to all the communities in Strafford County.

Representative Heon asked how the grant employees will be paid and by whom. The County will pay the employees; the program will be treated like a County department, with a chart of accounts, budget, etc. The Federal government will reimburse the County for expenditures and this will be taken in as a revenue. This is the same procedure the County follows with its other grant programs.

Acting Chairman Keans asked about the Consultant position for the grant and how many domestic violence cases there are in Strafford County. Mr. Allen responded that currently 15 to 20 percent of the District Court's cases are domestic violence. There would be many more, if the protocols and procedures for arrest were followed more strictly. It is difficult, however, for police officers to make arrests without the proper training in how to handle these cases.

Representative G. Brown stated that he felt the Delegation was being blind-sided in this matter and they should investigate the grant further and have more information available to them before approving receipt of these funds.

Representative Lundborn motioned to accept and expend Federal Grant Funds in the amount of \$622,751 for the purpose of encouraging arrest policies to assist in combating domestic violence and amend the total amount of expenditures of the 1998 Strafford County budget to \$24,862,281 and raise total revenues to \$14,276,898, leaving the amount to be raised by taxation the same at \$10,235,383. The motion was seconded by Representative Taylor. Acting Chairman Keans asked if this was to be shown as a separate budget item; Mr. Bower responded that yes, it would, both as an expense budget and as a revenue line. He will make a report to the 1999-2000 Delegation as to

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the progress of the grant. The motion passed on a roll call with the following results:

YEAS: Berube, Brennan, J. Brown, Callaghan, Dunlap, Grassie, Hemon, Heon, Kaen, Keans, Lundborn, McKinley, Merrill, Musler, A. Pelletier, Rogers, Taylor, and Vachon (18 of 21).

NAYS: Bickford, G. Brown, and Vincent (3)

Acting Chairman Keans stated that the next item on the agenda was Adoption of Senate Bill 409 as required in Section 10, County Approval Required, of that Legislation and as per the Recommendation by the Strafford County Commissioners.

Representative Vincent noted that the House has passed this bill and asked what the Commissioners position on the bill was. The Commissioners have approved the Bill, stating that after two (2) years of negotiation with the State Department of Health and Human Services, Counties, and private nursing homes, this bill was the best for all, with concessions being made by each party. There is a five (5) year sunset provision on the bill, which means it will be revisited at that time as to its success or failure.

Representative Brennan motioned to adopt Senate Bill 409, as required in Section 10, County Approval Required, of that Legislation and as per the recommendation by the Strafford County Commissioners; seconded by Representative Berube. Representative Berube noted that he is in support of Senate Bill 409. Representative Vachon asked if a public hearing on this matter was required. The response was no.

Acting Chairman Keans spoke in opposition to the Bill. She noted that a portion of the bill supports more home care services to be made available in order to help keep people at home longer and reducing the number of nursing home beds necessary. However, she believes that the bill creates an unfunded mandate which will require the counties to

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pay for services for which it has not been responsible for before. She also stated that she disagreed with the manner in which the bill was presented to the Delegation for adoption because it requires County Delegation to approve the bill. Representative Berube stated that the Governor supported this bill and Representative Lundborn said that Senator McCarley also supported it and worked very hard on writing the bill, along with Commissioner George Maglaras. He requested that Mr. Bower be allowed to speak to the motion. Acting Chairman Keans responded no. Representative Vachon stated that he understood that the Chairman had concerns that this may cost the local taxpayer more in the future and asked if there was any way to determine what the costs would be in the long term. Executive Assistant Bower responded that there is a cap on the costs of Intermediate Nursing Care, which will ultimately save the County money in the long term. In previous years this line item has gone up an average of eighteen percent (18%) per year. The caps provide for no more than a five percent (5%) increase per year. The County will now be responsible for paying for more programs, but there will be a cap on this on these costs. He reviewed the anticipated costs for the County. An analysis of the process will be made in five years when the bill sunsets to determine its effectiveness, both for providing services and costs. With the number of elderly increasing each year, the Commissioners believe this is the best solution at this time. This bill has been approved by the House, the Senate, the State, and most of the Counties. It is a very worthwhile piece of legislation, maybe not the best for everyone concerned, but perhaps the best for those it was written to serve, the frail and elderly.

Representative Vachon asked about the freeze on nursing home beds. Executive Assistant Bower noted that he believes this bill will decrease the need for placement in nursing homes; people will have more at-home care programs available to them. There is still a 70 bed certificate of need available in Strafford County. The programs should be implemented to help keep people at home longer. If the programs do not reduce the need for nursing home beds in the County, we will still have the 70 bed CON available to us.

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With no further discussion, the motion was called and passed on the following roll call vote:

YEAS: Berube, Bickford, Brennan, J. Brown, Callaghan, Dunlap, Grassie, Hemon, Heon, Kaen, Lundborn, McKinley, Merrill, Musler, A. Pelletier, Rogers, Taylor, Vachon, and Vincent (19 of 21).

NAYS: Keans (1)

ABSENT: J. Brown (1)

Acting Chairman Keans noted that as per State Statute, the Organizational Meeting will be held Wednesday, December 9, 1998. She set the time for 6:00 p.m. (this time was subsequently changed to 7:00 p.m.), Superior Courtroom I, Justice and Administration Building.

With no further business, Acting Chairman Keans asked for a motion to adjourn. Representative Callaghan moved to adjourn. The motion was seconded by Representative Lundborn and passed unanimously on a voice vote.

Respectfully submitted,
Raymond Lundborn, Clerk
Strafford County Delegation

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STRAFFORD COUNTY DELEGATION ORGANIZATIONAL MEETING MINUTES OF DECEMBER 9, 1998

The Organizational Meeting of the Strafford County Delegation was called to order at 7:00 p.m. by 1997/1998 Acting Chairman Keans. After the pledge of allegiance led by Representative Callaghan and a moment of silence, the Acting Chairman asked for a motion to nominate a Temporary Clerk. Representative G. Brown nominated Representative Lundborn to act as Temporary Clerk. Representative Callaghan seconded the motion. It was moved to close nominations by Representative Callaghan, seconded by Representative Vincent, which was accepted unanimously. One vote was cast for the Clerk and Representative Lundborn was unanimously voted in as Temporary Clerk by a show of hands. The Temporary Clerk then read the notice of the meeting and called the roll, which showed the following members present:

PRESENT: Berube, Brennan, George Brown, Julie Brown, Callaghan, Cossette, DeChane, Domingo, Estabrook, Gilmore, Grassie, Heon, Johnson, Kaen, Keans, Knowles, Lent, Lundborn, Musler, Arthur Pelletier, Marsha Pelletier, Rogers, Smith, Snyder, Spang, Spear, Taylor, Twardus, Vachon, Vincent, Wall, and Woods (33 of 38).

EXCUSED: Bickford, Dunlap, McKinley, and Tsiros (4)

ABSENT: Rollo (1)

Also present were Commissioners Maglaras, Dumont, and Chagnon, Executive Assistant Raymond Bower, Executive Secretary Jean Miccolo, members of the public and media.

1997-1998 Acting Chairman Keans declared a quorum present and asked for a motion for Temporary Chairman. Representative G. Brown nominated Representative Wall to serve as Temporary Chairman.

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Representative Musler seconded the motion. Representative Berube moved to close nominations and cast one ballot for the Acting Chairman. Seconded by Representative Rogers and accepted unanimously. Representative Wall was voted to serve as Temporary Chairman.

Temporary Chairman Wall called a 15 minute recess to caucus for nominations for Chairman, Vice Chairman and Clerk by each party, Republican and Democrat. When the Delegation returned after the caucus was conducted, the Temporary Chairman called for nominations for Chairman of the 1999-2000 Delegation.

Representative Kaen nominated Representative Wall for Chairman for the 1999-2000 Delegation; seconded by Representative DeChane. Representative Musler motioned to close nominations and cast one ballot for the Clerk; seconded by Representative Lundborn and accepted unanimously. Representative Wall was voted in to serve as the 1999-2000 Chairman of the Delegation unanimously by a show of hands.

Chairman Wall asked for nominations for Vice Chairman of the 1999-2000 Delegation. Representative Lent nominated Representative Knowles to serve as 1999-2000 Vice Chairman for the Delegation; seconded by Representative Vachon and accepted unanimously. Representative Musler motioned to close nominations and cast one ballot for the Clerk; seconded by Representative Berube and accepted unanimously. Representative Knowles was voted in to serve as the 1999-2000 Vice Chairman of the Delegation unanimously by a show of hands.

Chairman Wall asked for nominations for Clerk of the 1999-2000 Delegation. Representative Knowles nominated Representative Lundborn to serve as 1999-2000 Clerk for the Delegation; seconded by Representative Musler and accepted unanimously. Representative DeChane motioned to close nominations and cast one ballot for the Vice Chairman; seconded by Representative A. Pelletier and accepted unanimously. Representative Lundborn was voted in to serve as the

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1999-2000 Clerk of the Delegation unanimously by a show of hands. Representative Snyder motioned to allow the Chairman, Vice Chairman, and Clerk to serve as voting members of the Executive Committee; seconded by Representative M. Pelletier and accepted unanimously. Representative Callaghan motioned to allow the County Commissioners to pay those County expenditures statutorily required to be paid until the Delegation approves the 1999 budget in March. Seconded by Representative Vincent and approved unanimously.

Chairman Wall called a 15 minute recess to caucus for the members of the Executive Committee, aside from the Chairman, Vice Chairman, and Clerk. The city of Dover has three (3) representatives; the city of Rochester has three (3) representatives, the city of Somersworth has two (2) representatives, and the towns, inclusive of Barrington, Durham, Farmington, Lee, Madbury, Middleton, Milton, New Durham, Rollinsford, and Strafford, have four (4) representatives. When the caucus was concluded, the Chairman asked the representatives from each city and town that were elected to serve on the Executive Committee to stand. The following announcements for election to the Executive Committee were made by Chairman Wall, inclusive of Chairman Wall, Vice Chairman Knowles, and Clerk Lundborn: Dover: Domingo, Arthur Pelletier, and Taylor; Rochester: George Brown, Callaghan, and Grassie ; Somersworth: Berube and Snyder; Towns: DeChane, Lent, Musler, Spear

Chairman Wall introduced Executive Assistant Raymond Bower and asked that he introduce the Commissioners. Executive Assistant Bower introduced Commissioners George Maglaras, Paul Dumont, and Ron Chagnon. He stated that the members of the Delegation will receive a notice for an Orientation to County Government shortly and invited all of them to participate, most especially the new members. At that time, they will be given a tour of the County Complex, meet with the Elected Officials, who will answer any questions the Delegation might have. The Chairman will also be sending a letter regarding Subcommittees that the Delegation members will be serving on to review the 1999 budget.

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With no further business, Representative Callaghan moved to adjourn the meeting at 8:10 p.m. The motion was seconded by Representative Smith and passed unanimously on a voice vote.

Respectfully submitted,
Raymond Lundborn, Clerk
Strafford County Delegation

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DIRECTORY

ADMINISTRATION

Strafford County Justice & Administration Building

PO Box 799

Dover, New Hampshire 03820

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

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

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CITIES AND TOWNS

Barrington Town Office
41 Province Lane
Barrington, NH 03825
664-9007

Dover City Hall
288 Central Avenue
Dover, NH 03820
743-6000

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

Farmington Town Office
39 North Main Street
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
200 Kings Highway
Middleton, NH 03887
473-2261

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

New Durham Town Office
4 Main St., PO Box 207
New Durham, NH 03855
859-2091

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

Rollinsford Town Office
PO Box 309
Rollinsford, NH 03869
742-2510

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

Strafford Town Office
Box 23
Ctr. Strafford, NH 03815
664-2192

