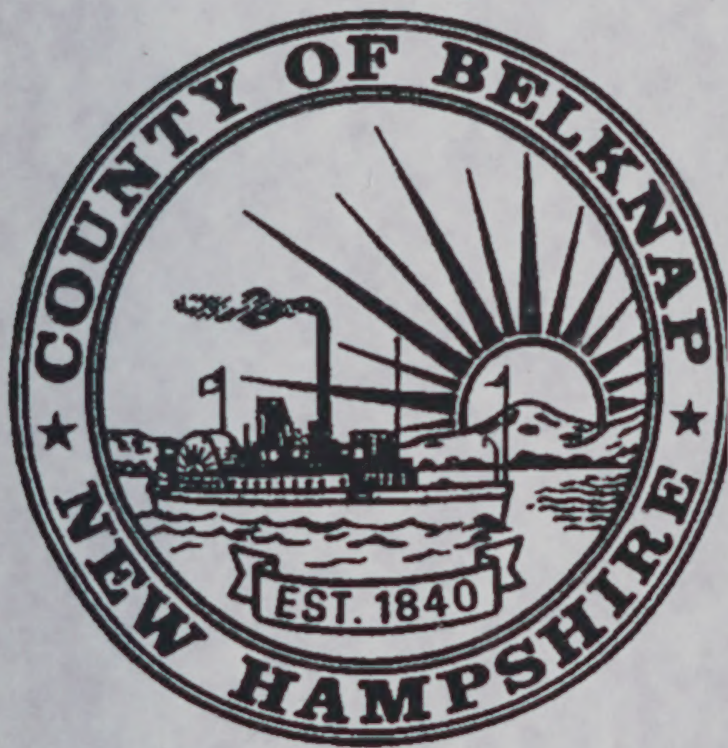


1998
*Belknap County
Annual Report*



*For the year ending
December 31, 1998*

ANNUAL REPORT

of the

COMMISSIONERS

of the

COUNTY OF BELKNAP

**For the Year Ending
December 31, 1998**

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1998 Belknap County Officers

COMMISSIONERS

Mark E. Thurston, Chairman • Sanbornton
 Norman C. Marsh, Vice-Chairman • Gilford
 Wesley J. Colby, Clerk • Laconia

COUNTY TREASURER

Robert E. Corbin • Belmont

COUNTY ATTORNEY

Lauren J. Noether • Tilton

SHERIFF

Stephen G. Hodges • Meredith

CLERK OF SUPERIOR COURT

Dana W. Zucker • Gilford

JUDGE OF PROBATE

Christina M. O'Neill • Laconia

REGISTER OF PROBATE

Estelle J. Dearborn • Laconia

DEPUTY REGISTER OF PROBATE

Lorraine V. Robie • Laconia

REGISTER OF DEEDS

Rachel M. Normandin • Laconia

DEPUTY REGISTER OF DEEDS

Judith A. Livernois • Sanbornton

SUPERINTENDENT OF THE DEPARTMENT OF CORRECTIONS

Walter R. Newcomb • Centre Harbor

ADMINISTRATOR OF THE NURSING HOME

Robert M. Chase • Laconia

COUNTY MEDICAL REFEREE

Thomas Andrew, A.D.M.E. • Kim Fallon, A.D.M.E.

COUNTY FINANCE DIRECTOR

Nancy E. Cook • Weirs

HUMAN SERVICES ADMINISTRATOR

Carol N. Schonfeld • Concord

SUPERINTENDENT OF BUILDINGS & GROUNDS

D. William Jenkins • Thornton

COUNTY CHAPLAINS

Reverend Madelyn Klose • Reverend Harry Woodley

1998
Belnap County Convention
(Legislative Delegation)

District No. 1

Centre Harbor & Meredith

Thomas Borisio • David Lawton

District No. 2

New Hampton, Sanbornton & Tilton

Thomas Salatiello • Robert LaFlam

District No. 3

Belmont

John Thomas • James Pilliod

District No. 4

Gilford

George Hurt • Charles Clark

District No. 5

Alton, Gilmanton & Barnstead

Alice Calvert • Paul Golden • Robert Boyce

District No. 6

**New Hampton, Sanbornton, Tilton, Belmont, Gilford,
Alton, Gilmanton & Barnstead**

Gordon Bartlett

District No. 7

Laconia (Elected At-Large)

Thomas Rice • Ralph Rosen
Robert Lawton • Robert Turner
Robert Holbrook • John Veazey

Executive Committee

Gordon E. Bartlett • Alice S. Calvert
David M. Lawton • Thomas Rice
Robert G. Holbrook • Ralph J. Rosen
Robert M. Turner

Belknap County Directory

BOARD OF COMMISSIONERS	524-3579
	FAX: 527-2418
Chairman: Mark E. Thurston, 34 County Drive, Laconia, NH 03246	
Vice Chairman: Norman C. Marsh, 34 County Drive, Laconia, NH 03246	
Clerk: Wesley J. Colby, 34 County Drive, Laconia, NH 03246	
COUNTY TREASURER	524-3579
Robert E. Corbin, 34 County Drive, Laconia, NH 03246	FAX: 527-2418
COUNTY CHIEF, ADMINISTRATOR & FINANCE OFFICER	524-3579
Nancy E. Cook, 34 County Drive, Laconia, NH 03246	FAX: 527-2418
COUNTY ATTORNEY	524-8050
Lauren J. Noether, 64 Court Street, Laconia, NH 03246	FAX: 524-3305
REGISTER OF DEEDS	524-0618
Rachel M. Normandin, 64 Court Street, Laconia, NH 03246	FAX: 524-1748
SHERIFF	524-3830
Stephen G. Hodges, 42 County Drive, Laconia, NH 03246	FAX: 524-2985
CORRECTIONS SUPERINTENDENT	524-4185
Walter R. Newcomb, 76 County Drive, Laconia, NH 03246	FAX: 528-6085
HUMAN SERVICES DIRECTOR	524-0535
Carol N. Schonfeld, 64 Court Street, Laconia, NH 03246	FAX: 524-1748
MAINTENANCE SUPERVISOR	527-2436
D. William Jenkins, 64 Court Street, Laconia, NH 03246	FAX: 524-1748
NURSING HOME ADMINISTRATOR	524-4048
Robert M. Chase, 30 County Drive, Laconia, NH 03246	FAX: 524-1576
UNH/COOPERATIVE EXTENSION	524-1737
Barbara J. Hunter, 36 County Drive, Laconia, NH 03246	FAX: 524-2574
CONSERVATION DISTRICT	528-8713
Jan Hooper, 719 North Main Street, Laconia, NH 03246	FAX: 528-8783
ECONOMIC DEVELOPMENT COUNCIL	524-3057
Eliza Leadbeater, 64 Court Street, Laconia, NH 03246	FAX: 524-0314

Belknap County Convention: Executive Committee Meeting

Minutes of the meeting held on January 8, 1998

The Belknap County Delegation executive committee meeting was called to order by Chairman Gordon Bartlett at 9:30 a.m. at the County Courthouse, Laconia. In attendance were Reps. Bartlett, Holbrook, David Lawton, Turner and Ziegler. Absent were Reps. Rice and Rosen.

1. County Treasurer Robert E. Corbin appeared before the Belknap County Delegation Executive Committee and requested to borrow \$7,050,000 in anticipation of taxes. Rep. Holbrook moved and Rep. Turner seconded a motion to authorize the County Treasurer to borrow, in anticipation of taxes, in the amount of \$7,050,000. *Motion Passed by voice vote.*
2. After reviewing a request for transfers presented by County Finance Director Philip Daigneault, Rep. Holbrook moved and Rep. Ziegler seconded a motion to accept the requested transfers. *Motion passed by voice vote.*
3. Rep. Turner then moved and Rep. Holbrook seconded a motion to authorize the hiring of one part-time maintenance person for work at the Sheriff's and the Cooperative Extension Office. *Motion passed by voice vote.*
4. Rep. Holbrook then moved and Rep. Turner seconded a motion to authorize the County Commission to commence with the process of renovating the OCU for the Commissioner's and Finance Offices. *Motion passed by voice vote.*

At 10:15 a.m. a motion to adjourn was made and the meeting adjourned.

Respectfully submitted,
DAVID M. LAWTON
Clerk, Belknap County Delegation

Belknap County Convention: Subcommittee for Courthouse

Minutes of the meeting held on January 30, 1998

Chairman Laflam opened the meeting at 9:05 a.m. The members present were Representatives Calvert and Holbrook.

County Attorney Lauren Noether presented her budget and discussed income on page 1. There was a change from the 11/13/97 budget. Reduce line 1-4015-0001 to \$62,663 due to smaller grant for Domestic Violence Investigator; reduce line 1-4110-0150 to \$36,873; and change line 1-4110-0903 to \$2,515 for overhead projector (\$1,050), file cabinets (\$650), and office equipment (\$715). The total budget for 1998 will be less than 1997. (Subcommittee approved.)

Human Services Director Carol Schonfeld presented her budget. An excellent presentation was made concerning care of children, OAA, APTD, INC. Parental Reimbursement history and GENESIS. These programs along with Nursing Home Care and Incentive Programs were discussed in some length. The total projected budget for 1998 is less than 1997. (Subcommittee approved.)

Maintenance Supervisor David Jenkins presented his budget. The discussion included services required by county departments at the nursing home, an upgrade of the fire alarm system and communications, carpeting for the Registry of Deeds, and supervisor's request for increase in salary. The budget for 1998 is less than 1997 budget. (Subcommittee approved.)

Register of Deeds Rachel Normandin presented her budget. Income estimates were revised from 11/13/97-budget request reflecting an increase of \$15,000 due to increase in real estate transactions. Also, reflected was income of \$20,500 (transfer from special assessment account) applied to laser optical scanning lease (1-4120-0434) for \$15,000 in expenses, and storage facility renovation (11-4120-0910) for \$5,500. Although operation expenses for 1998 are less than 1997, wage and fringe adjustment results in a modest increase for 1998. (Subcommittee approved.)

And last, but not least, the subcommittee listened attentively to Commissioner Thurston and Finance Director Daigneault. Considerable dialogue resulted in a much clearer understanding of the county's role in long-term, indigent and elderly care programs. Budget line discussion addressed wages and fringe adjustments, retirement payout, computer services contract, legal expenses and dues. The Commissioners budget reflects a decrease while the finance Director's budget reflects an increase. (Subcommittee approved.)

As a general comment, the undersigned suggests that consideration be given to rotating subcommittee assignments every two years in order to give each member of the delegation a great insight and understanding of the functions and responsibilities of our county government.

Respectfully submitted,
REPRESENTATIVE ROBERT J. LAFLAM, Chairman
Court House Subcommittee

Belknap County Convention: Executive Committee Meeting

Minutes of the meeting held on February 6, 1998

A meeting of the Executive Committee of the County Convention was held on the above date at 8:45 a.m. Members present: Gordon Bartlett, Chairman, Alice Calvert, Vice Chairman, Robert Holbrook, Robert Turner and Ralph Rosen. Also present were County Attorney Lauren Noether, Sheriff Stephen Hodges and Superintendent Walter Newcomb as well as the County Commissioners.

Commissioner Colby addressed the Executive Committee with respect to the issue of a law library for Corrections inmates with the probability of making the service available to both the Sheriff's and County Attorney's Offices. Preliminary costs for same through West Publishing are at a minimum of \$17,000.00. Superintendent Newcomb briefed the Committee as to the urgency in the need to purchase the library and its evolution in a federal court suit against the Corrections Department on another matter but where the inadequacies of the present library was brought to light.

Both the County Attorney and Sheriff indicated that the availability of the library would certainly enhance their respective departments.

Commissioner Colby also mentioned that they had met with the representative so West and the features of the computerized system that would permit shared usage would be in excess of the \$17,000.00.

Moved by Rep. Turner and seconded by Rep. Holbrook to approve a not to exceed amounts of \$22,000.00. *Motion Carried.*

The remaining item on the agenda was the last of the transfers addressed by yours truly. General Fund transfers of \$4,200.00 and Nursing Fund transfers of \$13,615.00 were addressed. Rep. Turner moved the transfers be approved. Rep. Holbrook seconded the motion. *Motion Passed* unanimously.

Meeting adjourned at 9:32 a.m.

Respectfully submitted,
PHILIP P. DAIGNEAULT, Chief
Administrative and Finance Officer

Belknap County Convention: Legislative Delegation

Minutes of the meeting held on March 2, 1998

The Belknap County Delegation public hearing on the 1998 County Budget was called to order by Chairman Gordon Bartlett at 7:15 p.m. at the County Courthouse, Laconia. In attendance were Reps. Bartlett, Holbrook, David Lawton, Rice, Turner, Veazey and Calvert. Absent Boriso, Boyce, Clark, Golden, Hurt, Laflam, Robert Lawton, Pilliod, Rosen, Salatiello and Thomas.

Commissioner Thurston was recognized by the Chairman and proceeded to present the delegation with a new request for a \$75,000 county expenditure to provide matching funds for a \$250,000 federal grant under the 'copsmore program.' The \$325,000 would be used to equip 24 police cruisers in the County with automatic vehicle locators (AVLs) and mobile data terminals (MDTs), two in each town in the County. Laconia's existing technologies would be further enhanced by the grant.

Sheriff Hodges spoke briefly in support of the proposed grant application by the county and also referred to the many chiefs of police from cities and towns throughout the county (approximately 10) who were in attendance at the hearing to show their support as well.

The chairman thanked the chiefs of police for attending the hearing and opened the floor to other concerns that the chiefs wished to bring before the delegation. Chief John Curran of Meredith was recognized and urged the delegation to support a bill coming up for a vote on Thursday (3/5/98) which is a compromise relative to the proposed police officer's memorial. The memorial (authorized by the legislature several years ago) has recently been criticized by some legislators because a single tree would need to be removed from the Legislative Office Building lawn in order for the memorial to fit properly at the proposed site. As a compromise the police memorial fund had agreed to pay an additional \$11,000 to have the tree moved to another location.

Commissioner Thurston was recognized and presented three additional funding requests:

- **IMC software upgrade** for the Sheriff's Department + \$1,600.00
- **Computerized polygraph machine upgrade** at Sheriff's Department + \$11,111 to be offset by resale of old polygraph machine as well as a \$10,000 state grant available for this purpose.
- **Electron Law Library** to answer pending lawsuit + \$24,840 would be house in county attorney's office and could be accessed by the Sheriff's Dept. or the H.O.C. by remote modem dial-in.

Rep. Rice expanded upon Commissioner Thurston's explanation for the need for the law library and discussed the pending lawsuit by an inmate at the H.O.C.

against the county for not providing adequate access to a law library.

Commissioner Thurston then addressed a report which details the reasons why the county closed 1997 with approximately \$1 Million Dollars in surplus funds.

Subcommittee Chairman Turner was recognized to give the report of the Fire Dispatch subcommittee. The major change in the budget, which was discussed, was additional personnel at the dispatch center to provide 2-person coverage 24-hours per day.

County Attorney Noether discussed two points in her budget:

- V/w advocate & s/a investigator line item reduced from \$48,872 to \$36,872 because a position was being phased out of the category (line #1-4110-0150).
- Assistant Attorney was increased from \$63,000 to \$68,000 with the understanding that a portion of that amount was offset by grant money.

Subcommittee Chairman Calvert was recognized to present the report of the Nursing Home subcommittee. One major change in the budget for 1998, it was reported, was that a new position would be added for \$35,161 to screen incoming patients to determine if the resources of the Nursing Home will be suitable for the patient. Nursing Home Director Bob Chase emphasized that this position would enable him to maximize the effectiveness of existing resources at the nursing home facility.

Rep. Holbrook questioned Director Chase if bids were out to remove the underground oil/fuel storage tank at the nursing home. Finance Director Daigneault responded that the bids should be out soon. Rep. Holbrook reminded the delegation that December 1998 is the federally mandated deadline for removal/replacement of all old-technology underground fuel/oil storage tanks.

Chairman Bartlett asked if the commissioners had found a replacement for retiring County Finance Director Philip Daigneault. Commissioner Thurston responded by introducing Nancy Cook of Laconia who was recently selected to fill the vacancy in that position which will occur on March 31st, 1998.

At 8:15 p.m. the public hearing on the County Budget was closed and the meeting was adjourned.

The next meeting of the delegation will be held on Monday, March 23, 1998 at 7:00 p.m. for the purposes of finalizing the 1998 County Budget.

Respectfully submitted,
DAVID M. LAWTON
Clerk, Belknap County Delegation

Belknep County Convention: Legislative Delegation

Minutes of the meeting held on March 23, 1998

The Belknep County Delegation meeting to finalize the 1998 County Budget was called to order by Chairman Gordon Bartlett at 7:00 p.m. at the County Courthouse, Laconia. In attendance were Reps. Bartlett, Boriso, Boyce, Clark, Holbrook, Hurt, Laflam, David Lawton, Pilliod, Rice, Rosen Salatiello, Thomas, Turner, Veazey and Ziegler. Absent were Reps. Golden and Robert Lawton.

Chairman Bartlett recognized Commissioner Thurston. Thurston highlighted the details of the **Commissioner's recommended budget** draft and responded to the questions from the delegation members. Rep. Turner moved and Rep. Holbrook seconded a motion to adopt the Commissioner's portion of the budget as presented in the final 3/23/98 version of the budget. *Motion passed.*

On the **Finance Office Budget** questions were raised regarding the increase in finance director's salary line item - retiring Director Philip Daigneault responded that the increase was due to his accrued sick day bonuses and the overlap by one month of his and incoming finance director Nancy Cook's wages. Commissioner Thurston also clarified that the finance director's annual salary would be \$52,000. Rep. Laflam moved and Rep. Holbrook seconded a motion to adopt the finance office budget as presented in the 3/23/98 version of the budget. *Motion passed.*

On the **County Attorney's Budget** Rep. Laflam gave a subcommittee report relative to that portion of the budget. Rep. Hurt commended Attorney Noether and her office for efficiency and hard work during the previous year. Rep. Calvert moved and Rep. Hurt seconded a motion to adopt the County Attorney's Budget as presented in the 3/23/98 version of the budget. *Motion passed.*

On the **Registry of Deeds' Budget** Rep. Laflam gave a subcommittee report relative to that office. Rep. Laflam moved and Rep. Holbrook seconded a motion to adopt the registry of deeds' budget as presented in the 3/23/98 version of the budget. *Motion passed.*

On the **Sheriff's Budget** Rep. Hurt questioned Sheriff Hodges about the increase in "deputies salaries" line item. Sheriff Hodges responded that the increase is a result of severance pay and accrued sick time due to the retiring deputy Linda Gilbert. Rep. Boriso commented on the quality of the exercise equipment at the Sheriff's Department's new quarters and commended the department for establishing the exercise facility with mostly donated equip-

ment. Sheriff Hodges responded to questions about the proposal to apply for a \$300,000 federal 'copsmore' grant, which would allow the county equip 2 cruisers in each town of the county with: (1) mobile data terminals; and (2) Automatic vehicle locators. Rep. Salatiello added that the Sanbornton police chief had contacted him and was very supportive of the addition of this technology to county cruisers. Rep. Turner moved and Rep. Boriso seconded a motion to adopt the sheriff's budget as presented in the 3/23/98 version of the budget. *Motion passed.*

Rep. Holbrook moved and Rep. Laflam seconded a motion to adopt the **Medical Referee** line item as presented in the 3/23/98 version of the budget. *Motion passed.*

On the **Courthouse Budget** Rep. Turner moved and Rep. Holbrook seconded a motion to adopt the courthouse budget as presented in the 3/23/98 version of the budget. *Motion passed.*

On the **Human Service Budget** Rep. Laflam presented the subcommittee report and commended Director Carol Schonfeld for a good job in presenting the subcommittee with her budget. Rep. Calvert also noted that Director Schonfeld had done a particularly good job this year and commended her efficient operation of that county office. Rep. Laflam moved and Rep. Holbrook seconded a motion to adopt the human service budget presented in the 3/23/98 version of the budget. *Motion passed.*

On the **House of Corrections Budget** Rep. Rice presented the subcommittee report and responded to questions from the delegation. The subject of the law library line item (\$24,840), it was explained by Rep. Rice, was a result of a court case pending against the county. The county is charged with violating federal mandates requiring that all prisoners be provided full access to a complete, annually updated law library. It was noted that \$17,000 would fulfill the federal requirement (PC and basic law library on CD-ROM), however, the subcommittee recommended an expenditure of \$24,840 to purchase a more advanced system will be maintained by the County Attorney's office and three terminals will be initially established: (1) House of Corrections; (2) Sheriff's department; and (3) County Attorney's office. Rep. Hurt questioned Commissioner Colby what the annual updates for the CD-ROM software would cost. Comm. Colby responded that the updates were expected to cost \$7,600.00. Rep. Hurt recommended to the commissioners to try to reduce their recommended 1999 budget by \$7,600. Rep. Laflam moved and Rep. Rice seconded a motion to adopt the house of corrections budget as presented in the 3/23/98 version of the budget. *Motion passed.*

On the **Outside Agencies Budget** Rep. Holbrook presented the subcommittee report.

Jim Dodge (public) responded to questions and concerns about the **Genesis Counseling** line item. It was noted that 1997 year-to-date expended for Genesis was only \$17,000 and that the final recommended amount exceeded that amount by \$3,000. Rep. Holbrook responded that Genesis reasoned that due to an outdated, inflexible computer billing system they were unable to differentiate between county and non-county patients receiving treatment at their facilities and were therefore unable to submit 100% of the patient billing records to fully recover their costs from the county. Rep. Rosen moved and Rep. Veazey seconded a motion to set the Genesis Counseling line item at \$17,000. On a division vote, five members voted "Yes" and eight members voted "No" on the motion. *Motion failed.* Rep. Thomas moved and Rep. Salatiello seconded a motion to adopt the outside agencies budget line items as presented in the 3/23/98 version of the budget. *Motion passed.*

Jim Dodge (public) addressed the delegation relative to the **Gunstock Area** line item. Mr. Dodge expressed extreme disappointment that the delegation had failed to do anything at all to address the ongoing problem with funding the Gunstock Recreation Area operations and stressed that county taxpayers should not be required to continue to pay heavy property taxes to support the recreational use of Gunstock by skiers. Rep. Laflam responded to Mr. Dodge by saying that Gunstock has formed a task force to look at ways in which it (Gunstock) can generate more income.

On the **Nursing Home Budget** Rep. Calvert presented the subcommittee report and responded to questions from the delegation. Rep. Salatiello moved and Rep. David Lawton seconded a motion to adopt the nursing home budget expenses as presented in the 3/23/98 version of the budget. *Motion passed.*

Rep. Thomas then moved and Rep. Holbrook seconded a motion to adopt the revenue estimates in part I of the budget as presented in the 3/23/98 version of the budget. *Motion passed.*

Rep. David Lawton then moved and Rep. Thomas seconded a motion to adopt the 1998 Belknap County budget authorizing General Fund Expenditures in the amount of \$9,931,694 and Nursing Home Expenditures in the amount of \$5,371,868, and that the Belknap County Treasurer be authorized to raise by taxation the amount of \$6,850,000. *Motion passed.*

Rep. David Lawton then moved and Rep. Thomas seconded a motion that all funds appropriated for all line-items of the 1998 Belknap County Budget shall

be nontransferable without prior approval of the Executive Committee or the full Delegation in accordance with RSA 24:14, except that the Commissioners are authorized to transfer funds within each department from line-item in an amount not to exceed \$2,500 on any given instance. A report of said transfers shall be submitted to the Delegation monthly. *Motion passed.*

Rep. David Lawton then moved and Rep. Calvert seconded a motion to authorize the Clerk to make such monetary changes to the budget as may be necessary to submit the final budget to the Department of Revenue Administration. *Motion passed.*

Rep. Thomas suggested that the Gunstock budget presentation and the subsequent public hearing be prominently advertised in local newspapers so that the interested members of the public will be sure to be properly notified.

At 9:05 p.m. Rep. Salatiello moved and Rep. Hurt seconded a motion to adjourn. Meeting was adjourned.

Respectfully submitted,
DAVID M. LAWTON
Clerk, Belknap County Delegation

Belknap County Convention: Executive Committee Meeting

Minutes of the meeting held on May 11, 1998

The meeting of the Executive Committee of the Belknap County Delegation was called to order by Chairman Gordon Bartlett at 7:00 p.m. at the County Courthouse, Laconia. In attendance were Reps. Bartlett, Boriso, Boyce, Holbrook, Hurt, Laflam, David Lawton, Pilliod, Rice, Rose, Salatiello, Thomas, Turner, Veazey & Ziegler. Absent were Reps. Clark, Golden & Robert Lawton.

Chairman Bartlett opened the public hearing on Gunstock Area Commission's request for supplemental county budgets appropriations and for short-term borrowing in anticipation of revenues.

Ch. Bartlett recognized Sue Roberts of Belmont, Chairman of the Gunstock Area Commission, who presented the background work that has been done by the Commission in the year previous and discussed the Gunstock Area Task Force which is a group of interested/associated individuals meeting together in hopes of finding the best way to manage Gunstock Area financing in the futures. Ch. Roberts concluded and introduced Greg Goddard, acting general manager of Gunstock.

Mr. Goddard presented the delegation with details on the two requests, which Gunstock Area was requesting action on by the county delegation.

1. Request for a supplemental appropriation by the county in the amount of \$520,000 to pay principal on bonded debt issued by the Gunstock Area Commission and Belknap County.
2. Borrow \$950,000 from Belknap County in anticipation of revenues from Gunstock Area's operations.

Mr. Goddard's testimony consisted of a report of general condition of Gunstock's operations. Mr. Goddard noted that Gunstock's revenues were doing extremely well up through the end of the Christmas vacation period when a disastrous ice storm caused major power outages that caused the area to shut down operations for four days and also to face springtime clean up costs estimated to exceed \$100,000. After the ice storm passed Mr. Goddard cited an unseasonably warm weather pattern as the reason for the early end of the ski season. On an upbeat note, Mr. Goddard noted that while skier visits had decreased for the third year in a row - per capita spending had increased in the 1997-98 ski season. Among the problems that needed to be addressed immediately were: (1) lack of adequate parking; (2) availability of snow board rental equipment; (3) improvements to the area's entrance roadway surface;

and (4) ice storm debris removal.

Ch. Bartlett opened the meeting to questions from the delegation members.

Ch. Bartlett then opened the meeting the testimony from members of the public. Among the members of the public who testified were: Kim Dodge, Niel Young (Laconia), Richard Defosses (Laconia), Robert Kingsbury (Laconia), Edith Mongo (Meredith), and Lee Holiday (Laconia).

Rep. Turner then moved and Rep. Laflam seconded a motion to approve a supplemental appropriation in the amount of Five Hundred Twenty Thousand Dollars (\$520,000) for the purpose of paying principal on bonded debt issued by the Gunstock Area Commission and Belknap County. On a roll call vote Reps. Boyce, Holbrook, Laflam, Pilliod, Rice, Rosen, Thomas, Turner, Veazey & Ziegra voted "Yes" and Reps. Boriso, Hurt, David Lawton and Salatiello voted "No". *Motion passed 10-4.*

Rep. Hurt discussed the possibility of placing a portion of the revenue anticipation note in escrow and only authorizing its release as becomes necessary. Rep. Salatiello, along the same lines, discussed reducing the amount of notes authorized from the proposed \$950,000 to last year's \$850,000 level.

Rep. Holbrook then moved and Rep. Laflam seconded a motion pursuant to the authority of Chapter 399:15, 1959 Laws as amended, to authorize the Belknap County Treasurer to issue notes, on the concurrence of not less than four members of the Gunstock Area Commission, in the amount of Nine Hundred Fifty Thousand Dollars (\$950,000) on such terms and conditions as shall be negotiated by the Gunstock Area Commission. Said notes are issued in anticipation of revenues at Gunstock Ski Area and shall have a maturity date of not later than April 1, 1999. All notes issued pursuant to this authority shall contain an express provision that all fees, fares, and tolls as authorized by statute shall continue to be collected until such notes have matured. The Gunstock Area Commission shall pay the principal and interest on said notes out of revenues collected by Gunstock Area. On a roll call vote Reps. Boyce, Holbrook, Laflam, Pilliod, Rice, Rosen, Thomas, Turner, Veazey and Ziegra voted "Yes" and Reps. Boriso, Hurt, David Lawton and Salatiello voted "No". *Motion Passed 10-4.*

At 9:35 p.m. Rep. Boriso moved and Rep. Salatiello seconded a motion to adjourn. Meeting was adjourned.

Respectfully submitted,
DAVID M. LAWTON
Clerk, Belknap County Delegation

Belknap County Convention: Executive Committee Meeting

Minutes of the meeting held on May 18, 1998

The meeting of the Executive Committee of the Belknap County Delegation was called to order by Chairman Gordon Bartlett at 7:15 p.m. at the County Courthouse, Laconia. In attendance were Reps. Bartlett, Clark, Holbrook, Laflam, David Lawton, Rosen, Turner, Veazey & Calvert. Absent were Reps. Boriso, Boyce, Golden, Hurt, Robert Lawton, Pilliod, Rice, Salatiello & Thomas.

Chairman Bartlett recognized Chairman of the Wages subcommittee, Rep. Turner, for purposes of introducing the subcommittee recommendations for salaries of elected officials for the years 1999 and 2000. Rep. Turner then moved and Rep. Holbrook seconded a motion to set the salaries for the commissioners and treasurer as the subcommittee unanimously recommended:

	1999	2000
• County Commissioner, Chair	\$7,210	\$7,210
• County Commissioner	6,695	6,695
• County Commissioner	6,695	6,695
• County Treasurer	2,575	2,575

Rep. Turner then moved and Rep. Calvert seconded a motion to amend the salaries of the commissioners and treasurer to reflect a 2.8% annual increase for the next two years. Rep. Turner noted that the 2.8% increase would only mean an approximate \$200 annual increase in the salaries and would not significantly impact the county budget but would be more fair to the elected officials who hold those positions. *Motion Failed*. The original Turner/Holbrook motion *passed*, voice vote.

Rep. Turner then moved and Rep. Holbrook seconded a motion to set the salaries for the Register of Deeds and County Attorney as the subcommittee unanimously recommended:

	1999	2000
• Register of Deeds	\$44,872	\$46,128
• County Attorney	59,801	61,475

County Commissioner Norm Marsh was recognized by Chairman Bartlett. Mr. Marsh indicated that he was appearing as a member of the public to discuss the Register of Deeds salary which was, at one time, aligned with the County Sheriff salary dollar for dollar and that at some point the Register of Deeds salary level had dropped behind that the Sheriff salary. Mr. Marsh recommended that the delegation consider realigning the two salaried positions. The Turner/Holbrook motion *passed*, voice vote.

Rep. Turner then moved and Rep. Holbrook seconded a motion to set the salaries for the County Sheriff as the subcommittee unanimously recommended:

	1999	2000
• County Sheriff	\$46,100	\$48,650

A Turner/Holbrook motion *passed*, voice vote.

At 8:45 p.m. Rep. Veazey moved and rep. Laflam seconded a motion to adjourn, meeting was adjourned.

Respectfully submitted,
DAVID M. LAWTON
Clerk, Belknap County Delegation

Belnap County Convention: Executive Committee Meeting

Minutes of the meeting held on June 15, 1998

The meeting of the Executive Committee of the Belnap County Delegation was called to order by Chairman Gordon Bartlett at 7:05 p.m. at the County Courthouse, Laconia. In attendance were Reps. Bartlett, Calvert, David Lawton, Rosen, Turner & Clark. Absent were Reps. Holbrook & Rice.

1st Item. Difficulties in Filling Position of 2nd Assistant County Attorney

Chairman Bartlett recognized Commissioner Thurston who brought before the committee a problem relating to the hiring of a second assistant county attorney. Commissioner Thurston noted that the county attorney has not been successful in finding a suitable candidate who is interested in working in that position at the current starting wage of \$32,000/year. Further, it was noted that the current assistant county attorney (2 years experience) is paid \$35,890 annual salary. Commissioner Thurston concluded by recommending to the Executive Committee that in order to fill the 2nd assistant county attorney should be raised to \$36,000 (\$4,000 increase) and the wage of the current assistant county attorney should be raised to \$40,000 (\$4,110 increase).

County Attorney Lauren Noether was then recognized and presented the delegation with a copy of letter dated June 4, 1998 from her office to the Commissioners which outlines the problems she is facing and graphs depicting the ranges of wages paid to assistant county attorneys in New Hampshire counties.

Rep. Calvert asked if additional funding would be necessary to make the proposed increases. Attorney Noether responded that because none of the funds appropriated for a 2nd county attorney had been expended yet, there would not be a problem and her office currently has the budget to handle the increases through the 1998 budget.

Rep. Turner asked what wage classification the position of assistant county attorney would fall. Attorney Noether responded that the assistant's position was considered in the same classification as county department heads.

Rep. Turner then moved and Rep. Calvert seconded a motion to authorize the request to increase the wage level for the 1st Assistant County Attorney position to \$40,000 and to increase the starting wage for the (new) 2nd assistant county attorney position up to \$36,000 IF NECESSARY to hire an appropriate candidate for that position. *Motion Passed, vv.*

2nd Item: Money Owed to Belnap County by the New Hampshire Association of Counties (NHAC)

Commissioner Thurston was recognized to present the 2nd issue to come

before the executive committee. Commissioner Thurston discussed his active role as President of the NH Association of Counties (NHAC) and went on to outline a problem which that Association has inadvertently brought upon Belknap County. The NHAC for some time made errors in accounting for payroll reimbursements owed to Belknap County. The error was discovered by then-Finance Director Philip Daigneault who became Treasurer for the NHAC when Commissioner Thurston assumed the seat of President of the organization.

Commissioner Thurston discussed problems within the organizational structure of NHAC and assured the county executive committee members present that the NHAC had met and that the other New Hampshire counties had all voted as member of NHAC to pay all back payroll funds (including interest charges) owed to Belknap County as quickly as possible.

Commissioner Colby was recognized and added that the county taxpayers will be made whole by the reasonable interest payments being imposed on NHAC by Belknap County. And he also added that the total amount owed by NHAC to the County, including interest, would be approximately \$53,717.

Commissioner Marsh was then recognized and discussed the benefits of having an active NHAC organization. One of the main points he discussed was the NHAC function of training programs for Department of Correction officers.

Chairman Bartlett closed the discussion by urging the Commissioners to report any progress in this matter to the delegation as soon as possible. Commissioner Thurston responded that they would indeed report back to the delegation any progress made in resolving this problem.

At 8:20 p.m. Rep. Lawton moved and Rep. Turner seconded a motion to adjourn. Meeting was adjourned.

Respectfully submitted.

DAVID M. LAWTON

Clerk, Belknap County Delegation

Belknap County Convention: Executive Committee Meeting

Minutes of the meeting held on September 14, 1998

The meeting of the Executive Committee of the Belknap County Delegation was called to order by Chairman Gordon Bartlett at 7:00 p.m. at the Belknap County Complex, Laconia. In attendance were Reps. Bartlett, Holbrook, David Lawton, Rice, Rose, Turner and Ziegler.

After discussion regarding the county proshare (proportionate share payments) monies which would be available for Belknap County, a motion was made by Rep. Turner and seconded by Rep. Lawton to authorize the County to accept the proshare monies. *Motion Passed*. The amount budgeted for 1998 was \$296,739 and the actual amount received would be \$323,244.

After discussion regarding the proposal to authorize the county nursing home to hire 1 full-time housekeeping position for the recently expanded 60,000 sq. ft. facility (increased from 40,000 sq. ft.) a motion to authorize said proposal was made by Rep. Holbrook and seconded by Rep. Turner. *Motion passed*. The cost of the new position for the remainder of FY 1998 would be \$5,000 according to nursing home director Bob Chase.

Next the delegation considered the proposal by the nursing home director to authorize the expenditure of funds to upgrade the medical records and financial software at the BCNH, including expenditures for training nursing home personnel on the upgraded software. After discussion, Rep. Holbrook moved and Rep. Turner seconded a motion to authorize the expenditure of up to \$6,000 for software upgrades and employee training. *Motion Passed*. BCNH director Bob Chase estimated the cost for the upgrades and training would be between \$5,000 and \$6,000.

Next on the agenda, the delegation discussed the proposal to include an insurance rider on the existing policy which would cover 'wrongful acts' and would protect the county against lawsuits by disgruntled county employees (employment practices). Rep. Holbrook moved and Rep. Turner seconded a motion to authorize the county to purchase the 'wrongful acts' endorsement and to appropriate \$2,500 for said policy. *Motion Passed*. Commissioner Thurston noted that the cost of \$2,500 for the rider would provide up to \$500,000 coverage on employment practices by the County.

The delegation then considered the proposal presented by the county commissioners to upgrade the county accounting software to be Y2k compliant. Rep.

Turner moved and Rep. Holbrook seconded a motion to appropriate up to \$8,250 for a software upgrade to achieve Y2k compliance. *Motion Passed.*

Finally, Commissioner Thurston discussed problems that had occurred with respect to county jail inmates who subsequent to their detainment had required some level of health care. Commissioner Thurston indicated that oftentimes the inmate would not have health insurance and therefore the county was being stuck with the medical bill, which could be substantial, with no ability for the county to reclaim the expense from the inmate. Thurston went on to suggest that other counties and the State were all facing similar budget-busting expenses and a solution may be something which could be proposed for the upcoming 1999 legislative session.

At 8:00 p.m., Rep. Turner moved and Rep. Holbrook seconded a motion to adjourn. Meeting was adjourned.

Respectfully Submitted,
DAVID M. LAWTON
Clerk, Belknap County Delegation

Belknap County Commissioners

1998 was an eventful year with many changes both at the County and State level. Early in the year, the Commissioners were pleased to hire Ms. Nancy Cook as Chief Financial and Administrative Officer. She was selected from a strong field of candidates for her significant accounting and administrative experience. While in the military and later as a civilian she held very significant jobs at various military installations in the US and Europe.

Late summer 1998 saw the Commissioners move to the County Drive complex into the renovated offices formerly occupied by the Nursing Home. These new quarters give the Commissioners more space as well as a significant public meeting/hearing room. The Belknap County Economic Development Council now occupies the former Commissioners' office space at the Court House. The Commissioners feel that with this final move the county departments/agencies have adequate space for the foreseeable future, with one possible exception. Daily occupancy rates continue to climb at the County House of Correction, a matter that will warrant close monitoring. At some time in the not too distant future, it will likely become necessary to add a wing to the facility - which was planned for during the original construction.

Commissioner Thurson, Chairman of the Commissioners, has accepted a third year as President of the NH Association of Counties. During the 1998 session of the Legislature Senate Bill 409 was passed into law. Commissioner Thurston as well as Bob Chase, Nursing Home Administrator, spent untold days in Concord regarding this particular bill. With its eventual passage, the Counties for the first time have been granted a place at the policy making table regarding Medicaid services being provided to elderly residents of the State of NH. Under this bill, NH will also be providing intermediate forms of care to our elderly prior to automatic placement into a nursing home. Lastly, this bill finally reversed the decision of the Legislature in the early 80's making the counties and the state each liable for one-half the non-federal share of Medicaid costs versus the "temporary split" of 31% counties, 19% State. The Commissioners feel that Senate Bill 409 provides a total paradigm shift in the way the State of NH and the counties will join in equal partnership to provide elderly services into the future.

The Commissioners, along with Mr. Chase, have been involved in active negotiations with the State Department of Health and Human Services regarding the new reimbursement formula for nursing home costs under Medicaid. This new rate structure, effective for 1999, is based on an acuity level for each patient rather than a flat daily rate. We hope, in the long run, this rate structure will benefit the taxpayers of Belknap County since it is believed the county

nursing homes generally have a higher average acuity level than the residents in private nursing homes.

The NH Association of Counties is also aggressively pursuing a portion of the Tobacco Suit Settlement funds as a partial reimbursement of Medicaid funds spent by the counties over the years for smoking related illnesses of our residents.

Again this year, the Commissioners want to thank our Department Heads and all county employees for their hard work and dedication in the performance of their jobs in serving Belknap County taxpayers.

And, lastly, we would be remiss if we did not recognize the Belknap County Delegation for their support, with whom we have had an excellent working arrangement and are always mindful of the need to work diligently to maintain their confidence.

Respectfully submitted,
MARK E. THURSTON, Chairman
NORMAL C. MARSH, Vice Chairman
WESLEY J. COLBY, Clerk

Belknap County Chief, Administrative & Finance Officer

To the Honorable Belknap County Commissioners:

During the calendar year 1998, the office of Administration and Finance underwent many changes. Philip "Buddy" Daigneault retired after 20 years, and our offices were relocated to the Belknap County Complex on County Drive. Our accounting software changed to achieve Year 2000 compliance and Vachon & Clukay & Co., PC were selected as the new auditors for the next three years.

Financially the County is in sound shape. The 1998 budget produced a healthy General Fund Surplus of approximately \$800,000 (unaudited), primarily due to a decrease in County expenditures in the areas of Human Services, Lakes Region Mutual Fire Aid, Sheriff's Department, and Debt and Interest expense. The revenue of \$225,000 was not received for the Sheriff's Department Mobile Data Terminals in 1998 even though \$300,000 was appropriated. The auditors recommend we carry forward these amounts in the 1999 budget. The Corrections Department had a significant overrun in medical costs due to a higher than anticipated population and several serious inmate health problems. General Fund revenues were slightly better than anticipated with the major contributors being the Register of Deeds, Human Services, and Nursing Home. This surplus will allow us to reduce our short-term borrowing.

With the passage of Senate Bill 409 a myriad of changes in the healthcare industry are upon us. The County received 1998 Pro Share (Medicaid reimbursement funds) funds in the amount of \$287,088. This is about \$10,000 less than 1997. These funds have allowed the County to reduce taxes.

The County received approval on several sizeable Community Development Block Grants during 1998. DM Management received \$980,000 to help develop its new facility in Tilton. The Laconia Housing Authority received \$500,000 for low-income housing projects.

The enclosed financial statements depict the results of income and expenses for the preceding year as well as the Commissioner's budget for the ensuing year. The Commissioner's budget (exclusive of Gunstock) reflects a .36% increase in expenditures (\$544,840) and a 3.19% increase in revenue to be raised by taxation (\$218,556). Gunstock asked the County for \$520,000 in 1998. As you are probably aware, the bonded indebtedness of Gunstock is backed by the full faith and credit of Belknap County.

We are in the process of renegotiating the Sheriff's Department Union Contact

and have reached a tentative settlement. In the near future, we will start negotiations on the Nursing Home and Corrections Department, which expire at the end of 1999.

There have been a number of significant changes and improvements during my brief tenure as Administrator and Finance Officer. We continue to review compliance in the areas of policies and procedures. I thank the Department Heads for their courtesy and cooperation and look forward to their continued support. Their dedication to the citizens of Belknap County is unsurpassed.

I further wish to thank the Commissioners for their patience and understanding throughout my first year. Their direction and insight has been invaluable. It has been both a pleasure and privilege to serve the citizens of Belknap County.

Respectfully submitted,
NANCY E. COOK, Chief
Administrative & Finance Officer

COUNTY OF BELKNAP, NEW HAMPSHIRE

Combined Balance Sheet

All Fund Types and Account Groups

December 31, 1998

UNAUDITED

ASSETS	Governmental Fund Types			Proprietary Fund		General		AUDITED	
	General	Special Revenues	Capital Projects	Enterprise	Fixed Assets	Long-Term Obligations	Primary Government	Component Unit	
Cash	\$1,714,650	\$6,282	\$8,971	\$3,856			\$1,733,759		\$324,288
Accounts Receivable	273,199			405,185			678,384		40,188
Investments	38,599								
Due from other funds				32,368			32,368		
Inventories				22,271			22,271		47,275
Prepaid expenses									147,587
Restricted assets	279,750			44,807			324,557		
Property, plant & equip.				6,619,315	\$7,719,563		14,338,878		7,793,415
Construction in progress									211,062
Amt. to be provided for general long-term oblig.						\$2,241,458	2,241,458		
TOTAL ASSETS	\$2,306,198	\$6,282	\$8,971	\$7,127,802	\$7,719,563	\$2,241,458	\$19,371,675		\$8,563,815

LIABILITIES						
Accounts payable	\$782,643	\$7,905	\$148,418	\$938,966	\$141,875	
Accrued liabilities	134		269,991	270,125		
Due to other funds	32,368			32,368	227,429	
Accrued expenses	128,386			128,386		
Deferred revenues	34,623			34,623	156,062	
Payable from restr. assets	279,750		44,807	324,557		
Comp. absences payable				130,458		
Gen. obligation bonds & notes payable		5,795,000			7,574,768	
TOTAL LIABILITIES	1,257,904	7,905	6,258,216	2,251,458	8,100,134	
FUND EQUITY						
Invest. in gen. fixed assets				7,719,563	2,559,838	
Invest. in component unit					1,030,556	
Contributed capital			612,416	612,416		
Ret. earnings (deficit)			257,170	257,170	(3,126,713)	
Fund Balances:						
Unreserved:						
Desig. for subsequent year's expenditures	102,146	1,066		103,212		
Undesignated	946,148			952,430		
Total Fund Equity	1,048,294	1,066	869,586	9,644,791	463,681	
TOTAL LIABILITY & FUND EQUITY	\$2,306,198	\$8,971	\$7,127,802	\$2,251,458	\$19,420,274	\$8,563,815

County of Belknap Budget Report December 31, 1998

REVENUE	1998 Budgeted	1998 Un- Audited	1999 Proposed Budget	1997/98 Gunstock Actual
Charges for Services				5,793,138
Commissioners	86,939	55,682	75,256	
Proshare Reserve	0	0	100,000	
Rent	206,050	228,914	211,020	
County Attorney	67,662	34,538	58,000	
Interest	190,000	182,495	130,000	
Registry of Deeds	456,000	589,322	486,500	
Sheriff's Department	408,300	184,910	233,440	
Department of Corrections	98,800	106,674	99,000	
Human Services	222,336	220,438	223,120	
Outside Agencies	255,607	255,608	265,386	
Nursing Home	5,371,868	5,172,791	5,624,186	
Surplus	1,090,000		800,000	
Discounts Earned				
Miscellaneous				
Taxes - Cities & Towns	7,370,000	7,370,000	7,098,292	
Total Revenues	15,823,562	14,401,372	15,404,200	
Cost of Operations				3,313,609
Profit from Operations				2,479,529
Expenditures				
Commissioners	126,461	174,337	160,992	
Finance Office	173,827	163,384	176,860	
County Attorney	321,982	298,763	343,902	
Register of Deeds	405,663	397,898	393,605	
Sheriff's Department	1,332,206	1,056,919	1,141,314	
Medical Referee	18,600	18,556	18,000	
Maintenance	323,066	284,782	309,132	
Human Services	3,838,647	2,894,227	3,786,643	
Department of Corrections	1,728,092	1,702,160	1,708,020	
Gunstock	520,000	520,000	0	
Proshare Reserve	0	0	100,000	
Outside Agencies	1,114,420	826,430	1,092,635	
County Delegation	7,000	6,075	7,000	
Debt: OCU & Nursing Home				
Principal	480,000	480,000	480,000	
Interest	649,215	609,703	624,176	
Contingency	14,250	0	25,000	
Nursing Home	4,770,133	4,807,726	5,036,921	
General				1,087,757
Administrative				1,239,705
Loss on Disposition of Fixed Assets				
Total Expenditures	15,823,562	14,240,960	15,404,200	2,327,462
New Income (Loss)				-4,271

GENERAL FIXED ASSETS 1998

	Balances January 1	Additions	Retirements	Balances December 31
Land and Improvements	144,829			144,829
Buildings and Improvements	5,519,078	586,116		6,105,194
Machinery and Equipment	995,950	47,144	-116,746	926,348
Vehicles	153,328	68,776	-71,913	150,191
Less:				
Accum Depr. Depreciation				-249,000
Totals	6,813,185	702,036	-188,659	7,077,562

Proprietary Fixed Assets

	Nursing Home Fund	Gunstock Area Apr. 30	Total
Land and Improvements	96,532	1,644,285	1,760,817
Buildings and Improvements	7,441,353	11,208,874	18,650,227
Roads & Parking		591,697	591,679
Machinery & Equipment	467,113		
Office Equipment	212,957	1,592,180	1,805,137
Vehicles	38,046	983,354	1,021,400
Total	8,256,001	16,040,372	24,296,373
Less: Accum Depreciation	241,488	8,246,957	8,488,445
Net Book Value	8,014,513	7,793,415	15,807,928

Belknap County Attorney

To the Honorable Commissioners and Delegation of Belknap County:

The past year has seen this office open about 618 legal matters, of which 445 were entirely new files and 173 were reopened cases brought back to court on post trial motions, probation violations or the like. This figure represents actual arrests or potential cases sent for.

The matters referred for prosecution or assistance are often complex and voluminous in terms of legal issues and actual paperwork. Even the motions filed long after a defendant is tried and convicted can be elaborate and require many hours of research and testimonial hearings or court argument. For example, this past year we had assorted sexual assault cases from 1992 and domestic violence cases from 1995 and 1997 return on involved post-trial motions. As for new investigations, the screening of these files for grand jury review alone is a time-consuming task given the number of referrals and the hyper-technical nature of investigations in today's world. The breakdown of processed and formally docketed cases is as follows:

The attorneys in the office took 44 criminal charges before petit juries in 1998. This involves extensive preparation with investigators and civilian witnesses/victims beforehand and during the trials. It also involves litigating often complex issues pretrial. Most cases take several days to try with some lasting a week or more.

For grand jury presentation, approximately 352 criminal charges were reviewed. Out of those, 220 were actually presented to the grand jury, and 217 indictments were returned by the eight sitting grand juries as outlined in Appendix "A". Please note that we had one less sitting grand jury session this year than we normally do. The office also processed approximately 48 informations (misdemeanor complaints initiated in superior court). There were a total of 9 appeals entered from the two district courts in our jurisdiction also.

The office continues to lend legal expertise 24 hours a day to law enforcement agencies across the county, including advice on search warrants, ongoing investigations, charging decisions, untimely deaths and developments in the area of criminal law. The office is involved in many cases from inception up through arrest and court presentation to post-trial hearings, some of which resurrect cases years after they appear to be closed as noted above. This means the office is reexamining past cases in responding to and appearing in court on such matters as probation violations, petitions to suspend sentences, requests for new trials or other post-trial issues.

Given our caseload in superior court, this office must be judicious in appearing at the district court level. However, as the practice of criminal law becomes more technical regardless of the level of the offense, we have found it necessary to lend assistance at times with actual appearances in district court.

The office of the Belknap County Attorney has sponsored numerous training programs for police personnel designed to improve the investigation and subsequent prosecution of criminal offenses. We have conducted training sessions for correctional officers as well and developed a curriculum which can be used both for county and outside correctional agencies.

The Victim/Witness Program has continued to assist victims from the pre-indictment stages of a case, through trial and beyond. In addition to keeping victims apprised of the process, the coordinator assists victims with compensation claims and notifications of parole, probation or other post-trial hearings. The program has endeavored to foster better communications between victims and other criminal justice agencies impacting on them. In 1998, compensation in the amount of \$8,723 was awarded to victims of crimes in our county by the state victim compensation fund.

Respectfully submitted,
LAUREN J. NOETHER
County Attorney

APPENDIX "A"

Accomplice to Burglary	1
Aggravated DWI	7
Aggravated Felonious Sexual Assault	8
Arson	5
Bad Checks	8
Bail Jumping	3
Burglary	16
Criminal Mischief	3
Criminal Threatening	5
Criminal Use of Electronic/Aerosol Weapons	1
Disobeying Police Officer	1
Endangering Welfare of Child	1
Escape	1
False/Forged Prescriptions	5
False Report	1
Felon in Possession of Firearm	4
Felonious Sexual Assault	23
First Degree Assault	6
Forgery	6
Fraudulent Use of Credit Card	1
Intercept/Disclosure Wire or Oral Comm.	5
Kidnapping	1
Negligent Homicide	1
Operating While Habitual Offender	16
Possession Controlled Drug/Intent Sell	9
Possession Controlled Drug	4
Possession Narcotic Drug	5
Receive Stolen Property	4
Reckless Conduct	1
Riot	9
Robbery	4
Sale of Narcotic Drug	16
Second Degree Assault	5
Simple Assault	12
Theft	8
Theft by Unauthorized Taking	5
Transportation Controlled Drug	2
Willful Concealment	1
Witness Tampering	3
Total217

Belknap County Department of Corrections

To the Honorable Commissioners of Belknap County:

A total of 1,941 persons were detained in 1998. This was an 18% increase over 1997 and the largest ever. The female population remained constant at 214. The average age also remained the same at 31 although there is a trend developing toward a younger and more violent offender.

The following towns reflect the indicated activity. The numbers are broken down by towns, detainees and detention days. This translated into the number of persons entered by town and total number of days spent by those detained in this facility. (Total is inclusive of those with multiple offenses).

Town	Number of Detainees	Number of Days
Alton	41	914
Barnstead	40	220
Belmont	108	1,910
Centre Harbor	29	159
Gilford	172	1,747
Gilmanton	19	174
Laconia	1,208	7,092
Meredith	164	825
New Hampton	13	69
Sanbornton	53	143
Tilton	91	783
Courts/other	273	5,618
Total	2,211	19,654

The 75th Motorcycle Week broke all records and was the busiest ever with a total of 415 persons processed. We were fortunate to have other County Correctional personnel available to assist as well as equipment from the New Hampshire National Guard and the Air National Guard. We are also grateful for the assistance of the Lakes Region General Hospital and Physicians Assistant Greg Bourdon. By having medical personnel in the facility to attend to medical needs, we saved time and money by not making multiple and costly trips to Lakes Region General Hospital.

Overall, the population was so high in the last several months of 1998 we added part-time shifts to increase the security and safety levels due to increased tension levels a high population creates. We have also requested additional shifts for 1999 due to a trend toward higher populations.

This year was a difficult one for medical expenditures. Due to a number of serious illnesses and conditions, the medical account was over spent by approximately \$40,000.00. The Legislative Delegation was kept abreast of the developments and in December the appropriate transfers were completed to cover the unanticipated expenses.

Our 1998 anticipated income was \$98,800.00. Although all the numbers are not yet in, it appears our income will be up by approximately 11% to \$110,410.00.

In closing, I would like to thank the staff of the entire department for their high degree of standards and professionalism. They are a credit to the County as well as to the correctional profession.

I would also like to thank the County Commissioners as well as the Belknap County Legislative delegation for your assistance, support and cooperation during 1998.

Respectfully submitted,
WALTER R. NEWCOMB
Superintendent

Belknep County Human Services Department

To the Honorable Commissioners of Belknep County:

The following reports are submitted for the Belknep County Human Services Department for the year 1998, detailing by Town/city the number of clients served and the dollars expended in State mandated programs serving our youth, elderly and disabled residents.

RSA 166 Aid to County Assisted Persons

County reimburses the State for 50% of the cost for Old Age Assistance and Aid to the Permanently & Totally Disabled.

RSA 167-18f Local Medical Assistance Contribution

County reimburses the State \$6.00 for each old age recipient and \$23.00 for each disabled recipient.

Old Age Assistance 1/98 - 12/98

Town/City	# Cases	Expenditure
Alton	11	\$ 4,497.00
Barnstead	3	1,242.00
Belmont	15	6,124.00
Centre Harbor	0	0.00
Gilford	2	821.00
Gilmanton	2	814.00
Laconia	52	21,191.00
Meredith	8	3,255.00
New Hampton	2	813.00
Sanbornton	1	385.00
Tilton	9	3,683.00
Total	105	42,825.00

Aid to the Permanently & Totally Disabled 1/98 - 12/98

Town/City	# Cases	Expenditure
Alton	26	\$ 22,308.00
Barnstead	15	12,901.00
Belmont	29	24,727.00
Centre Harbor	0	0.00
Gilford	23	19,620.00
Gilmanton	6	5,107.00
Laconia	163	30,890.00

Town/City	# Cases	Expenditure
Meredith	30	25,802.00
New Hampton	5	4,315.00
Sanbornton	5	4,552.00
Tilton	22	18,545.00
Total	314	268,767.00

Intermediate Nursing Home Care 1/98 - 12/98

Town/City	# Cases	Expenditure
Alton	13	95,494.00
Barnstead	10	80,802.00
Belmont	36	261,996.00
Centre Harbor	6	36,728.00
Gilford	31	225,267.00
Gilmanton	6	48,971.00
Laconia	150	1,092,057.00
Meredith	40	291,379.00
New Hampton	6	41,626.00
Sanbornton	10	71,008.00
Tilton	28	203,231.00
Total	336	2,448,559.00

RSA 169-B Delinquent,, RSA 169-C Child Protection Act & RSA 169-D Children in Need of Services

County reimburses the State up to 25% of the costs incurred for services to children and their families.

Care of Children 1/98 - 12/98

Town/City	# Cases	Expenditure
Alton	7	20,960.00
Barnstead	6	36,542.00
Belmont	29	55,271.00
Centre Harbor	0	0
Gilford	24	75,679.00
Gilmanton	11	9,094.00
Laconia	160	334,372.00
Meredith	18	40,323.00
New Hampton	4	15,678.00
Sanbornton	6	4,828.00
Tilton	16	26,588.00
Total	287	619,335.00

Under each juvenile statute listed above, the county is authorized to collect, on behalf of the state, payments from persons chargeable by law to the minor's support. Parental reimbursement collected 1/98 - 12/98 – \$51,070.00. Liquidations resulting from the audit of State Bills – \$60,460.00.

Incentive Funds received annually since 1986, from the division for Children, Youth & Families for the purpose of encouraging the development of community based diversion and alternative disposition programs, were awarded to:

- The Circle Program
- UPSTREAM, Parenting Series
- Lakes Region Family Service: Mediation, Social Skills & Teen Anger Management
- Parents Anonymous
- The Appalachian Mountain Teen Project/
Riverland Youth Initiative
- The Mayhew Program
- Teen Intervention Program of the Laconia Middle School
- Familystrength, Structured teen Accountability & Responsibility
- Community Health & Hospice, Inc., Growing Family Program
- Youth Assistance Program of Northfield, Tilton & Sanbornton
- Youth Services Bureau: Court Diversion & UPSWING

In closing, I wish to acknowledge the support of my assistant and to thank the Belknap County Delegation as well as the Commissioners, for their cooperation and assistance. I would like to take this opportunity to express a special thank you to Commissioner Norm Marsh for his 16 years of support and assistance during my employment with the county.

Respectfully submitted,
CAROL N. SCHONFELD
Human Services Administrator

Belknap County Maintenance Department

This past year proved to be a very busy year for the maintenance department. In addition to our daily maintenance and custodial duties at the Courthouse, the maintenance department took on several major projects.

1. We helped finish up the tail end of the major construction to get the Sheriff's Department and Cooperative Extension moved into the new facilities vacated by the Nursing Home's move.

2. The most challenging was the complete renovation of the former Nursing Home offices into new offices and meeting room for the Commissioners and Finance Department. My men and I, with the help of inmates, removed walls, rewired, built new walls, insulated and installed new efficient thermostats to help cut the cost of heating the area.

Our carpentry, painting and electrical skills were put to the test, and we are proud to say, that the finished product created very attractive and efficient offices.

I appreciate the Commissioners realizing the added work that this created for us by approving a part-time position for the cleaning and maintenance of the new space.

Special thanks to Superintendent Walter Newcomb and Dick Glidden from the jail for providing us with inmates to help with some of the renovations and the big move of all the furniture and equipment to the new area.

3. We also renovated and moved some offices within the Courthouse for the Belknap County Economic Development. We realize that moving and renovation is stressful and appreciate everyone's patience in getting these projects done.

4. New wiring was installed by our department for the computer and telephones in the Courthouse, as well as some replacement electrical work for the Registry of Deeds.

5. We also did some maintenance work on our Courthouse boiler, and are proud to say that our 25 year old boiler is at 86% efficiency.

In closing, I would like to thank Dick Ingram, Frank DeNauw and Jeff Huckins, for their hard work over the past year. A special thank you to Ed Berry for covering while a maintenance person was out on medical leave. Also, my deepest appreciation to the Opechee Garden Club for providing the beautiful flowers you see around the Courthouse every summer.

Respectfully submitted,
DAVE JENKINS
Maintenance Department

Belknap County Nursing Home

To the Honorable Commissioners of Belknap County:

I hereby submit the report of the Belknap County Nursing Home for 1998.

After experiencing a period during 1997 when the facility operated with several open beds, the facility returned to its traditional full occupancy when the beds filled by February 1998. This includes the nine additional beds brought on line as a result of the new construction, raising the capacity from 85 to 94.

During the year, 30 residents expired. For the second year this number is significantly higher than the long-term average, and is indicative of the changes in the population the facility serves. The average age of the residents continues in the mid-eighties, with the oldest being 104. The population continues to be predominantly female, and there are a significant number of younger residents.

The demand for the facility's services continues to grow. The admissions present the facility with more critical and complex medical needs. An increasing number of the new admissions passing away within a short period of their admission.

The new facility has proven to be a tremendous asset in meeting the increased demands with which the home is faced. It is great improvement over the former physical plant, and has contributed significantly to the quality of life the residents enjoy. Visitors consistently praise the facility for its appearance, cleanliness, and dedicated staff. The facility continues to meet or exceed all State and Federal Standards.

The county is anxiously awaiting the announcement of the new reimbursement methodology which will govern the income for the facility in the coming years. In recent years the facility has been successful in dramatically reducing the fiscal impact on the taxpayer. If the state follows through with its commitments to implement a system providing funding which recognizes quality care, provides for increased costs based on the higher acuity, and reimburses approved Capital projects, then the facility will continue to provide quality care to county residents while minimizing the impact on the property tax payer.

This year two key Department Heads, who had been fixtures in the facility for many years, retired in 1998. Evelyn Festa had served 27 years as the Dietary Manager, and Bill Hammond had filled the Office Manager's position for 13 years. Anyone who has had the opportunity to work with, or benefit from the surveys of these individuals, can fully appreciate how greatly they will be missed. Fortunately, Milton Christy who has served the facility as its first cook for 22 years

has moved into Evelyn's position. Bill's position was filled by Terry Folsom who had joined the staff eight years ago as the purchasing supervisor.

The staff in the various departments have done an outstanding job in meeting the multitude of challenges faced in the move and adjustment to the new facility. Kathleen Lord, Director of Nurses, was honored at the "Outstanding County Nursing Home Employee of the Year" by the New Hampshire Association of Counties at their Annual Convention.

Finally, I would once again take this opportunity to express my deep appreciation to the residents, families, staff, other County Departments, Commission, Delegation and community for their continued assistance to, and support of, the Belknap County Home.

Respectfully submitted,
ROBERT M. CHASE, NHA
Administrator

Belknap County Registry of Deeds

To the Honorable Commissioners of Belknap County:

Low interest rates and a healthy economy made for a banner year in the Registry of Deeds office. First-time home buyers as well as mortgage refinancing drove the real estate market up significantly. In fact, so much so, that the numbers surpassed the activity that we experienced during the real estate boom of 1986-1987. To that end, I respectfully submit the following figures relative to the Registry of Deeds office.

Numbers of documents recorded	19,431	+23%
Revenue derived from copy requests	\$ 85,744.82	+24%
Revenue derived from faxing of documents	\$ 6,155.00	+31%
Special Assessment Equipment Account	\$ 36,642.00	+22%
Total State of NH Transfer Taxes dispensed	\$2,485,949.00	+16%
4% Commission received from State of NH for dispensing transfer tax	\$ 99,437.96	+16%
Total Revenue for 1998	\$ 583,235.00	+26%

The following is a breakdown of document activity for each City/Town in Belknap County for 1998:

Alton	1,683
Barnstead	1,094
Belmont	1,445
Belknap	3,043
Carroll **	4
Centre Harbor	339
Coos **	1
Gilford	2,401
Gilmanton	1,028
Grafton **	5
Hillsboro **	16
Laconia	4,020
Meredith	2,185
Merrimack **	17
New Hampton	496
Rockingham **	7
Sanbornton	898
Strafford **	7
Tilton	742

** Represents Writs of Attachment recorded from out of County.

Our ongoing project of storing documents and plans on optical disk is progressing well. We now have over 2 million pages and 2,700 plans scanned into the system. This new technology has been a tremendous success, and continues to improve as every year goes by.

I would like to take this opportunity to express my appreciation to the members of the Belknap County Delegation and to the County Commissioners for their continued assistance and support.

A special "thank you" to my outstanding staff, who once again met the challenge of keeping up with the influx of documents. The Belknap County Registry of Deeds continues to be one of the most progressive Registries in the State of New Hampshire. Much of the success of this department can be directly attributed to a dedicated, well-trained and professional staff. I deeply appreciate their continued loyalty and support.

In closing my report, I would like to acknowledge the many years of encouragement and support I have received from Commissioner Norman Marsh. It has been a pleasure working with you Norm, and wish you the very best in the future endeavors.

Respectfully submitted,
RACHEL M. NORMANDIN,
Registry of Deeds

Belknap County Sheriff's Department

The members of the Belknap County Sheriff's Department are involved with many diverse law enforcement functions in the course of their duties. The deputies all have specific assignments within the department, but are all cross-trained to assist other deputies and other federal, state, county and local law enforcement officers in the performance of their duties to ensure public safety within Belknap County.

CRIMINAL INVESTIGATIONS

The Criminal Investigations Division of the Sheriff's Department is assigned to investigate any crimes that occur on county property as well as assisting the various law enforcement agencies within the county in conducting various criminal investigations. Deputies conduct internal affairs investigations for other agencies along with investigations assigned at the request of the County Attorney.

PRISONER TRANSPORTS AND ARRESTS

The department conducted 1,336 transports to and from jails all other the state, State Prison, New Hampshire State Hospital, local and out-of-town doctors and hospitals, motor vehicle hearings, funerals, as well as the transportation of juveniles to halfway houses, the Youth Development Center, and secure facilities within and out of state.

JUVENILE SERVICES

The Juvenile Services Division handled 186 cases during the year. The deputies assigned to this division handle court cases for various towns in the county as well as investigating certain offenses involving juveniles. The deputies prepare and prosecute the cases in the Laconia and Franklin District Courts for a number of towns in Belknap County, which includes interviewing victims and witnesses in preparation for trial and conducting follow-up investigation for these cases.

CIVIL PROCESS

We have received \$68,257.98 from the service of 3,927 writs in towns throughout the County.

COMMUNICATIONS

The communications center is in operation around the clock, 365 days a year. Communication specialists of the department handle a wide range of calls from the public; some of these calls are dealing with life or death situations. The communication specialists are also responsible for receiving and transmitting various information to patrol officers and local police departments. Numerous messages from the SPOTS computer system, received and dispatched, which

include N.C.I.C. (National Crime Information Computer), license checks, motor vehicle listings and criminal records.

The communications center supplied nine towns in Belknap County with dispatch services at a cost equaling approximately 28% of what it would cost for those towns to totally handle their own communications center on an individual basis. In addition to the towns, the communications center takes telephone calls and dispatches for the local Fish and Game Officers, the local Liquor Inspectors, the Medical Examiner, as well as the County Attorney's Office.

COURT SECURITY

Deputies assigned to Court Security provide security to the judges and all visitors of the Superior Court. These deputies also occasionally assist the District Court in high risk situations. Deputies also provide security during jury views at various locations for criminal and civil trials.

Court security deputies manned the screening metal detector, which resulted in the following items being temporarily removed from individuals entering the Belknap County Courthouse:

Firearms	5
Knives	1258
Razors	19
Mace/Pepper Spray	71
Scissors	66
Miscellaneous	225

DARE

Drug Abuse Resistance Education (DARE) was taught at the Barnstead Elementary School. All the material needed to reach the program was donated to the department by local civic organizations purchased through the Lakes Region DARE Council.

TRIAD

On March 3, 1998, Belknap County Sheriff's Department became the latest county law enforcement agency to sign a Triad Cooperative Agreement. Triad is a national program developed cooperatively by the National Sheriff's Association, the International Association of Chiefs of Police and the American Association of Retired Persons as a means to reduce victimization among our senior population. Signers of the original agreement include Belknap County Sheriff's Department, the American Association of Retired Persons, the Office of Belknap County Attorney, Lakes Region General Hospital, Laconia Housing and Redevelopment Authority, and the Laconia Office of the Division of Elderly and Adult Services. These groups and organizations agree that the county's older

population has special needs with respect to victimization and fear of crime, perceived or actual loss, and the sense of being alone and unprotected, and that by working together they can meet these needs.

Once again, I would like to extend a sincere thank you to the Belknap County Commissioners, members of the County Delegation, as well as each and every police department in the county, for their continued cooperation and support. I would also like to thank the men and women of my department, who are dedicated to excellence in their services to the people of Belknap County.

Respectfully submitted,
STEPHEN G. HODGES
Sheriff

Belnap County UNH Cooperative Extension

UNH Cooperative Extension (UNHCE) is the educational outreach arm of the University of New Hampshire in partnership with Belnap County government. UNHCE offers programs and assistance to individuals, families, businesses and communities in the areas of Natural Resources and Family, Community and Youth Development.

UNHCE and the County Health and Human Services Director coordinated a Belnap County Youth Profile to provide extensive citizen input and public opinion regarding issues facing youth and families. One hundred sixteen youth and adults attended the day-long event. Extension trained 18 youth and adult facilitators to lead the small group sessions. As an outgrowth of the profile, there are three groups addressing the major recommendations made that day. One is to create a youth Center, another a more effective County Juvenile Justice System by incorporating a restorative justice model, and yet another to improve the "system" of services for families.

The Belnap County Extension Team conducted a Community Communications Forum with participation from 15 towns in the Lakes Region. The forum explored the opportunities for town newsletters, town web sites, and community cable television programming.

The Belnap County Extension **Forestry Program** promotes forest conservation through public outreach education in forest resources management and forest product utilization and marketing. In 1998, Sumner Dole, Belnap County Extension Forester, assisted 1,375 people: landowners, homeowners, loggers, foresters, maple producers, Christmas tree growers, town officials, and the general public.

Twenty public presentations were attended by 824 people, and 551 individuals received assistance on a variety of forestry topics: 203 landowners with 8,717 acres were assisted; 78 referrals were made to private foresters for specific services; 111 people received assistance on timber harvesting and forest product marketing; and 58 people were assisted with forestry laws, taxes, and other legal issues. Approximately 2,100 acres of forest land had some form of management activity implemented, including comprehensive Forest Stewardship Plans, improved harvesting for sustainable forest product production, wildlife habitat, recreation, and watershed protection. Assistance was also provided to 242 maple producers statewide, 56 assists were made to Christmas tree growers, and 90 people received assistance relative to forest/shade tree insect and disease problems. Nineteen assists were provided to towns, including the Southwick School Outdoor Classroom, Gilford Kimball Wildlife Forest/Lockes Hill Trail. Belnap County's forest resources continue to make a significant contribution to the economy and quality of life in the Lakes Region.

In response to the "Ice Storm 1998", federal assistance is available under the USDA Emergency Conservation Program, Stewardship Incentive Program, and community forestry grants program. In addition, a statewide Forestry Information Center was created and a forestry web site was established. Statewide workshops on evaluating ice storm damaged woodlands and hazard trees held in Gilford, with over 150 foresters, loggers, and public officials attending.

The UNH Cooperative Extension Forestry and Wildlife Program finalized its work plan, a response to the New Hampshire Forest Resources Plan developed in 1996.

The **Agricultural Resources** program provides natural resource information and education to local agricultural producers, citizens, and communities in an effort to improve Belknap County communities as places to live, work, and recreate. Because land use activities within a watershed, especially along shorelines, can have a tremendous impact on water quality, providing residents and visitors with research-based water quality information helps preserve our natural resource for future generations. In 1998, 1,951 local contacts were made, including:

- 291 commercial contacts with Belknap County commercial growers were made, providing them with education on crop management, pest identification and control, best management practices, and integrated pest management (IPM). Such efforts help growers increase their success and provide employment opportunities for County residents.

- In addition, 124 commercial and 58 homeowner soil tests were performed in Belknap County. Soil testing serves as a guide for avoiding excessive fertilizer rates, thus reducing risks that affect water quality while saving money for clients.

- 415 contacts were made with Belknap County communities regarding development and maintenance issues relating to schools, parks, communities, and public properties. UNH Cooperative Extension's natural resource education helps protect open space and preserve environmental and visual quality throughout the Lakes' Region, enhancing recreation and tourism.

- 545 home and garden contacts enabled homeowners to learn more about gardening, their home environment, and landscaping. UNH Cooperative Extension helps local citizens to reduce fertilizer and pesticide use by recommending environmentally-friendly landscape practices and to use chemical controls sparingly and responsibly.

The Master Gardener program is an opportunity for Belknap County residents to receive horticultural training and then to apply that knowledge as a volunteer for local community projects. In 1998, six Belknap County citizens participated in a youth gardening project, located in a Laconia income-limited housing complex. Twenty-seven youth, ages 3-14 learned about nutrition and gardening, as well as caring for other living things and developing a sense of pride and accomplishment in a job well done.

As part of **4-H Youth Development**, three hundred and thirteen youth were enrolled in 25 units or clubs in the county. In addition, nearly 2,000 youth were served through special interest projects, or in school programs in international study, embryology and environmental stewardship. Over 80% of the youth lived in towns and about 20% lived in Laconia. Over 200 adults assisted youth in the management of 4-H Clubs, special events and activities; taught subject matter and life skills, served as judges or assisted youth in other ways. Approximately 100 youth learned leadership skills by serving as officers of their clubs, as committee members or by assisting younger members.

4-H members enrolled in a total of 2,056 projects in the following areas: Animal, Plant and Mechanical Sciences; Natural Resources, Health and Safety; Home and Family Resources and Communications.

Five County-wide events involved over 200 youth profiling projects in foods and nutrition, presentation skills, photography, sewing and animal science. Several members went on to be recognized at the State level for their 4-H projects. Belknap County 4-H was represented by six horse members on the NH Equestrian Team to Eastern States Exposition. Four Belknap County 4-H horse members competed at National competition in Horse Quiz Bowl, Hippology and Judging. Four teens from Belknap County attended the State 4-H Teen Conference at UNH in June. Thirty-Six youth from Belknap County attended NH 4-H camps with \$1,800 of campership assistance from Belknap County 4-H Foundation and sponsoring local agencies.

Clubs and Youth raised over \$3,000.00 for the Belknap County 4-H Foundation for Scholarship and activities. The Belknap Fair Association raised enough funds to cover expenses of the Fair and improvements to the property in Belmont. Efforts to expand the fair grounds to offer more year-round opportunities for youth are ongoing. A \$16,000 matching grant was extended for two more years to complete renovations to the colonial Barn/4-H Exhibit Hall.

Sally Smith Plyler, 4-H Extension Educator served on the County Tobacco Free Task Force and helped to develop programs with Lakes Region youth to prevent youth from starting to smoke. A T-shirt designed by a 7-year-old 4-H member from Sanbornton involved all 4-Hers in Belknap County in the effort to promote tobacco-free youth.

Nearly \$10,000 was awarded in premiums for exhibits at the Belknap County 4-H Fair by the 4-H Fair Association. All costs of running the Fair were met in 1998. The Fair serves as a showcase for 4-H youth projects and enables youth to develop valuable skills while exhibiting animals and other things that they have produced. One 13-year-old 4-H member from Belmont was recognized with the Commissioner of Agriculture award for her educational embryology exhibit at the 4-H Fair. With 300

exhibitors and over 100 volunteers, the 4-H Fair provides community outreach and awareness about the positive impacts of 4-H Youth Development.

4-H Youth learn how to set goals and accomplish work, which benefits them as they go on to college or work. All 4-H members in the county learn about citizenship and being a contributing member of the community.

Through **Family Development** programming, people in Belknap County gain information and learn skills to assist in making wise decisions and adopting behaviors relating to: managing their resources; child and human development; parenting; food safety; nutrition and healthy life-styles. This year 3,451 consumer and family contacts were made.

In **Resource Management Education**, Barbara Hunter, Extension Educator, Family Development, helped 82 consumers learn more about managing their finances. Ten seminars on "Managing Debt Between Jobs" reached 50 unemployed attending Department of Employment Security job search workshops. Representative comments after seminars include intentions to: contact creditors before their situations get worse; contact Consumer Credit Counseling Service for assistance in debt repayment plans; and use of stress management techniques. Five Belknap County Superior Court employees attended an Extension workshop on Developing a Spending/Savings Plan at their work site coordinated by the State Employee Assistance Program.

Three Early Head Start home visitors trained in Extension's Planning Ahead Staying Ahead money management curriculum taught 15 limited resource families resource management skills. The following comment from one client is an example of an expected outcome, "This is the first time my bills are caught up and I'm not waiting for two bills to come together on the same debt. Unbelievable!" Two families with the Laconia Housing and Redevelopment Authority self-sufficiency program attended a 3-week PASA series. As a result, one mother is now saving money each month and another decided to wait until she is further ahead before making a major housing decision.

Four Hundred Thirty-one families and caregivers received parenting and child development information to be more effective while raising children. Of these families, 189 received either the Cradle Crier or Toddler Tales newsletters mailed to their homes in sync with their children's age. The information they received helped them to be better prepared to meet their children's needs and stimulate their growth and development from birth to 24 months. At the Gunstock Area, 20 childcare providers received training in child development and stress management.

In the Belknap County House of Corrections, 28 parents who have 69 children

attended one of two 6-week series on parenting, communication and decision making skills. Some comments made by the inmates as to how the series changed their way of thinking are: "It makes me feel more secure about my parenting position and just how important I am to my child. I didn't have much self esteem about being a dad, now I'm reassured." "I look at my kids in a different way. I look at my role as father in a different way. More positive thinking. I will have a good relationship."

In maintaining healthier life-styles, 156 people received the latest nutrition and food safety information enabling them to make wise decisions when changing eating behaviors and preparing food. Eighteen food managers at Gunstock Area and 53 Meals-On-Wheels drivers and site managers were trained in SAFE (Safety Awareness in the Food Environment) to increase their food handling and sanitation behaviors to prevent food-borne illness at their sites.

Ninety-two volunteers extended family development efforts by teaching, providing childcare or other forms of leadership in the county. For example, 11 Family Focus Parent Educators provided parent education in community programs such as REACH, in schools while working with parents, at the Lakes Region Corrections Facility with male and female inmates, at the Spaulding Youth Center with parents and during Community Health and Hospice home visits with parents of young children. Extension continued to provide resource support to the volunteers in five area Wellness teams representing two schools, two towns and one community.

Extension Educators:

SUMNER DOLE, Forest Resources
BARBARA J. HUNTER, Family Development
SALLY SMITH PLYLER, 4-H Youth Development
RALPH WINSLOW, Agricultural Resources &
Community Development

Extension Program Associate:

LYNNE BEEDE, Food and Nutrition
BECKY LEVESQUE, 4-H Youth Development

Extension Support Staff:

BARBARA BRINK, Secretary
MELBA M. HADDOCK, Administrative Assistant

Belknap County Conservation District

BCCD PROGRAM HIGHLIGHTS 1998

COMMUNITY PLANNING: A "Site Specific Soils & Mapping Update" program was held with assistance from USDA Natural Conservation Service (NRCS), and the Office of State Planning. Sand and gravel aquifers and the new maps available were featured in a program with assistance from US Geological Survey and NHDES's groundwater staff. Retrofitting stormwater management was the theme of a joint City of Laconia and BCCD program featuring the land improvements for stormwater management to previously developed areas. The work at sites shown on Lake Opechee and at Gunstock Area were done financing assistance from the NHDES Nonpoint Source Pollution Local Initiatives funded through EPA. BCCD assisted NHDES and EPA by organizing community input for Unified Watershed Assessment, needed for the national Clean Water Action Plan to help determine where funds will be allocated for water and watershed management. BCCD encouraged the state to retain the land adjacent to the prison in Laconia as a State Park and State Forest. NRCS Information and services were provided as requested to towns by the NRCS District Conservationist (DC) or the BCCD Program Coordinator (PC). Summaries of several workshops, new laws and other resource information were included in newsletters. Review and monitoring services continued to be available to municipalities. BCCD's consultant engineer, Ed Minnick, provided assistance to towns by evaluating development projects for accuracy and environmental soundness, and in monitoring projects. Promotion continues of the "Stormwater Management and Erosion Control for Urban and Developing Areas of NH"; many of the practices used to control stormwater also provide protection to water quality.

WATER QUALITY: This was the sixth year of the Lake Winnepesaukee Watershed Project (LWWP). BCCD's portion is nearing completion and the name was changed from Project to Partnership in recognition of the many groups, businesses and individuals who are helping make it a reality. It is the result of a 319 (Clean Water Act) Nonpoint Source (NPS) Pollution EPA Grant through NH Dept. of Environmental Services (NHDES) to North Country Resource Conservation and Development Area, Lakes Region Planning Commission (LRPC), and Carroll and Belknap CCD's. NH's fourth "Celebrate Your Lakes Day", coordinated by NH Dept. of Environmental Services and NCRC&D's AmeriCorps was held in Meredith, and AmeriCorps conservationists provided lake front technical assistance to individuals and municipalities. As part of LWWP-2, the Wetlands Walk at Gunstock has been completed. Water Quality and Nature Trail guides for the Walk, Lakes and Ponds, Acid Deposition, Manure Management are completed; Forests and Construction Practices will be done soon. Local volunteers have been

and continue to be involved in the Walk, assisting Gunstock with erosion and sediment control, buffer planting and other aspects of the project. Many individuals from 8 to 80 years have helped and groups that assisted this year include Gilford Middle High School (GMHS) Environmental Club, Trailwrights, Army Reserves, State Prisoners, GMHS 6th Grade School Service Day. Activities in the watersheds surrounding waterbodies are being emphasized in projects because they, in addition to shoreline activities, affect water quality. Displays were set up and information distributed at the Boat Show, 4-H Fair, the Mountain of Demonstrations, and Gilford Old Home Days. Water quality guides and brochures were distributed to several neighborhoods around the lake and up into the hills of the watershed. BCCD Chairman John Hodsdon served on the State's Nonpoint Source Pollution Committee.

CONSERVATION EDUCATION: Norm Roulx and Steve Roberts, 7th and 8th grade science teachers at Interlakes High School are the BCCD Conservation Education Teachers of the Year. In cooperation with Lakes Region Conservation Trust an educators' training session was held covering both Project WET and WILD Aquatic, the outdoor portion was held at LRCT's Knight's Pond in Alton. BCCD assisted the Laconia Savings Bank with their first Greenscaping program. The bank funded a maple and birch sapling give away to help offset ice storm damage and provide environmental stewardship educational materials. Many county schools assisted bundling the plants. The county poster contest was very successful, the theme was "The Wonders of Wildlife." Since we're in the Lakes Region, we asked the students to use a water-related theme. Three of the NH Association of Conservation District's statewide winners are from Belknap including: Gr. 7-9 Colleen Gerald, 2-3 Brian Crete, K-1 Ayla Lewis. Grants were received from NH Charitable Foundation and Wal-Mart to develop student Watershed and Water Quality Days which will be held at the new nature trails at Gunstock and replace the former Conservation Education Day. The Lakes Region was represented at the NH Envirothon by Newfound High School. On a voluntary basis the BCCD Program Coordinator continues to serve as the NH Association of Conservation Districts Envirothon Steering Committee Chair.

AGRICULTURE: The NRCS District Conservationist worked with farmers to assist them with developing their Conservation Plans for the Food Security Act program. A locally led Conservation meeting was organized to help set priorities for NRCS. BCCD was asked to provide office support for the N. Country Resource Conservation and Development's Belknap County Beginning Farmer Program. The county's first trout sale for stocking ponds was held. Participated in the Farm and Forest Expo at the Center of NH. Garden space was provided at the BCCD's leased land at the Opechee Forest for local residents. A pond construction and maintenance session was held with Carroll County. Soil Potential Index (SPI) rating for use in determining values of open land in Current Use for tax

determinations and information about them were provided to landowners.

DISTRICT OPERATIONS: The Eighth Annual Tree and Shrub Sale was held offering evergreen, fruit tress, shoreland and wildlife shrub seedlings. A planting workshop was held just before they were delivered with the assistance of Belknap County UNHCE and Paul Rushlow. The fourth fall bulb sale was held. Volunteers assisted at the gardens, with the tree and bulb sales, at the Wetlands Walk, at events and in the office. A building a birdhouse and plantings to feed the birds and create shoreland vegetative buffers session was held. Programs on basic services and volunteer opportunities were provided to community groups. Workshops the PC and assistant attended were: EPA Clean Water Act and Community Working Together; Project WET facilitator training; Northeast Watershed Roundtable II; NRCS Nondiscrimination Training; Customer Service for USDA; Total Quality Management; Open Space; Protecting Water Supply Lands; Grantwriting Volunteer River Assessment; Pollution Prevention Conference; Flood Insurance Program; NH Assoc. of Conservation Commissions Annual Meeting; Microsoft Access. Some meetings attended were the Lake Winnepesaukee Assoc., Gunstock Acres Water Commission, Turning Point Initiative, State Land Planning Program, NH Drinking Water Week, Governor's Volunteer Awards. The PC is Secretary of the NHACD Urban and Water Quality Committee which is chaired by BCCD chairman John Hodsdon. John also serves on the Executive Committee as a President of NHACD and attended the New England Leadership Meeting.

The BCCD Board of Supervisors feels that the accomplishments of this past year were made possible through the generous support of many individuals, Belknap County, and the USDA Natural Resources Conservation Service.

All BCCD and NRCS programs and services are offered on a nondiscriminatory basis, without regard to race, color, national origin, religion, sex, age, disability, political belief, marital or familial status.

Belknap County Economic Development Council

To the Honorable Commissioners of Belknap County:

The Council has been providing services to the businesses, organizations, and municipalities in Belknap County for six and a half years. When the organization was established, unemployment for the region was among the highest in the state with a workforce that had plummeted from 27,910 with an average of 26,900 employed in 1989, to 26,420 with only an average of 24,180 employed in 1992. We reached a low in February 1992 with only 22,710 people employed. Overnight the workforce left the region. Now six years later, unemployment is among the lowest in the state and, although the number in the workforce is seasonally impacted, more than 31,690 people were employed in July 1998. By helping businesses access the opportunities in the new economic climate, the Council has played its part as a catalyst in the region's growth. New employment has been created in every sector, although primarily in manufacturing, health-care services, and retail services.

The requests for assistance remained constant. We have dealt with wetland issues, new product development, reuse, relocations, expansions, site development, workforce issues and financing. Entrepreneurs and smaller business, in particular, are benefiting from our capacity to offer extended technical assistance in the form of business planning. In addition to this technical assistance, we are also dealing with an increasing number of requests to provide demographics including community and industry profiles. We are supplying and interpreting this information not only for business, but organizations and agencies who are doing strategic planning or grant proposals.

Highlights of 1998 include:

- Purchase of 187,000 s.f. facility in Lakeport by Electropac of Manchester to accommodate the company's fifth manufacturing site; the balance will be developed as an expo center and privately held museum. This is the largest mill in Laconia and, in the foreseeable future, it may once again play an essential role in the region's economic health.
- Opening of the new constructed Chase House Inn in Meredith.
- Expansion of Noyes Fiber Systems facility in Belmont to accommodate their growth.
- Belmont Mill restored and occupied by nonprofit organizations and the Culinary Arts Program for NH Community Technical College in September.
- DM Management opened their 575,000 s.f. state-of-the-art distribution center in Tilton. Their growth since establishing a presence in the Lakes Region in the late 80's has gone from 35 employees to almost 800.
- The \$1 million Community Development Block Grant was approved by

Governor and Council in August. In early 1999, the Council will close on a loan of \$980,000 to DM for equipment and fittings. The company's willingness to work with the BCEDE has interested in borrowing through our Revolving Loan Fund (RLF) as the fund will be capitalized with these revenues.

- Our county-wide Revolving Loan Fund continues to benefit new and expanding businesses by addressing their needs for financing. To date, almost \$2 million has been lent in partnership with traditional lenders.

- Reuse of property and development of industrial sites remains a major activity: DM's facility/Meredith, Engineered Components/Tilton, several properties in the O'Shea Industrial Park, and sites such as the Lakes Business Park, Blaisdell Avenue, and Laconia Airport. The development of a film production center at a site in Tilton continues to attract attention and we continue our efforts to find a developer or investor(s).

- *Insights Into Industry: Making It In The Lakes Region*, our employment Awareness Program in partnership with New Hampshire Employment Security Lakes Region office was offered again to graduating seniors at area high schools. *Insights* has attracted much interest and we were approached to develop the program statewide as an initiative of the NH Employment Security and Department of Resources and Economic Development funded by Fleet Bank-NH and Public Service of New Hampshire. The New Hampshire Charitable Foundation is serving as fiscal agent. BCEDE is credited with program concept and development.

- Marketing efforts for workforce recruitment brought many inquiries. We continue to work closely with the Lakes Region office of NH Employment Security to respond to these requests for assistance.

- Exceeding job creation requirements and awarded an additional \$150,000 Capacity Building Grant over the next three years by the Office of State Planning to support the management of our Revolving Loan Fund.

- Benefited from a \$5,000 grant from the Penny Pitou/Milo Pike Charitable Fund to create a Lakes Region Digital Photo Library. This project is the work of C.J. Willingham & Company of New Hampton and has resulted in the photographing of the region. These photos of places and events will be digitized and housed with the BCEDE and will be available to business and organizations looking for photos to use for marketing.

- Offered seminars for businesses as well as Realtors, bankers, attorneys and accountants.

- Facilitated two roundtables for local business leaders: one provided input for the Governor's future economic development plan and the other a dialogue with the new Commissioner of the Community Technical College System, Dr. Glenn Dubois.

- Continue to meet with both local and statewide boards, committees and organizations on a variety of economic development issues.

The highlights of this year for our staff was the move to the former offices of the County Commissioners and Finance office. The Councils now accommodated in a bright, clean working environment with space to meet clients, host meetings, and house a Business Resource Center. Many made this move possible, and we would like to particularly thank the Commissioners for recognizing our need for space. The Court House maintenance team of Dave, Dick, and Frank whipped the place into shape. Outfitting the Business Resource Center was made possible through grants from the Lakes Region Charitable Foundation and the Office of State Planning. We also received donations from PSNH, members of the business community, and our directors. The new space has already improved our service. The Business Resource Center will be fully opened in 1999. We are indeed thankful to all who helped us achieve this as we are well positioned to better serve residents and businesses in Belknap County.

Our success and contribution to the economic well-being of the region is to the credit and commitment of many people, all who have come together in a cooperative manner in the best interest of Belknap County. We would also be remiss not to recognize the energy and commitment of our staff: Executive Director Eliza Leadbeater, Revolving Loan Fund Manager Steve Epstein, and Administrative Assistant Kevin Conway.

The Council was created as a catalyst. Our commitment to promote the economic vitality of Belknap County by providing coordination and leadership in facilitating economic growth, opportunity, and the preservation and creation of quality jobs continues.

Respectfully submitted,
Board of Directors
DAVID F. HALEY, Chair
KENNETH CANAWAY, Vice-Chair
GREG DICKINSON, Secretary
JAMES DIRUBBO, Treasurer
THOMAS CLAIRMONT, Director
BRUCE CLOW, Director
TONY FERRULO, Director
MARK FRASER, Director
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COMMISSIONER NORMAN MARSH, Director
DON MORRISSEY, Director
DIANNE PETERSON, Director
REP. JOHN THOMAS, Director
RICHARD WELCH, Director

GENESIS - The Counseling Group

To the Honorable Commissioners of Belknap County:

The information below is submitted by GENESIS - The Counseling Group for the calendar year 1998.

Funding received by this agency from Belknap County allows County residents from ages 18 through 59 to obtain critical mental health services during times of crisis in their lives. Funding helps residents with little or no insurance coverage, even though they may be employed.

During the past year, 481 residents received 2,853 hours of service. The average number of hours of service received (5.) continues the trend downward reported in previous years' reports. However, the numbers of people eligible for county-supported services ran higher than those eligible in 1993 (442), but lower than in recent years (564 in 1997). The percentage of Belknap County residents with no insurance coverage is at its highest level (23 percent) since 1994, and is five percent higher than last year. However, this number is consistent with the five-year trend, which averages 20.6 percent.

During 1998, GENESIS also provided limited services to county residents residing in the County Nursing Home and those incarcerated in the House of Corrections. Thirty-three nursing home residents received an average of 13 hours of service each. As in the past, GENESIS continues to provide services that are not charged to the county, such as advising county staff and evaluating or supporting nursing home residents covered only by Medicare.

The funding provided by Belknap County in support of its residents is used to provide access to mental health services for both individuals and families. GENESIS is committed to identifying the most respectful, effective, appropriate and responsible services required by each eligible individual or family. On behalf of those county residents, I thank the County Commissioners, members of the Delegation and county staff for their support.

Respectfully submitted,
JOHN J. ACKER, CCSW, ACSW
Executive Director

