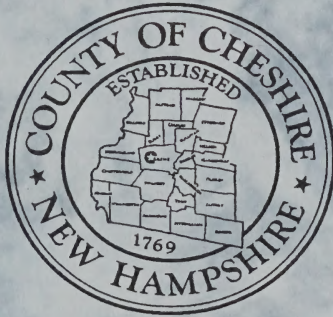


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**REPORT
OF THE
COUNTY COMMISSIONERS
COUNTY TREASURER
AND OTHER
OFFICERS OF CHESHIRE COUNTY
NEW HAMPSHIRE**

For the year ending December 31, 2005



Keene Sentinel Print Shop
Keene, NH
Printed in 2006

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NEW HAMPSHIRE**

For the year ending December 31, 2005



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CHESHIRE COUNTY OFFICERS

COMMISSIONERS	352-8215
Roger Zerba, Chairman	
Jonathan Sistare, Vice Chairman	
Robert Moore, Clerk	
COUNTY ADMINISTRATOR	352-8215
John G. Wozmak, JD, NHA	
COUNTY ATTORNEY	352-0056
William Albrecht, IV	
ASSISTANT COUNTY ATTORNEYS	352-0056
William Cleary, Kathleen O'Reilly, Anthony Shepherd, Catherine Ruffle, John Vorder Bruegge	
MEDICAL EXAMINER	352-5000
Rosemary Swain ADME; Barry L. Stern, MD; Cheryl Pinney, ME	
REGISTER OF DEEDS	352-0403
Evelyn S. Hubal	
SHERIFF	352-4238
Richard Foote	
TREASURER	357-0793
Stuart West	
CLERK OF SUPERIOR COURT	352-6902
Barbara Hogan	
REGISTER OF PROBATE	357-7786
Elizabeth Minkler	
MANAGER OF ALTERNATIVE SENTENCING PROGRAM	209-1526
Gerald Pelletier	
SUPERINTENDENT OF JAIL	399-7794
Richard N. Van Wickler	
COMPUTER OPERATIONS COORDINATOR	355-3034
Wendy Putnam	
FACILITIES MANAGER	399-7300
Barry King	
FARM MANAGER	399-7347
David Putnam	
DIRECTOR OF FINANCE	355-3036
Sheryl Trombly	
MANAGER OF HUMAN RESOURCES	399-7317
Wendy Hurley	
DIRECTOR OF HUMAN SERVICES	357-4988
Mimi Barber	
MAPLEWOOD NURSING HOME ADMINISTRATOR	399-4912
John G. Wozmak, JD, NHA	
ASSISTANT NURSING HOME ADMINISTRATOR	399-7302
Robert Hemenway, NHA	
DIRECTOR OF NURSING SERVICES	399-4912
Lisa Kemp, DNS	

CHESHIRE COUNTY DELEGATION
2005-2006

District 1 Gilsum, Surry, Westmoreland		
William Chase, 173 Spofford Rd, Westmoreland 03467		399-4957
District 2 Alstead, Marlow, Nelson, Roxbury, Stoddard, Walpole		
Daniel A. Eaton, 1 Shedd Hill Rd, Stoddard 03464-4423		446-3535
John M. Pratt, P.O. Box 726, Walpole 03608		756-9528
Sheldon Sawyer, 420 Wentworth Rd, Walpole 03608		756-4049
District 3 Keene		
Suzanne Butcher, 44 Felt Road Keene 03431		357-8383
James T. Dunn, 1 Riverton St, Keene 03431-4709		357-7993
Peter S. Espieffs, 29 Middle Street, Keene 03431		352-2770
Kris Roberts, 58 Grove Street Keene 03431		352-1105
Timothy N. Robertson, 185 Daniels Hill Rd, Keene 03431-5704		352-7006
Christopher Coates, 30 Gilsum St., Keene 03431		358-0471
Charles Weed, 28 Damon Ct., Keene 03431		352-8309
District 4 Chesterfield, Hinsdale, Winchester		
William Butynski, 60 River Road POB 105, Hinsdale 03451		336-7498
Deborah Hogancamp, 347 Route 63 Chesterfield 03443		363-9999
Henry A L. Parkhurst, One Parkhurst Pl, Winchester 03470-2460		239-8945
Stanley Plifka, Jr., Box 435 Scofield Mtn Road Winchester 03470		239-6040
District 5 Fitzwilliam, Richmond		
Barbara H. Richardson, 101 Morgan Road, Richmond 03470		239-8346
District 6 Harrisville, Marlborough, Swanzey, Troy		
Peter Allen, 25 Seaver Rd, Chesham 03450		827-5530
Judson Dexter, 64 Ash Hill Road, W. Swanzey 03469		352-1184
Sheila Foote, 31 Causeway Road Swanzey 03446		352-0991
Anna Tilton, 60 Webb Depot Rd, Marlborough 03455-2544		876-4411
District 7 Dublin, Jaffrey, Rindge		
Susan Emerson, 1121 NH 119 Rindge 03461		899-6529
John B. Hunt, 79 Sunridge Road, Rindge 03461		899-6000
Bonnie Mitchell, 7 Parsons Lane Jaffrey 03452		532-6311
Stephen Pelkey, 318 Nuting Rd, Jaffrey 03452		532-6911



County of Cheshire

33 West Street, Keene, NH 03431
Website: www.co.cheshire.nh.us

CHESHIRE COUNTY COMMISSIONERS 2005 ANNUAL REPORT

In the fall, serious flooding occurred in Cheshire County, mostly in Alstead, Keene and Hinsdale. In particular, the Alstead flooding was the most devastating as some lives were lost, as well as entire homes, automobiles, etc. The County Sheriff Department played a key role in communications and the computer and facilities departments assisted as well. Through the efforts of many others at all levels, Alstead and its residents recovered as best they could.

Regarding the status of the proposed new jail, the update, sadly, is that the site location proposed by the Commissioners on county-owned land in Westmoreland was formally rejected by the delegation in December. The need and the proposed cost have never been an issue, but the location has been. Since a jail consultant's report dated December 2002, numerous engineering studies and commissioners' reports have been reported to the delegation explaining the engineering, services to inmates, infrastructure and other issues that would make the site location work. However, by its vote, the delegation has rejected the Westmoreland location preferring a site closer to Keene, generally within a five-mile radius. Thus, the commissioners will pursue such locations.

I thank fellow commissioners Robert Moore and Jonathan Sistare for their efforts. On behalf of us all, I thank the approximate 390 employees for their dedication to their work to effectively and efficiently provide quality services.

Respectfully submitted,

CHESHIRE COUNTY BOARD OF COMMISSIONERS

Roger Zerba
Chairman

Area Code 603

Commissioners 352-8215/Fax 355-3026 ♦ County Attorney 352-0056/Fax 355-3012 ♦ Registry of Deeds 352-0403/Fax 352-7678
♦ County Sheriff 352-4238/Fax 355-3020 ♦ Alternative Sentencing/Mental Health Court 355-0160/Fax 355-0159 ♦ Finance Department
355-0154/Fax 355-3000 ♦ Human Resources 399-7317/399-7378/Fax 399-4429 ♦ Human Services 357-4988/Fax 355-3022 ♦ Maplewood Nursing
Home & Assisted Living 399-4912/Fax ♦ 399-7005 ♦ Facilities 399-7300/Fax 399-7357 ♦ House of Corrections 399-7794 /Fax 399-8334
TTY Access 1-800-735-2964

Maplewood Nursing Home & Assisted Living, Facilities Dept. 201 River Road; House of Corrections 160 River Road., Westmoreland, NH 03467

Office of The Cheshire County Attorney-Annual Report 2005

The primary focus of the Office of the Cheshire County Attorney is the prosecution of felony level (serious) crimes in the Cheshire County Superior Court. In addition, Bill Cleary, one of the assistant county attorneys in our office has his salary supplemented by a federal grant. That grant requires approximately one half of his caseload be devoted to the prosecution of cases involving domestic violence. Therefore, Bill also appears before the Keene District Court on a regular basis. Bill has been a real asset to our office. He will be retiring at the end of April, and he will be missed by our office, the law enforcement community, and the many victims who have been served by his compassion and sensitivity.

The work load in our office continues to increase. Cases reviewed by our office for potential prosecution rose approximately 30% between 2002 and 2004, approximately 12 % between 2003 and 2004, and approximately 25% between 2004 and 2005. Consequently, our County is fortunate to have a number of dedicated and talented Assistant County attorneys. Kathleen O'Reilly is now in her tenth year with the office. Tony Shepherd while in his third year with our office, is a veteran prosecutor having served previously as an Assistant Merrimack County Attorney for 11 years. Cathy Ruffle is also in her third year with the office. John Vorder Bruegge, while in his first year with our office, came to us with previous experience as a State's Attorney in Vermont, an Assistant County Attorney in Grafton County, and a regional prosecutor before the Keene District Court.

The responsibilities of the attorneys in our office has grown during my tenure as the County Attorney. Their duties are not only limited to litigating felony cases before the Superior Court. The Office of the County Attorney continues to provide quarterly training seminars throughout the year which are open to all county law enforcement agencies and are coordinated and hosted by the Keene Police Department under the direction of Captain Ed Bourassa. In addition to that program, one of the assistant county attorneys or myself continue to meet bi-weekly with members of the investigations division of the Keene Police Department and on a monthly basis with all other county law enforcement agencies at the Jaffrey Police Department. These meetings provide an opportunity to update police officers in the county on recent legal decisions affecting their work, as well as reviewing pending investigations.

While each of the attorneys in our office is an asset to the county, I wish this year to specifically recognize Cathy Ruffle for her efforts in the planning and development of the Child Advocacy Center in Cheshire County. The ideology behind the center is the institution of multi-disciplinary teams, to include prosecutors, law enforcement officers, social service workers, victim witness advocates, mental health professionals and medical specialists, who are specially trained in the investigation and prosecution of physical and sexual abuse against children. They work together as a unified team from the inception of a report of abuse that occurs anywhere in our County. Together with Colleen Duquette of the Division of Children and Youth, and Detective Paul Bertolami of the Swanzey Police Department, Cathy has spent countless hours, over and above her normal work load, to make the Child Advocacy Center in Cheshire County a reality.


The success of the attorneys in our office is directly related to the support received from our victim witness advocates, Lyndi Horn and Sarah Hoskins. Lyndi serves as the victim witness advocate for felony level offenses. Sarah is assigned to provide victim witness services to victims of domestic abuse. She works primarily in the Keene District Court. As with our attorneys, our victim witness advocates provide many services, which are not directly related to pending prosecutions. In April of 2004, Lyndi planned, coordinated and directed the first annual Cheshire County program in recognition of national crime victim's month. It involved a presentation at Monadnock Regional High School. The program brought together members of our office, social services, mental health, law enforcement, corrections, and students for a night high-lighting victim awareness and recognition, through acting and dance. This year's program will take place on April 20th at Monadnock, and it is sponsored by the Keene Sentinel and Keene Lions Club. Proceeds will benefit the Child Advocacy Center.

In 2005, our office also benefited from the addition of an investigator. Detective Shawn Skahan of the New Hampshire State police, Troop C, met with me last winter and inquired about relocating his office from the Troop station to our office within the Superior Court. With the help and cooperation of Lt. Jerry Maslan, Troop Commander at Troop C, our county administrator; and the county commissioners, our discussion became a reality. Shawn has been a welcome addition to our office. He is a professional, talented and knowledgeable investigator. His accessibility to smaller departments to provide assistance in complex investigations speaks again to the cooperative spirit among law enforcement agencies in our County. We are fortunate to have him and I wish to publicly thank Lt. Maslan and Sherriff Dick Foote for supporting the initiative.

As we look forward to the year 2006, I wish to thank the County delegation's executive committee for funding a new position over the coming year. We will be adding a third victim witness advocate to the office, if their recommendation receives the approval of the full delegation in March. That person will be spending part of their time in service to victims appearing for domestic violence prosecutions in the Jaffrey District Court, as well as working with Lyndi on felony level prosecutions in Superior Court.

I close by recognizing the efforts of our administrative assistants, Julie Short, Gemma Lantry, and Tricia Lachenal. While our attorneys get the credit for their efforts in the courtroom, it is the administrative staff, which gets us ready to go on a daily basis. And, they often work under some tight deadline

As I begin a New Year as your Cheshire County Attorney in January of 2006, I do so with pride in our office and excited about the new challenges as we move ahead.



William M. Albrecht
Cheshire County Attorney

**CHESHIRE COUNTY
REGISTRY OF DEEDS**
EVELYN S. HUBAL, REGISTER
33 West Street
P. O. Box 584
Keene, New Hampshire 03431

To the Citizens of Cheshire County

I hereby submit my annual report for the year ending December 31, 2005 as Register of Deeds of Cheshire County.

There was a slight decrease in the number of recordings, totaling 17,318 documents for the year. Due to the length of some of those documents being recorded, there was a slight increase in revenue to the county. Total deposits of \$7,267,729.65 included \$6,607,032.90 collected for the Department of Revenue in transfer tax. Recording fees and other income netted \$900,533.44 to the county which covered the operating budget of the office at \$499,866 allowing \$400,667 to be returned to the general fund for use of other departments.

A total of \$36,648 was collected in surcharges for the Equipment Account in 2005 and expenses of \$10,800 for servicing the web site were deducted leaving a balance of \$73,683 at the end of the year. The Equipment Account is the \$2 per document fee established in 1993 by the legislature as a separate non-lapsing account to be used exclusively by the Register of Deeds for the purchase, rental or repair of equipment.

The web-site www.nhdeeds.com was as popular as ever. With the limited public work space, this was the chosen mechanism used by many of the lawyers and abstractor to research the records. With the convenience of the records being available 24/7, an additional 12 new firms subscribed to the service.

Being mandated by law to preserve the land records for Cheshire County, the office continued with the restoration project and sent several volumes to the laboratory for appropriate conservation treatment. The newer volumes, having been digitized and available on the computer, were stored in the basement and the older restored volumes were filed on the first floor of the Registry.

To assist in getting more of the volumes on the computer, a second scan station was obtained in 2005, but because of limited office space, it was set up in the old bank vault. Poor air circulation and other issues made it difficult to work in this environment for long periods of time, but records

were continually being updated.

Paralegal courses, college, high school and middle school classes either held classes in the Registry or sent their students to do research. Genealogical groups searching for historical information also were constantly present.

The recording, copying and answers to the many questions regarding the Registry are handled daily by my staff of 8 and comprises of a Deputy Register of Deeds, an Assistant Deputy, 2 clerks, 2 reproduction technicians, a bookkeeper and a secretary. It is because of this dedicated staff that I can run an efficient office under the most inefficient working conditions.

With new copy request and payment procedures that were instituted this year, the Registry wishes to thank Sheryl Trombly, Finance Director and Donna Sahlstrom for all their assistance in setting up new accounting tools and all their help.

A special thank you to Mike and Don in Facilities who are ever helpful and very much appreciated in the Deeds' office.

Evelyn S. Hubal, Register



OFFICE OF THE SHERIFF CHESHIRE COUNTY

12 COURT STREET
KEENE, NEW HAMPSHIRE 03431

TELEPHONE
603/352-4238
FAX
603/355-3020

2005 ANNUAL REPORT

I am honored to report to the citizens of Cheshire that 2005 was productive and successful for the Sheriff's Office. We ended 2005 at full staff of Deputies and front office personnel. The Communications Center, while not fully staffed with full time Communications Specialists, is staffed adequately to permit its personnel to attend necessary training.

In 2005 the Cheshire County Sheriff's Office contributed to police service in support of other agencies at the fire works in Jaffrey, The Keene Pumpkin Fest, Super Bowl celebrations and background investigations for the position of Chief of Police for the town of Marlborough.

Members of the Cheshire County Sheriff's Office assisted the town of Alstead during the tragic flooding and its aftermath. Deputies and Communications Specialists responded October 8 and contributed heavily for the next 11 days. The Sheriff's Office contributed an average of over 104 man-hours per day to this emergency and still managed its everyday duties.

The emergency in Alstead brought together state, county and local agencies from all parts of New Hampshire, as well as Vermont and Massachusetts. Reports from after action evaluations were that those who participated or observed had never seen as many different agencies cooperate so well. More than 40 police agencies from outside of Cheshire County sent volunteers to help with patrol and communications.

A valuable tool has been added to law enforcement, compliment of the Sheriff's Office. We were able to take advantage of an offer from Brian and Lisa Patch, owners of BLOOLABS KENNEL of Newbury, NH. The Patches donated a bloodhound puppy to Cheshire County. Just before Thanksgiving, we received a female puppy named Reese. She has been well received by the County and has started her training with puppy trails to work toward becoming a tracking dog. Reese will be the only police bloodhound in Cheshire County and an important resource to find lost children, missing adults and wanted persons.

Project 54 is a grant that provides state-of-the-art radar, emergency lights, siren and computer technology that allows police officers to voice activate emergency equipment and radios in their cruisers. Five Sheriff's Office cruisers were outfitted with this technology that will be an asset as we build on our current radio capabilities.

The Police Communications Center continues to prove its value to the police community and in turn the citizens of Cheshire County. In calendar year 2005, its second full calendar year, the Communications Center answered 41,633 calls for service. During the Alstead emergency, the Communication Specialists simultaneously covered the Alstead Communications Van and the main center at the Sheriff's Office.

New law requires the Sheriff's Office to provide prisoner security in all courts except the Supreme Court. We must send a minimum of two deputies/bailiffs a day to the Keene District Court and at least one as needed to the Jaffrey/Peterborough District Court.

Deputies transport all prisoners to the District and Superior Courts even though this is not required. They are required to transport Involuntary Emergency Admissions to the State Hospital in Concord and Elliot Hospital in Manchester. If requested by Superior Court we transport prisoners to varied evaluations for drug and alcohol abuse or entrance into other social programs. In 2005 transports increased by 23% to 2864.

We saw single digit decreases in arrests and civil process but substantial increases in investigations and motor vehicle activity of 57% and 94 % respectively.

Law Enforcement personnel and civilian staff in the Sheriff's Office participated in the following training courses during 2005:


- Communicable Disease Exposure Control
- Taser X26
- Active Shooter
- Enforcing Underage Drinking Laws
- Intro to Internet Crime Investigation
- Isolation and Quarantine Seminar
- Radar Certification
- Attorney General's Child Abuse & Neglect Seminar
- Miranda Refresher
- Police Rifle Instructor
- Armorer Certification
- Certificate for Equine Investigations Academy
- How to Excel at the Front Desk

Sheriff's Office Personnel participated in the following community activities.

- Cheshire County MADD Chapter.
- New Hampshire Special Olympics Law Enforcement Torch Run.
- D.A.R.E. New Hampshire State Board of Directors
- The Prevention of Alcohol Abuse in Cheshire County
- Cheshire County AARP 55 ALIVE
- SHEPARD Program
- New Hampshire Special Olympics Executive Committee

2005 has been an exciting and challenging year. We look forward to 2006 and the opportunity to provide quality law enforcement service to the citizens of Cheshire County.

Respectfully submitted,


Richard A. Foote
Sheriff

**CHESHIRE COUNTY SHERIFF'S OFFICE
SUMMARY OF ACTIVITIES
2005**

INVESTIGATIONS

AGGRAVATED FELONIOUS SEX ASSAULT	2
ASSAULTS (by Prisoners, Aggravated, Simple)	4
BAD CHECKS	3
DRUG/NARCOTIC/VIOLATION	2
DISORDERLY CONDUCT	1
DRIVING AFTER REVOCATION	6
DRIVING WHILE INTOXICATED	2
FAMILY OFFENSES	1
FUGITIVE FROM JUSTICE	1
THEFTS (by Deception, Services, Attempts)	55
FATAL ACCIDENT (assist)	1
MISSING PERSON REPORT	1
DOG RELATED CALLS	5
ALL OTHER OFFENSES	23
TOTAL	107

ARRESTS

CIVIL, CRIMINAL & CHILD SUPPORT	332
ASSIST OTHER DEPARTMENTS	3
TOTAL	335

TRANSPORTS

FOR SUPERIOR COURT	649
FOR DISTRICT COURTS	1266
INVOLUNTARY EMERGENCY ADMISSIONS	58
OTHER	891
TOTAL	2864

CIVIL PROCESS SERVED

CIVIL PAPERS & SUBPOENAS	3687
COUNTY ATTORNEY SUBPOENAS	77
	3764

MOTOR VEHICLE

WARNINGS	771
SUMMONS	199
TOTAL	970

CHESHIRE COUNTY TREASURER
ANNUAL REPORT 2005

For fiscal year 2005 Cheshire County's financial position continued to be positive.

The Tax Anticipation Note (TAN) was obtained for 2005 in the amount of seven million two-hundred thousand dollars (\$7,200,000.00). To achieve the greatest return on the short term deposit of these assets the highest qualified bidder was determined. The taxpayer's monies were deposited this year for the first time in the local community oriented Connecticut River Bank.

The County Commissioners and Legislative Committee continue to be absorbed by the on going new correctional facility location controversy. The long overdue facility will remain a challenge for 2006. The current project cost projection is a need for the taxpayers of Cheshire County to ultimately borrow thirty-two million dollars (\$32,000,000.00) to construct this new facility.

All of the individual towns paid their tax Warrants in a timely manner. A special note, that included our neighbors in flood ravaged Alstead and the other affected communities who continue to show fortitude and strength in their present challenge.

Respectfully submitted,



Stuart E. West,
Cheshire County Treasurer

CHESHIRE COUNTY
ALTERNATIVE SENTENCING PROGRAMS
ANNUAL REPORT 2005

We continue to provide opportunities for people charged with misdemeanors in the Keene District Court to break the jail-to-community-to-jail cycle by providing treatment for their substance abuse or mental health issues. The Cheshire County Alternative Sentencing Program (CCASP) since its inception in October 2001 has successfully completed 74% of its participants (5% of which are currently active in the program) and the Mental Health Court Program (MHCP) since its inception in January 2003 has successfully completed 68% of its participants (14% of which are active in the program). Although it continues to prove statistically that a high percentage of our referrals have a willingness to meaningfully address the underlying issues that may have contributed to their criminal behavior, it is not a guarantee of no further contact with the Courts.

Two issues that we have addressed in the past year are the cost of doing urine toxicity screens for substance abuse and the issue of recidivism following completion of our programs. As of yet we do not have an accurate picture of any impact our programs have had on recidivism. Due to the sensitivity of confidentiality laws it has been difficult to obtain the necessary data to determine this particular outcome. However, we have recently developed an Advised Consent form that is acceptable to the Department of Safety which will allow us to obtain the necessary statewide data. Therefore within the next 18 months we will have an opportunity to examine the impact our programs have had in this area. Participation in this study will be done on a voluntary basis. We have cut the cost of urine toxicity screens to our programs by 86% by having the clients submit them in house rather than sending them to outside resources.

In calendar year 2005 sixty-six clients were accepted into the CCASP. Of these forty-one have successfully completed the program, fourteen are actively participating, eleven were discharged for non-compliance and one is deceased. For the same period thirty-four clients were accepted into the MHCP. Of these eighteen have successfully completed, twelve are actively participating, one has an active bench warrant for his arrest and one, after some participation, had the charges dropped.

Our programs have been a success due to the ongoing collaboration between the Judicial and Mental Health systems. We hope to continue building relationships with all of our partners in this process. We believe we have been instrumental in providing opportunities for clients to change in meaningful ways as we review the quality of our services constantly and try to find additional resources in the community to provide a broader spectrum of services to our clientele.

Respectfully Submitted,



Gerry Jelletier, LADC
CCASP Program Manager



CHESHIRE COUNTY DEPARTMENT OF CORRECTIONS

160 RIVER ROAD
WESTMORELAND, NEW HAMPSHIRE 03467
www.ccdoc.org

TTY Access 1-800-735-2964

Richard N. Van Wickler, Superintendent
Penny Davis, Executive Assistant
Telephone 603-399-7794
Fax 603-399-8334

Lt. Hank Colby, Director of Programs
SGT. Cilla DeHotman, Classification
Lt. Robert L. Hummel, Director of Training
Lt. John A. Mousseau, Director of Safety

Annual Report 2005

The department of corrections processed 1262 offenders in 2005. 231 of them were women. Following is a breakdown of some of those charges:

Aggravated felonious sexual assault	9	Forgery	20
Felonious sexual assault	10	Fugitive from justice	22
Sexual assault	7	Kidnapping	1
Breach of bail conditions	28	Non support	64
Burglary	21	Protective custody	318
Child pornography	4	Shoplifting	24
Criminal mischief	31	Simple assault	94
Criminal restraint	1	Violation of parole	21
Criminal trespass	29	Violation of probation	145
Driving after suspension (subsequent)	74	Violation of a protective order	57
Driving while intoxicated	22	Felon in possession of weapon	10

The average daily population (including protective custody holds) was 106.2

Safety and Security *Lt. John Mousseau*

There were 4 serious assaults by prisoner, 1 of which was against a correctional officer. The County Attorney reviews and prosecutes all inmate assault cases. The Sheriff's Department has been involved in 8 investigations within the department involving illegal inmate activity. There were four serious suicide attempts, none resulting in the loss of life thanks to the valiant efforts of the correctional staff.

Inmate Discipline

We reviewed 286 major disciplinary results where officers write reports of offenses against offenders and the offender is heard before an impartial board of correctional officers. 54 of those cases were found "not guilty" by an impartial board of correctional officers. 4 cases were dismissed.

Inmate programs *Lt. Hank Colby*

The director of inmate programs provided tours of the jail to 138 individuals and participated in 6 public speaking events. Lt Colby supervised 22 sentenced inmates on work release, 22 on electronic monitoring – 1 of which was a pretrial offender. We currently have 103 approved volunteers offering 15 different programs. 3 inmates received special education services in pursuit of an equivalent high school education and 11 inmates successfully passed their GED while incarcerated!

Our summer volunteer picnic was again a success and we look forward to them each year. 209 inmates supplied labor to the Cheshire Fair Association. We also have provided inmate labor to the UNH cooperative extension, Keene transfer station, and we continue to maintain our NH DOT adopt a highway program contract along a stretch of road in Westmoreland.

Reports of inmate program activities and statistics will be provided on request of Lt. Colby at any time.

Staff Training and Development *Lt. Rob Hummel*

The initial and ongoing training of officers and administrative personnel continues to be a successful and popular function of this department. In a reversal of the trend for the past few years, training hours for full-time line staff was down significantly compared to last year. This situation arose primarily due to critical shortages of line staff; routine training was suspended in the later half of the year to relieve some overtime requirements. Despite this, all officers met or exceeded their mandated training requirements.

Average Training Hours Per Officer

<u>2004</u>	<u>2004</u>	<u>Category (compared to 2003)</u>
163	60	All Full-year Line Officers

As Training Director, I began 2005 with six major goals. With the support and participation of staff and administration, we have accomplished five of them.

My first goal was the continued advancement of the FTO program. The FTO training manual modules were updated and refined based on the feedback of the FTOs and program participants. Staff and supervisors reported that the speed at which new officers are learning their jobs and their level of performance on the job have increased noticeably. The FTO program continues to evolve in a positive way.

My second goal was to continue development of in-house instructors from line staff. This effort was successful in that it produced two new instructors for OC. Lt. Mousseau has done an outstanding job with our in-house PR-24 and restraint training. Sgt. DeHotman delivered a series of courses on interpersonal communications (IPC) skills and now teaches this curriculum at the NH Association of Counties basic training academy for correctional officers.

My third goal was to acquire and develop new training targeted at new jail operations and direct supervision. Consultants from the NIC presented their How To Open a New Institution (HONI) program to jail administration, transition team, and other county personnel. We delivered modules from the NIC direct supervision trainer program (attended last year) to staff. Staff attended several NIC webcast presentations as well.

My fourth goal was to provide or facilitate additional relevant training to administration and supervisory staff to maintain motivation. In 2005, staff attended programs in firearms, tactical operations, law enforcement law and liability, and domestic/family issues.

My fifth goal was to develop standardized training for the IMS system. This was partially accomplished through the FTO training modules, but I need to do more work in this important area.

My sixth goal of incorporating more outside instructors into our curriculum was a success. We received instruction from NIC staff, NIC webcast, Primix, Boston Police Department, and NH State Police, among others.

In 2005, firearms training for the transport team achieved its goal of certifying officers for the inmate transports.

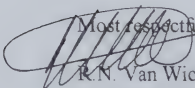
Inmate Mental Health Statistics – Mr. Barnes Peterson

This year we have determined that 32% of the inmate population is diagnosed with a mental illness, this is up from 27%. Mr. Peterson remains instrumental in our treatment of not only mental illness, but also stress and psychological duress from many different sources. We have requested that Mr. Peterson join the correctional staff on a full time basis and are hopeful that this will be approved. We are eager to share the statistics that Mr. Peterson keeps upon request of the superintendent. The need for him on a full time basis is clearly evident.

In closing, the staff of the department of corrections is disappointed that we have yet to proceed with any construction for a badly needed new facility. This past year was full of activity, controversy and debate on the subject of construction and yet another year – 9 now – has passed since embarking on this effort. Our current situation remains a difficult and costly place to work. We remain hopeful that resolve will occur soon and we can move forward with appropriately fulfilling our obligations to the citizens of Cheshire County.

I wish to acknowledge the entire staff and applaud them for their professionalism and tenacious effort toward fulfilling all of our goals. I especially want to acknowledge, welcome back and thank Officers James Erwin and David Morey who were mobilized to the Middle East in their capacity as Army and National Guard Soldiers.

~~Most respectfully submitted,~~


R.N. Van Wickler
Superintendent



CHESHIRE COUNTY COMPUTER OPERATIONS ANNUAL REPORT 2005

Computer Operations had a very busy year in 2005. We continue our lease program for our desktop computers.

The Computer Operations Department handled numerous calls for troubleshooting, installation, and repair of equipment and user assistance. As always, we look at cost-effective solutions for the County.

The County telecommunication group continued meeting to look at the needs of the County for data and voice. We are considering the future needs of the County so that we can provide the most-cost effective solution for these services between Keene and Westmoreland. A Request for Proposal for Independent Voice, Data & Video Communications was published and JJW Consulting & Marketing out of Goffstown, NH was awarded the proposal. Phase I from the scope of work was started. This phase of the project included network auditing, testing of cable infrastructure and inventory of all data and phone system equipment.

The department implemented a Terminal Server at Maplewood Nursing Home, which enabled the installation of Thin Client computers at specific locations throughout the building that do not require the use of a Personal Computer.

Doug Scribner again was instrumental in writing access database programs, which saved the County money. The following programs were written: Department of Corrections for Incident Reporting, Dietary Department for function requests and Activities Department for Resident Counsel issues. Doug also worked with Staff Development to video tape mandatory in-services and convert the video to digital to be stored on the Maplewood server, which allow staff to view at the workstations. Doug continues to assist the Activity Department with publishing the bi-monthly Maplewood Newsletter.

Doug held several Access Database program classes for staff in both Keene and Westmoreland.

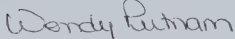
The department continues working on the HIPAA (Health Insurance Portability and Accountability Act) Security ruling, which took affect April 20, 2005. The department is responsible for HIPAA training at the monthly orientation session at Maplewood.

In July, air conditioner units were installed in the server rooms located at Maplewood Nursing Home and the Sheriff's Department. This provides appropriate temperate and humidity in these rooms for proper equipment performance.

The department assisted the Cheshire County Police Communication's Center in October during the flood's. The Communication's Center setup a remote site in Alstead and the Computer Operations Department provided support for the setup of laptop computers and printers.

I would like to extend my sincere thank you to the County Delegation members, County Commissioners, Elected Officials, County Administrator and Department Heads for their support of the Computer Operations department.

Respectfully Submitted,



Wendy L. Putnam
Computer Technician

CHESHIRE COUNTY FACILITIES
2005 ANNUAL REPORT

Maplewood Nursing Home

The Facilities Department has a fairly typical year with normal maintenance issues. Several large-scale problems arose near the end of 2005, which will be addressed in 2006.

Facilities Staff completed over 2,800 work orders at the nursing home. Almost one-third of those work orders involved minor plumbing problems. The remaining work orders were normal maintenance issues.

The double walled 12,000-gallon underground fuel storage tank that was installed in 1989 rusted through its protective outer shell. This necessitates removal and replacement of the tank in the Spring of 2006.

The upgrade of the two main elevators went well and should serve the County well for many years to come. The upgrade consisted of removal of all hydraulics and replaced with new state of the art components and the electrical system was overhauled to comply with current codes.

House of Corrections

The House of Corrections is in relatively good shape, however it is getting to a point where it is going to need extensive electrical and HVAC work. So far we have been able to repair or modify systems to keep the House of Corrections safe and operational. I look forward to the day we build a new modern House of Corrections.

Water Treatment Plant

Once again we have produced and treated over 10,000,000 gallons of potable water. As the Environmental Protection Agency comes out with new rules we must follow it is becoming increasingly difficult to take water from the Connecticut River.

We are exploring new sources and hope to have a viable alternative in the next two to three years.

Waste Water Treatment Plant

The Waste Water Treatment Plant received several minor violations in 2005. Most of the violations were from e-coli counts that were above state standards. We are actively seeking a solution to these violations and hope to have a resolution in the Summer of 2006.

Superior Courthouse

Office space in the old part of the building is getting very cramped as we created two more offices for the County Attorney.

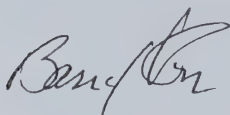
Overall the building is holding up well and requires only normal maintenance attention.

Administration Building

The Administration Building has functioned well over the past year and required only normal maintenance attention.

Overall all County buildings and grounds are in good shape and in compliance with local and state codes.

Respectfully Submitted

A handwritten signature in black ink, appearing to read "Barry King". The signature is stylized with a large, sweeping initial "B" and a long, horizontal stroke extending to the right.

Barry King
Facilities Manager

Cheshire County
Human Resources Department
Annual Report
2005

Since the inception of the Human Resources Department in 2002 there have been many changes made in this department. In April 2004, I was hired as the Human Resources Manager and Laurie Morse was hired as Human Resources Assistant in May of 2004. The Human Resources offices are located on the ground floor of the Maplewood Nursing Home in Westmoreland.

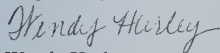
The Human Resources department works continuously to serve the 388 employees of Cheshire County. We work towards enhancing current policies, suggest additional guidelines and procedures and to work towards assisting staff in achieving a consistent approach throughout the County.

Recruiting efforts for the year included attending job fairs in the VT and Monadnock area as well as continuous visits to speak with graduating classes at the Red Cross in Keene. Human Resources has worked hard to promote Cheshire County Government as a premier employer in the area. In addition to the Cheshire County website and three other NH job sites and Job Line, we have networked with local businesses, Keene State College, NH Technical College, Lady of America and have been successful in posting employment opportunities at these places.

In an effort to continually improve communication between the various departments in Cheshire County Government, the employee newsletter has been a benefit to all staff. Human Resources send out a monthly publication where we include relevant information from various departments. The employee newsletters are an ideal way to provide recognition, boost morale, improve employee relations and educate employees, so they work together toward common goals.

The most significant development, which took place in June of 2005, was the completion of the Cheshire County Employee Handbook and Policy Manual. I would like to thank the Commissioners, Elected Officials, Management & all staff for their commitment towards getting these policies and procedures updated and completed for 2005.

Respectfully submitted,



Wendy Hurley
Human Resources Manager

**HUMAN SERVICES DEPARTMENT
ANNUAL REPORT FOR 2005**

To the Honorable Board of Commissioners and Citizens of Cheshire County. As Human Services Administrator for Cheshire County, I hereby submit my report for the year ending December 31, 2005.

The Human Services Department is responsible for meeting the needs of the elderly, the disabled, the infirm and the youth of the county who qualify for certain state programs.

Following this narrative are reports (one for the adult programs and one for the juvenile program) which show expenses by town (being the town in which the recipient was living at the time that program eligibility was determined by the state).

Old Age Assistance is a program providing cash grants to income eligible elderly persons. The county pays a fifty- percent share of the grant. Cheshire County paid a total of \$53,511.17 for 95 individuals. Aid to the Permanently and Totally Disabled is a program which provides cash grants to income eligible persons who have severe physical or mental disabilities. The county's share is fifty percent of the grant. Cheshire County paid a total of \$436,393.55 for 433 individuals. Eligibility for both the Old Age Assistance Program and the Aid to the Permanently and Totally Disabled Program is determined by the Office of Medical Services of the New Hampshire Department of Health and Human Services.

Note: Legislation effective July 1, 2005, increased the counties' costs for the medical surcharge for those individuals on Old Age Assistance from \$6.00 to \$27.00 per person per month and from \$23.00 to \$52.00 per person per month for those persons on the Aid and Permanently Disabled Program.

The cost for those individuals residing in nursing homes and who are eligible for the Medicaid Program is split three ways, with the federal share being 50% and the state and county share being 25% each after deduction of any personal income available to the resident. The county expended \$2,682,879.60 as its share of the cost for 431 individuals.

As a result of legislation (Senate Bill 409) which became effective on January 1, 1999, the counties' share of the cost of Intermediate Nursing Care (room and board) was reduced from 30.55% to 25%. However, the counties become responsible for paying 25% of the costs of a wide array of medical services (called Provider Payments) for those Medicaid eligible residents of nursing homes. In addition, the counties are also responsible for paying 25% of the costs of various medical services for those individuals who are in the HCBC (Home and Community Based Care) program. To be eligible for this program, individuals must meet the medical criteria for nursing home admission. This program allows people to stay in their own living environment (i.e., home, apartment, etc.) with various types of medical support instead of entering a nursing home.

In 2005, 196 individuals received services under the HCBC Program. The county's share of costs for both the HCBC Program and Provider Payments was \$1,375,916.84.

The county shares with the Division for Children, Youth and Families and the Division of Juvenile Justice Services the cost of certain court-ordered services provided to the juvenile and/or family at a 25% county/75% state ratio. Some of these services include foster homes, group homes, in-patient psychiatric facilities, the Youth Development Center, legal counsel, transportation, diagnostic evaluations, counseling, child health support services, outreach and tracking services, and respite services. During 2005 there were 308 active cases (cases involving payments/expenses) and the cost to Cheshire County totaled \$689,690.01.

INCENTIVE FUNDS

For the last several years, the ten counties in New Hampshire have been receiving funds from the Department of Health and Human Services known as Incentive Funds. These monies are used to fund programs at the local level designed to prevent out-of-home placement of juveniles. Toward the end of 2005, we received \$220,785.50 in Incentive Funds. A Selection Committee determines program funding. The Selection Committee, comprised of the County Human Services Administrator, one County Commissioner, one former County Commissioner, one State Representative, the President of the local United Way, and three individuals from the state Department of Health and Human Services, decided to use an additional \$24,510.50 of surplus money in our account which consisted of accrued interest and funds awarded in previous years but not completely used by the recipient agencies. A total of \$245,296.00 was awarded to the following agencies to fund programs during 2006:

Antioch Psychological Services Center (The intensive Family Intervention Project offers a flexible array of services to Cheshire County families referred by the Division of Children, Youth and Families (DCYF). The goal is to intervene with families at risk for family violence and/or child maltreatment, to head off the need for more intrusive, disruptive, and costly actions by social service and law enforcement agencies if problems were to persist);

Big Brothers--Big Sisters (Big Brothers-Big Sisters of the Monadnock Region, Inc. is a mentoring program designed to serve at risk children between the ages of 6 and 18. The children (clients or "Littles") are matched with adults (volunteers or "Bigs"). The match is carefully planned, based on mutual interests, built on a child's strengths, and designed to last. The Big Brother-Big Sister Case Manager carefully monitors the matches over the span of the commitment providing full support. Big Brothers-Big Sisters is not a quick fix solution. During the first year, it takes an average of fifty contacts to complete and sustain a match);

Family Center (The Parent-Child Connections Program is a year-round, weekly support program for families with children from birth to age five offering education and support for parents, as well as a developmentally appropriate enrichment program for the children. The parent program provides facilitated discussions and presentations on topics that incorporate The Effective Parenting Workshop curriculum in weekly discussions. The topics include, but are not limited to: age-appropriate expectations, child development, setting limits, temper tantrums,

nutrition and eating issues, temperament, effective communication, consequences, reward and punishment, positive discipline and problem solving);

Planned Parenthood (The mission of the Family Planning Collaborative is to "provide encouragement, education and support for the family planning efforts of women and families and in so doing, prevent teenage and unintended pregnancies." Children born as a result of unintended pregnancies (more than 40% of all births at Cheshire Medical Center) are at significantly higher risk of poverty, housing crisis, learning problems, neglect and abuse because their parents are unprepared for pregnancy and stressed by the unexpected responsibilities for parenthood. The application includes funds to (1) provide direct education in family planning to participants in social service programs, (2) train staff members of social service agencies to discuss birth control and other family planning issues with clients, (3) provide direct education to teenagers, (4) conduct a training session for local educators, and (5) hold a meeting with Winchester representatives. It also includes funds for copying, printing, and purchase of materials to be used in social service settings, medical settings, and provided to teacher);

Girls Incorporated of New Hampshire (Girls Incorporated of New Hampshire is a member-based organization for girls, ages 6 to 18, dedicated to developing their confidence, knowledge, life skills, and leadership abilities. Our programs are designed to provide girls with an environment in which they can be themselves among supportive peers. Girls Inc. enrichment programs are driven by research on issues affecting girls today. Programs aim to fill gaps and compensate for what girls do not receive elsewhere. Topics such as media literacy, substance abuse prevention, economic literacy, health education, career development, and safety awareness are addressed in our programs. Girls Inc. enrichment programs are among the best strategies available to help girls develop their potential and avoid risky behaviors);

HCS Community Care (The purpose of the Promoting Healthily Families Program is to address inadequate social supports and social isolation in lower to moderate income families in Cheshire County. A social worker with special background and training in parenting issues is assigned to Cheshire County pregnant and parenting families who are at social and/or physical risk. The physicians providing prenatal care identify the families, by social agencies, town welfare offices and child care centers in Cheshire County. The role of the social worker, in coordination with other parent support systems in the community, is to make assessments and appropriate referrals to community supports and follow-up with the progress of the family with home visits. Group educational and supportive programs will be planned with topics ranging from nutrition to age specific play to the nationally recognized Parents as Teachers Program);

Keene Housing Authority-Building Bridges Youth Services Program (Building Bridges Youth Services Program is the Keene Housing Authority's program serving youth and their families living at public housing communities. The program consists of three primary components: (1) case management for youth and their parents, (2) daily after-school program, and (3) life skill workshops and programs. There is a Resident Services Co-ordinator designated specifically for the youth's parents, who guides the family in setting goals and addressing needs in the areas of employment, financial management, parenting and family planning, education and self development. At each of the two family sites, the Youth Service Co-ordinator co-ordinates the after school program with the highest priority given to helping youth with their homework,

tutoring, learning through computers, developing social skills, providing positive role models, and solving problems at home by meeting with parents and youth. The Youth Services Coordinator also works with each child and their family to develop youth development plans to help each child reach their full potential);

Project Keep (Project KEEP is an afterschool care program for students in Kindergarten through grade five. It runs from 3:00 p.m. to 5:30 p.m. every school day at Franklin and Symonds elementary schools. All Keene students are eligible, as students from Wheelock and Fuller may take laidlaw school busses to Franklin, and Daniel's students may take the bus to Symonds. Enrollment varies depending on the day of the week, but in total Project KEEP is now serving 53 students, with 31 at Symonds and 22 at Franklin. We invest ourselves in offering a variety of enriching, active, fun activities afterschool. Children are safe);

Keene Youth Services Department--Chins Diversion Program (The CHINS (Child in Need of Services) Diversion Program is a community based preventative program serving non-criminal youth ages 7-17 years and their families. CHINS is a legal term commonly used to describe a youth who is truant from school, repeatedly running away, or repeatedly disobeying their parent or guardian. Youth are identified for the program by state and local police departments, school personnel, other service agencies and parents through demonstration of status offense behaviors. The purpose of the program is to prevent inappropriate or unnecessary involvement through assessment, referral, and case management services. Adherence to a mutually developed case plan holds the youth accountable for their actions and aids the family in accessing available resources in the community);

Keene Youth Services Department--Earn-it (Earn-It is a juvenile offender/victim restitution program for delinquents (age 12-17). Youth who owe restitution (both monetary and symbolic) are referred to Earn-It to repay their victims and the community for their illegal actions. Referrals are made by the Keene District Court and the Juvenile Conference Committee Diversion Program);

Keene Youth Services Department--Juvenile Conference Committee (The Juvenile Conference Committee (JCC) is a pre-adjudication intervention program for first time young offenders. JCC is an alternative to formal juvenile court proceedings. The goal of JCC court diversion is to encourage responsibility and accountability on the part of juvenile offenders in order to deter further delinquency and future court involvement);

Marl-Harris Before and After School Program (The Marl-Harris Before and After School Program provides K - 8th grade students extended school time activities and academic support each school day. Students of both Marlborough and Wells Memorial schools utilize this program);

Monadnock Family Services - All R Kids (All R Kids Supervised Visitation Center provides a neutral, safe, and confidential space for supervised visitation and monitored exchange to occur in court-ordered cases involving domestic violence and child abuse/neglect, as well as privately arranged cases. All R Kids is set up to ensure that the custodial and non-custodial parents have no contact when the visitation or exchanges occur);

Monadnock Family Services - Cheshire Mediation (Parent-Youth Mediation) (A parent youth mediation service which brings together family members who are in crisis with the goal of helping them reach some agreements about how things can change);

Monadnock Family Services - Cheshire Mediation (Circles of Support) (This initiative seeks to engage our communities' most disenfranchised youth in a positive way which will give them the skills and support to succeed in our community. Youth who are returning to the community from structured placement facilities, the county jail or YDC face the challenge of being reintegrated into the community. Circles of Support will provide community support and a sense of belonging to the youth being reintegrated);

Monadnock Family Services - Many Options (MANY Options is an after-school program for fifth through ninth grade youth that offers a variety of supervised activities from 2:30-5:30 p.m. each day according to the school calendar schedule for SAU 29. Activities are run throughout the Keene community at Stonewall Farm, the Moving Company, the Keene Public Library, the Keene Family YMCA, the Keene Community Kitchen, and the Monadnock Humane Society. Other activities offered include programs run by our own Challenge and Acting-Out Programs. The program runs for 36 weeks (entire school year), and participants pay an annual membership fee based on a sliding scale with scholarships available to those who show need);

Monadnock Family Services – Challenge Program (The Challenge Program builds resiliency and improves individual, social and family functioning by increasing problem solving, empathy, communication, impulse control and decision making skills. Adventure-based activities also provide healthy risk taking opportunities for youth whom might otherwise look to drugs, violence or other illegal activities to test limits to satisfy the needs for thrills);

Monadnock Family Services - Parent Outreach Project (The mission of the Parent Outreach Project is to support and strengthen families through parent education and support. We define "parent" as any adult in the primary care giving role, be they biological parent, kin, foster, and adoptive parent. Our programs meet parents where they are in their parenting journey by offering a variety of venues for parents to learn about child and parent development, develop positive discipline skills based on developmentally appropriate expectations, express parental concerns, and give and receive mutual support. The classes, workshops and individual consultations offered through POP are strength bases and focus on building family resiliency. Family resiliency is a family's ability to cultivate strengths to positively meet life stresses and manage healthy interpersonal relationships);

Monadnock Family Services - Aide Transportation Program (The intent of the proposal is to provide an eight hour/week paraprofessional Family Transportation Co-ordinator position to enable families to more successfully meet the needs of their children and to enhance family stability by providing transportation to access services);

Plus Time NH (The funds requested would be used to offset the cost of the position of Western Regional Consultant for PlusTime NH to support it's continued work providing technical

assistance for new initiatives and existing after school programs in Cheshire County. The purpose of this project is to increase and improve safe and supervised out of school time programs and opportunities for all youth in the Cheshire County towns by providing technical assistance to initiative groups in communities in need of out of school time programs, as well as training, network opportunities, and technical assistance for existing programs to improve quality and sustainability efforts);

Rise...for baby and family (The Rise Prevention Program is intended as an adjunct program working together with early intervention services to add expanded prevention services for children at high-risk of out-of-home placement. It also allows Rise to serve infants and toddlers at high-risk who would not otherwise be eligible for early intervention - early supports and services);

The Samaritans, Inc. (The Education and Outreach Program is structured to reach youth in Cheshire County through interactive presentations which will open the lines of communication between area adults and youth);

Troy Elementary School (This proposal entitled "No Child Left Alone" attempts to provide after-school programming for children in grades K-6 at Troy Elementary School. The main goal of the program would be to have a safe, nurturing environment that promotes social, academic, emotional and physical health for students and their families);

Winchester Learning Center (The Winchester Learning Center, is a community supported non profit child care, preschool and family resource center, serving children ages 2-6 and their families).

COMMUNITY YOUTH PROFILE GRANTS

During the 1999 budget process, the Board of Commissioners recommended that the sum of \$20,000 be included in the budget to encourage the creation of innovative, community-based programs to serve the youth of Cheshire County. The County Delegation subsequently voted to appropriate these funds (which are called Community Youth Profile Funds). Each year since then, monies have been included in the budget for these events.

In April, 2005, proposals were solicited from towns, schools, agencies and other interested parties and were reviewed by a panel which included Commissioner Roger Zerba, former Commissioner Greg Martin, State Representative Tim Dunn, County Human Services Administrator Mimi Barber, Lauren Bressett, Family Educator for UNH Cooperative Extension Services, and Judy Lang, a community volunteer and parent.

\$20,228.00 was used to fund the following programs for the program year running from July 1, 2005 through June 30, 2006:

Keene Youth Hockey Club (Support for the Keene Youth Hockey Club to expand its "Learn to Skate" instructional program, which is designed to invite area youth to participate in hockey, at limited personal expense);

Therapeutic Recreational Adventures in Learning (TRAIL) (The purpose of this proposed project is to increase regular participation in the activities offered by TRAIL by participants residing within Cheshire County through subsidization of activity fees, making participation affordable for all. A fully funded proposal will secure 4 full scholarships for Cheshire County residents in each of the 52 TRAIL adventures currently scheduled from September 1, 2005 to August 30, 2006. Families with special needs children often face complex medical, educational, and behavioral challenges. In addition, a physically/mentally-disabled individual is much more likely than the non-disabled to be socially isolated. The programming offered through TRAIL affords opportunity for year-round physical activity in a non-competitive environment, with individual skill development – and fun – being the goal for all participants);

GIS Service-Learning Program (The Town of Jaffrey is proposing to create a program that involves youth in community problem solving. The program would provide training in Geographic Information System (GIS) technology through structured ArcView GIS lessons. An experienced instructor from Antioch New England Graduate School will be hired to teach the program to high school students from Jaffrey and Rindge. Participants will complete a community project with the help of town staff and committees);

E.L.M. Memorial Community Center (Winchester Teen Center) (Funding will empower and support the ELMCC to be assured of first year funding to provide a safe and welcoming alcohol and drug free setting for Winchester teens to socialize, relax, do homework and receive positive attention and role modeling from caring adults. During the year, administrative staff will work to provide permanent sources of funding for the future);

Emerson Elementary School Leadership Program (The Emerson Elementary School 5th and 6th teachers, the School Counselor, the School Principal, in collaboration with the Cheshire County YMCA/Camp Takodah and Franklin Pierce College propose a Program for the entire student population in Grade 5 and Grade 6 at the Emerson School in Fitzwilliam, NH. This program involves teambuilding training and experiences within and outside of the classrooms, discussions and lessons, presentations, small group instruction, and “role modeling” to promote the development of leadership skills. Our overall goal is to have each of the grade 5 and 6 students be exposed to, develop and demonstrate positive team working skills within and outside the school community);

The Cheshire County Human Services Department remains a vital link between the courts, the Division for Children, Youth and Families, the Department of Juvenile Justice Services and the providers of services for children, youth and families.

Respectfully submitted,



Mimi Barber
Human Services Administrator

CHESHIRE COUNTY HUMAN SERVICES

EXPENSES BY TOWN

JANUARY 1, 2005 THROUGH DECEMBER 31, 2005

TOWNS	# OF CASES	AMOUNT	FED SHARE	COUNTY SHARE
ALSTEAD	5	26,174.22	15,538.69	2,658.88
CHESTERFIELD	1	17,876.71	0.00	4,469.18
DUBLIN	1	3,781.27	0.00	945.32
FITZWILLIAM	5	126,973.47	56,913.31	17,515.04
GILSUM	3	14,311.37	6,885.28	1,856.52
HARRISVILLE	1	163.44	0.00	40.86
HINSDALE	30	409,014.69	182,171.74	56,710.74
JAFFREY	20	151,878.69	56,437.19	23,860.38
KEENE	96	1,752,103.18	662,714.13	272,347.26
MARLBOROUGH	5	36,330.10	10,470.40	6,464.93
OTHER	11	55,830.37	10,805.38	11,256.25
PETERBOROUGH	1	64,896.65	32,373.38	8,130.82
RICHMOND	3	21,280.96	11,844.24	2,359.18
RINDGE	18	240,714.72	80,403.13	40,077.90
SULLIVAN	4	31,510.99	17,345.13	3,541.47
SWANZEY	27	288,622.83	131,137.31	39,371.38
TROY	26	302,887.24	107,016.03	48,967.80
WALPOLE	10	98,988.65	37,388.38	15,400.07
WESTMORELAND	1	7,759.12	2,408.04	1,337.77
WINCHESTER	40	792,800.77	263,287.64	132,378.28
TOTALS	308	4,443,899.44	1,685,139.40	689,690.01

CHESHIRE COUNTY HUMAN SERVICES

EXPENSES BY TOWN

JANUARY 1, 2005 THROUGH DECEMBER 31, 2005

	OAA & CASES	MEDICAL	APTD & MEDICAL	INTERMEDIATE CASES	NURSING	CARE	CASES	HCBC	CASES	PPMT	TOTALS
ALL TOWNS	0	0.00	0.00	3	-120,887.74	0	0.00	0	0.00	-120,887.74	
ALSTEAD	1	1,602.00	8	7,491.00	4	48,152.98	4	12,792.71	8	19,449.94	89,488.63
CHESTERFIELD	2	1,028.50	12	15,335.75	9	67,464.07	3	9,755.32	13	10,228.11	103,811.75
DUBLIN	0	0.00	0	0.00	4	33,785.92	3	9,739.76	7	7,726.17	51,251.85
FITZWILLIAM	3	469.50	11	11,144.00	6	25,877.37	5	18,585.00	12	15,939.67	72,015.54
GILSUM	1	240.00	4	10,356.00	3	5,713.30	0	0.00	2	2,038.66	18,347.96
HARRISVILLE	0	0.00	3	1,435.75	1	6,714.33	0	0.00	1	1,522.02	9,672.10
HINSDALE	4	3,034.75	24	31,260.50	12	66,487.13	12	33,443.96	22	26,756.11	160,982.45
LAFFREY	4	2,669.25	35	27,949.25	25	175,103.00	8	15,722.74	33	34,614.71	256,058.95
KEENE	39	16,318.75	178	190,088.88	149	991,135.00	70	188,141.50	203	288,677.45	1,674,361.58
MARLBOROUGH	4	3,500.50	9	7,952.00	7	52,132.24	4	7,614.14	11	5,924.44	77,123.32
MARLOW	1	828.00	2	3,775.50	1	9,628.55	2	3,024.59	3	5,732.96	22,989.60
NELSON	2	720.00	2	3,474.00	2	18,303.45	0	0.00	2	998.39	23,495.84
OTHER	4	1,054.42	9	4,295.50	74	468,224.76	12	18,727.78	85	93,284.04	585,586.50
RICHMOND	0	0.00	3	7,033.00	2	15,594.57	2	180.00	3	3,245.47	26,053.04
RINDGE	2	1,992.00	8	-1,452.39	12	86,266.08	2	10,081.17	14	16,759.97	113,646.83
STODDARD	0	0.00	1	1,663.50	2	11,336.48	0	0.00	2	1,966.42	14,966.40
SULLIVAN	0	0.00	2	4,335.00	0	0.00	2	4,875.99	2	2,422.54	11,633.53
SURRY	1	3,192.00	3	3,345.50	2	-1,522.29	2	9,371.67	5	6,724.57	21,111.45
SWANZEY	6	2,815.00	27	18,400.18	32	220,665.16	28	86,566.16	58	113,607.91	442,054.41
TROY	4	5,424.00	18	15,970.88	16	112,749.31	8	22,133.38	23	43,872.85	200,150.42
WALPOLE	3	1,975.25	14	8,773.75	25	151,470.76	4	14,497.06	25	27,121.87	203,838.69
WESTMORELAND	2	1,395.00	1	3,210.00	3	22,877.70	3	11,713.17	5	20,259.79	59,455.66
WINCHESTER	12	5,252.25	59	60,556.00	36	215,607.45	20	69,532.74	52	79,270.79	430,239.23
TOTALS	95	53,511.17	433	436,393.55	430	2,682,879.58	194	546,518.84	591	828,144.85	4,547,447.99

Annual Report for 2005 Maplewood Nursing Home and Assisted Living Apartments

Cheshire County residents should indeed be proud of the level of service and the environment of their nursing home and assisted living facility. The department heads and staff at Maplewood strive with unparalleled dedication to reach their highest potential; seeking new and different ways to meet the ever-changing needs of the residents.

There were 85 nursing home admissions (53 of them skilled care residents) in 2006, which is nearly double the admissions from one year ago. We had a total of 10 admissions to the Assisted Living Apartments and about 60 people on the waiting list to move into our apartments. Assisted Living again had a deficiency-free state licensure survey in 2005.

The physical therapy and occupational therapy departments continue to make approximately 1,322 visits providing therapy to residents, an approximate 30% increase over 2004.

The general nursing shortage has an impact on our ability to fill all available positions. We continue to work cooperatively with regional agencies such as the Cheshire Medical Center and Home Health Care to support the new nursing program in Keene. We continue to support the Community Technical College at its new Keene location on Marlborough Street. The CTC has opened a nursing program in this area in response to significant interest and pressure from local agencies. This cooperative program will help agencies, such as the nursing home and jail, to overcome the nursing shortage.

Our physician services association with the Cheshire Medical Center – Dartmouth Hitchcock Clinic continues to be very successful, allowing us to access more easily the dozens of subspecialties the hospital provides. We are proud of the increase in the quality of the medical care created by this new association.

The financial operation of our nursing home improved somewhat in 2005 due to continued reimbursement opportunities from the federal government and state government. The NH Association of Counties has worked hard to increase the funding of nursing homes in order to decrease the burden placed on county taxpayers. Those efforts will continue as the state considers modernizing Medicaid in order to decrease Medicaid expenses. Even with those efforts, the county taxpayers continue to subsidize the operation of the nursing home by \$1 million to \$2 million per year, primarily due to under-funding the state budget and by-passing federal matching dollars. Our increased operating cost is also related to the fact that we admit more difficult and debilitated patients. Frequently, we accept residents who have not been able to be placed in private nursing home beds. Thus, we end up with a higher level of acute illness that requires higher staffing ratios. This pattern, seen in all county government nursing homes, reflects our historical mission to serve a population whose needs are difficult to meet in the private sector nursing homes. Pressures continue at the state level to push costs down to the county and local levels as Medicaid costs increase not only in this state but nationwide.

Maplewood provides the highest quality of care, delivered with compassion. The staff is to be commended for their hard efforts at this most difficult task of caring for our elders.

Respectfully Submitted,
Jack Wozmak, JD, NHA

Annual Report-2005
Safety Officer

2005 has been an active year for Safety. This year saw a significant decline in workers compensation claims with two claim-free months. Recognition is due to the combined efforts of Safety, Facilities, the Maplewood Complex Safety Committee and the Cheshire County Joint Loss Management Committee for their support of safety and safety awareness.

Health and Safety education is a continuous process for the Safety Officer, logging in more than 37 hours of educational time. Department Heads and Supervisors continued Disaster Planning and the Incident Command System learning process, courtesy of Pete Petschik, Bureau of Emergency Management. Education continues for employees on Defensive Driving, Fire Safety, Fire Extinguisher training, Bus Safety, Workers Right to Know, Ergonomics and Oxygen Safety. The County continues its membership with the Safety and Health Council and NFPA.

The Maplewood Complex Safety Committee and Cheshire County Joint Loss Management Committee continue to meet and inspect County facilities on a regular basis. The Cheshire County Health Fair held on May 10th was visited by Buckle Bear, who encourages parents to use safety belts and an exciting obstacle course using the Fatal Vision Goggles, designed to experience the visual effects of driving impaired. Both the Buckle Bear costume and the Fatal Vision Goggles were provided courtesy of the NH Highway Safety Agency.

Primex visited Maplewood in June to present "The Claims Game", an educational safety game played by employees. While the competition was fierce, everyone had fun and the prizes were great.

Disaster and fire drills were all current and in compliance with state regulations in 2005. Ergonomic improvements continue to be performed throughout the County. The Safety Officer manages the workers compensation program and temporary alternative duty programs are available for all employees who experience a job-related injury or illness.

The Safety Officer is continuing to sponsor interns twice a year from the Keene State College Safety Program, resulting in good experiences on both sides.

Many thanks to all who made 2005 another productive year for Safety and a special thanks to the Maplewood Complex Safety Committee and Cheshire County Joint Loss Management Committee for their dedication to safety and hard work.

Respectfully Submitted,



Pamela Fortner
Cheshire County Safety Officer



UNIVERSITY of NEW HAMPSHIRE
COOPERATIVE EXTENSION

CHESHIRE COUNTY
UNH COOPERATIVE EXTENSION
800 Park Avenue, Keene NH 03431

2005 Annual Report

352-4550

www.ceinfo.unh.edu/Countries/Cheshire.htm

Cheshire UNH Cooperative Extension is part of the educational network connecting University knowledge and research to local residents. We provide individuals, families, businesses and communities with direct access to research based knowledge from the University of NH and from other land grant universities across the country. Cheshire UNH Cooperative Extension's two major program areas – natural resources and family-community-youth – focus on topics that include community education, child care and development, wildlife management, 4-H youth programs, nutrition and food safety, farm and forestry practices, environmental quality and more.

The local communities have been the center of UNH Cooperative Extension program efforts since its establishment by Congress in 1914. Cheshire UNH Cooperative Extension is one of ten county offices that link the University to local communities. People may drop in or call for information, participate in programs presented or coordinated by Extension Educators, or access information via the county office web site at <http://www.ceinfo.unh.edu/Countries/Cheshire.htm> or the more extensive state site at <http://www.extension.unh.edu>. We offer up-to-date information to help residents make informed choices, answer questions, and help solve problems. We work diligently to identify those issues critical to Cheshire County residents and to formulate non-formal education programs addressing those issues. Cheshire UNH Cooperative Extension helps individuals improve their health by changing their diets, helps families better manage their time and money, helps communities solve environmental or economic problems, help the food and agricultural industry keep up-to-date with developing technologies, and helps youth become tomorrow's leaders.

For more information on our programs call us, visit our web site, or stop by our office. Our office hours are Monday through Friday from 8:00 AM to 4:30 PM.

Members of the Cheshire County UNH Cooperative Extension Advisory Council

Maria Callahan, Keene – Chair	Tracie Smith, Sullivan
Peter Rhodes, Alstead – Treasurer	Peter Allen, Chesham – Delegation Representative
Wesley Cobb, Keene	Robert Moore, Westmoreland – Commissioner
Beth May, Keene	Tom Wyman, Dublin
Marilyn Hurley, Swanzey	Martha Zimmerman, Keene
Mary Shepherdson, Keene	Susan Zimmerman, Keene

Cheshire County UNH Cooperative Extension Staff

Lauren Bressett, County Office Administrator; 4-H Youth Development Educator
 Nancy Bradford Sisson, Family Consumer Resources Educator
 Carl Majewski, Agricultural Resources Educator
 Christine Parshall, Nutrition Connections Program Associate
 Marshall Patmos, Forest Resources Educator
 Andrea Sawyer, 4-H Youth Development Program Associate
 Administrative Assistants: Diane DuGray, Diana Fiorey



The mission of 4-H Youth Development is to help youth acquire knowledge, develop life skills and form attitudes to enable them to become self directing, productive and contributing members of society. To facilitate this, 4-H staff are involved in community efforts in youth development as well as administering the 4-H club program in the county.

Community Development – *helping communities develop and sustain comprehensive programs, using sound practices that meet local youth needs and improve quality of life.*

After school programs are becoming important in many communities. A network of afterschool providers was organized with 18 programs joining. Training offered included key elements of positive youth development, staff training, enrichment programming, experiential learning, and parent involvement. Evaluations show that these meetings helped improve program quality, provided timely information, and the networking is valued. Programs report using concepts shared at the meetings, and 75% of the programs share the ideas with other staff. One participant said, “Keep providing resources and meetings and the region will greatly benefit.”

In addition, two sites were assisted in obtaining the 3-6 Afterschool Challenge grant: Keene MANY Options and Project KEEP (Keene Community Education). Ongoing technical assistance to the Winchester Afterschool Program resulted in the incorporation of key youth development elements, 4-H afterschool club, and teens, staff and parents trained. Their program is now serving 184 students, 41% of the school and teens have become involved in the program as mentors. As one mom said, “I know my kid is somewhere safe. Here, he gets opportunities I just can’t give him. His confidence has gone up ...and they make him responsible.”

Extension assisted the Hinsdale Prevention Coalition with staff training, program planning, evaluation assistance and curriculum. The 4-H resume and interview model was adapted for their teen opportunities selection process. The Afterschool Initiative strengthened curriculum, implemented a formal evaluation process, and increased the outreach and enrichment of youth in the program. 133 elementary (44%) and 90 Middle/High School youth (25%) now participate. The coalition applied for and received a 2nd year renewal of their \$89,900 national grant.

Training reached 340 people in subjects including: understanding adolescents, experiential learning, youth program enrichment, community action planning, bullying, and best practices in prevention. Evaluations showed that 98% increased knowledge, 90% increased their understanding of teen risk taking behavior, and 74% intended to change practices such as increased monitoring, communication, patience, or programming changes. A comment from a community center director about a month later after working with a difficult teen group: “I kept thinking back to what you said and implementing your techniques. It worked!”

Extension helped launch a new regional website for parents of teens. The site, itsforparents.org, was launched in May with a grant received by the City of Keene. August statistics show an average 75 visitors with an average viewing time of 17 minutes. In addition, Extension helped revise the question content for the teen site (itsaboutus.org). This site averages 393 visitors daily with 1/3 if the visits to the frequently asked questions section.

Positive Youth Development through 4-H - *helping insure high quality positive youth experiences for 4-H Clubs, school, after school and other community based youth programs.*

In the Cheshire 4-H program 79 adults served as 4-H leaders reporting an average of 99 hours of direct involvement with youth. Another 264 people volunteered in roles such as activity assistants, judges, and chaperones. There were 206 youth enrolled in 24 4-H clubs and 1957 youth participated in school enrichment or special interest programs.

Youth assessments show 96% of youth report that they feel a positive connection with adult volunteers, 98% feel a sense of physical and emotional safety, and clear structure in their clubs, 87% of youth feel they always or almost always learn a lot from the club activities, 94% report goal setting and attainment, and 90% feel their 4-H work prepares them for the future.

99% of youth were involved in community service projects entailing 2116 hours and averaging 7 hours each. Community service projects included Christmas support for various charities, roadside cleanup, food collecting, helping at community dinners or food pantries, community flower planting, visits to elderly or youth with disabilities, elderly yard work or winter sanding, animal rescue and humane society assistance, rebuilding a community facility, and assistance at community events. One club built a new show ring at Cheshire Fairgrounds. The club solicited donations, and 18 parents, members and leaders spent 50 hours over two weekends tearing down and building the new ring.

Some of the strengths of the 4-H club program are seen in the achievements of the youth involved. Cheshire had 14 youth attend NH Teen Conference, 20 youth selected for state and 11 youth selected for regional events in communications, 32 were selected for regional project opportunities, 40 youth competed on the state level in knowledge bowls with 3 going on to nationals, 27 were selected for state judging competition with 3 going to nationals, 2 teens were elected to the state Teen Council.

Leadership development is a focus of the 4-H program. 29% of members serve as officers and 131 youth served in leadership roles at club level or helping at county events, leading activities for younger members and assisting with presentation of awards. In addition, 5 youth served on the County 4-H Council, another 3 were on state curriculum committees, 2 youth serve on Eastern States Exposition committees and 1 served on State Teen Council.

County support for the 4-H club program is used for professional staff that oversee the program, train volunteers, and insure that the curriculum is based upon solid youth development research. Funds for educational materials, recognition, and opportunities for the volunteers and youth come from the non-profit Cheshire 4-H Council. The 4-H Kitchen at the fairgrounds serves not only as a fundraiser for the Cheshire 4-H Council, but also as hands-on experience for youth in applying workforce skills. \$5262 was raised by the 14 members and 72 adults volunteering to work in the kitchen. This money was used to purchase educational materials, support county events, send teens and volunteers to conferences and events, and for recognition.

Our members tell best what it means to them: "One is not always going to win in life but participating in 4-H has taught me the true aspects of life – setting goals, striving to attain them, and becoming involved in what you care about." "Participating in 4-H has allowed me the opportunity to make friends, accept diverse ideas and people, and develop responsibility, independence, and a respect for others, all while having fun." **"4-H creates life skills that last forever and makes fun times for all members."**



The UNH Cooperative Extension Family and Consumer Resources Program provides Cheshire County residents education and information grounded in research and proven practices to:

- develop the capacity of children, youth, adults, and families to become healthy, competent, contributing, and caring participants in an ever-changing and diverse world.
- strengthen the capacity of communities to foster the healthy and productive development of all children, youth, adults and families.
- enhance lifelong learning, good citizenship and human potential.
- solve the critical issues affecting children, youth, families, and communities by working collaboratively with UNH faculty, agencies, organizations, and individuals.

A variety of methods are utilized including group programs, newsletters, public exhibits, media and individual contacts. Cooperative Extension cooperates with many agencies and organizations to avoid duplication and maximize use of resources. Information is often delivered through partnerships/collaborations including with the following: Maplewood Nursing Home, Keene Health Department, Keene Housing Authority, Monadnock Senior Advocates, Community Network Team, Monadnock Regional School District, Keene State College, Keene School District, Cheshire Mediation, Southwestern Community Services, SBDC, MicroCredit-NH, and Hannah Grimes Marketplace.

Educational efforts included the following general issue areas during 2005:

FAMILY RESOURCE MANAGEMENT: To provide education so that individuals and families will reduce debt, increase saving, increase confidence in making financial decisions, evaluate choices in relationship to present and future financial goals and increase financial literacy;

HUMAN DEVELOPMENT (PARENTING/CHILD CARE): To work with families and caregivers to develop confidence, knowledge and skills needed to be more effective parents and caregivers;

FOOD SAFETY: To share the latest food safety research in teaching consumers, training food service workers and reducing foodborne hazards in food production/processing/retail environment;

NUTRITION, WELLNESS, PHYSICAL ACTIVITY: To work with individuals and families to make informed decisions regarding lifestyle choices;

STRENGTHENING COMMUNITIES: To provide leadership and community support/opportunities to help people work together to address local issues/problems.

An example of the educational efforts associated with one of these areas, "Food Safety", follows:

Brief Program Description: Each year foodborne diseases cause a significant number of illnesses, hospitalizations, and even deaths, resulting in severe economic losses due to medical treatment and lost productivity. Public health officials believe the risk of foodborne illness is on

the rise. In NH where tourism and eating out is a large proportion of the state's revenues, a foodborne illness outbreak could severely impact the entire industry. Cheshire County's FY05 food safety educational efforts include: group programs such as ServSafe® and SAFE; county newsletter articles; media efforts such as radio and newspaper; exhibits at Keene Farmer's Market and Standing Ovation event for Seniors; individual contacts; distribution of publications/fact sheets.

Objectives: Food handlers in Extension food safety programs acquire knowledge/skills and incorporate skills and change behaviors related to: practicing personal hygiene; cooking foods adequately; avoiding cross contamination; keeping foods at safe temperatures.

Impacts and Evidence of Impact:

- 15 ServSafe® participants passed the certification exam after attending training with 4 receiving scores above 90.
- End-of-the ServSafe® program evaluations indicated an increase of knowledge about food safety and sanitation and the following food safety handling techniques were planned to be implemented on the job: storing food and labeling; random cleaning inspections; more glove training; make sure area is resanitized after 4 hours of use (slicer area); check temperature more often in foods; make sure employees wash hands and wear gloves; wash hands more; use thermometers more; sanitizing; make fellow employees aware and implement procedures; take temperatures when receiving products; discuss more handwashing with employees; better personal cleanliness and extending the why to others; get different colored cutting boards; improve cool down process; check temperatures in all areas consistently; sanitize all surfaces after cleaning; wash hands 20 seconds; store goods off floor; was hands properly and often; check temperatures properly; not wiping hands on apron; change gloves often; monthly inspections; quarterly employee training sessions.
- Follow-up evaluations with food managers after 2 SAFE group programs with 38 participants noted an increased awareness regarding personal hygiene, cross contamination and time/temperature food handling practices. One manager noted an increased compliance with time/temperature record-keeping and stated: "This program is very useful. Reminding the staff to maintain good habits is essential to the health and well-being of the students we serve."



Nutrition Connections consists of two federal initiatives; **EFNEP** (Expanded Food and Nutrition Education Program) and **FSNEP** (Food Stamp Nutrition Education Program) with key missions to provide lifeskills education to low-income audiences in nutrition, food budgeting/shopping, cooking, and food safety. *Nutrition Connections* works with individuals and families in a variety of settings including the participant's own home, group lessons, study-by-mail programs, eligible schools and after school programs.

Major Impacts -Adults

- ◆ 41 adults completed a series, learning how to prepare new foods, read food labels, use unit price information, use the US Dietary Guidelines to plan meals, practice safe food handling, and more. Some also enrolled in the money management course, "*Planning Ahead, Staying Ahead.*"
- ◆ An additional 84 adults participated in at least one workshop pertaining to the above mentioned topics.
- ◆ 1459 Food Stamp households received three issues of the Smart Choices nutrition newsletter.
- ◆ Nine senior citizens enrolled in a nutrition correspondence course designed specifically for senior audiences.
- ◆ Cooperating agencies included Monadnock Family Services, Keene Housing Authority, Community Improvement Associates, Southwest Community Services, NH Employment Program, Phoenix House, Granite State Monarchs, and Home Health Care.

Major Impacts - Youth

- ◆ More than 460 youth in grades pre-K through five tasted new foods and learned how to make healthier food choices. Participating Head Start programs were: Jaffrey, Ashuelot, and Fitzwilliam. Schools included Fitzwilliam Preschool, Winchester Elementary, Alstead Primary, North Walpole, Sara Porter School, and Troy Elementary School.
- ◆ 53 youth participated in summer and after school activities during which they learned to prepare and taste new foods. Programs were presented to youth at the Keene Housing Authority, Many Options, and Stonewall Farm.

Impact Highlights

Based upon pre/post survey data and program evaluations collected from participants:

- ◆ 61% of respondents read food labels some or most of the time now vs. 32% before training.
- ◆ 100% of participants in the *Planning Ahead, Staying Ahead* money management program said they kept track of their money after a lesson series vs 20% before.
- ◆ 84% of respondents think about healthy food choices some or most of the time now vs. 56% before their lessons.
- ◆ Nearly 100% of participating youth tried new foods, including fruit, vegetables, whole grains, and ethnic specialties.



UNH Cooperative Extension's Family Lifeskills Program is contracted by the NH Department of Health and Human Services, Division of Family Assistance to provide LEAP (Lifeskills for Employment Achievement and Purpose) to referred individuals from the NH Employment Program. The four focus areas of LEAP are parenting, money management, food and nutrition and personal development taught in a work simulation model. The participants, on public assistance and working with NH Employment Program, attend classes for 3-weeks (90 hours). The participants come into the program with a variety of challenges including: homelessness, mental health issues, domestic violence, substance abuse, health issues with children, and interaction with the criminal justice system.

The New Hampshire Employment Program referred 46 people into the NH LEAP Program this year. Upon completion of LEAP, participants went into a NHEP job activity such as a computer course, a volunteer work experience or were employed. Participants continue to interact with the Family Lifeskills Coordinators after the class has ended. These long-term relationships with graduates are helpful in seeing first hand the skills and confidence participants have gained from LEAP and how they are able to move forward with their lives, off assistance and into their communities.

The LEAP Program has been very successful in acquainting participants with other programs. Cheshire UNHCE staff members Christine Parshall and Nancy Bradford-Sisson provide participants with additional education from Nutrition Connections and Family and Consumer Resources. The Child Care Resource and Referral Service and Monadnock Center for Violence Prevention also provide additional information and give our participants yet another link into their community. These links that participants make is a key piece to being successful in making the transition to employment. We have found that after the LEAP program has finished, participants continue to provide support and friendship to each other.

Here is an example of the gains participants make. "Anne" reported the best part of the LEAP program was the section on budgeting. Anne would continuously overspend. By learning to keep track of her receipts, using budgeting worksheets and getting guidance from the LEAP Coordinator, she was able to get her budget under control. Anne made an outstanding accomplishment. She took a budget that was consistently \$400 over and put it in the black. "I was able to bring my budget back under control and have money left over, now that's what I call helpful." The progress Anne has made in LEAP can serve as a resource when she becomes employed and earns income. She will have the skills to manage her pay and the confidence to accomplish any task her future employer may set before her.

Tracey Jillson left UNHCE this fall. We welcome Lori LaBrie as the new Cheshire Family Lifeskills Program Coordinator.



Program Objectives

Programs in Agricultural Resources emphasizes teaching skills and knowledge to agricultural producers that will allow them to produce crops efficiently and profitably, but also in a way that does not degrade the quality of natural resources. Specifically, much of the programming focuses on taking an integrated approach to pest management, managing farm nutrients, and making decisions that utilize natural resources most effectively.

Programs also provide homeowners information that allows them to care for their gardens and the home environment in an effective and environmentally-friendly way. This would include teaching gardening techniques, backyard livestock management, and responsible use of pesticides.

Program Components and Activities:

- ◆ Annual Corn and Forage Meeting
- ◆ Workshop for Dairy Farm Employees
- ◆ 4-part Pasture Management Workshop
- ◆ Tree Fruit Twilight Meetings
- ◆ Vegetable Twilight Meeting
- ◆ Field trials
 - Bt corn trial
 - Corn rootworm survey
 - Methods to determine nitrogen requirements in corn
- ◆ Workshops
 - Home Gardening
 - Backyard Poultry
 - Hay Quality and Pasture Management for Horse Owners
- ◆ Farm visits
- ◆ Phone calls from homeowners and producers, distributing fact sheets

Impacts:

- ◆ At the 2004 Corn & Forage Meeting:
 - 40 participants in the Corn and Forage Meeting increased their knowledge and understanding in forage production practices that maximize forage quality and animal performance.
 - 20 participants expressed intent to change cropping practices based on information they learned.
 - 27 producers increased their understanding of forage crop health and pest management, and received pesticide applicator certification

- ◆ Seven participants from dairy farms in the county increased their understanding of animal health and proper milking practices for dairy farms.
- ◆ 36 fruit producers and 30 vegetable growers increased their knowledge in crop production and pest management practices at Twilight Meetings in the county, and they received pesticide applicator recertification credits.
- ◆ As a result of field trials conducted in 2005:
 - Data from the corn rootworm survey suggests that populations of western corn rootworms are increasing, which could affect crop yield and farm profitability. Area farms have been notified, and I have encouraged all farms to scout their fields for rootworm activity.
 - Data from the Bt corn trial reveal no significant increase in corn yield from growing Bt corn. The results have been disseminated to area producers, enabling them to make better informed decisions regarding corn hybrid selection
- ◆ Due to the use of a chlorophyll meter to determine corn nitrogen needs, one farm that initially planned to sidedress 70 acres of corn decided not to sidedress any. Another farm that routinely sidedressed fertilizer nitrogen has cut his fertilizer purchases by approximately 67%. Neither farm noticed any decrease in crop production from using less fertilizer. These changes reduce input costs and help improve profitability, and they decrease the threat to water quality by reducing the amount of nitrates potentially susceptible to loss into surface waters or groundwater.
- ◆ After a series of farm visits, a greenhouse grower was able to correct flaws in his heating system and fertility program, dramatically reducing the number of plants unfit for sale
- ◆ After several farm visits, the garden manager at Veteran's Victory Farm in Fitzwilliam has a greater understanding of vegetable production practices. In one year he, along with residents at the farm, have been able to raise enough garden produce to distribute among three veteran's centers in MA and NH, plus sell surplus produce at a roadside stand and two area restaurants.
- ◆ Two farms used portable scales to measure crop yields and/or to accurately calculate manure application rates, thereby improving their farm nutrient management
- ◆ Over 100 people attending the presentation on pasture management and hay quality for horse owners increased their knowledge in these areas
- ◆ Approximately 700 non-farming residents in Cheshire County have received information for home gardening, care of livestock, home pest control, and the safe and responsible use of fertilizers and pesticides
- ◆ Approximately 500 residents from New Hampshire and Vermont who attended the Cheshire County Open Barn Day gained a greater appreciation for the dairy industry in New Hampshire and have a greater understanding of how an area dairy farm operates.



The forest resource of Cheshire County is significant with eighty-nine percent of the land base (405,100 acres) forested with 96% of that (389,000 acres) owned by an estimated 5600 private landowners. The annual 20 million board feet of sawmill capacity and the 50 or more logging operators in the County significantly contribute to the areas economy and certainly to the state's \$1.7 billion forest industry. The forests of Cheshire also provide the backdrop for a healthy tourism and recreation industry which statewide provides 1/3 of the total revenue to state government and generates an estimated five billion dollars.

The mission of the Extension Forestry and Wildlife program is to provide educational information and assistance so that landowners, businesses, policy makers and the general public can make informed decisions about maintaining a healthy forest resource while sustaining economic viability.

Information and assistance is provided to private woodland owners, primary processors, the general public, organizations and communities of Cheshire County. Supporting the Extension County Forester is a network of Extension Resource Specialists at UNH, specialists at the US Forest Service, NH Fish, and Game and the NH Department of Resources and Economic Development including but not limited to the NH Division of Forests and Lands.

While the Forest Resource Educator serves on a number of committees that provide programs and assistance of State and Regional impact, a real strength of the program at the County level is the one on one assistance. While some contacts are by phone or mail, many require a personal consultation, field visit and examination. Others can be addressed through a public forum, meetings, field demonstrations or workshops and through newsletters, bulletins, news articles and radio.

In 2005, 152 individual assists were given to landowners representing 3050 acres of forest land in the areas of the planning and implementation of forest management activities such as forest improvement thinnings, planting, wildlife habitat improvement, protection, and best management practices.

An additional 148 assists were provided landowners in the utilization and marketing of forest products and 10 forest product processors (loggers, mills,) were helped.

Financial, economic and legal aspects of owning and managing forest land are important components of forest management with 64 individual assists provided last year in economics, taxes, regulations and legal issues.

190 assists were given to Cheshire County homeowners , landowners, communities and the general public last year in the areas of insects and diseases, pesticide use, water quality, environmental issues and community forestry. Individual assists for 2005 totaled 489.

Providing information to the 23 communities of Cheshire County is an important component of the program. All communities receive Extension's bi-monthly newsletter, and other mailings of pertinent information relating to the forest resource. Last year 18 towns were individually assisted with issues such as community forestry, timber harvest regulations and taxes, current

use assessment and land protection. 20 schools were provided free tree seedlings from the NH State Nursery as part of Arbor Day recognition through the program.

Natural resource management assistance to Cheshire County government and its property in Westmoreland and Chesterfield is provided with general forest land management, long range planning, wildlife habitat improvement, and timber, fuelwood production. Assistance is also provided with general tree health/maintenance concerns at the facilities in Westmoreland and in Keene.

In addition to management assistance, UNH Cooperative Extension has an ongoing natural resource awareness and public education project at the Cheshire County Complex in Westmoreland.. More than 6000 feet of river and woodland trails have been developed and maintained on the property. With assistance from a Conservation License Plate (Moose Plate) grant administered by the NH State Conservation Committee (NH SCC) program a 2100 foot limited mobility/handicap accessibility river trail has been completed. Coordinating maintenance of woods and river nature trails, education materials for trails, and invasive plant control is also part of our efforts there. Five public workshops/events including "Cheshire Outdoors" were held at the property involving about 590 people. Many others use the river and woodland trails on their own. An invasive plant removal project continues in cooperation with volunteers, inmates, NH Department of Agriculture and NRCS.

Information and educational efforts (news articles, radio, TV, group presentations) are critical to keep landowners, decision makers and the general public informed about the protection, management and benefits of a healthy forest resource.

Last year 19 public presentations were made to 1687 people, covering topics such as current use assessment, estate planning, logger training, wildlife habitat, Christmas tree management, woodland management, community forestry and permanent land protection. In addition there were 19 local, regional and national media contacts (news articles, newsletter, radio, etc) on a wide range of topics. Updated Current Use fact sheet, produced the "2005 New England Guide to Weed and Brush Control in Christmas Trees", update addendum to Woodland Account Book.

In order to prevent duplication of effort and dilution of resources, the Extension Forestry and Wildlife Program has working relationships with other private and public groups and agencies such as the Farm Service Agency, Conservation District, Natural Resource Conservation Service, NH Division of Forest and Lands, NH Fish and Game, US Fish and Wildlife Service, N.H. Timberland Owners Association, NH Timber Harvest Council, Society for the Protection of N.H. Forests, Monadnock Conservancy, NH Audubon, the N.H. Tree Farm Program, forest industry and private licensed forestry consultants. Referrals and assistance to the private sector and encouragement of its development are important. Last year 46 referrals were made to the private sector.

The Extension Forestry and Wildlife program has been providing unbiased, research-based forest resource education and information since 1925. The multiplier effects and benefits of the program continue to insure a sustainable and economically viable resource.

CHESHIRE COUNTY FARM
2005 ANNUAL REPORT

The Farm had another challenging year. Milk prices were stable throughout 2005. Component prices for cheese and butter were strong, holding overall prices up. The herd average remained about the same with 24,000 pounds of milk per cow.

In 2005 the Farm purchased futures on most of the ingredients in the purchased feed for the first time. This allowed us to maintain an even price of \$212.00 per ton of grain. It allowed for easier planning and budgeting. Purchased feed costs were down again in 2005.

The crop season started out fine. We planted sixty (60) acres of corn and fifteen (15) acres of alfalfa. Late spring rains slowed the growing season then the summer turned hot and dry. First crop hay cut big but subsequent second and third crops did not produce well as we had anticipated. The new seed alfalfa had a lot of weeds in it due to the hot dry weather that limited the amount of high quality feed. The corn crop matured three (3) weeks early and tonnage was down slightly from 2004.

The Farm hosted two events this year to bring the public to the Farm. In March we hosted a Sleigh Rally that gave free sleigh rides. Six (6) teams participated but unfortunately the weather did not cooperate, as there was a significant snowstorm. Despite the storm about 100 people that turned out.

The Farm hosted Open Barn Day in June for the Granite State Dairy Promotions. The highlight again being horse drawn wagon rides. Four teams helped out. Reggie Goodnow of Maple Hedge Farms in Westmoreland, Tom Parmenter of Brattleboro Vermont, Bob Simons of Claremont, and Dave Putnam of Westmoreland. There were also three (3) teams of oxen. Matt Chickering from Westmoreland had one team and Bob and Elaine Moore from Westmoreland had the other two teams.

Thanks to my staff for all their hard work to make the Farm successful.

Respectfully submitted,



Dave Putnam
Farm Manager

COUNTY OF CHESHIRE,
NEW HAMPSHIRE

FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2005

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MASON + RICH

PROFESSIONAL ASSOCIATION

Certified Public Accountants

REPORT OF INDEPENDENT AUDITORS

Board of County Commissioners

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the County of Cheshire, New Hampshire, as of and for the year ended December 31, 2005, which collectively comprise the County's basic financial statements as listed in the index. These financial statements are the responsibility of the County's management. Our responsibility is to express opinions on these financial statements based on our audit.

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

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the County of Cheshire, New Hampshire as of December 31, 2005 and the respective changes in financial position and cash flows, where applicable, thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated March 10, 2006, on our consideration of the County's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal controls over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

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The management's discussion and analysis and budgetary comparison information on pages 3 through 13 and 45 through 48 are not a required part of the basic financial statements but are supplemental information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplemental information. However, we did not audit the information and express no opinion on it.

Respectfully submitted,

Mason + Rich, P.A.

MASON + RICH PROFESSIONAL ASSOCIATION
Certified Public Accountants

March 10, 2006

**COUNTY MANAGEMENT'S
DISCUSSION AND ANALYSIS**

**CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS**

The discussion and analysis of Cheshire County's financial performance provides an overview of the County's financial activities for the year ended December 31, 2005. The intent of this discussion and analysis is to look at the County's financial performance as a whole.

FINANCIAL HIGHLIGHTS

Key financial highlights for 2005 are as follows:

- The County's total net assets decreased by \$1,367,305 which represents an 11.77 % decrease from 2004.
- At the end of the current year, the County's governmental funds reported a combined ending fund balance of \$5,151,711 a decrease of \$1,444,396 from the prior year. Of this amount, \$4,675,310 is available for spending (unreserved fund balance).
- At the end of the current year, unreserved fund balance for the General Fund was \$3,591,167, which represents a 27 % decrease from the prior year and represents 25.7% of total General Fund expenditures.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of a series of financial statements. These statements are organized so the reader can understand the County as a financial whole or as an entire operating entity. The statements also provide a detailed look at specific financial conditions.

The County's basic financial statements are comprised of three components:

1. Government-wide financial statements
2. Fund financial statements
3. Notes to the financial statements.

This report also contains other supplementary information in addition to the basic financial statements themselves.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The Government-wide financial statements are designed to provide readers with a broad overview of the County's finances, in a manner similar to a private-sector business.

STATEMENT OF NET ASSETS AND STATEMENT OF ACTIVITIES

The statement of net assets presents information on all of the County's assets and liabilities, with the difference between the two reported as net assets. The statement of activities presents information showing how the County's net assets changed during the current year. These statements are prepared using the accrual basis of accounting similar to the accounting method used by private sector companies. This basis of accounting takes into consideration all of the current year's revenues and expenses, regardless of when the cash is received or paid.

(Continued on next page)

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CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

The change in net assets is important because it tells the reader whether, for the County as a whole, the financial position of the County has improved or diminished. However, in evaluating the overall position of the County, non-financial information such as changes in the County's tax base and the condition of the County's capital assets will also need to be evaluated.

In the statement of net assets and the statement of activities, the County is divided into 2 three kinds of activities:

- **Governmental Activities**—Most of the County's programs and services are reported here, including General Government, Public Safety, Human Services, and the Cheshire County Farm. These services are funded primarily by taxes and intergovernmental revenues, including federal and state grants and other shared revenues.
- **Business-Type Activities**—These services are provided on a charge for goods or services basis to recover all or most of the cost of the services provided. The County's Nursing Home is reported here.

FUND FINANCIAL STATEMENTS

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objects. The County, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. The funds of Cheshire County can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds. Fund financial statements provide detailed information about the County's major funds. Based on the restriction on the use of moneys, the County has established many funds that account for the multitude of services provided to our residents. The County's major governmental fund is the General Fund.

GOVERNMENTAL FUNDS—Governmental funds are used to account for essentially the same functions reported as governmental activities on the government wide financial statements. Most of the County's basic services are reported in these funds that focus on how money flows into and out of the funds and the year-end balances available for spending. These funds are reported on the modified accrual basis of accounting that measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short-term view of the County's general government operations and the basic services being provided, along with the financial resources available.

Because the focus of the governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities on the government wide financial statements. By doing so, readers may better understand the long-term effect of the government's short term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

(Continued on next page)

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CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

The County maintains a multitude of individual governmental funds. Information is presented separately on the governmental fund balance sheet and on the governmental fund statement of revenues, expenditures, and changes in fund balances for the major fund, identified earlier as the General Fund. Data from the other governmental funds, which include County Extension Service, Incentive Fund, Heman Chase Fund, Nursing Home Contribution Fund, Wellington Fund, Deeds Surcharge, Capital Reserve Funds, the Jaffrey District Court, the Jail Expansion Fund and the Honeywell Energy Project, are combined into a single, aggregated presentation.

PROPRIETARY FUNDS—The County has one type of proprietary fund. Enterprise funds are used to report the same functions presented as business-type activities on the government-wide financial statements. The County uses enterprise funds to account for the Nursing Home and Internal Service Health and Dental Insurance Fund.

FIDUCIARY FUNDS—Fiduciary funds are used to account for resources held for the benefit of parties outside the County. Fiduciary funds are not reflected on the government-wide financial statements because the resources from those funds are not available to support the County's programs. The accounting method used for fiduciary funds is much like that used for the proprietary funds.

NOTES TO THE FINANCIAL STATEMENTS—The notes provide additional information that is essential to gaining a full understanding of the data provided on the government-wide and fund financial statements.

OTHER INFORMATION—In addition to the basic financial statements and accompanying notes, this report presents the General Funds actual revenues and expenditures as compared to the legally adopted budget.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. In the case of the County, assets exceeded liabilities by \$10,431,358 (\$8,767,628 in governmental activities and \$1,633,730 in business-type activities) as of December 31, 2005. This is a decrease in net assets of \$1,390,425.00 over 2004.

**Cheshire County, New Hampshire Net Assets
as of December 31, 2005 and December 31, 2004**

	Governmental Activities		Business-Type Activities		Total	
	2005	2004	2005	2004	2005	2004
Current and Other assets	\$ 7,266,471	\$ 9,038,108	\$ (644,897)	\$ (134,870)	\$ 6,621,574	\$ 8,903,238
Direct Financing Lease A/R	2,875,925	3,100,695	-	-	2,875,925	3,100,695
Capital Assets, Net	<u>5,978,279</u>	<u>6,166,823</u>	<u>4,905,040</u>	<u>4,859,339</u>	<u>10,883,319</u>	<u>11,026,162</u>
Total Assets	<u>16,120,675</u>	<u>18,305,626</u>	<u>4,260,143</u>	<u>4,724,469</u>	<u>20,380,818</u>	<u>23,030,095</u>
Other liabilities	3,425,142	3,802,729	1,098,177	1,388,585	4,523,319	5,191,314
Long-Term Liabilities	<u>3,927,905</u>	<u>4,314,217</u>	<u>1,498,236</u>	<u>1,702,781</u>	<u>5,426,141</u>	<u>6,016,998</u>
Total Liabilities	<u>7,353,047</u>	<u>8,116,946</u>	<u>2,596,413</u>	<u>3,091,366</u>	<u>9,949,460</u>	<u>11,208,312</u>

(Continued on next page)

**CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS**

**Cheshire County, New Hampshire Net Assets
as of December 31, 2005 and December 31, 2004**

	Governmental Activities		Business-Type Activities		Total	
	2005	2004	2005	2004	2005	2004
Net Assets:						
Invested in capital assets, net of						
Related debt	3,890,989	3,947,789	3,429,302	3,116,621	7,320,291	7,064,410
Restricted	1,129,619	1,209,467	-	-	1,129,619	1,209,467
Unrestricted	<u>3,747,020</u>	<u>5,031,424</u>	<u>(1,765,572)</u>	<u>(1,483,518)</u>	<u>1,981,448</u>	<u>3,547,906</u>
Total Net Assets	<u>\$ 8,767,628</u>	<u>\$ 10,188,680</u>	<u>\$ 1,663,730</u>	<u>\$ 1,633,103</u>	<u>\$ 10,431,358</u>	<u>\$ 11,821,783</u>

Total net assets are presented in three categories: capital assets, restricted and unrestricted.

The largest portion of the County's net assets are related to capital assets (e.g., land and improvements, buildings and building improvements, machinery and equipment, vehicles, and infrastructure). The figure presented (\$7,320,291) is net of any related debt incurred to acquire those assets and represents 70.2% of total net assets. The County uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

An additional portion of the County's net assets (\$1,129,619 or 10.8%) represents resources that are subject to restrictions on how they can be used. For Cheshire County, those restrictions include those related to limitations imposed by statutes governed by the State of New Hampshire, capital reserves and expendable trust funds.

The remaining portion (\$1,981,448 or 19.0%) represents the part of net assets of Cheshire County that may be used to meet the County's ongoing obligations to citizens and creditors without constraints established by debt covenants, enabling legislation, or other legal requirements (unrestricted). As you will note, the unrestricted assets of the County business-type activities have a negative balance. Specifically, the business type activity for Cheshire County is the County owned Maplewood Nursing Home. Although the objective of the County is that the Nursing Home is self sustaining, Maplewood as well as other County run nursing homes throughout the State of New Hampshire face deficits due to Medicaid reimbursement rates being lower than the actual cost to run the homes. The 2005 negative balance has increased by \$282,054 over 2004.

(Continued on next page)

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CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

The next statement provided shows the changes in net assets for 2004 and 2005.

	Cheshire County, Changes in Net Assets					
	Governmental Activities		Business Type Activities		Total	
	2005	2004	2005	2004	2005	2004
Revenues:						
Program Revenues						
Charges for Services	\$ 2,439,503	\$ 2,553,776	\$ 8,625,120	\$ 8,491,281	\$ 11,064,623	\$ 11,045,057
Operating Grants and Contribtns	581,683	651,354	1,652,170	2,075,358	2,233,853	2,726,712
Capital Grants and Contributions	0	0	0	0	0	0
Total Program Revenues	<u>3,021,186</u>	<u>3,205,130</u>	<u>10,277,290</u>	<u>10,566,639</u>	<u>13,298,476</u>	<u>13,771,769</u>
General Revenues						
Property Taxes	11,990,941	11,668,335	0	0	11,990,941	11,668,335
Gain(Loss) on Sale of Cap Assets	(44,989)	0	0	0	(44,989)	0
Capital Contributions	0	0	0	0	0	0
Interest and Investment	188,992	92,943	8,825	2,678	197,817	95,621
Other	148,184	148,954	11,921	7,353	160,105	156,307
Total General Revenue	<u>12,283,128</u>	<u>11,910,232</u>	<u>20,746</u>	<u>10,031</u>	<u>12,303,874</u>	<u>11,920,263</u>
Total Revenues	<u>15,304,314</u>	<u>15,115,362</u>	<u>10,298,036</u>	<u>10,576,670</u>	<u>25,602,350</u>	<u>25,692,032</u>
Transfers	(2,355,423)	(653,593)	2,355,423	653,593	0	0
Total Revenues and Transfers	<u>12,948,891</u>	<u>14,461,769</u>	<u>12,653,459</u>	<u>11,230,263</u>	<u>25,602,350</u>	<u>25,692,032</u>
Expenses:						
General Government	4,035,687	3,429,305	0	0	4,035,687	3,429,305
Public Safety	3,737,731	3,516,511	0	0	3,737,731	3,516,511
Human Services	6,067,285	5,674,999	0	0	6,067,285	5,674,999
Farm	326,706	331,014	0	0	326,706	331,014
Interest on Long Term Debt	203,076	205,650	0	0	203,076	205,650
Cheshire County Nursing Home	0	0	12,599,170	11,307,730	12,599,170	11,307,730
Total Expenses	<u>14,370,485</u>	<u>13,157,479</u>	<u>12,599,170</u>	<u>11,307,730</u>	<u>26,969,655</u>	<u>24,465,209</u>
Increase (Decrease) in Net Assets	<u>\$ (1,421,594)</u>	<u>\$ 1,304,290</u>	<u>\$ 54,289</u>	<u>\$ (77,467)</u>	<u>\$ (1,367,305)</u>	<u>\$ 1,226,823</u>

Governmental Activities

Charges to users of governmental services made up \$2,439,503 or 15.9% of total government revenues and include such services as provided by the Sheriff's Department, Department of Corrections, Court House Leases, Cheshire County Farm, Registry of Deeds, and Assisted Living Apartments. Additionally, the County receives revenue from operating grants and other contributions. In 2005 this totaled \$581,683 or 3.8% of total government revenue. Operating grants are used to fund expenses associated with programs such as the Domestic Violence Prosecutor, the Victim Witness Programs and services relating to Human Services. Other contributions included in the amount are reimbursement for the lease of the Jaffrey District Court House. This reimbursement is received as a direct offset to the annual long-term debt bond schedule.

Property tax revenues are the County's largest revenue, accounting for \$11,990,941 or 78.4% of total government revenues. As noted previously, the County is able to recover some of its expenses

(Continued on next page)

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CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

through user charges, however, a great deal of County operations do not have revenue sources sufficient or available to meet their expenses and as a result are funded by Property Taxes.

The single largest expense that is funded through the assessment of taxes is associated with the obligation towards Human Services. This area is responsible for paying the County's share of funding for those Cheshire County residents needing Medicaid assistance.

The analysis below for governmental activities indicates the total cost as well as the net cost of services. The net cost of services identifies the cost of those services supported by tax assessments and unrestricted revenues that are not directly related to specific charges for services or grants and contributions that would offset those services.

Cheshire County, Governmental Activities
For Period Ending December 31, 2005 and December 31, 2004

	Total Cost of Services		Net Cost of Services	
	2005	2004	2005	2004
General Government	\$ 4,035,687	\$ 3,429,305	\$ 2,841,088	\$ 2,013,743
Public Safety	3,737,731	3,516,511	2,665,800	2,511,838
Human Services	6,067,285	5,674,999	5,705,049	5,305,606
Farm	326,706	331,014	29,056	15,319
Interest Expense	203,076	205,650	108,306	105,843
Total Expenses	<u>\$ 14,370,485</u>	<u>\$ 13,157,479</u>	<u>\$ 11,349,299</u>	<u>\$ 9,952,349</u>

Business-Type Activities

Charges for services provided funding for 68.4% of total program expenses with the additional 13.0% coming from operating grants and contributions and 18.6% (\$2,355,423) subsidized by the General Fund.

Although the Nursing Home should be self sustaining the high census level of Medicaid residents results in operating deficits. In 2005, the State did increase its budget to New Hampshire nursing home providers by a 4% increase. This increase in combination with the Provider Assessment charge of 6% to all New Hampshire nursing homes, generating additional Federal dollars, has assisted in providing the County owned nursing homes with additional revenues to help narrow the daily rate shortfall. However with both the rate increase and the Provider Assessment Bed Tax, the daily reimbursement for Medicaid residents at the Cheshire County Nursing Home is still falling short by approximately \$46.00 per day.

In 2004, the Nursing Home required the General Fund to subsidize the operations by 5.7% or \$653,593. In 2005 the subsidy increased to 18.7% or \$2,355,423, an increase of \$1,701,830. The majority of this increase is due to the fact that the first of the provider assessment payments were received in 2004, providing retroactive payments back to 2003 totaling \$1,035,996 in unanticipated revenues. Additionally, while the enhanced Nursing Home payment does help to offset some of the rate deficit, it still falls short of covering the costs of patient care.

(Continued on next page)

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CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

Financial Analysis of County Funds

Cheshire County uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

Governmental Funds

The focus of the County's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the County's financing requirements. In particular, unreserved fund balance may serve as a useful measure of the County's net resources available for spending at the end of the year.

As of December 31, 2005, the County's governmental funds reported a combined ending fund balance of \$5,151,711, a decrease of \$1,444,396 in comparison with the prior year. Approximately 90.8 % of this total (\$4,675,310) constitutes unreserved fund balance, which is available for spending at the County's discretion. The remainder of the fund balance is reserved to indicate that it is not available for new spending because it has already been committed to liquidate contracts and purchase orders of the prior year (\$476,401).

The General Fund is the primary operating fund of the County. At the end of 2005, unreserved fund balance was \$3,591,167, while total fund balance was \$3,997,626. Cheshire County objective is to maintain an unreserved fund balance between 5 % and 10 % of the County's total budget. In prior years, unreserved fund balance was much higher at nearly 20%.

Cheshire County's General Fund fund balance decreased by \$1,666,745 during 2005. The key factor for this decrease was the use of fund balance in the 2005 adopted budget of which \$1,622,233 was intentionally budgeted for use in order to obtain a fund balance closer to the desired level and to keep the increase to taxpayers at a minimum.

Enterprise Funds

The enterprise fund (Maplewood Nursing Home) focuses on the changes to net assets, much as it might be for a private-sector business.

The unrestricted net assets of Maplewood Nursing Home at December 31, 2005 were at deficit levels of (\$1,690,899). Unrestricted net assets increased by \$211,260 over the 2004 level of (\$1,479,639). Although the new Nursing Home Supplemental payment has narrowed the difference between the Medicaid rate and our actual per diem rate, deficit levels still continue as the Medicaid rate combined with the Bed Tax still falls short of covering the cost of patient care.

As a government owned nursing home, the census of Medicaid residents tends to be much higher than private nursing home levels. As of December 31, 2005, approximately 73% of the nursing home census consisted of residents needing Medicaid assistance in order to pay for their care. Based on the 2005 Medicaid cost report for Maplewood, the allowable per diem rate was calculated to be \$218.88. However, the actual paid per diem as of December 31, 2005 was \$132.98 or \$85.90 per day short of allowable 2005 costs. The new supplemental payment provided additional reimbursement averaging \$39.78 per day. This additional payment still leaves the allowable per diem rate short by approximately \$46.12 per day. In order to minimize the need to subsidize Maplewood Nursing Home, Maplewood Departments worked within prior operational budgets that other than increases to wages

(Continued on next page)

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CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

and unavoidable benefit increases, was nearly level funded from 2004. However, because nearly 50% of the expenses at the Nursing Home is within the payroll and benefit lines, the overall cost to run the Nursing Home inevitably continues to increase the need for financial support from the General Fund thus contributing to the deficit levels of unrestricted net assets.

Budgetary Highlights

By State statute, the County Convention must adopt its annual budget within 90 days after the beginning of the county's fiscal year. Therefore, any new purchases or proposed changes to the budget are not executed until the budget is adopted. On March 28, 2005, the County Convention adopted the 2005 budget. At every level of the budget process, great strides were taken in order to produce a budget that would require as little an increase to the taxpayers of Cheshire County. As adopted, the bottom line was up 5.51% (\$1,143,800) and taxes to be raised were 2.76 % higher than 2004 (\$322,606) for a total taxes to be raised of \$11,990,941.

Areas that contributed to the increase included the following:

- Increased Health insurance costs associated with the Cheshire County's self-funded Health insurance plan. In 2005, increases to both employer and employee totaling \$291,834 (15%) were necessary in order to fund the plan at the 2005 anticipated claim levels. This was an increase to the County's share of \$239,928 over 2004 funding.
- Merit and a 2.70 % cost of living adjustment to employee wages accounted for approximately \$329,033 in increased costs for payroll and benefits.
- Personnel request changes accounted for an additional \$121,649 in payroll and benefit costs. New positions included an Assistant County Attorney, a clerical position for the Alternative Sentencing Program and partial year funding to add 7 new part time Correctional Officers in an effort to ramp up and prepare for a new facility.
- The Nursing Home Quality Assessment tax (6% State Bed Tax) has created a new expense for the Nursing Home. This expense is equal to 6% of the net patient service revenues for the County run Maplewood Nursing Home. Based on the projected net service revenue for 2005, the expense was budgeted at \$495,996. However, the purpose of the bed tax is to access a greater amount of Federal monies to contribute towards the care of residents for long term care facilities. Therefore, in addition to the new expense, a new revenue was created. This new revenue far exceeds the expenses and was budgeted at \$1,035,996 for 2005. The overall impact of the new bed tax provided the County Nursing home an additional \$540,000 of new budgeted revenues for Maplewood.

As it has been in many other budget years, supplemental budgets were brought before the delegation and approved. On October 17, 2005, the county budget was amended in several areas. Highlights of those amendments are as follows:

(Continued on next page)

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CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

- Pro Share Revenues were increased by \$465,807 in order to acknowledge the receipt of the funds that were not available at the time the original budget was passed.
- Federal Grant Revenues were increased by \$13,968 in order that the Sheriff Department could accept a Byrne Justice Assistance grant in order to purchase communications equipment and provide training to the staff for the use of the equipment.
- Another amendment included transferring funds to Capital Reserves in the amount of \$101,000 to Nursing Home Reserves, \$32,000 to Court House Reserves, \$32,000 to Farm Equipment Reserves and \$46,500 to Computer Reserves.
- An additional \$296,500 was allocated to the Human Service catagoricals in order to provide additional funding for expenses shifted down from the State as a result of the SFY budget and also to cover additional costs realized due to the 4% nursing home rate increase that went into effect 8/1/2005 whereas the County is responsible for 25%

As a result of the supplemental budget, the total budget increased to \$27,290,425 up 6.5% (\$1,665,768) over the 2004 budget. The amendments did not have an impact on taxes to be raised.

Capital Assets and Debt Administration

Capital Assets—The County's investment in capital assets for governmental and business-type activities as of December 31, 2005, was \$10,883,319 (net of accumulated depreciation). This investment in capital assets includes land and improvements, water and waste water systems, buildings and improvements, improvements other than buildings, machinery and equipment, vehicles, and construction in progress.

Major Capital projects and or equipment that was completed or purchased include \$109,592 to upgrade the 2 elevators at the Nursing Home, \$17,432 to add Security Card Readers to the stairwells at the Nursing Home, \$23,292 to purchase a new Sheriff's cruiser and \$33,948 to start the removal and replacement of an underground oil tank at the Court House.

Note IV (C) – Detailed Notes on All Funds (Capital Assets) provides additional information about capital asset activity during 2005.

Long-Term Debt—At December 31, 2005, the County had total general obligation bonded debt outstanding of \$4,650,000. Of this amount, \$2,080,000 is for the Jaffrey District Court House and is to be reimbursed by the State of New Hampshire by way of a lease agreement. The annual payment schedule for the lease corresponds with the bond schedule principal and interest payments. Other outstanding debt includes construction of a twenty-(20) apartment Assisted Living Unit and the expansion of the Nursing Home's therapy departments with debt remaining as of December 31, 2005 of \$2,170,000. Additionally, bonds for the study of a new County Jail had a balance remaining of \$400,000 at year-end. The County's long term bonded debt decreased by \$465,000 (10.8%) during 2005.

(Continued on next page)

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CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

The current outstanding debt for Cheshire County is as follows:

Cheshire County, Outstanding Debt December 31, 2005			
	Governmental Activities	Business-type Activities	Total
Nursing Home Expansion	\$ 1,453,900	\$ 716,100	\$ 2,170,000
Jail Expansion Study	400,000	0	400,000
Jaffrey District Court House	2,080,000	0	2,080,000
Total Outstanding Debt	\$ 3,933,900	\$ 716,100	\$ 4,650,000

In 2003 it was noted that the Cheshire County Delegation authorized debt for a new jail in the amount of \$23,500,000. Due to site issues, this vote was rescinded at a Delegation meeting held on September 21, 2004. This is still a very active subject and although there continues to be issues regarding where the new jail will be built, it is anticipated that a new bond vote will be authorized in either 2006 or 2007. However, due to the continued delays of this project the request for funding will be closer to \$32,000,000.

Although not authorized, the potential for acquiring or developing additional space for the Registry of Deeds and other Keene departments is being investigated. A project of this size would require the need to issue additional long-term debt.

In 2005 the first lease payment associated with the Energy Efficiency Project was due. Total principal for this project is \$1,070,543 and will be paid over a twelve (12) year period. The first principal payment was made on May 30, 2005 for \$84,000. The remaining principal due for this project as of December 31, 2005 is \$986,543.

Moody's has assigned an underlying rating of A1 to the outstanding general obligation debt of the County. However, an AAA credit rating was listed on the bonds since the County purchased insurance to guarantee bond payments.

In addition to the bonded debt, the County's long-term obligations include \$344,237 in compensated absences. These compensated absences are an accumulation of unused accrued vacation and holiday time at December 31, 2005.

Economic Factors

- The Cheshire County unemployment rate for December, 2005 was 2.9%, which compares favorably to the State's rate of 3.6 %, the New England rate of 4.7% and the national rate of 5.1 %. However, the County rate has increased slightly over December 2004 at which time was 2.5 %.
- Most recent equalized assessed valuations of property used for appropriating Cheshire County's 2005 taxes were \$6,148,636,806. This is an increase over the prior year assessed valuations of 12.8% or \$697,740,703.

(Continued on next page)

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CHESHIRE COUNTY, NEW HAMPSHIRE
MANAGEMENT'S DISCUSSION & ANALYSIS

- There were no outstanding taxes due from any Cheshire County towns or city as of December 31, 2005.

Requests for Information

This financial report is designed to provide a general overview of the county's finances for all those with an interest in the governments' finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to Sheryl A. Trombly, Finance Director, 33 West Street, Keene, NH 03431.

BASIC FINANCIAL STATEMENTS

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF NET ASSETS
DECEMBER 31, 2005

	Governmental Activities	Business- Type Activities	Total
ASSETS			
Cash and Equivalents	\$ 3,916,108	\$ 36,092	\$ 3,952,200
Temporary Investments	998,770	-	998,770
Accounts Receivable	147,040	946,473	1,093,513
Due from Other Governments	132,474	298,977	431,451
Internal Balances	1,991,674	(1,991,674)	-
Inventories	-	65,235	65,235
Deposits and Prepaids	80,405	-	80,405
Direct Financing Lease Receivable	2,875,925	-	2,875,925
Capital Assets:			
Land and Improvements	166,586	565,334	731,920
Water System	315,855	763,030	1,078,885
Wastewater System	166,232	430,289	596,521
Buildings and Improvements	10,752,260	7,061,240	17,813,500
Furniture, Equipment and Vehicles	953,650	1,481,558	2,435,208
Construction in Progress	533,948	-	533,948
Less Accumulated Depreciation	(6,910,252)	(5,396,411)	(12,306,663)
Total Capital Assets, Net of Depreciation	5,978,279	4,905,040	10,883,319
TOTAL ASSETS	\$ 16,120,675	\$ 4,260,143	\$ 20,380,818
LIABILITIES			
Accounts Payable	\$ 223,860	\$ 532,606	\$ 756,466
Contract Payable	-	-	-
Retainage Payable	-	-	-
Accrued Liabilities	131,327	193,530	324,857
Due to Other Governments	1,853,884	199,671	2,053,555
Deferred Revenue	827,317	-	827,317
Non-current Liabilities:			
Portion Due or Payable Within One Year:			
Bonds and Notes Payable	362,700	102,300	465,000
Capital Lease Obligations	26,054	70,070	96,124
Portion Due or Payable After One Year:			
Bonds and Notes Payable	3,571,200	613,800	4,185,000
Capital Lease Obligations	207,336	689,568	896,904
Compensated Absences	149,369	194,868	344,237
Total Liabilities	7,353,047	2,596,413	9,949,460
NET ASSETS			
Invested in Capital Assets, Net of Related Debt	3,890,989	3,429,302	7,320,291
Restricted for:			
Juvenile Incentive	341,446	-	341,446
Deeds Surcharge	73,428	-	73,428
Capital Reserves	689,418	-	689,418
Other Purposes:			
Expendable	25,327	-	25,327
Unrestricted (Deficit)	3,747,020	(1,765,572)	1,981,448
Total Net Assets	\$ 8,767,628	\$ 1,663,730	\$ 10,431,358

The Accompanying Notes Are an Integral Part of This Financial Statement

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2005

	Program Revenues			Net (Expense) Revenue and Change in Net Assets	
	Expenses	Charges For Services	Operating Grants and Contributions	Capital Grants and Contributions	Total
<i>Functions/Programs</i>					
General Government	\$ 4,035,687	\$ 1,129,816	\$ 64,783	\$ -	\$ (2,841,088)
Public Safety	3,737,731	1,012,037	59,894	-	(2,665,800)
Human Services	6,067,285	-	362,236	-	(5,705,049)
Farm	326,706	297,650	-	-	(29,056)
Interest on Long-term Debt	203,076	-	94,770	-	(108,306)
Total Governmental Activities	14,370,485	2,459,503	581,683	-	(11,349,299)
<i>Business-type Activities</i>					
Cheshire County Nursing Home	12,599,170	8,625,120	1,652,170	-	(2,321,880)
Total Business-type Activities	12,599,170	8,625,120	1,652,170	-	(2,321,880)
Total	\$ 26,969,655	\$ 11,084,623	\$ 2,233,853	\$ -	\$ (13,671,179)
General Revenues:					
Taxes:					
County Tax Assessment				11,990,941	11,990,941
Payment in Lieu of Taxes				-	-
Grants and Contributions Not Restricted to Specific Purposes				-	-
Interest and Investment Earnings				188,992	188,992
Miscellaneous				148,184	148,184
Gain (Loss) on Disposal of Capital Assets				(44,989)	(44,989)
Capital Contributions				-	-
Transfers				-	-
Total General Revenues, Special Items and Transfers				(2,355,423)	2,355,423
				9,927,705	2,376,169
Change in Net Assets				(1,421,594)	54,289
Net Assets, Beginning of Year, Restated				10,189,222	11,798,663
Net Assets, End of Year				\$ 8,767,628	\$ 1,663,730

The Accompanying Notes are an Integral Part of This Financial Statement

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FUND FINANCIAL STATEMENTS

COUNTY OF CHESHIRE, NEW HAMPSHIRE
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2005

	General Fund	Other Governmental Funds	Total Governmental Funds
ASSETS			
Cash and Equivalents	\$ 3,548,142	\$ 367,966	\$ 3,916,108
Temporary Investments	845	997,925	998,770
Accounts Receivable	144,095	2,943	147,038
Due From Other Funds	4,083,609	-	4,083,609
Due From Other Governments	22,081	110,393	132,474
Inventories	-	-	-
Deposits and Prepays	80,405	-	80,405
TOTAL ASSETS	<u>\$ 7,879,177</u>	<u>\$ 1,479,227</u>	<u>\$ 9,358,404</u>
LIABILITIES AND FUND BALANCE			
<i>Liabilities</i>			
Accounts Payable	\$ 200,837	\$ -	\$ 200,837
Contracts Payable	-	-	-
Retainage Payable	-	-	-
Accrued Liabilities	99,519	-	99,519
Due to Other Funds	1,735,199	285,862	2,021,061
Due to Other Governments	1,814,604	39,280	1,853,884
Deferred Revenues	31,392	-	31,392
Total Liabilities	<u>3,881,551</u>	<u>325,142</u>	<u>4,206,693</u>
<i>Fund Balances</i>			
Reserved for Encumbrances	406,459	69,942	476,401
Reserved for Prepays	-	-	-
Unreserved, Reported in:			
General Fund	3,591,167	-	3,591,167
Nonmajor Special Revenue Funds	-	371,702	371,702
Nonmajor Capital Projects Funds	-	712,441	712,441
Total Fund Balances	<u>3,997,626</u>	<u>1,154,085</u>	<u>5,151,711</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 7,879,177</u>	<u>\$ 1,479,227</u>	<u>\$ 9,358,404</u>

(Continued)

The Accompanying Notes Are an Integral Part of This Financial Statement

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCE TO NET
ASSETS OF GOVERNMENTAL ACTIVITIES
DECEMBER 31, 2005

<i>Total Governmental Fund Balances (Previous Page)</i>	\$ 5,151,711
 <i>Amounts Reported for Governmental Activities in the Statement of Net Assets Are Different Because of the Following Items:</i>	
Capital Assets Used in Governmental Activities Are NOT Financial Resources and Therefore Are Not Reported in the Funds.	5,978,279
Other Long-term Assets Are NOT Available to Pay for Current-period Expenditures and Therefore Are Saved in the Funds.	2,875,925
Internal Service Funds Are Used by the County to Charge the Costs of Health and Dental Insurance; the Assets and Liabilities of the Internal Service Fund Are Included in Business-Type Activities. This Amount Represents the Amount Due to the Business-Type Activities at Year End.	(70,875)
Some Accounts Payable Are Not Due and Payable in the Current Period and Therefore Are NOT Reported in the Funds.	(23,021)
Long-term Deferred Revenues Related to Long-term Receivables Are NOT Recognized on Statement 3.	(795,925)
Long-term Liabilities, Including Bonds Payable and Unmatured Compensated Absences, Are NOT Due and Payable in the Current Period and Therefore Are NOT Reported in the Funds.	(4,348,466)
 <i>Net Assets of Governmental Activities - Statement 1</i>	 <u>\$ 8,767,628</u>

The Accompanying Notes Are an Integral Part of This Financial Statement

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2005

	General Fund	Other Governmental Funds	Totals Governmental Funds
Revenues			
Taxes	\$ 11,990,941	\$ -	\$ 11,990,941
Intergovernmental	359,787	220,785	580,572
Charges for Services	2,022,344	36,392	2,058,736
Interest	149,997	40,921	190,918
Other	656,130	3,933	660,063
Total Revenues	15,179,199	302,031	15,481,230
Expenditures			
<i>Current:</i>			
General Government	3,305,137	484,450	3,789,587
Public Safety	3,547,701	124,926	3,672,627
Farm	264,476	-	264,476
Human Services	5,871,279	-	5,871,279
Capital Outlay	241,816	-	241,816
Debt Service	730,418	-	730,418
Total Expenditures	13,960,827	609,376	14,570,203
Excess (Deficiency) of Revenues Over Expenditures	1,218,372	(307,345)	911,027
Other Financing Sources (Uses)			
Proceeds of Long-term Debt	-	-	-
Operating Transfers In	202,047	411,403	613,450
Operating Transfers (Out)	(2,587,164)	(381,709)	(2,968,873)
Total Other Financing Sources (Uses)	(2,385,117)	29,694	(2,355,423)
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	(1,166,745)	(277,651)	(1,444,396)
Fund Balances, Beginning of Year	5,164,371	1,431,736	6,596,107
Fund Balances, End of Year	<u>\$ 3,997,626</u>	<u>\$ 1,154,085</u>	<u>\$ 5,151,711</u>

(Continued)

The Accompanying Notes are an Integral Part of This Financial Statement

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE OF GOVERNMENTAL ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2005

<i>Net Change in Fund Balances - Total Governmental Funds (Previous Page)</i>	\$ (1,444,396)
Governmental Funds Report Capital Outlays During the Year as Expenditures on Statement 4. However, on the Statement of Activities (Statement 2) the Cost of Those Capital Items Has Been Capitalized and the Cost is Then Allocated Over Their Estimated Useful Lives and Reported as Depreciation Expense. This is the Amount by Which Capital Outlay Expenditures Exceeded Depreciation Expense for the Current Fiscal Year.	(143,560)
Repayment of Bond and Capital Lease Principal is an Expenditure in the Governmental Funds (Statement 4), But the Repayment Reduces Long-term Liabilities in the Statement of Net Assets (Statement 2). Also, Bond Proceeds Are Recognized as an Other Financing Source on Statement 4 But Are Recorded as a Long-term Liability in Statement of Net Assets (Statement 2). This is the Amount of the Repayments and Bond or Capital Lease Proceeds That Have Been Charged to Long-Term Liabilities.	386,670
Accrued Interest on the Governmental Funds is Reported as Expenditure When Paid, While Interest Due at Year End is Recognized as a Liability and an Expense on the Statement of Net Assets (Statement 2). This is the Net Amount by Which Accrued Interest Expense Exceeded Interest Expense for the Current Fiscal Year	3,095
Estimated Compensated Absences Payable Are Recognized When Payable on Statement 4 But Are Accrued and Expensed at Year End on Statement 2.	(2,442)
Revenues Reported in the Statement of Activities That do NOT Provide Current Financial Resources are NOT Reported as Current Year's Revenues in the Funds Statement.	94,770
Revenues Received From the State of New Hampshire and Reported on the Funds Statements are Reported as Receipts Against the Direct Financing Lease Receivable on Statement 2.	(224,770)
Internal Service Fund is Used by The County to Charge the Costs of Dental and Health Insurance to Individual Funds. The Net Cost of the Internal Service Fund is Reported in Governmental Activities	(44,047)
Jaffrey District Courthouse Capital Projects Fund is NOT Reported in Governmental Activities. Rather, the Courthouse is Reported as a Direct Financing Lease.	(1,925)
In the Statement of Activities (Statement 2), Only the Loss on the Disposal of Capital Assets is Reported, Whereas in the Governmental Funds (Statement 4) There is No Use of Financial Resources. As a Result, the Change in Net Assets Differs From the Change in Fund Balance by the Net Book Value of the Disposed Capital Assets.	(44,989)
<i>Change in Net Assets of Governmental Activities (Statement 2)</i>	\$ (1,421,594)

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF NET ASSETS
PROPRIETARY FUNDS
DECEMBER 31, 2005

	Business- Type Activities	Governmental Activities
	Cheshire County Nursing Home	Internal Service Fund
ASSETS		
Current Assets		
Cash and Equivalents	\$ 1,602	\$ 34,490
Accounts Receivable - Services	946,473	-
Due From Other Funds	1,846,793	-
Due From Other Governments	298,977	-
Inventories	65,235	-
Deposits and Prepaids	-	-
Prepaid Expenses	-	-
Total Current Assets	3,159,080	34,490
Capital Assets:		
Land and Improvements	565,334	-
Water System	763,030	-
Wastewater System	430,289	-
Buildings and Improvements	7,061,240	-
Vehicles	114,568	-
Furniture and Equipment	1,366,990	-
Construction in Progress	-	-
Less Accumulated Depreciation	(5,396,411)	-
Total Capital Assets, Net of Depreciation	4,905,040	-
TOTAL ASSETS	\$ 8,064,120	\$ 34,490
LIABILITIES		
Current Liabilities		
Accounts Payable	\$ 354,017	\$ 178,589
Accrued Liabilities	193,530	-
Due to Other Funds	3,907,893	1,448
Due to Other Governments	199,671	-
Deferred Revenues	-	-
Current Portion of Long-Term Debt:		
Obligations Under Capital Lease	70,070	-
Bonds Payable	102,300	-
Total Current Liabilities	\$ 4,827,481	\$ 180,037

(Continued)

The Accompanying Notes Are an Integral Part of This Financial Statement

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF NET ASSETS
PROPRIETARY FUNDS
DECEMBER 31, 2005

	Business- Type Activities Cheshire County Nursing Home	Governmental Activities Internal Service Fund
<i>Noncurrent Liabilities:</i>		
Obligations Under Capital Lease	\$ 689,568	\$ -
Bonds Payable	613,800	-
Compensated Absences	194,868	-
Total Noncurrent Liabilities	1,498,236	-
Total Liabilities	6,325,717	180,037
 <i>NET ASSETS</i>		
Invested in Capital Assets, Net of Related Debt	3,429,302	-
Unrestricted (Deficit)	(1,690,899)	(145,547)
Total Net Assets	1,738,403	(145,547)
TOTAL LIABILITIES AND NET ASSETS	\$ 8,064,120	\$ 34,490

Reconciliation to Government-wide Statement of Net Assets (Statement 1):

Total Net Assets Business-type Activities Above	\$ 1,738,403
Adjustment to Reflect the Consolidation of Internal Service Fund Activities Related to Business-type Activities	(74,673)
Total Net Assets Business-type Activities, Statement 1	\$ 1,663,730

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2005

	Business- type Activities Cheshire County Nursing Home	Governmental Activities Internal Service Fund
Operating Revenues		
Intergovernmental	\$ 1,195,921	\$ -
Charges for Services:		
Medicaid	4,209,045	-
Private	1,681,455	-
Atypical Unit	1,526,789	-
Medicare A and B (PT, OT, Speech and Other), Respite Care, Nurse Practitioner and Adult Day Care	808,577	-
Other User Charges	-	1,924,956
Total Charges for Services	<u>8,225,866</u>	<u>1,924,956</u>
Miscellaneous:		
Meals	399,254	-
Medicaid Proportional Share	456,249	-
Other	11,921	-
Total Miscellaneous	<u>867,424</u>	<u>-</u>
Total Operating Revenues	<u>10,289,211</u>	<u>1,924,956</u>
Operating Expenses		
General Operating Expenses:		
Administration	2,055,586	2,048,622
Quality Improvement	63,726	-
Finance	250,411	-
Computer Operations	153,358	-
Dietary	1,188,987	-
Nursing	4,653,905	-
Atypical Unit	1,020,621	-
Facilities	834,935	-
Waste Water Treatment Plant	13,530	-
Water Treatment Plant	16,533	-
Laundry and Linens	300,877	-
Housekeeping	407,392	-
Activities	245,235	-
Social Services	152,688	-
Occupational Therapy	151,596	-
Physical Therapy	290,075	-
Other Services for Residents	227,670	-
Capital Outlay - Minor Equipment	8,816	-
Depreciation	380,233	-
Total Operating Expenses	<u>12,416,174</u>	<u>2,048,622</u>
Operating Income (Loss)	<u>(2,126,963)</u>	<u>(123,666)</u>

(Continued)

The Accompanying Notes are an Integral Part of This Financial Statement

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2005

	Business- type Activities	Governmental Activities
	Cheshire County Nursing Home	Internal Service Fund
<i>Non-Operating Revenues (Expenses)</i>		
Interest Expense	\$ (103,377)	\$ -
Interest Revenue	-	8,825
Bad Debt Recovery (Expense)	-	-
<i>Net Non-Operating Revenues (Expenses)</i>	(103,377)	8,825
Income (Loss) Before Contributions and Transfers	(2,230,340)	(114,841)
<i>Contributions and Transfers In (Out)</i>		
Capital Contributions	-	-
Transfers In	2,355,423	-
Transfers (Out)	-	-
<i>Total Contributions and Transfers In (Out)</i>	2,355,423	-
Change in Net Assets	125,083	(114,841)
Total Net Assets, Beginning of Year, Restated	1,613,320	(30,706)
Total Net Assets, End of Year	\$ 1,738,403	\$ (145,547)

Reconciliation to Government-wide Statement of Activities (Statement 2):

Change in Net Assets Business-type Activities, Above	\$	125,083
Adjustments to Reflect the Consolidation of Internal Service Fund Activity Related to Business-type Activities		(70,794)
Change in Net Assets Business-type Activities, Statement 2	\$	54,289

COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2005

	Business- type Activities Cheshire County Nursing Home	Governmental Activities Internal Service Fund
<i>Cash Flows from Operating Activities</i>		
Cash Received From Services	\$ 8,408,557	\$ -
Cash Received from Other Governments	1,291,136	-
Cash Received for Interfund Services Provided	-	1,911,146
Cash Paid to Suppliers	(5,517,843)	(2,047,309)
Cash Paid to Employees	(6,168,976)	-
Other Expenses	(227,670)	-
<i>Net Cash Provided (Used) by Operating Activities</i>	<u>(2,214,796)</u>	<u>(136,163)</u>
<i>Cash Flows From Noncapital Financing Activities</i>		
Transfers From Other Funds	2,355,423	-
Loans From/(to) Other Funds	639,180	-
<i>Net Cash Provided (Used) for Capital and Related Financing Activities</i>	<u>2,994,603</u>	<u>-</u>
<i>Cash Flows From Capital and Related Financing Activities</i>		
Principal Paid on Bonds	(202,300)	-
Principal Paid on Capital Lease	(64,680)	-
Interest Paid on Bonds and Capital Lease	(85,490)	-
Acquisition of Improvements and Equipment	(425,935)	-
<i>Net Cash Provided (Used) for Capital and Related Financing Activities</i>	<u>(778,405)</u>	<u>-</u>
<i>Cash Flows From Investing Activities</i>		
Interest Earnings on Investments	-	8,825
<i>Net Cash Provided (Used) From Investing Activities</i>	<u>-</u>	<u>8,825</u>
Increase (Decrease) in Cash and Cash Equivalents	1,402	(127,338)
Cash and Cash Equivalents at Beginning of Year	200	161,828
Cash and Cash Equivalents at End of Year	<u>\$ 1,602</u>	<u>\$ 34,490</u>
<i>Noncash Transactions</i>		
Additions to Capital Assets from Contributions	\$ -	\$ -
Capital Assets Retired During the Year	<u>\$ 79,782</u>	<u>\$ -</u>

(Continued)

The Accompanying Notes are an Integral Part of This Financial Statement

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2005

	Business- type Activities	Governmental Activities
	Cheshire County Nursing Home	Internal Service Fund
<i>Reconciliation of Operating Income to Net Cash Provided by Operating Activities</i>		
Operating Income (Loss)	\$ (2,126,963)	\$ (123,666)
<i>Adjustments to Reconcile Net Operating Income (Loss) to Net Cash Provided by Operating Activities</i>		
Depreciation	380,233	-
Other Operating Expenses	-	-
Change in Operating Assets and Liabilities:		
(Increase) Decrease in Operating Assets:		
Accounts Receivable	(318,481)	-
Inventories	25,051	-
Deposits and Prepays	-	-
Due From Other Funds	-	-
Due From Other Governments	95,215	-
Increase (Decrease) in Operating Liabilities:		
Accounts Payable	124,625	1,313
Due to Other Funds	-	(13,810)
Accrued Liabilities	10,279	-
Due to Other Governments	(6,328)	-
Deferred Revenues	(366,252)	-
Compensated Absences	(32,175)	-
<i>Total Adjustments</i>	<u>(87,833)</u>	<u>(12,497)</u>
<i>Net Cash Provided (Used) by Operating Activities</i>	<u>\$ (2,214,796)</u>	<u>\$ (136,163)</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
 STATEMENT OF ASSETS AND LIABILITIES
 FIDUCIARY FUNDS
 DECEMBER 31, 2005

	Agency Funds						
	Sheriff's Escrow and Fees	Register of Deeds	Nursing Home Residents' Funds	Nursing Home Activity Fund	Jail Canteen/ Recreation Fund	Hemenway Fund	Community Development Block Grants
ASSETS							
Cash	\$ 7,120	\$ 481,777	\$ 58,670	\$ 4,260	\$ 40,409	\$ -	\$ 12,394
Temporary Investments	-	-	-	-	-	2	-
Accounts Receivable	-	7,599	1,814	-	-	-	-
Due From Other Governments	-	-	-	-	-	-	-
TOTAL ASSETS	<u>\$ 7,120</u>	<u>\$ 489,376</u>	<u>\$ 60,484</u>	<u>\$ 4,260</u>	<u>\$ 40,409</u>	<u>\$ 2</u>	<u>\$ 12,394</u>
LIABILITIES							
Accounts Payable	\$ 6,514	\$ -	\$ -	\$ -	\$ -	\$ 2	\$ 12,394
Due to Other Governments	-	489,376	-	-	-	-	-
Due to Specific Individuals and/or Groups:							
To Judiciary Participants	606	-	-	-	-	-	-
To Inmates	-	-	-	-	40,409	-	-
To Nursing Home Residents/Activities	-	-	60,484	4,260	-	-	-
TOTAL LIABILITIES	<u>\$ 7,120</u>	<u>\$ 489,376</u>	<u>\$ 60,484</u>	<u>\$ 4,260</u>	<u>\$ 40,409</u>	<u>\$ 2</u>	<u>\$ 12,394</u>

The Accompanying Notes are an Integral Part of This Financial Statement

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

I | SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

Cheshire County is a “body corporate” under the authority of the New Hampshire Revised Statute Annotated (RSA) 23:1. The elected County Commissioners are responsible for the day to day operation of the County. The Commissioners present a recommended budget to the County Convention for approval annually. Either the budget approved by the Convention or, if the Convention does not approve the budget timely, the Commissioners’ original budget as submitted for approval, becomes effective for the year.

B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. County taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. County tax assessments are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the County considers revenues to be available if they are collected within 60 days of the end of the current

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

County tax assessments and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the County.

The County reports the following major governmental funds:

General Fund – This is the County’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Non-Major Governmental Fund Types:

Special Revenue Funds – accounts for specific revenue sources that are restricted by law or administrative action to expenditure for specific purposes. Non-major special revenue funds include the Extension Service, Juvenile Placement, Heman Chase, Nursing Home Donations, Wellington and Deeds Surcharge Fund

Capital Projects Funds – account for financial resources segregated for the acquisition or construction of major capital facilities. Non-major capital projects funds include the various Capital Reserve Funds, the Jail Expansion Fund and the Honeywell Energy Improvement Project.

The County reports the following major proprietary funds:

County Nursing Home – This fund accounts for the activities of the Cheshire County Nursing Home. The fund accounts for the operation and maintenance of the Nursing Home, which provides intermediate and skilled nursing care to the elderly residents of the County. The Home is funded through a combination of Medicaid and Medicare funds from the Federal Government, the State and the County as well as from the private resources of the residents of the Home.

Additionally, the County reports the following fund types:

Fiduciary funds are used to account for assets held by the County in a trustee capacity or as an agent for individuals, private organizations or other governments. The fiduciary funds of the County are agency funds (Sheriff’s Escrow and Fees, Register of Deeds, Nursing Home Residents’ Fund, Jail Canteen/Recreation Fund, Hemenway Fund and Community Development Block Grants). Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operation. Fiduciary funds are NOT included in the government-wide financial statements.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance for their business-type

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

activities and enterprise funds, subject to this same limitation. The County has elected not to follow subsequent private-sector guidance.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments-in-lieu of taxes and other charges between the County Nursing Home function and various other functions of the County. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes. Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the County's Nursing Home are charges to residents for services. Operating expenses for the enterprise fund include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the County's policy to use restricted resources first, and then unrestricted resources as they are needed.

D. Assets, Liabilities, and Net Assets or Equity

1. DEPOSITS AND INVESTMENTS

The County's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

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

The County participates in the New Hampshire Public Deposit Investment Pool established in accordance with RSA 383:22-24. Total funds on deposit with the Pool at year-end were \$24,620 and are reported as temporary investments on the General Fund (\$845) and other governmental funds (\$23,775). Based on GASB Statement No. 40, investments with the Pool are considered to be unclassified. At this time, the Pool's investments are limited to "short-term U.S. Treasury and U.S. Government Agency obligations, State of New Hampshire and New Hampshire municipal obligations, certificates of deposit from A1/P1-rated banks, money market mutual funds (maximum of 20% of portfolio), overnight to 30-day repurchase agreements (no limit, but collateral level at 102% in U.S. Treasury and Government Agency instruments delivered to Custodian) and reverse overnight repurchase agreements with primary dealers or dealer banks."

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

The Pool is operated under contract with a private investment advisor, approved by the State Bank Commissioner and the advisory committee created under RSA 383:24. The Pool is a 2a7-like pool, which means that it is not registered with the Securities Exchange Commission ("SEC") as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. Cost and market value of the Pool's investments are the same.

2. RECEIVABLES AND PAYABLES

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Advances between funds, as reported in the fund financial statements, are offset by a fund balance reserve account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

The Department of Revenue Administration, based upon data reported on the assessment of properties by the cities and towns in the County, annually sets the County tax assessment for each community within the County. Based upon the assessments from the Department of Revenue Administration, the County Treasurer issues a warrant to the cities and towns in the County for them to assess, collect and pay to the County the County tax assessment. The tax is due annually by December seventeenth with interest at ten percent chargeable on any unpaid amounts.

3. INVENTORIES AND PREPAID ITEMS

All inventories are valued at cost using the first-in/ first-out (FIFO) method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

4. CAPITAL ASSETS

Capital assets, which include property, plant, equipment, and vehicles, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the County as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of two years for governmental activities. For business-type activities (County Nursing Home) the County uses a threshold of \$500. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed. The total interest expense incurred by the County during the current fiscal year was \$319,758.

Property, plant, and equipment of the County is depreciated using the straight line method over the following estimated useful lives:

Assets	Years
Buildings and Improvements	5-40
Vehicles	5-15
Equipment	4-25

5. COMPENSATED ABSENCES

It is the County's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. Vacation may be accrued to one and one-half times the employee's maximum. Any vacation accrued beyond this amount will be forfeited.

Employees are allowed to take a given holiday on or after the holiday. Annual accrued holiday time must be taken within sixty days of the new calendar year. Consequently, the County accrues accumulated unpaid vacation pay and recognizes the expense in the period the pay is earned.

Sick leave accumulates at the rate of up to ten days per year and may be accumulated to a maximum of sixty days.

Under the current sick leave policy, upon accumulation of sixty days sick leave, all sick leave days over sixty days are paid to the employee at the end of the year, at the rate of one-half day per day accumulated. Employees may not carry over such compensation to subsequent years nor are they eligible to be paid for any unused sick leave time should they terminate their employment.

All compensated absences are accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

6. LONG-TERM OBLIGATIONS

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net assets. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

7. FUND EQUITY

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

8. NET ASSETS

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt, consists of capital assets (net of accumulated depreciation) reduced by the outstanding balances of any debt used for the acquisition, construction or improvement of those capital assets. Net assets are reported as restricted when there are limitations imposed on their use either through constitutional provision on enabling legislation or through external restrictions imposed by creditors, grantors or law or regulations of other governments. The County reports the following restricted net asset categories:

Juvenile Incentive – Under New Hampshire RSA (Revised Statutes Annotated) 170-G:4 XVI the State’s Division for Children and Youth Services shall distribute funds to cities, towns and counties to “develop and maintain prevention programs, court diversion programs and alternative dispositions for juveniles other than placements outside of the home.”

Deeds Surcharge – Under New Hampshire RSA 478:17-j, the Register of Deeds, with approval of the County Convention may impose a \$2 surcharge which may “only be used for the purchase, rental or repair of equipment” and which “shall be a separate nonlapsing account, and the moneys in the account shall not be available for use as general revenue of the county.”

Capital Reserves – Under New Hampshire RSA 35:1, the County may raise and appropriate funds for the “construction, reconstruction or acquisition of a specific capital improvement, or the acquisition of a specific item or specific items of equipment.” Such funds that have been appropriated by the County Convention are reported as restricted net assets at year end.

II | RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

A. Explanation of Certain Differences Between the Governmental Fund Balance Sheet and the Government-Wide Statement of Net Assets

The governmental fund balance sheet includes a reconciliation between fund balance - total governmental funds and net assets - governmental activities as reported in the government-wide statement of net assets. One element of that reconciliation explains that “long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds.”

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

The details of this difference are as follows:

Bonds Payable	\$ (4,296,600)
Add: Accrued Interest Payable on Bonds and Capital Leases at Fiscal Year End	(31,807)
Capital Leases Payable	(233,390)
Compensated Absences	<u>(146,369)</u>
Net Adjustments to Reduce Fund Balance – Total Governmental Funds to Arrive at Net Assets – Governmental Activities	<u>\$ (4,711,166)</u>

B. Explanation of Certain Differences Between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government-Wide Statement of Activities

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between net changes in fund balances - total governmental funds and changes in net assets of governmental activities as reported in the government-wide statement of activities. One element of that reconciliation explains that “governmental funds report capital outlays as expenditures. However, on the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.” The details of this difference are as follows:

Capital Outlay	\$ 320,001
Depreciation Expense	<u>(463,561)</u>
Net Adjustment to Increase Net Changes in Fund Balances - Total Governmental Funds to Arrive at Changes in Net Assets of Governmental Activities	<u>\$ (143,560)</u>

Another element of that reconciliation states that “repayment of bond and capital lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Assets. Also bond proceeds are recognized as an other financing source on Statement 4 but are recorded as a long-term liability in Statement of Net Assets.”

The details of this difference are as follows:

<i>Debt Issued or Incurred:</i>	
Capital Lease Financing	\$ -
Issuance of General Obligation Bonds	-
<i>Principal Repayments:</i>	
General Obligation Debt	362,700
Payment on Capital Lease	<u>23,970</u>
Net Adjustment to Decrease Net Changes in Fund Balances – Total Governmental Funds to Arrive at Changes in Net Assets of Governmental Activities	<u>\$ 386,670</u>

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

III | STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

A. Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the General Fund. The County observes the following procedures in establishing the budgetary data reflected in the financial statements:

1. The County Commissioners deliver or mail to each member of the County Convention and to the chairman of the Board of Selectmen in each Town and the Mayor of each City within the County and to the Secretary of State prior to December 1 annually their itemized budget recommendations together with a statement of actual expenditures and income for at least nine months of the preceding fiscal year.
2. Within ten to twenty days after the mailing of the budget, a public hearing is held on the budget estimates as submitted by the Commissioners.
3. Twenty-eight days must elapse after the mailing of the estimated operating budget before the County Convention may vote on the appropriations for the ensuing budget period.
4. The County Convention must adopt its annual budget no later than March 31.
5. The final form of the County Budget is filed with the Secretary of State's office and the Commissioner of Revenue Administration no later than 30 days after the adopting of the budget.
6. The Commissioners are authorized to transfer budget amounts from department to department. However, any revisions that alter the total expenditures of any fund must be approved by the Executive Committee of the delegation.
7. Except for the payment of judgments rendered against the County, expenditures cannot exceed the total appropriations which the County Convention has voted.
8. The Commissioners may apply to the County Convention for a supplemental appropriation to be made subsequent to the adoption of the annual County budget. The budget reflected in the financial statements includes one supplemental appropriation approved by the delegation.
9. Formal budgetary integration is employed as a management control device during the year for the General Fund special Revenue Fund (Extension Service) and Proprietary Fund (County Nursing Home). The County legally adopts only one budget for the funds.
10. Budget appropriations lapse at year-end except for any outstanding encumbrances or approved appropriation carryovers.
11. Budgets for the General Fund are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgets for the Proprietary Fund are adopted on a basis, which is not consistent with GAAP. The budget for the Proprietary Fund is prepared on the modified accrual basis while GAAP requires the full accrual basis.

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

IV | DETAILED NOTES ON ALL FUNDS

A. Deposits and Custodial Credit Risk

Custodial credit risk is the risk that in the event of a bank failure, the County's deposits may not be returned to it. The County does not have a deposit policy for custodial credit risk. At year end the carrying amount of the County's deposits was \$5,565,470. At year end \$5,955,399 of the County's bank balance of \$6,368,942 was exposed to custodial credit risk as follows:

Uninsured-collateral segregated at the Federal Reserve Bank of Boston and/or New York and identified as being pledged to the County on the bank's books. \$ 5,955,399

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

B. Receivables

Receivables as of year-end for the County's individual major funds, non-major and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	General	Other Funds	Total
<i>Receivables:</i>			
County Taxes	\$ -	\$ -	\$ -
Accounts	143,784	2,943	146,727
Intergovernmental	<u>22,081</u>	<u>110,393</u>	<u>132,474</u>
Gross Receivables	165,865	113,336	279,201
Less: Allowance for Uncollectibles	<u>-</u>	<u>-</u>	<u>-</u>
Net Total Receivables	<u>\$ 165,865</u>	<u>\$ 113,336</u>	<u>\$ 279,201</u>

Revenues of the County Nursing Home are reported net of uncollectible amounts. Total uncollectible amounts related to revenues of the current period are as follows:

Receivables, Gross	\$ 946,473
Due From Other Governments, Gross	298,977
Uncollectibles	<u>-</u>
Net Total Receivables	<u>\$1,245,450</u>

Governmental funds report deferred revenue in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received, but not yet earned.

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

C. Capital Assets

Capital asset activity for the year ended was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
<i>Governmental Activities:</i>				
Capital Assets, Not Being Depreciated:				
Land	\$ 166,586	\$ -	\$ -	\$ 166,586
Construction in Progress	<u>549,483</u>	<u>158,874</u>	<u>(174,409)</u>	<u>533,948</u>
Total Capital Assets, Not Being Depreciated	<u>716,069</u>	<u>158,874</u>	<u>(174,409)</u>	<u>700,534</u>
Capital Assets, Being Depreciated:				
Land Improvements	-	-	-	-
Water System	315,855	-	-	315,855
Wastewater System	166,232	-	-	166,232
Buildings and Improvements	10,483,299	268,961	-	10,752,260
Equipment and Vehicles	<u>1,013,876</u>	<u>66,577</u>	<u>(126,803)</u>	<u>953,650</u>
Total Capital Assets Being Depreciated	<u>11,979,262</u>	<u>335,538</u>	<u>(126,803)</u>	<u>12,187,997</u>
Less: Accumulated Depreciation for:				
Land Improvements	-	-	-	-
Water System	(127,155)	(10,528)	-	(137,683)
Wastewater System	(56,060)	(5,541)	-	(61,601)
Buildings and Improvements	(5,965,066)	(339,700)	-	(6,304,766)
Equipment and Vehicles	<u>(380,227)</u>	<u>(107,792)</u>	<u>81,817</u>	<u>(406,202)</u>
Total Accumulated Depreciation	<u>(6,528,508)</u>	<u>(463,561)</u>	<u>81,817</u>	<u>(6,910,252)</u>
Total Capital Assets, Being Depreciated, Net	<u>5,450,754</u>	<u>(128,023)</u>	<u>(44,986)</u>	<u>5,277,745</u>
Governmental Activities Capital Assets, Net	<u>\$6,166,823</u>	<u>\$ 30,851</u>	<u>\$ (219,395)</u>	<u>\$5,978,279</u>

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

	Beginning Balances	Increases	Decreases	Ending Balances
<i>Business-type activities:</i>				
Capital Assets, Not Being Depreciated:				
Land	\$ 75,211	\$ -	\$ -	\$ 75,211
Construction in Progress	<u>583,892</u>	<u>-</u>	<u>(583,892)</u>	<u>-</u>
Total Capital Assets, Not Being Depreciated	<u>659,103</u>	<u>-</u>	<u>(583,892)</u>	<u>75,211</u>
Capital Assets, Being Depreciated:				
Land Improvements	490,123	-	-	490,123
Water System	763,030	-	-	763,030
Wastewater System	430,289	-	-	430,289
Buildings and Improvements	6,090,140	971,100	-	7,061,240
Equipment and Vehicles	<u>1,522,614</u>	<u>42,925</u>	<u>(83,981)</u>	<u>1,481,558</u>
Total Capital Assets, Being Depreciated	<u>9,296,196</u>	<u>1,014,025</u>	<u>(83,981)</u>	<u>10,226,240</u>
Less Accumulated Depreciation for:				
Land Improvements	(321,279)	(26,023)	-	(347,302)
Water System	(381,754)	(31,269)	-	(413,023)
Wastewater System	(129,334)	(15,968)	-	(145,302)
Buildings and Improvements	(3,225,165)	(213,981)	-	(3,439,146)
Equipment and Vehicles	<u>(1,038,428)</u>	<u>(92,992)</u>	<u>79,782</u>	<u>(1,051,638)</u>
Total Accumulated Depreciation	<u>(5,095,960)</u>	<u>(380,233)</u>	<u>79,782</u>	<u>(5,396,411)</u>
Total Capital Assets, Being Depreciated, Net	<u>4,200,236</u>	<u>(633,792)</u>	<u>(4,199)</u>	<u>4,829,829</u>
Business-Type Activities Capital Assets, Net	<u>\$4,859,339</u>	<u>\$ (633,792)</u>	<u>\$ (588,091)</u>	<u>\$4,905,040</u>

Depreciation expense was charged to functions/programs as follows:

Governmental Activities:

General Government	\$ 161,402
Public Safety (Sheriff and Corrections)	238,921
Human Services	-
Farm	<u>63,238</u>
Total Depreciation Expense – Governmental Activities	<u>\$ 463,561</u>

Business-Type Activities:

Cheshire County Nursing Home	<u>\$ 380,233</u>
Total Depreciation Expense – Business-Type Activities	<u>\$ 380,233</u>

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

D. Interfund Receivables, Payables, and Transfers

The composition of interfund balances at year end is as follows:

Due to/from Other Funds:

Receivable Fund:	Payable Fund	Amount
General	Nonmajor Governmental Funds	\$ 174,268
General	Internal Service Fund	1,448
General	Cheshire County Nursing Home	3,907,893
Cheshire County Nursing Home	Nonmajor Governmental Funds	111,594
Cheshire County Nursing Home	General	<u>1,735,199</u>
	Total	<u>\$ 5,930,402</u>

Interfund Transfers:

	Transfer In			Total
	General	Nonmajor Governmental	Cheshire County Nursing Home	
Transfer Out:				
General	\$ -	\$ 411,403	\$ 2,175,761	\$ 2,587,164
Nonmajor Governmental Funds	202,047	-	179,662	381,709
Cheshire County Nursing Home	-	-	-	-
Totals	<u>\$ 202,047</u>	<u>\$ 411,403</u>	<u>\$ 2,355,423</u>	<u>\$ 2,968,873</u>

E. Leases

Capital Leases

The County's General Fund has entered into an agreement for the leases of farm equipment and also various energy improvements. These lease agreements qualify as capital leases for accounting purposes and, therefore, has been recorded at the present value of their future minimum lease payments as of the inception date.

The assets acquired through capital leases are as follows:

Asset:	Governmental Activities	Business-Type Activities
Vehicles	\$ 22,000	\$ -
Energy Improvements	246,224	824,318
Less: Accumulated Depreciation	<u>(11,319)</u>	<u>(20,608)</u>
Total	<u>\$ 256,905</u>	<u>\$ 803,710</u>

(Continued on next page)

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

The future minimum lease obligations and the net present value of these minimum lease payments as of year end were as follows:

Year Ending December 31,	Governmental Activities	Business-Type Activities
2006	\$ 37,058	\$ 105,545
2007	33,542	107,663
2008	32,946	110,299
2009	33,648	112,647
2010	22,993	76,978
2011-2015	127,419	426,577
2016-2020	6,631	22,197
Total Minimum Lease Payment	294,237	961,906
Less: Amount Representing Interest	(60,847)	(202,268)
Present Value of Minimum Lease Payments	\$ 233,390	\$ 759,638

Operating Leases

The County does have operating leases for computer equipment and also for office space. The computer leases require the County to enter into maintenance agreements for the computer equipment and maintain the equipment in good working order, repair and maintenance. Future minimum annual rental payments are as follows:

Year Ending December 31,	Governmental Activities
2005	\$ 38,514
2006	30,229
2007	8,341
Total	\$ 77,084

Operating lease expenditures totaled \$59,839 for the year and are reported under General Governmental expenditures.

F. Long-Term Debt

General Obligation Bonds

The County issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for both governmental and business-type activities. The original amount of general obligation bonds issued in prior years and outstanding at the beginning of the fiscal year was \$5,215,000. During the year, no general obligation bonds were issued.

(Continued on next page)

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

General obligation bonds are direct obligations and pledge the full faith and credit of the County. These bonds generally are issued with equal amounts of principal maturing each year. General obligation bonds currently outstanding are as follows:

Governmental Activities	Amount
\$4,400,000 – 1997 Assisted Living/Nursing Home Improvements Bonds, Due in Annual Installments of \$325,000 to \$310,000 Through August 2012; Interest at 4.5% to 5.10%.	\$ 1,453,900
\$2,600,000 – 2001 Jaffrey District Court Bonds, Due in Annual Installments of \$130,000 Through October 2021; Interest at 3.875% to 4.85%.	2,080,000
\$500,000 – 2001 Correctional Facility Design Bonds, Due in Annual Installments of \$25,000 Through October 2021; Interest at 3.875% to 4.85%.	400,000
Total	\$ 3,933,900
Business-Type Activities	Amount
\$4,223,000 – 1975 Nursing Home Bonds, Due in Annual Installments of \$150,000 to \$100,000 Through November 2005; Interest at 7.20%.	\$
\$4,400,000 – 1997 Assisted Living/Nursing Home Improvements Bonds, Due in Annual Installments of \$325,000 to \$310,000 Through August 2012; Interest at 4.50% to 5.10%.	716,100
Total	716,100
Total Bonds and Note Payable	\$ 4,650,000

Annual debt service requirements to maturity for general obligation bonds are as follows:

Year Ending December 31,	Governmental Activities		Business-Type Activities	
	Principal	Interest	Principal	Interest
2006	362,700	178,022	102,300	34,987
2007	362,700	162,254	102,300	30,179
2008	362,700	146,486	102,300	25,370
2009	362,700	130,510	102,300	20,460
2010	362,700	114,133	102,300	15,447
2011-2015	1,190,400	350,793	204,600	15,550
2016-2020	775,000	147,560	-	-
2021	155,000	7,518	-	-
Total	\$ 3,933,900	\$ 1,237,275	\$ 716,100	\$ 141,992

(Continued on next page)

COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

Changes in Long-Term Liabilities

Long-term liability activity for the year ended was as follows:

	Beginning Balances	Additions	Reductions	Ending Balances	Due Within One Year
<i>Governmental Activities:</i>					
General Obligation Bonds	\$ 4,296,600	\$ -	\$ (362,700)	\$ 3,933,900	\$ 362,700
Capital Leases	257,360	-	(23,970)	233,390	26,054
Compensated Absences	<u>146,927</u>	<u>2,442</u>	<u>-</u>	<u>149,369</u>	<u>-</u>
Governmental Activity Long-Term Liabilities	<u>\$ 4,700,887</u>	<u>\$ 2,442</u>	<u>\$ (386,670)</u>	<u>\$ 4,316,359</u>	<u>\$ 388,754</u>
<i>Business-Type Activities:</i>					
General Obligation Bonds	\$ 818,400	\$ -	\$ (102,300)	\$ 716,100	\$ 102,300
Capital Leases	824,318	-	(64,680)	759,638	70,070
Compensated Absences	<u>227,043</u>	<u>(32,175)</u>	<u>-</u>	<u>194,868</u>	<u>-</u>
Business-Type Activity Long-Term Liabilities	<u>\$ 1,869,761</u>	<u>\$ (32,175)</u>	<u>\$ (166,980)</u>	<u>\$ 1,670,606</u>	<u>\$ 172,370</u>

The County issues tax anticipation notes annually in advance of the payment of the County tax assessments in November and December by the various towns and cities in the County. These notes are necessary to meet the cash flow needs during the fiscal year, which include the County's normal operating budget. Short-term debt activity for the year was as follows:

	Beginning Balance	Issued	Redeemed	Ending Balance
County Tax Anticipation Notes Payable	<u>\$ -</u>	<u>\$ 7,234,704</u>	<u>\$ 7,234,704</u>	<u>\$ -</u>

V | OTHER INFORMATION

A. Risk Management

The County is exposed to various risks of loss related to torts, thefts of, damage to, and destruction of assets, errors and omissions, injuries to employees, and natural disasters. The County, along with numerous other municipalities in the State, is a member of two public entity risk pools in the State currently operating as a common risk management and insurance program for which all political subdivision in the State of New Hampshire are eligible to participate. The pools provide coverage for workers' compensation, unemployment and property liability insurance. As a member of the property liability and workers' compensation pools, the County shares in contributing to the cost of and receiving benefits from a self-insured pooled risk management program. Contributions paid for the fiscal year totaled \$239,474 for property liability coverage, with no unpaid contributions at year-end.

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

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

B. Contingent Liabilities

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies. The County participates in a federally assisted contract for services with the Department of Health and Human Services Medicaid (Title XIX) - through the New Hampshire Department of Health and Human Services and also receives CDBG grant funds from the New Hampshire Office of State Planning as well as grant funds from the New Hampshire Office of the Attorney General.

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

C. Employee Pension Plan

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

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

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

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

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

FUNDING POLICY - The System is funded by contributions from both the employees and employers. Group I employees are required by State statute to contribute 5.0 percent of gross earnings. Group II employees are required to contribute 9.3 percent of their gross earnings. The employer must, under the same statute, contribute monthly at an actuarially determined rate. The current rates are 5.90% (2.64% for teachers and regular employees, 7.87% for police officers and 13.44% for firefighters) of covered payroll. The contribution requirement for the year was \$1,017,218, which consisted of \$533,041 from the County and \$464,177 from employees. The County's contributions to the System for the years ended December 31, 2004 and 2003 were \$497,644 and \$394,287, respectively, which were equal to the amount required under State statute to be contributed for each year.

D. Commitment – Direct Financing Lease and Contracts

The County has entered into a direct financing lease agreement with the State of New Hampshire for a term of 20 years following construction of the Jaffrey District Court Building. The semi-annual payments the County will receive are to be equal to the annual interest and principal payments on the bond. The State will occupy the District Court Building and incur all direct costs associated with the building for the entire period. The County has agreed to sell the District Court Building to the State for a purchase price of \$1.00 at the end of the lease. Future minimum lease payments to be received are as follows at year end:

Year Ended December 31,	Amount
2006	219,732
2007	214,694
2008	209,658
2009	204,620
Thereafter	<u>2,027,221</u>
Total	<u>\$ 2,875,925</u>

E. Internal Service Health and Dental Fund – Self Insurance

During the year 2000, the County established a Health and Dental Insurance Fund (an internal service fund) to account for and finance its self-insurance program. Under this program, the Health and Dental Insurance Fund provides coverage for up to a maximum of \$35,000 annually for each individual plan participant. The County purchases commercial insurance for claims in excess of coverage provided by the fund and for all others risks of loss.

All funds of the County participate in the program and make payments to the Health and Dental Insurance Fund based on actuarial estimates of the amounts needed to pay prior and current-year claims. The claims liability reported in the fund at year end is based on the requirements of Governmental Accounting Standards Board Statement No. 10, which requires that a liability for claims be reported if information is available prior to the issuance of the financial statements and the amount of the loss can be reasonably estimated. Changes in the Funds claims liability amount were:

(Continued on next page)

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COUNTY OF CHESHIRE, NEW HAMPSHIRE
NOTES TO THE FINANCIAL STATEMENTS

Year Ended December 31,	Beginning of Year Liability	Current Years Claims and Changes in Estimates	Claims Payments	Balance at Year End
2000	\$ -	\$ 890,066	\$ (769,289)	\$ 120,777
2001	120,777	1,314,425	(1,254,481)	180,721
2002	180,721	1,592,188	(1,611,939)	160,970
2003	160,970	2,007,854	(2,017,936)	150,888
2004	150,888	2,241,420	(2,215,032)	177,276
2005	177,276	2,224,211	(2,225,898)	175,589

F. Restatement of Beginning Net Assets – Business-Type Activities

Beginning Net Assets – Business-type as Previously Reported	\$ 1,636,982
Correction of Prior Year's Payables	5,336
Correction of Prior Year's Receivables	(982)
Refund of Prior Year's Revenues Billed in Error	<u>(28,016)</u>
Beginning Net Assets – Business-type as Restated	<u>\$ 1,613,320</u>

REQUIRED SUPPLEMENTAL INFORMATION

COUNTY OF CHESHIRE, NEW HAMPSHIRE
 ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
 GENERAL FUND
 FOR THE YEAR ENDED DECEMBER 31, 2005

	Original Adopted Budget	Prior Year's Encumbrances	Supplemental Budgets	Budget Transfers	Final Adopted Budget	Actual	Variance From Final Budget
REVENUES							
<i>Taxes</i>	\$ 11,990,941	\$ -	\$ -	\$ -	\$ 11,990,941	\$ 11,990,941	\$ -
<i>Intergovernmental</i>							
Alternative Sentencing Metal Health Center	11,500	-	-	-	11,500	45,005	33,505
Federal Grants	5,000	-	13,968	-	18,968	14,889	(4,079)
Victim Witness Grant	25,000	-	-	-	25,000	25,000	-
Domestic Violence Prosecutor Grant	34,259	-	-	-	34,259	33,264	(995)
District Court Victim Witness	-	-	-	-	-	6,054	6,054
Bailiff Reimbursement	110,000	-	-	-	110,000	94,124	(15,876)
Drug Rebates	104,000	-	-	-	104,000	141,451	37,451
Case Management Reimbursement	-	-	-	-	-	-	-
Total Intergovernmental	289,759	-	13,968	-	303,727	359,787	56,060
<i>Charges for Services</i>							
Register of Deeds	800,000	-	-	-	800,000	901,153	101,153
Sheriff's Department Fees	50,500	-	-	-	50,500	49,991	(509)
Sheriff's Department Travel	32,000	-	-	-	32,000	31,179	(821)
Sheriff's Department Other	41,800	-	-	-	41,800	32,395	(9,405)
House of Corrections	432,900	-	-	-	432,900	304,016	(128,884)
County Farm	317,400	-	-	-	317,400	297,650	(19,750)
Assisted Living and Transportation Aid	412,600	-	-	-	412,600	405,960	(6,640)
Total Charges for Services	2,087,200	-	-	-	2,087,200	2,022,344	(64,856)
<i>Interest</i>							
Interest	60,000	-	-	-	60,000	149,997	89,997
Total Interest	60,000	-	-	-	60,000	149,997	89,997
<i>Other</i>							
Rental of Property	8,991	-	-	-	8,991	8,991	-
United and Jaffrey Court Leases	575,665	-	-	-	575,665	575,665	-
Workers Compensation Insurance Dividend	18,000	-	-	-	18,000	7,771	(10,229)
County Attorney	2,000	-	-	-	2,000	2,089	89
Miscellaneous	88,405	-	-	-	88,405	61,614	(26,791)
Total Other	693,061	-	-	-	693,061	656,130	(36,931)
Fund Balance Used for Prior Year's Encumbrances	-	189,385	-	-	189,385	-	(189,385)
Appropriated From Fund Balance	-	-	-	-	-	-	-
Fund Balance Used to Reduce the Tax Rate	1,622,233	-	-	-	1,622,233	-	(1,622,233)
Total Revenue	\$ 16,743,194	\$ 189,385	\$ 13,968	\$ -	\$ 16,946,547	\$ 15,179,199	\$ (1,767,348)

GAAP is the budgetary basis used in the preparation of this schedule.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2005

	Original Adopted Budget	Price Year's Encumbrances	Supplemental Budgets	Budget Transfers	Final Adopted Budget	Actual	Variance From Final Budget
EXPENDITURES							
<i>General Government:</i>							
Commissioners' Office	\$ 203,125	\$ -	\$ -	\$ -	\$ 203,125	\$ 195,851	\$ 7,274
Treasurer	7,749	-	-	-	7,749	8,345	(596)
County Delegation	58,550	-	-	-	58,550	15,647	42,903
County Attorney	441,287	-	-	-	441,287	389,149	52,138
Prosecutor's Grant	81,191	-	-	-	81,191	76,944	4,247
Finance	370,267	-	(248,079)	-	122,188	122,463	(275)
Victim Witness Grant	58,255	-	-	-	58,255	57,920	335
District Court Victim Witness	48,342	-	-	-	48,342	47,419	923
Computer Operations	242,957	14,164	-	(162,692)	94,429	68,613	25,816
Register of Deeds	499,866	-	-	-	499,866	486,797	13,069
Medical Referees	15,400	-	-	-	15,400	21,093	(5,693)
Human Resources	92,508	-	-	-	92,508	94,613	(2,105)
Personnel Administration	1,997,571	-	-	(1,278,833)	718,738	725,882	(7,144)
Maintenance of Facilities	1,326,115	30,592	-	(849,761)	506,946	494,913	12,033
Assisted Living	300,013	-	-	-	300,013	355,048	(55,035)
Safety	103,628	-	-	-	103,628	97,886	5,742
Conservation District	33,605	-	-	-	33,605	33,605	-
Contingency	-	-	-	-	-	12,949	(12,949)
Total General Government	5,880,429	44,756	-	(2,539,365)	3,385,820	3,305,137	80,683
<i>Public Safety:</i>							
Sheriff's Department and Dispatch	918,243	7,401	13,968	-	939,612	920,396	19,216
House of Corrections	2,134,075	-	-	-	2,134,075	2,213,914	(79,839)
Fire Mutual Aid	413,391	-	-	-	413,391	413,391	-
Total Public Safety	3,465,709	7,401	13,968	-	3,487,078	3,547,701	(60,623)
<i>County Farm</i>	280,024	-	-	(5,532)	274,492	264,476	10,016
<i>Human Services:</i>							
Human Services	5,256,353	28,582	296,500	-	5,581,435	5,420,245	161,190
HCS Community Care	95,752	-	-	-	95,752	95,752	-
Women's Crisis Center	6,000	-	-	-	6,000	6,000	-
Monadnock Substance Abuse Center	7,750	-	-	-	7,750	7,750	-
Keene Community Kitchen, Inc.	6,000	-	-	-	6,000	6,000	-
Keene Senior Citizens	5,000	-	-	-	5,000	5,000	-
Monadnock Development Services	35,000	-	-	-	35,000	35,000	-
Monadnock Family Services	80,000	-	-	-	80,000	80,000	-
Alternative Sentencing Program	233,663	-	-	-	233,663	215,532	18,131
Total Human Services	5,725,518	28,582	296,500	-	6,050,600	5,871,279	179,321

GAAAP is the budgetary basis used in the preparation of this schedule.

(Continued)

COUNTY OF CHESHIRE, NEW HAMPSHIRE
ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2005

	Budget	Prior Year's Encumbrances	Supplemental Budgets	Budget Transfers	Final Adopted Budget	Actual	Variance From Final Budget
Capital Outlay							
Downtown Campus	\$ -	\$ 30,000	-	\$ -	\$ 30,000	\$ 19,357	\$ 10,643
Lathis Roof	-	20,000	-	-	20,000	64,239	20,000
Computer Equipment	78,668	-	-	-	78,668	14,469	14,469
Sheriff Equipment	49,000	3,521	-	-	52,521	40,794	11,727
Courthouse Improvements	102,800	5,125	-	-	107,925	44,134	63,791
Courthouse Equipment	4,200	-	-	-	4,200	4,200	-
Administration Building	-	-	-	-	-	-	-
Wastewater Treatment Plant	-	50,000	-	-	50,000	-	50,000
Water Treatment Plant	9,200	-	-	-	9,200	4,399	4,801
Water Treatment Plant Equipment	-	-	-	-	-	356	(356)
House of Corrections Improvements	203,500	-	-	-	203,500	44,321	159,179
House of Corrections Equipment	-	-	-	-	-	1,194	(1,194)
Alternative Sentencing Program Equipment	1,000	-	-	-	1,000	500	500
Nursing Home Capital Outlay	271,525	-	-	(271,525)	-	-	-
Farm Improvements	-	-	-	-	-	-	-
Farm Equipment	29,000	-	-	-	29,000	17,900	11,100
Total Capital Outlay	748,893	108,646	-	(271,525)	586,014	241,816	344,198
Debt Service							
Principal on Long-Term Debt and Capital Lease	649,000	-	-	(262,130)	386,870	386,670	-
Interest:							
Long-Term Debt	290,780	-	-	(84,608)	206,172	206,172	-
Tax Anticipation Notes	120,000	-	-	-	120,000	137,576	(17,576)
Total Interest	410,780	-	-	(84,608)	326,172	343,748	(17,576)
TOTAL EXPENDITURES	171,603,353	189,385	310,468	(3,163,360)	14,496,846	13,960,827	536,019
Excess (Deficiency) of Revenues Over Expenditures	(417,197)	-	(296,500)	3,163,360	2,449,701	1,218,372	(1,231,329)
Operating Transfers In							
Special Revenue Funds:							
From Extension Service	-	-	-	-	-	1,128	1,128
Total Special Revenue Funds	-	-	-	-	-	1,128	1,128
Capital Projects Funds:							
From Honeywell Energy Project	-	-	-	-	-	4,448	4,448
From Capital Reserves	215,131	-	-	-	215,131	196,471	(18,660)
Total Capital Projects Funds	215,131	-	-	-	215,131	200,919	(14,212)
Proprietary Funds:							
Internal Service Fund	-	-	-	-	-	-	-
Total Operating Transfers In	215,131	-	-	-	215,131	202,047	(13,084)

GAAP is the budgetary basis used in the preparation of this schedule.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
ACTUAL REVENUES AND EXPENDITURES COMPARED TO LEGALLY ADOPTED BUDGET
GENERAL FUND

FOR THE YEAR ENDED DECEMBER 31, 2005

	Budget	Prior Year's Encumbrances	Supplemental Budgets	Budget Transfers	Final Adopted Budget	Actual	Variance From Final Budget
Operating Transfers (Out)							
Special Revenue Funds:							
To County Extension Service	(199,442)	-	-	-	(199,442)	(199,903)	(461)
To Deeds Surcharge	(199,442)	-	-	-	(199,442)	(199,903)	(461)
Total Special Revenue Funds							
Capital Projects Funds:							
To Capital Reserves	-	-	(211,500)	-	(211,500)	(211,500)	-
Total Capital Projects Funds							
Enterprise Funds:							
To Nursing Home	401,470	-	508,000	(3,163,360)	(2,253,890)	(2,175,761)	78,129
Total Operating Transfers (Out)	202,028	-	296,500	(3,163,360)	(2,664,832)	(2,587,164)	77,668
Total Other Financing Sources (Uses)	417,159	-	296,500	(3,163,360)	(2,449,701)	(2,385,117)	64,584
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)	\$ 5,164,371	\$ -	\$ -	\$ -	\$ 5,164,371	\$ 5,164,371	\$ (1,166,745)
Fund Balances, Beginning of Year							
Fund Balances, End of Year	\$ 5,164,371	\$ -	\$ -	\$ -	\$ 5,164,371	\$ 3,997,626	\$ (1,166,745)

GAAP is the budgetary basis used in the preparation of this schedule.

MINUTES
Cheshire County Delegation
Executive Committee Meeting
2005 Budget Review
Monday, January 3, 2005 9:00 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen; Butynski, Dexter; Eaton; Emerson; Hogancamp; Hunt; Mitchell; Pratt; Richardson; Robertson; Sinclair; Tilton; Commissioners Zerba, and Moore; County Administrator Wozmak; Sheryl Trombly Finance Director; Terry Warren Ex. Asst. to Commissioners.

Chairman Robertson called the meeting to order at 9 AM. He asked Commissioner Zerba to present the budget. Commissioner Zerba gave an overview of the budget. He reviewed some of the personnel changes in the 2005 budget. He explained to the committee that there is a 2.7% COLA increase for county employees for the Executive Committee to consider in making their recommendations for the 2005 budget. He reviewed the payroll classification study that went into effect in 2004 for county employees.

Delegation Rep. Pratt asked when was the last time the meeting allowance for the delegation was increased. Director Trombly stated that she believes the rate is set by statute.

Commissioners - Rep. Tilton asked why there was such an increase in the County Administrator salary. Director Trombly stated that there has been redistribution of responsibility of the County Administrator with department heads reporting to the county administrator rather than the Commissioners. Commissioner Zerba also spoke to the increase in responsibility for the County Administrator as well as the fact that the Pay and Classification Study places the County Administrator pay at the budgeted amount, which discussion was held and approved by the Executive Committee and the Delegation in 2004 when the Pay and Classification Study was accepted and implemented.

Rep. Pratt asked that the health insurance costs for each department be given to him since the health insurance costs for all departments have been consolidated into one line item. Director Trombly stated that she could make that information available as they review each department.

Rep. Pratt asked about the increase in the retirement costs. Director Trombly stated that there was an increase in assessment in order to offset the drop in the yields the state retirement system received on invested funds.

Rep. Hunt asked about the intern line and what the intern would be working on. Administrator Wozmak stated that the first intern we had in the Commissioner's office worked on a solid waste management project. He stated that additional work might be to work with towns about solid waste. There was further discussion on the intern position. Rep. Hunt stated that he felt the line should be zeroed out and when the Commissioners wish to hire an intern, they come before the committee. Rep. Sinclair stated that she feels the position being a paid position allows students to spend their time working in the area of their studies rather than having to work on unrelated jobs while they are also interning. Rep. Eaton felt that the committee is working backwards and they do not need to oversee every line item. Rep. Butynski asked how many interns are working for the county, the administrator stated that there are about two or three.

Rep. Pratt asked if there is a process in which the commissioners review the county administrator position. Commissioner Zerba stated that when the Administrator's evaluation is done, he interviews employees and department managers who work with the County Administrator. This evaluation is reviewed with the administrator.

Rep. Emerson asked if the County Administrator's salary was increased by \$16,000 due to increased responsibilities at the nursing home, the salary was reduced. Commissioner Zerba stated that the Pay and Classification Study and additional responsibility justified keeping the salary increase. Rep. Pratt asked if the Commissioners have considered hiring an outside consultant to evaluate the County Administrator. Commissioner Zerba stated that they do not feel it is necessary. Rep. Dexter asked if the Pay and Classification Study included comparison with just private or also with public employers. Administrator Wozmak said that the employers used as comparisons are listed in the study. Rep. Dexter asked if the merit pay review has changed. Administrator Wozmak said it goes in to effect this year.

Commissioners Moore and Zerba addressed the fact that the County Administrator oversees the nursing home and they feel that the nursing home is running better than it has previously. Administrator Wozmak stated that the Commissioners would be interviewing an individual for the Assistant Administrator position. This individual is a nursing home administrator in another county who is retiring and wants to be able to work fewer hours with less responsibility.

Rep. Robertson stated that he does not have a problem with all employees receiving a merit raise. Administrator Wozmak stated that employees who do not fulfill their job requirements are fired or leave. Commissioner Zerba read the statistics of employees terminated for the past several years.

Finance – Rep. Pratt asked for the approximate health and dental costs for the finance department. Director Trombly stated that health insurance costs is \$59,648 and dental is \$3050.

Rep. Hogancamp asked if we are obtaining the best prices for purchases such as telephone, office supplies and photocopy supplies. Administrator Wozmak stated that prices are government bid prices for most purchases.

Rep. Pratt asked about the increase in audit costs. Director Trombly stated that because of the GASB 34, (General Accounting Standards Board) changes in auditing were required, which resulted in additional work by the auditors. Costs are expected to level out going forward.

Rep. Pratt moved to accept the Finance budget, Rep. Eaton seconded, voted unanimously.

Treasurer – There was a question on travel expenses. Administrator Wozmak stated that the budget was put together by the previous treasurer and the travel expense is for workshops and conferences.

Rep. Pratt moved to accept the Treasurers budget, Rep. Tilton seconded, voted unanimously.

Computers – Health Insurance costs is \$15,661, dental is \$401.

Rep. Pratt asked why there is \$10,500 for continuing education. Wendy stated that now that there is a third part time person, she and Doug are hoping to be able to go to more classes. The committee reviewed some of the line items in the computer budget. Wendy reviewed changes in the budget. This includes the State of NH Department of Safety increase in fees from \$7200 to \$9000 in the maintenance line; and tech support for the computer network maintenance line is cut by \$5500 to \$12,500 for network tech support.

The committee said they would like to see some of the line items broken down. Rep Hunt asked that computer maintenance line have separate accounts for each department of the county.

Rep. Eaton moved to accept the Computer budget as amended, Rep. Dexter seconded, vote unanimously.

A five-minute break was taken at 10:55 AM. The members returned to the meeting at 11:05 AM.

Human Resources/Personnel Administration – Health insurance is \$10,398, dental insurance \$728.

There was some discussion on the advertising costs. Rep. Dexter asked about tuition reimbursement, and why so much money was allocated for 2004 that was not spent. Director Trombly stated that she has not received all reimbursement requests in because the semester ended in December and paperwork has not been submitted.

Rep. Pratt asked why recruiting benefits were cut. Administrator Wozmak stated that the recruiting benefits are for the higher level employees and he does not believe that, over time, the bonus has created a tangible benefit of attracting more employees.

Rep. Pratt moved to accept the Human Resource and Personnel Administration budget, Rep. Butynski seconded, voted unanimously.

Deeds – Register Hubal stated that her salary line should be \$50,000 as previously voted for by the delegation.

Register Hubal described the surcharge account and that there is about \$43,000 in the account after the expenditure for the shelving. She is asking for an additional \$4500 for shelving.

Rep. Emerson moved to authorize an expenditure of \$4500 from the Deeds Surcharge Account for additional shelving, Rep. Hogancamp seconded, voted unanimously.

Health insurance cost is \$50,718, dental insurance is \$2214. Rep. Pratt asked about the increase in outside services. Register Hubal stated that she is requesting an additional document scanner for the basement storage room. The room can only be accessed with an employee present and the scanner will be used by the employee in the room. Additionally, it will give them an additional scanner to use because they are so backed up in adding documents to the computer.

Rep. Butynski moved to accept the Deeds budget as amended, Rep. Emerson seconded, voted unanimously.

General County Government – There is an intern line in the budget for this department and Rep. Hunt would like some information on the interns, what they do, how they are chosen, what they

have worked on, and how the information process is done, in addition to a list of interns positions used by the county.

Rep. Pratt asked about the telecommunication line, which was moved from general county line to courthouse facilities. Director Trombly stated that costs have been shifted to enable the facilities department to oversee the costs and the contract.

Rep. Eaton moved to accept the General County budget, Rep. Pratt seconded, voted unanimously.

Alternative Sentencing/Mental Health Court – Health insurance, no costs, Dental insurance \$567.

Rep. Pratt asked about the grant for the Mental Health Court. Director Trombly stated that the federal grant would expire in 2005. Administrator Wozmak gave an overview on the history of starting the Alternative Sentencing department, in order to deflect the number of people who would have been incarcerated. This was a recommendation of the jail consultant.

Gerry Pelletier gave an overview of the program and the number of individuals who have completed the program. Commissioner Zerba addressed the importance of treating individuals with substance abuse in order to keep them out of jail. Rep. Butynski asked for an analysis on the cost savings of the program. Administrator Wozmak said he would submit a report to the Delegation detailing the history of the programs and the financial impacts.

There are additional expenses to be added to the 2005 budget due to the relocation to new office space. These expenses include line 4460.65.00 Fuel increase by \$1841; 4460.06.00 electric increase of \$1430; 4460.80.00 grounds \$750 increase; 4460.81.00 maintenance increase of \$1500; rent of 4460.86.00 rent reduce to \$21,110, total increase to the budget of \$3721.

There being no further business, at 12:25 PM, the meeting was adjourned to meet on January 10 at 9 AM.

Barbara Richardson

Minutes approved by phone on Jan. 12, 2005

Barbara Richardson, Clerk

MINUTES
Cheshire County Delegation
Executive Committee Meeting
2005 Budget Review
Monday, January 10, 2005 9:00 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen; Butynski, Dexter; Eaton; Emerson; Espieffs; Hogancamp; Hunt; Mitchell; Pratt; Richardson; Robertson; Sinclair; Tilton; Commissioners Zerba, and Moore; County Administrator Wozmak; Sheryl Trombly Finance Director; Terry Warren Ex. Asst. to Commissioners.

The meeting commenced at 9 AM. All committee members and county employees present introduced themselves.

The report completed by the intern working in the Commissioner's office, which had previously been mailed out in May 2004, was distributed to this committee.

Maplewood Nursing Home

Administration – Chairman Robertson asked for an explanation on the first three line items. Administrator Wozmak stated that as explained last week, the changes in the nursing home administrator position would create an assistant nursing home administrator position. The grade of the position will probably not change because the position will report to the administrator. The pay is less because of a decrease in responsibility of the assistant and less hours worked.

Rep. Dexter asked about the increase in the printing line. Administrator Wozmak stated that the nursing home brochure would be reprinted because it has not been done in five years and we are running out of them. The brochures are a marketing tool for those people looking for information about the nursing home. It will be updated as needed. There was discussion about whether or not we should be printing such things given the ease with which this information can be obtained on the Internet.

Quality Improvement – Health Insurance \$11,596, dental \$323. Director Trombly explained the health insurance program and what the employee benefits are.

Rep. Pratt asked about the education line. Administrator Wozmak stated that this is for the health care fair for employees, which has not been held for several years.

Rep. Pratt asked if the department managers were going to give a short presentation for each department, explaining what the department does. Administrator Wozmak said that it would be possible if the Chairman felt it would be useful. Wozmak gave an overview of the Quality Improvement department. This department oversees audit reporting and special committees, such as resident falls and incidents, food quality and activities and is mandated by federal regulation governing nursing homes.

Rep. Espieffs asked about the health insurance benefits for employees. There was a discussion on the self-insured county health plan that is available to employees. The County has been self-insured

for about 5 years with good claims experience and has managed to have premium increases slightly below market rates.

Rep. Pratt moved to approve the QI budget, Rep. Eaton seconded, voted unanimously.

Nurse Practitioner – Continuing education line includes travel costs required. Administrator Wozmak stated that the county is considering a contract with Cheshire Medical for a nurse practitioner. He will come back to the committee with an update in a couple of weeks as this budget line may go to zero.

Dietary – Health insurance \$95,232, dental insurance \$4617.

Nursing – Chairman Robertson asked what is a MNA. Administrator Wozmak stated that they are medication nursing assistants who are able to dispense medications. Health insurance costs are \$656,472, dental \$28,324. Rep. Pratt asked about the travel allowance. Administrator Wozmak stated that this line includes meetings, going to assess residents. Rep. Eaton asked about staff retention. Administrator Wozmak stated that we are in pretty good shape. He explained that we are still involved with the nursing program at Community Technical College in Keene. He stated that we probably have the highest staffing ratio of most nursing homes.

Rep. Pratt asked Lisa Kemp, DNS, how the change in administrators has affected the staff. Lisa stated that morale has not been significantly affected. When asked about the nursing staff shortage, she said staffing has gone up and down as it usually does. We have about the same number of nurses as a year ago. Rep. Pratt asked about the ratio of nurses to residents compared to other nursing homes. Lisa stated that our ratio is probably better. She explained that Dr. Shapiro's coverage (through Cheshire Medical Center-Dartmouth-Hitchcock) is two days a week and that everything is going very well. Residents are given an exam every 60 days by either Dr. Shapiro or a physician of their choice.

Rep. Eaton moved to approve the nursing budget, Rep. Emerson seconded, voted unanimously.

TLC – Lisa explained that there are 22 beds in the behavioral unit on the third floor. Health insurance is \$105,748, dental is \$3673.

Rep. Dexter asked about the overtime line and if increasing the number of nurses would help reduce that line. Lisa stated that there are not enough people to fill the jobs.

Rep. Eaton moved to approve the TLC budget, Rep. Pratt seconded, voted unanimously.

Laundry and Linen – Rep. Pratt asked about the fact that there is not a director of this department. Director Trombly stated that the line for laundry and housekeeping was streamlined and there is a supervisor of each of the departments who reports to the nursing home administrator. Health insurance \$37,784, dental \$1928. Administrator Wozmak said that this is consistent with the reduction of some middle management positions for economic reasons and streamlining management.

Rep. Eaton moved to approve the Laundry and linen budget, Rep. Hunt seconded, voted unanimously.

Housekeeping – Health insurance is \$74,370, dental \$3375.

Rep. Eaton moved to approve the housekeeping budget, Rep. Hunt seconded, voted unanimously.

Activities – Health insurance \$40,191, dental \$889.

Social services – Administrator Wozmak explained that this department works with residents and their families on social service issues that may arise. Health insurance \$15,661, dental \$1563.

Rep. Eaton moved to approve the social services budget, Rep. Hunt seconded, voted unanimously.

Occupational Therapy – Health insurance \$5263, dental \$1432.

Rep. Eaton moved to approve the occupational therapy budget, Rep. Hunt seconded, voted unanimously.

Physical Therapy – Health insurance \$52,045, dental insurance \$2288.

Rep. Eaton moved to approve the physical therapy budget, Rep. Hunt seconded, voted unanimously.

Miscellaneous services to residents – Rep. Sinclair asked about the religion line. Administrator Wozmak stated that it is a clergy stipend. We have a minister from the United Church of Christ who spends a minimum of one day a week with residents. There was discussion about what the line item should be called and Rep. Butynski moved to retitle the line to “spiritual counseling”, Rep. Emerson seconded, voted unanimously.

Rep. Pratt moved to approve the misc. services to resident's budget, Rep. Hunt seconded, voted unanimously.

Outpatient Clinic – Administrator Wozmak stated that this line could be reduced to zero, again, on the basis that the nursing home no longer has an in-house nurse practitioner and that the County is discussing this service with Cheshire Medical Center-DH Clinic.

House of Corrections – Superintendent Van Wickler introduced himself and Executive Assistant Penny Vitale as employees of the HOC, and gave an overview of the department. He stated that he has completed several analyses on the staffing of the new facility. He stated that he had asked for seven new employees for next year, but was approved for three. The Commissioners and the Superintendent later agreed to an amount of funds for the Superintendent to use his discretion and hire as many as he can (either full or part-time) as the funds would allow. He gave an overview of how he has determined what number of staff he will need for the new jail. There was much discussion on the staffing issues in the new jail.

Superintendent Van Wickler explained that there are only two correctional officer's academies a year and he can only send two officers at a time because of the effect on the jail. **Rep. Pratt moved that a subcommittee be established in order to work on the staffing requirements for the new**

jail, Rep. Hunt seconded, discussion followed. Administrator Wozmak explained the staggered hiring process that was to be used in the Commissioners recommended budget for new correctional officers. **Voted unanimously to create a subcommittee.** Rep. Hogancamp will chair, and Reps. Hunt, Emerson, Dexter, Allen, Tilton will be on the committee. A date of January 21 (Friday) at 9:00 AM was set for them to meet and the full delegation will be invited to attend. The meeting will be held at the jail.

Farm – Health insurance \$15,661, dental \$1129. Rep. Pratt asked that the equipment repair items be clarified. Manager Putnam stated that it is the manure spreader and the tractor that need repairs. Rep. Pratt asked what steps have been followed from the consultant's report. David stated that the feed, vet and medicine costs have been addressed. He has been able to make some changes in the feed costs but not in the vet and medicine costs. Rep. Emerson asked how many inmates work at the farm, he stated that there are four to six a day.

Mr. McGuirk, a resident of Walpole, was asked if he would like to make a statement. He stated that he is interested in the operation of the farm. He has obtained the current costs and they indicate that the farm is showing a loss of \$16,000 for 2004. He stated that if the farm continues to use inmate labor, there would be an additional expense of transportation of inmates to the farm when the jail moves. He stated that his issue is not in closing the farm but for it to break even.

There are funds in capital reserve that David would like to use for the equipment that needs to be replaced. He said the reserve funds could be put to use without affecting taxes. There was continued discussion about what would happen to the farm when the jail moved to Keene. He explained that overseeing the inmates working at the farm is dependent on farm employees and these costs are included in the farm budget. Chairman Robertson stated that the task of this committee is to vote on the budget and not to determine whether the farm stays open. **Rep. Eaton moved to approve the farm budget, Rep. Hunt seconded, Rep. Pratt opposed the motion, Reps. Tilton, Allen, Hogancamp, Emerson, Butynski, Richardson and Robertson approved, and motion passed.**

Meeting adjourned at 12:40 PM, to meet on January 24 at 9 AM.

Barbara Hulp Richardson

Minutes approved at meeting of Jan. 24, 2005

Barbara Richardson, Clerk

Executive Jail Staffing Sub-Committee

Date: Friday 1/20/05 9:00AM

Attendees: Rep. Anna Tilton, Rep. Susan Emerson, Rep. Peter Allen, Rep. Deb Hogancamp, Superintendent Rick VanWickler, Commissioner Roger Zerba, Rep. John Hunt, Rep. Charles Weed

Excused: Rep. Judson Dexter

The meeting was called to order at 9:05 AM. Superintendent Van Wickler began with a presentation of how we had gotten to where we are in the building of the new jail. He presented the 6 studies that have been done since 1997, and the ensuing recommendations. He also presented the Executive Summary produced by the Commissioners & the superintendent. He described the 3 types of jail architecture-the advantages and disadvantages of each. Currently the most successful and cost effective to run is the direct supervision. program. He then presented a power point description of the plan that is being used complete the jail project.
10:15 AM County Administrator Jack Wozmak arrived.

The committee members asked many questions, and Superintendent Van Wickler answered them all.

A discussion regarding time lines for hiring of new staff, completion of the new jail, and options for safely accomplishing both.

The sub-committee unanimously agreed that the proposed \$49,000 for new staff in 2005, and that the superintendent have control over the way it is spent would be the best course. The reasoning was: the construction time line is not definite, the recruitment and hiring process is not a definite, and until we can become more specific we will proceed conservatively.
The meeting adjourned 11:30 AM

Respectfully submitted,

Rep. Deb Hogancamp

MINUTES
Cheshire County Delegation
Executive Committee Meeting
2005 Budget Review
Monday, January 24, 2005 9:00 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Butynski, Dexter, Eaton, Emerson, Hogancamp, Hunt, Mitchell, Pratt, Richardson, Robertson, Sinclair, Tilton, Commissioners Zerba, and Moore; County Administrator Wozmak; Sheryl Trombly Finance Director; Terry Warren Ex. Asst. to Commissioners.

The meeting commenced at 9:07. Commissioner Zerba noted that Human Services would be presented at a latter meeting.

Facilities

Health insurance for MNH facilities - \$53,380, dental \$2576; Keene \$10,398, dental \$1032.

Barry King gave an overview of some of the budget lines of the facilities budget. He stated that due to conservation efforts we saved about a million gallons of water in the last quarter due to the Honeywell energy conservation project. Rep. Pratt asked for information on the Honeywell project. Manager King stated that it includes water conservation, heat and electric efficiency at MNH, the Courthouse and the administration building. There was some discussion on the water usage at the nursing home.

Rep. Tilton asked about the Latchis building. Manager King stated that he is looking at various projects for it with the MacMillan Co. One of them includes adding netting over the roof to safeguard the balance of the roof and bricks. Chairman Robertson stated that he does not understand why the roof has not been repaired and that he feels the building is solid and should be maintained. There was discussion whether we want to be involved with property development. Administrator Wozmak suggested that an appraisal of the property be completed with the thought that the building be sold since our plans have not come to pass. Commissioner Zerba addressed the issue of the Latchis and that the Commissioners are working on a solution, which may include selling the property. **Rep. Pratt moved to approve the MNH facilities budget as recommended by the Commissioners, Rep. Eaton seconded, voted unanimously.**

The HOC facilities budget was reviewed. **Rep. Pratt moved to approve the HOC facilities budget as recommended by the Commissioners, Rep. Eaton seconded, voted unanimously.**

The wastewater treatment plant budget was reviewed. Manager King stated that sludge removal was completed last year. **Rep. Pratt moved to approve the WWTP facilities budget as recommended by the Commissioners, Rep. Eaton seconded, voted unanimously.**

The water treatment plant budget was reviewed. **Rep. Pratt moved to approve the WTP facilities budget as recommended by the Commissioners, Rep. Eaton seconded, voted unanimously.**

The farm facilities budget was reviewed. **Rep. Pratt moved to approve the farm facilities budget as recommended by the Commissioners, Rep. Eaton seconded, voted unanimously.**

The courthouse facilities budget was reviewed. **Rep. Pratt moved to approve the courthouse facilities budget as recommended by the Commissioners, Rep. Eaton seconded, voted unanimously.** There was some discussion about a unified courthouse location for all the courts in the county.

The Administration building facilities budget was reviewed. **Rep. Pratt moved to approve the Administration facilities budget as recommended by the Commissioners, Rep. Eaton seconded, voted unanimously.**
Sheriff and Sheriff Dispatch

Sheriff department health insurance - \$68,977, dental \$3750; dispatch health \$31,322, dental \$2723.

Sheriff Foote gave an overview of the increases requested in the budget. Gasoline prices have increased. They will purchase only one car this year. He stated that he is not fully staffed either in the sheriff's department or in the dispatch. He spoke about the part time contract with the town of Gilsom and that he feels it is working out well. The Sheriff would like to add an item to the budget. He would like to add \$8800 to equipment purchase to purchase tasers for the deputies. There was discussion about use of tasers. **Rep. Eaton moved to add \$8800 to the sheriff equipment purchase line, Rep. Pratt seconded, voted unanimously. Rep. Pratt moved to approve the sheriff and dispatch budget as otherwise recommended by the Commissioners, Rep. Eaton seconded, voted unanimously.**

At 10:30, a short break was taken, and members returned to the meeting at 10:40.

Since the update was received regarding the alternative sentencing **Rep. Pratt moved to approve the ASP/MHC budget as recommended by the Commissioners, Rep. Eaton seconded, voted unanimously.**

County Attorney

Attorney department health insurance \$55,712, dental \$1914; Victim Witness, 11,596, dental 323; Victim Witness DC health insurance \$0, dental \$1031; prosecutors grant health \$10,398, dental \$161.

Attorney Albrecht gave an overview of his department and its needs. He reviewed the history of the number of cases his department is involved in, their involvement in alternative sentencing cases, working with various community treatment organizations in the county and the need for an additional attorney. **Rep. Eaton moved to approve the County Attorney budget as recommended by the Commissioners, Rep. Butynski seconded, voted unanimously.**

Cooperative Extension

Lauren Bressett presented the cooperative extension budget and reviewed the work they do with the county. **Rep. Richardson moved to approve the Cooperative Extension budget as recommended by the Commissioners, Rep. Butynski seconded, voted unanimously.**

Rep. Hogancamp gave a report of the Executive Committee's Jail Staffing Sub-Committee, of which Rep. Hogancamp is the Chair. The Sub-committee met on Friday, January 21. The committee met for over two hours and agreed that the proposed \$49,000 for staff increases for the new positions at the jail was appropriate and that the superintendent should have control over the expenditures. There was some discussion on the information reviewed at the meeting. **Rep. Hunt moved to**

approve the HOC budget as recommended by the Commissioners, Rep. Hogancamp seconded, voted unanimously.

A break was taken until the next presenter arrived.

Conservation District

Deb Hinman introduced herself and gave an overview of what the purpose of the NRCS is to the county. She noted that there were 16 federal grants in 2004 assisting programs in Cheshire County at a value of \$246,152. They work with towns, organizations, students and cooperative extension, for the residents of Cheshire County. Rep. Pratt moved to approve the Conservation District budget as recommended by the Commissioners, Rep. Butynski seconded, voted unanimously.

Meeting adjourned at 12:25 PM, to meet on January 31 at 9 AM.



Minutes approved on Feb. 10

Barbara Richardson, Clerk

MINUTES
Cheshire County Delegation
Executive Committee Meeting
2005 Budget Review
Monday, January 31, 2005 9:00 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen, Butynski, Dexter; Eaton; Emerson; Hogancamp; Hunt; Mitchell; Pratt; Richardson; Robertson, Sinclair; Tilton, Butcher, Parkhurst; Commissioners Zerba, and Moore; County Administrator Wozmak; Sheryl Trombly Finance Director; Terry Warren Ex. Asst. to Commissioners.

The meeting commenced at 9:00.

Outside Agencies

Community Kitchen - Mindy Cambiar presented the budget request for the Community Kitchen. There was approximately a 9% increase in people served in 2004. She explained that the cost of each meal went up from 55 cents a meal to 59 cents a meal because of heating and health insurance costs. She stated that approximately 97% of those using their services are considered low income. **Rep. Pratt moved to approve the Community Kitchen request, Rep. Mitchell seconded, voted unanimously.**

Keene Senior Citizens Chris Callahan made the presentation of the Senior Citizen request. Dale Thompson and Peggy Lynch, members of the board, were present to support their request. They have done some fund raising last year, as suggested by the executive committee. Rep. Pratt asked about the funding for trips taken by the seniors, Chris said that the trips are fully funded by those attending. There are two full time employees and two part time employees at the center. There was discussion that the Center should increase its membership rates which would eliminate the need for County funding and further comments that this was recommended by the Executive Committee last year and apparently this advice was ignored. There was discussion about how many localities other than Keene utilize the Center. Keene represents about 70% of the users. **Rep. Pratt moved to approve the Keene Senior Center budget request of \$6,000, Rep. Allen seconded, discussion continued, roll call vote was taken, with a vote of 6 to 6, motion did not pass. Rep. Eaton moved to approve the Keene Senior request for \$5,000, Rep. Tilton seconded, voted unanimously.**

Monadnock Center for Violence Prevention - Shana Roy made the presentation for the MCVP. They served over 1500 people in 2004. They have a hot line, information and referral to other agencies, and have an emergency shelter. They currently have two domestic violence support groups. They take walk in clients and there are eight employees who work on the telephone, in the courts, and have direct contact with clients. **Rep. Eaton moved to approve the MCVP request of \$6,000, Rep. Richardson seconded, voted unanimously.**

Monadnock Developmental Services - Carol Brown made the presentation of the request by MDS. She stated that they have increased the number of hours given to families for respite. She explained that respite services are for families with members who are suffering from chronic illness, developmental disability or acquired brain injury. She explained that respite services give families some time away from the sick family member. A summary of community needs assessment for MDS was distributed to the committee. Carol gave an explanation of how a referral is handled. **Rep. Pratt moved to approve \$35,000, Rep. Sinclair seconded, voted unanimously.**

Monadnock Family Services - Doug Iosue gave an overview of the MFS request and the services given to the community by MFS. **Rep. Eaton moved to approve the MFS request of \$80,000, Rep. Richardson seconded, discussion followed. The question called, voice vote taken and Rep. Pratt and Hunt opposed, Rep. Butynski abstained, motion passed 9 to 3.**

Monadnock Substance Abuse/Acting Out - Susan Schnyer presented the budget request and gave an overview of the MSA/Acting Out programs. There was some discussion regarding the programs. Rep. Hunt stated that he would like to either have backup information separate from MFS, or this agency be included in the MFS budget. Discussion followed. **Rep. Eaton moved to approve the MSA/Acting request of \$7750, Rep. Richardson seconded, voice vote resulted in Rep. Dexter, Hogancamp and Hunt voting against, motion passed 9 to 3.**

VNA at HCS Barbara Duckett gave an overview of the services given by HCS. Outreach to the community includes home health aid to the frail and elderly in the county. Their request is approximately \$6000 more than previously. They have about 100 homemakers and 3.5 outreach workers. **Rep. Eaton moved to approve the HCS request for \$95,752, Rep. Richardson seconded, Reps. Dexter and Hunt opposed, motion passed 10 to 2.**

Fire Mutual Aid - Paul Szoc introduced himself to the committee. He gave the history and overview of the FMA and explained that they were once fully funded by the county and now the county is assessed and the funds collected from the towns and city of Cheshire County. Commissioner Zerba reviewed the financial history of FMA with the county and the reasons for separation. He explained that the FMA was not able to do police calls and that is why we have the sheriff dispatch. Rep. Eaton spoke to the relationship with FMA and the work they are able to do. Rep. Hunt asked for a financial statement from FMA for next year's request. **Rep. Hunt moved to approve the FMA budget request of \$413,391.00, Rep. Eaton seconded, voted unanimously.**

Administrator Wozmak introduced Bob Hemenway, the new assistant administrator at MNH.

Pilot Project – Administrator Wozmak stated that there is no budget for this project this year.

Human Services – Mimi Barber distributed paperwork that describes the programs in the HS budget. Administrator Wozmak explained that the Commissioners agreed to leave the budget as it has been submitted rather than making adjustments at this point. When the figures are better defined, and the proshare funds come in, the adjustment will be made. **Rep. Hunt moved that the HS budget amount recommended by the Commissioners be approved, Rep. Eaton seconded, voted unanimously.**

Assisted Living – Administrator Wozmak presented the Assisted living budget and gave an overview of the assisted living housing at MNH. There is a waiting list of 30-40 individuals for the facility. Rep. Hogancamp asked about the addition of a RN to that department. Administrator

Wozmak explained that by law a RN is required and that the present administrator is not a RN so a 15-hour RN position has been added. Rep. Eaton moved to approve the amount recommended by the Commissioners for the assisted living budget, Rep. Hogancamp seconded, voted unanimously.

Outpatient Clinic Administrator Wozmak stated that the outpatient clinic is going to be removed because we do not have an in house nurse practitioner to run the clinic for the assisted living residents. Rep. Hunt moved to reduce to \$0 the budget and revenue line for the outpatient clinic, Rep. Eaton seconded, voted unanimously.

Administrator Wozmak brought the following budget changes before the committee: add an assistant administrator position to the Maplewood Administration line at \$52,250, and bring the administrator line to \$0. Nurse practitioner budget 4413 is to be reduced by \$82,336 to \$0 for all expenses; eliminate revenue of nurse practitioner of \$118,500. Add \$12,000 to 4412.29.28 outside services for physicians for the cost of employee physicals and potential on-call pay that we will now need to pay due to the loss of the NP. Add to MNH revenue \$51,000 due to the Medicaid rate increase we just received that will go into effect 2/1/05. Add \$35,905 to 3509.00.00 miscellaneous income from the Honeywell rebate (this is from the water saving related to the toilets that could not work in the facility). MNH administration budget 4411.39, reduce printing, binding and books to \$800 (from \$2,800) by printing MNH brochures in house. Eliminate the expense for the Outpatient Clinic of \$10,713 due to the loss of the NP that would have staffed the clinic; eliminate the corresponding revenue of \$12,000 for the Outpatient Clinic. These adjustments will result in a net reduction of \$48,092.00. Rep. Hunt moved to approve the above changes, Rep. Richardson seconded, voted unanimously.

Meeting adjourned at 1:05 PM, to meet on February 7 at 9 AM.



Minutes approved Feb. 10, 2005

Barbara Richardson, Clerk

MINUTES
Cheshire County Delegation
Executive Committee Meeting
2005 Budget Review
Monday, February 7, 2005 9:00 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen, Butynski, Dexter; Eaton; Emerson; Hogancamp; Hunt; Mitchell; Pratt; Richardson; Robertson, Sinclair; Tilton; Commissioners Zerba, and Moore; County Administrator Wozmak; Sheryl Trombly Finance Director; Terry Warren Ex. Asst. to Commissioners.

Chairman Robertson commenced the meeting 9:00 AM.

Capital Budget

The committee reviewed the capital budget. Rep. Pratt asked about the courthouse capital improvements and if the state was responsible for the work associated with the replacement of the underground fuel storage tank. Administrator Wozmak stated that the county is responsible.

Rep. Pratt asked about the thin-client computing in the computer operations request. Wendy Putnam explained that this system would replace having individual computers at each location. Instead certain locations will only have screens with a central information site. There will be approximately 20 locations with the screens. Rep. Hunt asked about the air conditioning. Wendy stated that it is for the server unit room and the fire alarm room next door.

Rep. Pratt asked why there is a car in the sheriff's budget since the sheriff stated that he is not purchasing an auto this year. The Sheriff was contacted and he wants the auto in the budget.

Rep. Tilton asked about the \$2500 for the outpatient clinic. Administrator Wozmak stated that it would be taken out of the budget. **Rep. Tilton moved to reduce line 4900.97.11 by \$2500, Rep. Eaton seconded, voted unanimously.**

Rep. Tilton asked about the elevator costing \$175,000. Administrator Wozmak explained that the elevators are at the end of their useful life of about 24 years. He explained that there was a repairman who was here for three days last year, sleeping here and being available to keep the elevator working. The elevators are increasingly unreliable and sometimes trap residents and staff between floors. The funds will be used to update the two elevators.

Rep. Tilton asked about the card-readers for the second and fourth floor stairwells. Administrator Wozmak explained that they are presently using a code system that causes delays and the card system will allow the use of ID swipe cards similar to those used on other secure doors in the facility.

The request of the farm manager for \$29,000 from surplus for the farm capital equipment line in order to purchase a manure spreader and purchase/repair the tractor was presented to the committee. These funds had been authorized, but were not used last year. Manager Putnam explained the equipment he has at the farm and the different uses of this equipment. Rep. Pratt spoke against spending any money on the farm to buy new equipment. **Rep. Eaton moved to**

approve the expenditure for the farm capital equipment, Rep. Richardson seconded, voice vote taken, Reps. Tilton opposed, Rep. Pratt abstained, 11 votes to approve. Motion passed.

Rep. Dexter asked how the step system for employees works. Administrator Wozmak explained that the step system is used when, over a span of a year, an employee warrants a raise, they move to the next step. There was discussion on the assistant administrator position and salary and Administrator Wozmak explained salary as submitted last week was for a less than one year period. Rep. Pratt moved to reduce the assistant administrator's salary from \$52,250 to \$40,000, Rep. Sinclair seconded. Discussion followed. Commissioner Zerba explained that the commissioners have conducted several searches for a nursing home administrator. There was discussion that \$40,000 would not be sufficient to attract someone to the position. The motion was called and a voice vote resulted in Rep. Pratt for the motion, twelve votes against, motion failed. Salary remains at \$52,250 as approved last week by the Executive Committee.

There was a discussion about the use of interns by the county. Rep. Hunt moved that before any department hires an intern, the position and what they will do be brought before the executive committee for approval, Rep. Emerson seconded. Discussion followed and motion was withdrawn. Rep. Pratt suggested that a report or update be submitted to the executive committee when interns are hired.

Rep. Hunt moved to reduce outside agency, Monadnock Substance Abuse, from \$7750 to \$5750. Discussion followed. Voice vote taken and there were three votes for the motion, Reps. Hunt, Emerson and Dexter; ten votes against, motion failed.

Rep. Pratt moved to approve the budget totaling \$26,626,582 with an increase over last year of 4.95%, \$11,861,066 in taxes to be raised, at an increase over last year of 1.5%, Rep. Robertson seconded, voted unanimously.

Rep. Pratt suggested that a motion be made to recommend to the delegation that all outside agencies be put on notice that they should not expect any more than 80% of the funds that they received this year, Rep. Emerson seconded. Rep. Eaton stated that he would support the motion provided the Commissioners send a letter to the agencies advising them of this. Discussion followed. Rep. Hogancamp seconded, hand vote was taken and 8 voted in favor, four voted against the motion, motion passed. The motion will be advanced to the full Delegation.

Rep. Hunt moved that \$11,500 be taken from the surcharge account for Deeds use, Rep. Eaton seconded, vote was unanimous.

Administrator Wozmak reminded the committee that March 7 at 7 PM is the date for the delegation meeting to vote on the budget. The Committee decided that they prefer March 21 at 7 PM.

A five-minute break was taken at 11:05 AM. Meeting resumed at 11:15 AM.

Rep. Hunt moved to correct the approved budget amounts to \$26,518,457 with an increase over last year of 4.53%, \$11,740,941 in taxes to be raised, at an increase over last year of .62%, Rep. Robertson seconded, voted unanimously.

4th Quarter Budget Review

Finance Director Trombly gave an overview of the fourth quarter budget. The overall budget is showing approximately an \$802,000 surplus which did not include the use of 2004 budgeted funds \$1,210,000. The 2005 budget includes a substantial amount of fund balance to be used. The reason for the surplus is the bed tax money we received in 2004 that was not budgeted, and a second receipt of 2003 proshare funds. On the expense side, the Human Services budget had a surplus of a couple of hundred thousand dollars in the area of board and care of children, which was lower than anticipated.

There was some discussion over the format of the quarterly reports, generated by a different program than the yearly budget and cannot be set up in the same format. Rep. Tilton asked how much we are in the red for nursing home costs. Administrator Wozmak stated that there is a \$68/day difference in what it costs vs what we get paid by Medicaid. Rep. Tilton made the point that if the state paid their costs to the nursing home that they are responsible for, the county would not have to make up the funds they are not receiving.

Rep. Pratt asked if there is any particular department that had serious negative discrepancies from the allocated budget. Director Trombly stated that it was the House of Corrections, page 35. The payroll and benefit line was not accounted correctly because of the mix of correctional officers 1, 2 and 3 and time due to them, and an unusual amount of medical transports were required, which resulted in overtime. Additionally, the RN at the HOC was out on leave because of a broken hip and registry fees were very high. Some of her time was taken over by some of the nurses at the nursing home, but not all.

Rep. Hogancamp requested that Director Trombly review some of the items expended in the contingency line. Administrator Wozmak stated that we do not fund contingencies, we do not anticipate them and they are posted at a zero budget because it keeps track of them.

Director Trombly reviewed other areas of the budget, nursing and TLC were both over budget by \$82,000, registry usage being higher than the previous year; many departments came in under budget such as housekeeping because they could not fill some positions and those positions were transferred to nursing for ward aides.

Rep. Eaton moved to accept the fourth quarter budget, Rep. Hunt seconded, voted unanimously.

Meeting adjourned at 11:50 PM.

Barbara Hull Richardson

Minutes approved on Feb. 18, 2005

Barbara Richardson, Clerk

MINUTES
Cheshire County Delegation
Public Hearing
Tuesday, February 15, 2005 7 PM
Keene Public Library, Keene, NH

PRESENT: Representatives Allen, Butynski, Chase, Dunn, Dexter, Eaton; Espiefs; Hogancamp; Mitchell; Parkhurst; Pratt; Richardson; Roberts; Robertson, Tilton; Weed; Commissioners Zerba, and Moore; County Administrator Wozmak; Terry Warren Ex. Asst. to Commissioners.

Chairman Dexter opened the meeting 7 PM.

Chairman Dexter explained that this meeting is a public meeting. He gave a synopsis of how we have gotten to where we are today. He reviewed some of the sites that were considered by the committee and what they encountered with those sites. He explained how we came to consider the present location for the jail.

The Delegation needed to meet again to vote on the bond motion because of the timing requirements of a bond. Administrator Wozmak explained that when a vote is made for a bond, it must be within 14 days of the public hearing, which had been exceeded. This meeting gives the Commissioners an opportunity to bring everyone up to speed, in addition to bringing the delegation together to vote.

Two architects from SMRT, David Lay and Arthur Thompson explained the location of the jail on the site. Administrator Wozmak described the properties needed and the location of the wetlands around the properties, which will act as a buffer to the jail. Soil surveys and wetlands were considered. David Lay gave an overview of the building design and explained that it is a simple structure with inexpensive materials. The floor plan is program driven. He explained the separate building is the workers dorm for minimum-security inmates who are on work release or sentenced to weekends at the jail. The workers dorm is a wood frame building because the security risks are less and the costs will be less. He explained that the budget had been \$23.5 million in 2002 and with inflation and construction materials increasing costs, the cost evaluation is at \$29 million for 2006. SMRT met with the design committee to look at how to cut costs. They had to determine if they want a cheaper project or if they should cut the size. They determined that the materials in the present plan were deemed appropriate to the project and the design was considered appropriate to the building.

Arthur Thompson reviewed the consultant's report done by David Bennett. The number of beds needed was considered to be 157, which should hold us until about 2025. They considered that the 150-bed project was appropriate for size. He reviewed how the project would be changed if we tried to keep to the 2002 amount. The number of beds would be reduced to 108. Given the current number of 112 inmates currently at the jail, the facility would immediately be too small and would offer no meaningful opportunity for growth. This would restrict our ability to use a classification system for inmates.

The floor was opened to the public.

- ◆ Keene resident, Katherine Delanoy stated that the jail should be built on the former Keene Public Works property on Main Street.
- Chairman Dexter stated that the county was interested but was put off by the city. Administrator Wozmak explained that as an old landfill, there were many requirements and approvals needed before the county begins building. The process could add years to the building date.
- ◆ Planning Board member, William Beauregard asked about the difference in the funds requested tonight as compared to what was advertised, and how this affects tonight's meeting. He asked if the city receive noticed of this meeting. He stated that he reviewed a couple of weeks of the Sentinel and he did not see a notice in the paper.
- Administrator Wozmak stated that the bond counsel has been contacted about the difference and they have stated that it does not affect the validity of the vote. Chairman Dexter noted that the county administrator follows the rules. It was noticed on page two in the Feb. 3rd edition of the Keene Sentinel, a copy of the newspaper ad being brought to the meeting.
- ◆ William Beauregard, stated that the city is concerned that this meeting was held at the same time as the transportation meeting next door. He stated that he hopes the city can work with the county on this project. He explained that the site is considered a site for business expansion. He asked if there is a problem with the purchase and sale of the property. He asked that the public hearing be continued to another date to continue discussion with city staff. He asked why he as a member of a jail advisory committee was not notified of tonight's meeting. He stated that the city would like to work cooperatively and it is the first time he has seen this plan. He stated that the council wants to ensure that there is adequate capacity for building in the corporate park. He is concerned about the water and sewer use.
- ◆ William Beauregard asked if this has been brought before the citizens of Keene and he feels that before rushing in to a bond vote this be explained to the community, council, Mayor and manager. He requests that the meeting be continued to another date for an opportunity to discuss this with the city staff.
- Chairman Dexter respectfully disagreed that people are not aware of this because it has been an ongoing process. This has been on the radio, in the newspaper, that we have made a desperate search for a site for the jail and this property was identified months ago, it was discussed in the newspaper at that time. We are not springing something on the people. He suggested that if the council has a better solution, they should bring it forward but that is not happening. Just saying no does not fix the existing problem.
- ◆ Keene resident, Kendall Lane stated that there are a number of issues tonight's meeting brings forward. He stated that he is concerned how fast this is moving forward. He stated that a third of the present delegation is new and they should have time to consider the issue as other members have. He stated that its time the county consolidates and looks at a long-range plan instead of a piecemeal plan. He stated that the site is not able to support the capacity of an 85,000 square foot building. He stated that putting the facility near Keene does not help anyone. He stated that the courts might be moving, so putting the building near Keene is of no benefit. He stated that the transportation requirements of moving inmates to the farm would be an issue. He stated that the wetlands in the area need consideration. He said that this is being sprung on Keene and the city was not aware of the site and the people of Keene have not had time to express their concerns or support on this project. He believes the city should be given an opportunity to review the site and give input in this decision. He stated that there is a site on Rt. 32 across from the airport and he suggested that site be considered.
- Chairman Dexter stated that we do know about the courts moving and that they have suggested that if we find the property, they would consider it. He noted that the wetlands issue is being

considered. He also stated that the Rt. 32 land has been considered by the Delegation during the site evaluations done over the past year and a half.

- ◆ Keene resident Dick Powers stated that he had a meeting with Commissioner Zerba and Administrator Wozmak and asked them several questions at that meeting. Why not have a public hearing? Public hearings have been held before and a public hearing should be held for every site considered. He was concerned that we are putting a prison (jail) on a public access road into the city. He asked that a balloon test be done to see if the building would be seen from the road. He expressed his concern that we are renting out space to federal prisoners and we should be able to save money by not taking in prisoners. He stated that property values would be affected by the construction of the jail.
- ◆ Keene Mayor Blastos came to the meeting and he stated that he polled the council regarding tonight's meeting and they would like us to discuss the project with the council. They have concerns with the project and its effect on the industrial park.
- ◆ Keene Planning Director Rhett Lamb suggested that the master plan be looked at before any big construction project is considered. He believes that the balloon test be completed and viewed from Wyman Way. He asked if there is a schedule and is it going to be brought before the city.
- ◆ Keene City Councilor Mitchell Greenwald stated that no notice was given to him or Mr. Beauregard about this meeting. He stated that there is a meeting going on next door and he asked if there will be violations in regarding to the CDBG funds. He asked if there is any reason for the change from Westmoreland to Keene.
- ◆ Keene City Councilor Peggy Lynch stated that she never heard of bonding before land acquisition. She is disappointed because Westmoreland was upset over the jail being considered for Westmoreland and they convinced the delegation to move it to Keene.
- ◆ Keene Planning Board member William Beauregard stated that he believes there are significant issues here, including the cost of the jail is changed from what was advertised. He believes the delegation should discuss these concerns with the council.
- ◆ Keene resident David Kenyon stated that he finds it is hard to understand that the county is taking property off the tax rolls.
- ◆ Keene resident Gina Hamblet is concerned that land will be taken off the tax rolls. She never heard anything about this construction site. She is concerned her property will be affected. She is concerned it is a gateway to Keene and the lights will impact on the beauty of the location. She asked at what time the inmates are released.
- ◆ Rep. Pratt stated that he feels this is an effort on the part of the Mayor to discuss the issues and wishes to create a place to share concerns. Rep. Allen stated that we have had public meetings whenever the delegation meets and the construction and site search for this jail has been going on for a very long time.
- ◆ Keene Mayor Blastos stated that he polled the council and they were comfortable that he come before the group regarding the bond vote and the CDBG issue.
- ◆ Keene resident Nancy Laurie is concerned that the land is being taken away from the corporate park and asked how the jail is in sync with city plans. She asked if there is any outdoor space for the inmates.
- ◆ Rep. Robertson stated that voting the bond does not affect the jail site. He does not understand why there should be a delay on the bond vote. Administrator Wozmak stated that the bond vote is an indication that we can go ahead with the jail plan. If we do not have a bond vote, this project stops.

- ◆ Rep. Parkhurst stated that if we vote the bond, will we meet with the Mayor and council. Administrator Wozmak stated that if the bond vote is approved, it opens the door to move forward.
- ◆ Rep. Roberts stated that the longer we wait, the interest rate on the bond increases costs.
- ◆ Keene resident Kendall Lane stated that the public is not here to discuss a bond issue but the fact that the jail is in the city of Keene.
- ◆ Planning Board member William Beauregard thinks that a meeting in two weeks would be in the best interest of everyone.
- ◆ Keene City Councilor Phillip Jones stated that he thinks that it would be a noble gesture for us to submit a plan just as any other citizen would have to.

The public meeting closed at 9:07 PM. Delegation meeting opened at 9:08.
Chairman Dexter stated that a motion for the bond vote would be entertained.

Rep. Allen made a motion to raise and appropriate a sum not to exceed Twenty nine million dollars (\$29,000,000) to finance the acquisition of land, the design, construction and equipping of a county correctional facility on land to be acquired in Keene, such sum to be raised through the issuance of bonds or notes pursuant to the provisions of RSA 28 and RSA 33, as amended, to authorize the County Commissioners to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof, and to take any other action or pass any other vote relative thereto, Rep. Weed seconded, discussion followed.

Rep. Pratt moved that a discussion with the city council and delegation should be started before the bond vote. Rep. Eaton called a point of order, the motion is inappropriate while a motion is on the table.

Rep. Dunn stated that he thinks we should take another two weeks to discuss the issue with the city and then move forward. Rep. Robertson stated that he does not know of any reason not to move forward. He does not think it is fair to keep waiting the people from whom we are purchasing the property. Rep. Eaton stated that the soonest we can meet is March 9 and he feels that we should go forward with the bond vote and this will open communication with the city. Rep. Roberts stated that we should be considering what is the best option for the county and not what we want. Chairman Dexter feels that the city has not made an effort.

Rep. Pratt moved that the motion be tabled, Rep. Dunn seconded. Motion failed upon a roll call vote of 8 nays and 7 yeas. Voting against the motion to table were Reps. Allen, Chase, Eaton, Richardson, Roberts, Robertson, Tilton, Weed. Voting in favor of tabling the motion were Reps. Butynski, Dunn, Dexter, Espieffs, Hogancamp, Parkhurst, Pratt.

A roll call vote was taken on the bond vote and the motion passed with 9 yeas and 6 nays. Voting in favor of the bond authorization were Reps. Allen, Chase, Eaton, Pratt, Richardson, Roberts, Robertson, Tilton, Weed. Voting against the bond vote were Reps. Butynski, Dunn, Dexter, Espieffs, Hogancamp, Parkhurst.

Rep. Eaton moved that the delegation meet with the City of Keene on Friday, March 11 at 7 PM at a place to be determined, Rep. Tilton seconded, voted unanimously. Chairman Dexter will co-chair

the meeting with Mayor Blastos. Administrator Wozmak will determine the location and advise the committee.

Meeting adjourned at 9:50 PM.

Barbara Hull Richardson

Minutes approved on March 28, 2005

Barbara Richardson, Clerk

MINUTES
Cheshire County Delegation and
Keene City Council
Public Meeting
Friday, March 11, 2005 7 PM
Keene Public Library, Keene, NH

PRESENT: Representatives Allen, Butcher, Butynski, Chase, Dunn, Dexter; Eaton; Espiefs; Emerson; Foote; Hogancamp; Mitchell; Parkhurst; Pelkey; Plifka; Pratt; Richardson; Roberts; Robertson; Sawyer; Tilton; Weed; Mayor Michael E. J. Blastos; Councilors DiBernardo, Filiault; Phillips; Stout; Farrar; Jones; Bendzinski; Georgina; Parsells; Coates; Lynch; Greenwald; Pregent; County Administrator Wozmak; City Manager Maclean; City Clerk Little; Ex. Asst. Terry Warren

Chairman Dexter called the meeting to order at 7 PM.

Chairman Dexter welcomed everyone to the first joint meeting of the Keene City Council and the Members of the Cheshire County Delegation to discuss the location of the county jail. He identified himself and the Mayor, who led those present in the Pledge of Allegiance.

Chairman Dexter read the ground rules for the meeting. He explained that this meeting is an open discussion between the county and the city council. The two major areas to be discussed is the history of the jail site location and to give the city an opportunity to bring forward any other reasonable options for any other locations for the site of the jail. The public was advised that their presence is welcome but there will be no input from the public for this meeting. Written testimony will be taken, if submitted. Roberts Rules of order will be followed for the meeting. Questions will only be addressed after both sides have been heard.

A roll call attendance was taken of the city council, and a roll call attendance was taken of the delegation.

Chairman Dexter explained how we have gotten to where we are now. The present jail is overcrowded and anyone visiting would know that. There have been studies confirming this. As the population of the county grows, so does the population of the jail. Once it was determined that a new jail was needed, the location was the second step, using the current philosophy for improving rehabilitation for inmates. This included readily accessible for healthcare and mental health care, education, jobs, access to the courts, transportation, family, friends and support groups, and other areas of help for the inmates. The second part of this was to include the size of the facility and what land site do we need to make this work. We looked first at locations more centralized locations in the county. The size needed was 10+ acres. We needed utilities, topography, access to the site, willing sellers and cost, including land, site work, and utilities.

Chairman Dexter continued. We then went on a search. The first place looked at was the courthouse and the property behind it. That site did not meet the requirements established to complete this project. We looked at the Railroad property, the public works site, looking at property of other large landholders in the area. We almost obtained a 50 acre piece of property on Branch Road and 101, the price was right, utility access was available and the site worked, but that site was bought out from under us. Then we looked at the Aldrich property (only), but the property did not meet our requirements. We looked at 10 North, the Thomas property of about 400 acres, it is very large, but it does not have utilities.

We expanded the circle to Swanzey, looking at five different lots including the fairgrounds, the MedCare site, the Bardwell property, a piece in West Swanzey by Cutler School, but that was a complicated situation because it would have required trading property as well as purchasing property, and a large parcel on California St, as well as others, stated Chairman Dexter.

Those sites not fitting what we needed, we went to Marlborough and looked at several sites; the Hill gravel pit, which is a large tract of land but there were a lot of concerns regarding improperly buried materials, and the shape of the lot in order to fit the building. Negotiations were never completed. We looked at a large section of property east of Marlborough, heading towards Dublin, which was 350 acres. There were no utilities and the site was too far from the center of services.

Chairman Dexter stated that because we could not find anything that was within a short distance of the center of services, we went back to Westmoreland. We looked at three sites. One was adjacent to the current facility, one was further south of the farm, and one was the plateau site, which was next to the nursing home. We do own the land, but costs would have been \$1 million for the site adjacent to the jail, \$1.5 million for the site south of the farm, and \$2 million for the plateau site. A meeting was held in Westmoreland and the delegation voted for the plateau site. A public hearing was held in Westmoreland and we were asked to reconsider because the Aldrich property was available. The Commissioners and the County Administrator were directed to look into it. The Aldrich property meets our physical concerns, location and it falls within our budget. That brings us to the meeting we held several weeks ago in which the city council asked to meet with the council so everyone would hear the same history as to how we got to where we are, and to give the opportunity for any sites available be brought forth to be looked at. This has been a five-year process.

In conclusion, Chairman Dexter stated that every site we have looked at has fallen under the same concerns, topography, geography, building design, layout, appearance, and access to utilities.

Chairman Dexter asked the Mayor if he would like to speak.

Mayor Blastos welcomed those who had attended. He acknowledged the presence of Senator Tom Eaton. The Mayor asked Rhett Lamb of the Planning Department to speak to some of the concerns regarding that site.

Rhett Lamb described the Black Brook Site on the map and its location, which is 5 miles from the Cheshire County Courthouse. He reviewed some of the water and sewer utility studies done. The conclusions are there is adequate capacity for additional connections for both sewer and water system. Water pressure may be an issue north of Forge Street, depending on the elevation of the building. Sewer capacity downstream of the Corporate Park should be evaluated. Formal utility studies should be completed to confirm the initial analysis. From a planning point of view, they are recommending that the city preserve adequate utility capacity for all future build out for the entire corporate park before allowing any future connections unrelated to that development. He reviewed the site plan needed for the jail, which includes four pieces of land. The footprint is big, sitting on several acres. There are wetlands on two sides and steep slopes on the other. The third side of the site is the entryway. He stated that the site designers are doing their best to fit the building on the grounds with the shape of the land. The building requires extensive site work, including the removal of hilltops and filling low areas to create usable flat land. In the southwest of the site, a 35-foot hilltop will be removed. In the northwest portion, a 25-foot hilltop will be removed. On the other

side facing the downhill slope, a 25 feet of fill and 20 feet of fill are typical. On that same side, an extensive slope 35 feet high will be needed to hold up the embankment. Because of the large terrain operation, the impact from other locations in the city was viewed. It was concluded that when entering Keene from the Westmoreland end of the city, the visual effect would be minimal. A three dimensional view analysis from Wyman and Walpole Road indicates there would be a direct view of the site because the building and site are viewed from the crest of the hill.

There are three lots in Black Brook North; one of these sites being approved by the Planning Board for development. The owner, Environmental Alternatives Inc. received approval for a 10,300 square foot office/warehouse within the last six months. That site, once developed, would have an estimated assessed value of \$800,000 to \$870,000. Four other sites in Black Brook North have been developed, Interpak site, the NH Forest site, the Electronic Imaging site, and the former site of Benson Woodworking.

Rhett Lamb proceeded to give the history of the land development. In 1990 we were looking at a recession. Between 1990 and 1993 a master plan for economic development was established. One of the goals was that public and private sectors work together to strengthen Keene, and an effort made to attract new industry to Keene. Specifically, the goals were to increase the industrial acreage by 300 acres in 15 years and 650 acres in 30 years; increase the percentage of the tax base of industrial users from 10 percent to 20 percent; create 500 to 1000 industrial jobs. The plan called for city investment in infrastructure, which would support industrial growth. In 1994, they adopted a primary goal to support an economic master plan and implementation of the Wyman Road industrial area for development, which included water, sewer and road. Land for development was identified, and new zoning adopted. Land from Summit Road along Wyman Road, up Route 12, was rezoned to corporate park. In 1995-1996, a \$4 million bond was issued by the city to relocate and extend road, water and sewer. The initial phase of construction was completed in 1996. The first large development, Sims Portex, was completed in 1997. Black Brook North utilities were installed in 1997, and the first new industrial building was built.

Rhett Lamb stated that since 1996, three new roads have been built with corresponding utilities; 430,000 square feet of corporate park development has been completed; \$26,000,000 in new assessed value; and an estimated 1400 to 1500 new or relocated jobs, most of which are industrially oriented. Development of this plan is currently generating revenue over and above the amount necessary to repay the bond. Excess revenue goes to the general fund.

There are currently other development sites in Black Brook that we hope will be developed. He indicated this area on the map for the group. This total is close to 200,000 feet of additional development on top of the 430,000 previously referred to. The city has met its goals, but still has a long way to go to reach the potential of Black Brook Park, to bring in businesses and to generate jobs. It was and is a well planned collaborative effort by the city, MEDC, private companies and others. The project is a model for success and how to do it right. Black Brook is the economic engine that the city was planning.

Rhett Lamb proceeded to give details on the Black Brook North area. The proposed jail site property was purchased by MEDC in 1996. MEDC applied for CDBG funds to expand the roads and utilities. The project was funded by a million dollars of federal grants through CDBG and other loans and payments. The total commitment in this area was \$1.4 million. The purpose of the CDBG funds was clear, to construct water and sewer lines, roads and other structures necessary to make small industrial sites, like the MEDC property, and thereby provide employment for persons

of low and moderate income households. This is language from the 1996 subrecipient agreement between the city, the state and MEDC. There is an expectation that the city has a long-term responsibility to see that this agreement is followed. There is also an expectation between businesses and other property owners in the corporate park that other developable land will be developed. The bottom line is that the site was always envisioned as land set aside for future industrial development and use as a jail runs contrary to that.

Chairman Dexter asked the Mayor if he had input into any sites that the county could consider for this project. Mayor Blastos stated that he did, there were three sites that were already mentioned, the Hill property, the Thomas Property and the old landfill on lower Main St. The last site is not something the city believes should be developed because it is a contaminated site. If the county wanted it, and wanted to reclaim it, it is worth their reconsideration. The Mayor stated that the city passes it on as is, where is, and would not participate in any of the clean up.

The Mayor stated that he wished to address the corporate park site. He stated that all of the towns in Cheshire County benefit because of the employees working in that park. The Mayor stated that the city assured those that developed there that further development would be compatible, in keeping with what they have invested. The Mayor stated that his numbers are more elaborate than the planner said, showing there is over \$40 million in assessed value, contributing over \$1 million in taxes. It would disrupt the harmony there, and it would dishonor the city's word by going back on what the city assured them they would be protected from. He stated that the Commissioners repeatedly have stated that the jail belongs in Westmoreland, and he understands that the Commissioners are the boss of the county, elected by the people to oversee the operations of the county. He understands that the purpose of the delegation is to make ideas and suggestions and control the purse strings.

Referring to minutes from the Cheshire County Delegation's past meetings, the Mayor stated, the delegation rejected this site, the Commissioners stated that it belongs in Westmoreland. On Sept. 9, 2004, Rep. Dexter explained that 30-40 sites were reviewed and that the committee's final decision was that the best solution was to leave the jail in Westmoreland on county property. At the Sept. 9 meeting, Rep. Hunt stated that it would be a waste of time to contact the abutters and it was too close to the existing facility to warrant the development costs, gaining only six or seven miles and Rep. Allen was concerned about high-speed roadway. That site failed on two votes.

The Mayor continued. You have had studies, one by the National Institute of Corrections, dated Aug. 6, 2001. This addresses community services. At one time, we were hearing that we have to supply services to the inmates. There are too many repeat offenders and it would help them if they were located closer to the population. This reports states that the community, meaning the jail site, believes in reaching into the jail with community services, as opposed to cutting the inmates off from community services. Approximately 100 volunteers have access to the jails. Many programs and services take place there, despite the limited space to accommodate them. Just think what you can do if you expanded the facility right then and there, they could meet all their particular services. The Cheshire County Corrections Master Plan stated that the average length of stay in 2002 is 27 days. The Mayor stated that he does not know how much rehab can be done in 27 days. So to bring this facility closer to Keene for services does not meet the argument. I also do not understand why it is not easier for counselors to go to the jail site and give services versus having all the jail inmates to come in. I understand that on any given day only 13% of the population are incarcerated, the rest are already in the community working at jobs.

The Master Plan stated that they were concerned about Protective Custody detentions, which means if you are drunk they take you in, let you sober up and go home. Local officials need to examine this issue, particularly if a new facility is constructed closer to the population of the county. A closer facility will undoubtedly result in more Protective Custody bookings. Closer to the city, the more arrests, the more bringing them in, the more expense to us. It makes no sense to locate a jail site six miles (from the present site), we gain nothing and it costs us more. You stated you need four willing buyers, you do not have four willing buyers. MEDC has withdrawn their piece of property, therefore you have lost one of your corners. You said that you do not want to take it by eminent domain, I take you at your word for that, the Mayor stated.

The Mayor said that Chairman Dexter would like to entertain a motion on three proposed sites that the city is bringing forth. The city is bringing three old sites forward for re-review, the Thomas property, the Hill property and the landfill.

Chairman Dexter asked for a motion to form a joint subcommittee, made up of five members of the delegation and five members of the city council, to be appointed by the chairs, to review the sites discussed tonight. He stated that the current Westmoreland site could be looked at, as well as the Black Brook site, to be reviewed by both sides, the Thomas property, the Hill property, the old public works site, and any other site the committee may come up with, reporting back in 60 days from tonight.

Councilor Parsells moved that the Keene City Council authorize the Mayor to appoint a five member committee of city Councilors to join with the five county delegation members to form a joint committee for the express purpose of exploring additional site options for the locating of the Cheshire County jail facility, and to report back to this body within 60 days, seconded by several Councilors.

Discussion followed. Rep. Robertson asked if we are talking the public works site, are we talking about all of it. The Mayor stated that it does not include the front five acres that have already been committed to Cheshire Tire, an agreement having already been signed, they have already purchased that particular property. Of the 30 or 40 acres left, the city would retain about half of that for city use for snow storage, equipment storage, and the county would have 20 acres, and the county is only looking for ten acres.

Rep. Hogancamp stated that since this is a county facility, why is the City of Keene included in any decision on locations outside of Keene. Administrator Wozmak stated that this process has gone on for several years, and it was a Commissioner's jail site selection committee, it was comprised of selectmen from the towns, (Swanzy, Marlborough, Keene, Westmoreland) who met the initial criteria with respect to access to services, distance to court, utilities, so any community subject to having a jail in their community was invited to be a member of that committee.

Councilor Greenwald asked what kind of power would the committee have, and will the delegation actually listen to what comes out of this committee. Chairman Dexter stated that he knows the hard work done in trying to come up with a solution to this, and Rhett Lamb's presentation indicates that the city has the same concern, and he believes that the members on each side will act honorably and come forward with a solution that both sides will agree to. Councilor Greenwald asked if there is a commitment from the delegation to actually listen to what comes out of this committee. Chairman Dexter reiterated his belief that each side will do their very best to come forward with a solution.

Rep. Weed asked about the environmental issues at the public works site. The Mayor stated that there has never been a study conducted of what is in the ground, the city knows that it was a landfill at one time and that it is still there. The city does not recommend it, and they have done nothing to improve it. The front five acres was alleviated so that it passed the state and federal requirements, it is a clean piece of land and that is the land that Rob Noyes from Cheshire Tire will be buying. This is why the city has repeatedly discouraged this site, because it would cost millions to clean it up. Administrator Wozmak stated that there is a report that was sent out in 2003 to the members of the delegation jail committee, jail site selection committee, the delegation and the Commissioners on the landfill. The county received approximately 700 pages of engineering and survey reports that the city had regarding the site and the history of the landfill. He reviewed all 700 pages of that report and issued his report on Dec. 12, 2003. The County Administrator also spoke to someone at the State and did a brief assessment of the possibility that this land could be reclaimed for the purposes of a jail. It is virtually all negative, and it would be tremendously expensive. The county has copies of that report and will reissue the report to the members of the delegation and the city council. The report indicates that the waste is between 10 and 38 feet deep and it is consuming virtually all of the property the city represents. They do not want to use it for any purpose because of this, and the County Administrator does not recommend this site. Chairman Dexter stated that this would be discussed by the committee formed tonight. He also wants to clarify that although there are five voting members from each side, other members of the delegation and the city council can participate in the meetings, so that those questions can be answered.

Rep. Allen asked if all the sites have been looked at already. Chairman Dexter stated that they have been, but things change. The physical shape of the facility has changed, and as those things change, and could continue to change, with the county coming out with a solution they are more content with, with an emotional topic, it is best that they be revisited.

Councilor Phillips stated that the county also looked at Black Brook and rejected it and looked at it with new eyes, and we can look at these sites with new eyes. The problem we are all trying to solve is space and accessibility and moving five miles and still needing transportation and there being nothing in the vicinity, she doesn't think resolves the problem. She stated that she knows it is not just that the council members she speaks with who do not want it in Keene, but that it is in a terrible place in Keene. Something to consider is that the only land available is that which is owned by the county, not having to worry about buyers, or other things like wetlands or topography is the land we already have, and that should be considered.

Rep. Tilton stated that she does not think that is an accurate assessment of the land in Westmoreland. She stated that if we eliminate the public works from the list of sites, are we going to do engineering work on those sites again. Administrator Wozmak stated that we would do whatever engineering work is necessary and indicated to answer the questions that need to be answered to make a decision. Rep. Tilton asked if Keene is going to share in the costs, since we have done it already. Chairman Dexter stated that since we have already done this once, we already have a great deal of that information. **Rep. Tilton stated that she would like to amend the motion to require a response by March 28, since so much of the information is already available, the motion was seconded by Rep. Pratt.** The Mayor stated that he could not appoint the five members until next weeks meeting. Rep. Eaton stated that in trying to work together and in a spirit of cooperation, the city needs some time to get their committee appointed working within their rules and framework and if we rush this, it will have that perception of rush, and he hopes everyone votes against the amendment. **Rep. Tilton withdrew the motion.**

Rep. Chase suggested that if this committee is looking at former sites, they also look at the Bardwell property and also think of terms of a county campus, looking beyond the immediate needs of the county, additional court space, sheriffs, and the register of deeds space needs. Chairman Dexter stated that the motion includes any appropriate property and it was not site specific. The Mayor stated that he wishes to limit the sites to Keene because that is what the council could have input on. Rep. Eaton stated that the delegation has the right to consider any site in the county, the city will bring forth sites in the city for the committee interest. Chairman Dexter stated that Westmoreland would be excluded from this motion since only the delegation makes a decision for any site outside of Keene.

Rep. Pratt stated that he is hoping the committee is open minded because the delegation has already voted for the Black Brook property as the site chosen, with only one vote against it. He assumes that Black Brook is still on the table and will be given the same consideration as other sites, and if that is not the case, he hopes someone from the city council will say so. He assumes that we still own the land next to the courthouse and that there is no reason why the jail could not be put on that land, and he believes it should seriously be considered. Rep. Pratt stated that Commissioner Davis once said that the only way to get the jail is to build a campus, build a court, move all facilities to that complex, and move the county seat to that location, possibly in Keene, possibly somewhere else. He asked if the Mayor and the committee consider Black Brook a viable site in this discussion. The Mayor stated that they do not consider it a viable site, but they would not preclude discussing it.

Rep. Roberts stated a decision needs to be made based on what is best for the organization. If the jail had gone through last year, it would have cost the county \$36 million, if we go to next year, it will be \$60 million, inflation, and interest rate. The committee needs to keep an open mind and do what is best for the county, be open-minded and not keep delaying it because the taxpayers are going to pay for the delays. He stated that he does not believe a solution is going to come up in 60 days. If Black Brook is the best way, he will vote for it, if it is somewhere else, and it is the best solution, he will go forward. The Mayor asked what the cost would be to build in Westmoreland. Rep. Roberts stated it would be \$29 million. The Mayor asked would it not be cheaper in Westmoreland. Rep. Roberts stated that the numbers he is quoting is with interest costs. Rep. Eaton called a point of order and stated this is not a debate forum. We are in a mode of debating a committee established to select sites. Rep. Parsells stated that he wanted to point out that the Mayor identified that Black Brook is no longer on the table and that the county stated it would not exercise eminent domain. Chairman Dexter clarified that the county does not want to exercise eminent domain, but it is always an option to us. It is not the way we want to do business, but it is always an option to us. It was nearly a unanimous vote of the delegation to go to Black Brook. He does not believe that the delegation would support taking Black Brook out of the debate.

Rep. Robertson stated that if the city sells us the entire public works property, we would let you put snow on it, but we can negotiate with Mr. Noyes on the sale. The Mayor stated that he would be open to any opportunities to develop that land but he cannot speak for the entire council but he would take the request seriously and bring it up to the council. Rep. Pratt asked if there were to be two separate motions or one. A short recess was taken in order to formulate a single motion for the subcommittee.

Rep. Hogancamp moved to form a subcommittee consisting of five members of the delegation appointed by the chair of the delegation and five members of the city council, appointed by the Mayor, to review sites discussed tonight, including the Hill, Thomas, public works, Black Brook and other appropriate properties and report back within 60 days

to the joint committee of the city council and delegation, seconded by Rep. Weed. Rep. Pratt asked what the committee is going to do. Rep. Eaton stated that it would formulate recommendations to bring back to the city council and delegation as to appropriate sites to go forward with. Rep. Allen asked about review of properties already reviewed when nothing has changed. Mr. Hill has since died and the family is interested in selling that property, Rep. Dexter said. Rep. Espiefs stated that the justice of the Supreme Court has been to this area and he does not want a jail and a court to be on the same property. We need a piece of property large enough for the jail and a future extension.

Councilor Parsells stated that perhaps representation is needed from surrounding towns, Westmoreland being the prime site, needs to be considered, and if the committee needs representation from surrounding towns, so be it. Chairman Dexter stated that this committee is in charge of the sites listed, the delegation has the responsibility to ultimately make the final choice and he reminds the city council will not vote on that specifically when that is called.

Rep. Pratt moved that the motion be amended to state " and other appropriate properties in the City of Keene" , both Reps. Hogancamp and Weed agreed to the amendment. The roll was called. Motion carried with a delegation vote 20 for and 2 votes against.

Councilor Parsells withdrew his original motion. Councilor Parsells moved to form a subcommittee consisting of five members of the delegation appointed by the chair of the delegation and five members of the city council, appointed by the Mayor, to review sites discussed tonight, including the Hill, Thomas, public works, Black Brook and other appropriate properties within the City of Keene, and report back within 60 days to the joint committee of the city council and delegation, seconded by Councilor Jones. Councilor Jones spoke in support of the motion. Roll call vote was taken and motion passed unanimously.

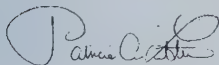
Chairman Dexter appointed Reps. Dexter, Eaton, Hunt, Robertson, Richardson to the committee.

Mayor Blastos reminded both committees that there would be a general legislative informational meeting on March 21 at 6:30 at city hall to discuss any legislation that may be pertinent to the region. Chairman Dexter announced that there is a delegation meeting on March 28 to discuss the budget. He thanked all who were present tonight and all their hard work and efforts.

Rep. Eaton moved that the meeting be adjourned at 8:42 PM.



Barbara Richardson, Clerk for the County Delegation



Patty Little, Clerk for the City of Keene

MINUTES
Cheshire County Delegation
Public Hearing
Monday, March 28, 2005 7 PM

Jury Assembly Room, Courthouse, Keene, NH

PRESENT: Representatives Allen, Butcher, Butynski, Dunn, Dexter; Eaton; Espiefs; Foote; Hogancamp; Hunt; Mitchell; Parkhurst; Pelkey; Plifka; Pratt; Richardson; Roberts; Robertson, Sawyer; Tilton; Weed; Commissioners Zerba, Sistare and Moore; County Administrator Wozmak; Terry Warren Ex. Asst. to Commissioners.

Chairman Dexter opened the public meeting 7 PM on the proposed Cheshire County jail. Chairman Dexter asked that everyone recognize the three minute statement rule and not to repeat testimony given previously.

Chairman Dexter recognized Commissioner Zerba, who reviewed some of the anticipated costs on jail siting. The cost of additional reviews would be approximately \$200,000, and along with the \$500,000 spent, prompted their statement that was mailed to the delegation on March 25. This statement and footnotes is attached and is incorporated into the minutes by reference.

Rep. Roberts stated that in regard to the memo, there were no signatures on the memo so he does not know who sent the memo, if it was an error. He also stated that he feels the Commissioners have not done their job in presenting a site.

Rep. Eaton explained that there is a meeting of the Delegation and the city Council and he feels it would be best to wait until the meetings are completed, which should be done in 40 days, in order to keep faith with the City of Keene. He stated that he does not feel comfortable voting on a bond issue, giving the Commissioners carte blanche when they have already stated where they want the jail to go.

Rep. Sawyer stated that he feels it is the delegation's duty to authorize funding for the jail and the Commissioners should be choosing the site.

Rep. Pratt agreed with Rep. Eaton.

Rep. Robertson stated that it was the recommendation of the consultants and city support services to have the jail closer to Keene, for jobs, family, services, hospital, etc. If these are not important, someone should tell the delegation. He wants more of a rationale to site the jail in Westmoreland, other than it is becoming a difficult situation.

Chairman Dexter said that he believes the Commissioners are willing to wait for the joint meeting of the Delegation and the Council.

Rep. Weed referenced several RSA's regarding the responsibilities of the Commissioners and the Delegation and he disputes that it is the Commissioners right regarding site selection. He feels that the RSA's are not so clear cut as to who is responsible.

Commissioner Sistare addressed the group stating that a lot of work has been done in the past five or six years. In 2002 there was a committee established with delegation participation in the search for the jail site. He said that the Commissioners have looked at alternate sites closer to Keene, but it

has not worked out. He feels that a half million dollars searching for a site is enough and more money should not be spent. The inmates provide labor for the jail and the nursing home, and it would cost the county an additional \$250,000 a year for labor. He quoted the RSA, which stated that it is the authority of the Commissioners to determine the site.

Rep. Hogancamp stated that as a new member of the delegation, she was only advised that the jail would be built in Keene. She asked for the full history of the decisions on the jail.

Administrator Wozmak stated that the Commissioners have always wanted the jail in Westmoreland. The Delegation rejected the recommendation and sought for different sites.

Rep. Dunn stated that he approved the change to go to Westmoreland and it was based on the guidance recommended by the Commissioners.

A resident of Westmoreland asked where it is cited that the jail should be within 5 miles of Keene. Administrator Wozmak gave some of the history on the process from the beginning. He stated that the concept of five miles from Keene was an evolving process. The National Institute of Corrections report stated that the site should be within a ten minutes drive from services for the inmates. A scoring schedule was prepared in order to evaluate the sites, and a more central location was one of the categories to be scored. He stated that Joe Manning was very much in support of the jail being centralized because the Westmoreland site is so far from towns located on the other side of the county.

After review of several sites, the Commissioners decided that all things considered, it would be easier to stay in Westmoreland. Then the Delegation established a committee and decided to look at other sites. Since that time, the Commissioners have not had any input and have allowed the effort to proceed in the hopes it would result in something. They did not want to be disagreeable or adversarial.

Chairman Dexter stated that he was on the committee looking at sites within the five-mile distance from Keene. Since no property could be acquired at a cost the county was willing to spend, and that is when the Delegation agreed to go back to Westmoreland. Then the Delegation decided that they should rescind the vote because it was felt that there were other alternative sites available closer to Keene. Then the Aldrich property was looked at as a potential site. From there, the Delegation then offered to work with the City to find alternate sites in Keene.

Commissioner Zerba stated that in February of 2004 the vote was to locate in Westmoreland. In September 2004 that was rescinded and the Commissioners were to re-look at the Aldrich site that had previously been voted on not to look at any further. The engineers thought that the site was tight to work with, but looking at topographical maps showed that a combination of four properties would make sense. The Commissioners did not recommend it, but reported the results of the report and the Delegation stated that is the site they want. Negotiations started. That was October 2004, and now it is March 2005 and we still do not have a site.

Rep. Eaton stated that there was a new delegation to work with the issue and they have in a short time worked towards a resolution. The committee is working with the City on every possible site available in Keene with GIS mapping of the city, of sites of 10 acres or more. There are 40 days left to the agreement date established and hopefully they will come up with a solution that will satisfy everyone.

Commissioner Zerba stated that the Commissioners are willing to wait until the Delegation-Council subcommittee completes their study.

Rep. Robertson explained how he found the Aldrich site and that he went forward to discuss availability of the land.

Rep. Pratt moved that we close the public meeting, Rep. Eaton seconded, voted unanimously.

As there were several members of the public who had not spoken, the Delegation decided to reopen the public hearing. **Rep. Robertson moved to reopen the public hearing, Rep. Butynski seconded, vote was 19 in favor and 2 against.**

A resident of Westmoreland urged that the cooperation between the city and the Delegation continue. She stated that the jail should be closer to the court system and services and she hope the Commissioners will move forward with a site in Keene.

Bruce Clement feels that it was a poor strategy for the delegation and commissioners to state that they did not take any property by eminent domain. He believes that the Delegation should not vote on the \$29 million bond vote.

Helen Clement stated that it seems that the Commissioner's decision is political. She feels that the Commissioners are making their decision because of pressure from the city.

John Harris stated that the issues come down to issues of convenience, but we should be looking at what we can do for the inmates. He believes that the inmates can be helped to be better members of society by making services more available.

Commissioner Sistare stated that the Commissioners decision to locate in Westmoreland was not a political decision. The County has spent \$500,000 on a search, considering the time lost, and the addition of \$6,000,000 to the project is what they are looking at.

Sarah Bonneau of Westmoreland stated that it is not a NIMBY (not in my back yard) issue. It is because the jail belongs in Keene, which would make the inmates closer to services.

Rep. Eaton moved to close the public hearing, Rep. Tilton seconded, voted unanimously. Meeting closed at 7:53.

Chairman Dexter moved to open the delegation meeting at 8 PM to discuss the budget and other issues.

Rep. Dunn made a motion to raise and appropriate a sum not to exceed Twenty nine million dollars (\$29,000,000) to finance the design, construction and equipping of a county correctional facility, such sum to be raised through the issuance of bonds or notes pursuant to the provisions of RSA 28 and RSA 33, as amended, to authorize the County Commissioners to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof, and to take any other action or pass any other vote relative thereto, Rep. Eaton seconded. Discussion followed.

Rep. Hunt urged the committee to vote against the motion until we have found a site.

Rep. Allen moved to table the motion, Rep. Eaton seconded, vote was 20 yes and 1 no. Motion was tabled.

Rep. Pratt moved to approve the 2005 budget of \$26,518,457, Rep. Hunt seconded. Discussion followed.

Rep. Eaton moved a *friendly amendment* to increase the budget by Two hundred thousand dollars, (\$200,000) to the Capital Improvement line, 0.4900.89.12, to finance the continuing work on the jail project, bringing the total to \$26,718,457, Rep. Allen seconded. Chairman Dexter reviewed the costs that may be incurred if we need to continue doing work on jail site search. Discussion followed. Roll call vote was 18 yes, 3 no. Motion passed.

Rep. Pratt moved to amend the 2005 budget by adding the sum of \$50,000 to account 4110.20.00, Rep. Eaton seconded. Roll call vote of Rep. Pratt's motion resulted in a vote of 11 yes and 10 no. Motion passed.

Rep. Pratt explained that if this motion passes, he will make a second motion which authorizes the Delegation Chairman, the Executive Committee Chairman and the Delegation Clerk, acting jointly, if they deem necessary, to retain the services of a competent attorney to represent the interest of the Delegation and the County Convention in the event that any attempt is made to usurp, undermine or circumvent the authority of the Delegation, and to direct the County Treasurer to draw upon the funds contained in Account # 4110.20.00 for such legal services as may be required. Rep. Eaton seconded. Rep. Pratt explained that this is a prudent step to have funds on hand to defend the delegation's powers and rights and responsibilities in the event it becomes necessary.

Rep. Eaton moved to approve the amended budget of \$26,768,457, seconded by Rep. Hunt, roll call vote resulted in the motion passing, 20 yes and 1 no.

Rep. Eaton moved to accept taxes to be raised from city and towns for 2005 in the amount of \$11,990,941, Rep. Pratt seconded, roll call vote resulted in motion passing, 20 yes 1 no.

Rep. Eaton moved to authorize the Register of Deeds to expend surcharge funds in the amount of \$11,500, Rep. Hunt seconded, roll call vote resulted in motion passing, 20 yes 1 no.

Rep. Pratt made a motion which authorizes the Delegation Chairman, the Executive Committee Chairman and the Delegation Clerk, acting jointly, if they deem necessary, to retain the services of a competent attorney to represent the interest of the Delegation and the County Convention in the event that any attempt is made to usurp, undermine or circumvent the authority of the Delegation, and to direct the County Treasurer to draw upon the funds contained in Account # 4110,20.00 for such legal services as may be required. Rep. Eaton seconded. Discussion followed. Rep. Pelky stated that he felt this motion sets up the delegation for an extremely adversarial role. Rep. Pratt stated that with the action of the Commissioners over the past 72 hours, we would be unwise if we did not place ourselves in a defensive position.

Roll call vote of motion resulted in a vote of 14 yes and 7 no. Motion passed.

Other business

Rep. Butynski asked that the delegation support HIB 517, which provides for a one-year study and moratorium on burning and incineration. This is particularly important to Hinsdale because of the proposed Genpower plant. He learned this afternoon that Genpower will ask for a floor amendment that would make an exception for the Hinsdale study. He requests that they vote no on the floor amendment.

Meeting adjourned at 8:40 PM.

Barbara Hull Richardson

Minutes approved by phone 4/7

Barbara Richardson, Clerk

Text of Commissioner Zerba's statement follows:

With the initiation of another jail site search committee by the Delegation, the county is poised to expend perhaps another \$200,000 on further site evaluations. This amount is in addition to the \$500,000 of taxpayer money already spent on the selection process.

In addition, the estimated cost of construction has increased by at least \$6 million since the consultant's report of December 2002. Out of concern for the tremendous time and expense associated with this process, and out of concern for the urgency of a new jail, the Commissioners must insist that the delegation vote to authorize a bond in the amount of \$29 million on March 28th.

We believe all officials involved in this decision agree a new jail for the county is necessary. It is the firm belief of the Commissioners, based upon site evaluations that the best site is on county-owned land in Westmoreland.

The Commissioners now feel obligated to either inform or remind the Delegation that both statutory and case law states that it is the Board of Commissioners who are legally empowered to choose the site and construct the building¹. The Delegation's role is to authorize the funding². This has been enumerated in many Supreme Court decisions since at least 1870. Further, the Board of Commissioners initiates any eminent domain proceedings, and this Board does not see the need for this action when the county already owns a suitable site.

¹ "The choice of the site of the new county courthouse and the erection of the building are within the authority of the commissioners" Cheshire County Convention v Cheshire County Commissioners, 115 NH 585 (1975). "The choice of the site and the erection of the building are within the authority of the Commissioners." Fortier v. Grafton County, 112 NH 208 (1972). RSA 28:7 enables the commissioners to erect such buildings when authorized. See also O'Brien v County of Rockingham, 80 NH 522 (1923) stating "The county convention in the absence of special legislative authority has no power to appoint a committee to act with the county commissioners in the performance of duties committed to them" citing Brown v. Reding, 50 NH 336 (1870). See also Brown v. Grafton County, 69 NH 130 (1896).

² "The authorization of the project and the appropriation of the money needed are within the authority of the convention" Cheshire County Convention v Cheshire County Commissioners, 115 NH 585 (1975). RSA 24:13 empowers the county convention to appropriate capital and issue bonds for the erection of county buildings. "The convention may raise taxes and issue bonds for these purposes." Brown v. Reding, 50 NH 336, 343 (1870).

It is the view of the Board of Commissioners that this issue must be resolved without further delay and that the Delegation must understand that the Commissioners intend to take any and all actions necessary to end the debate over where the jail will go³. Therefore, we respectfully ask once again for the Delegation to fulfill its statutory role to authorize funding for a new jail this evening, and allow the Board of Commissioners to fulfill its statutory role to choose the site and manage the construction of the building⁴.

It would be our intent to await the results of next Monday's meeting of the Keene City Council and Delegation Subcommittee before making any final decision. Thank you

³ "... this court has jurisdiction to interfere, by way of injunction, to restrain public functionaries who are exercising special public trusts or functions, in cases where they depart from the power which the law vested in them, and assume power over property which the law does not give them." Brown v. Reding, 50 NH 336, 340 (1870).

⁴ "The county [convention] could have had nothing to do with the erection of the buildings. The county convention could authorize their erection but the building could be erected only by the commissioners." O'Brien v County of Rockingham, 80 NH 522 (1923). "... the county convention had no authority to appoint or choose this building committee. . . and that, therefore, their acts in relation to the same are utterly void. . ." Brown v. Reding, 50 NH 336, 338 (1870).

MINUTES
Cheshire County Delegation and Keene City Council
Jail Site Subcommittee
Monday, April 4, 2005 7 PM
Keene City Council Chambers, Keene, NH

PRESENT: Representatives Eaton; Robertson; Pratt; Hunt; City Council members Robert Farrar, Angelo DiBernardo, Jr., Mitchell Greenwald, Cynthia Georgina, Frederick Parsells; Alternate Reps. Roberts and Hogancamp and Rep. Butcher, Dunn, Emerson, Plifka, Tilton, Weed, Espiefs, Butynski

Representative Eaton called the meeting to order at 7 PM.

Representative Eaton made an opening statement regarding the cooperative fashion of the delegation and city working together and that they have invited the Commissioners to be part of the jail selection process. The City Council members endorsed the invitation.

Rep. Robertson recused himself from the committee due to the fact that two properties he owns or his family owns are on the list created by the city planning department.

Councilman Farrar opened the discussion regarding the nine sites found through the city planning department GIS system, which are being presented for consideration. The sites shaded in dark gray on the list are the preferred sites. He deferred to Rhett Lamb for an explanation of the process.

Rhett reviewed four of the sites, which included 580 Main St., the Hill property on Rt. 101; the Thomas property on Rt. 9 and 10, and the Black Brook site. He reviewed the criteria established for the site search. These included 10-20 acres, flat; municipal water and sewer, utilities; soil conditions; development minimal; close to services; zoning compatible; close to family and court system; a perimeter buffer to enable expansion in the future. He used the criteria listed in the county's "First Call" for properties, published in the Keene Sentinel.

There were two exceptions implied, the list was not limited only to property that are for sale in the city. Also, they did not include conservation type properties. There were slopes with a grade of up to 15%, which is important because access to the property is important.

The nine sites presented by the council included: Rose Lane; Graves Road; off Chesterfield Rd; off Rt. 10, two sites; 580 Main St., the Hill property; the Thomas property and Black Brook; and West Street behind Hannaford's Supermarket.

Each site was reviewed.

1. Rose Lane is an industrial site; off Route 12, consisting of two parcels: 2.4 acres owned by Lane Construction and 4.3 acres owned by the NH Department of Transportation.
2. Graves Road; off route 101, two pieces, 13.3 and 13.4 acres, owned by Robert Beauregard.
3. Off Chesterfield Road, 19.7 acres owned by James Robertson but does not have immediate access to water and sewer.
4. East Beaver Brook Dam, off Route 10, two potential sites: 24.2 acres owned by Jeffrey Russell with 13.4 acres owned by Anita Jacques, and the Jacques and Russell land with 13.3 acres, owned by Francis Lafreniere.
5. 580 Main St., the former Keene Public Works land, 30.5 acres owned by the city.

6. The Hill property, off Route 101, 101 acres owned by Alan Hill.
7. The Thomas Land, off Route 10, three parcels, 181.47 acres, 5.19 acres and 85.5 acres, all owned by DLC Investments.
8. West Street off Route 9, 10 and 12, one parcel of 77 acres behind Hannaford's, owned by Realities Inc.
9. Black Brook North, off Route 12, four parcels of 11.19 acres owned by MEDC, 73 acres owned by the Borden family, 4.34 acres owned by the Norton Family and 25.5 acres owned by the Aldrich family.

Rep. Hogancamp asked if the city contacted the owners.

Rep. Eaton asked if specific criteria were used, which ruled out other sites. Rhett Lamb responded that the choice of sites used common sense that ruled out sites that were inconsistent with the master plan, among other reasons.

Rep. Eaton asked about the old drive in land on Optical Ave at Rt. 101. Rhett stated that it is 8 to 10 acres.

Rep. Pratt asked if the criteria established by the Commissioners should be revised.

Rep. Butynski thanked the city planning department for their work.

General questions were asked.

Rep. Tilton asked about the Ellis Farm.

The next meeting is scheduled for April 19, 2005 at 7:00 PM with the location to be determined.

Respectfully Submitted,

Jack Wozmak,
Clerk, Pro Tem

Minutes distributed at the April 19 meeting with no changes requested.

MINUTES
Cheshire County Delegation and Keene City Council
Jail Site Subcommittee
Monday, April 19, 2005 7 PM
Keene Public Library, Keene, NH

PRESENT: Representatives, Dexter; Eaton; Hunt; Pratt; Robertson; City Council members Robert Farrar, Angelo DiBernardo, Jr, Mitchell Greenwald, Cynthia Georgina, Frederick Parsells; Alternates Reps. Roberts and Hogancamp; Reps. Butynski; Espiefs; Tilton and Weed

Chairman Dexter called the meeting to order at 7 PM.

Rhett Lamb stated that he had further information on site 2 and submitted an additional site to the list, the old Keene Drive In site on Route 101.

Rep. Eaton moved to eliminate sites 3 (Chesterfield Road), site 4 (East Beaver Brook Dam), site 7 the Thomas land and site 9, Black Brook North, Rep. Pratt seconded, Rep. Pratt *amended the motion* to add two sites to the list, the Latchis Building and the Courthouse parking lot.

Rhett Lamb stated that the two sites being added clearly did not meet the criteria established by the Commissioners as they were both less than one-acre. Rep. Pratt stated that he is exempting these two sites from the criteria established. Rep. Eaton gave an overview of the establishing of the criteria. Rep. Dexter stated that the two sites fall into the "county property" criteria, even though they are in Keene. Theoretically, they are both buildable sites. Rhett Lamb stated that if the criteria changes, it would require a new process.

Rep. Robertson asked the city to come up with proposals. He stated that the county is responsible for assessing the feasibility of both the Latchis and the Courthouse property. Rep. Pratt stated that it is clearly within the purview of the delegation to consider this property as a potential site for the jail. He stated that the contents of his letter (that was sent to the Delegation and also the City Council) are self-evident.

Councilman Greenwald stated that 99% of one-story sites were submitted to the committee and it was difficult enough to do without the delegation changing the criteria established for the site selection. There was continued discussion on the original motion and Rep. Eaton *amended his wording to add "remove from review" and strike the word "eliminate"*. Chairman Dexter stated that the Commissioners would be the ones to make that decision. Rep. Eaton explained his reason for removal of the sites; site 3, expense, location and access; site 4, has a lack of utilities; site 7 lacks access to any utilities; and site 9 has some access issues but the bigger problem is that it consists of wetlands.

Rep. Hunt stated that it was interesting that sites are eliminated because of access to water and sewer and he is not sure that sites should be eliminated because of water or sewer services. Chairman Dexter stated that any site could have access to water, sewer and power for about \$1 million. Rep. Hunt stated that it would be \$2 million to upgrade the water and sewer at Westmoreland. Rep. Pratt asked if a consensus to the question was possible. Rep. Eaton recommended strongly the old drive-in site. Chairman Dexter stated that he does not recommend this site because it is valuable business/industrial development property.

Rep. Eaton stated that the drive-in site land is easy to develop. Courthouse development is a decade away, and the capital budget does not include any funds for the courthouse. It will take 2-10 years to have a possible combined court complex, Eaton said.

Rhett Lamb was asked if the drive-in was included, would the city be interested in supporting this site. Lamb said they have the same issues as with the Black Brook site, the city anticipates industrial development in that site also. Councilman Greenwald stated that there has to be some sensitivity to not finding sites that aim for the heart of the city.

Councilman Parsells stated that he agrees with the economic benefit Keene brings to the county and using a prime industrial site would be shortsighted.

Rep. Pratt asked which is the number one site submitted or supported by the councilors.

Councilman Farrar stated that he did not think the city council should prioritize the sites. Commissioner Zerba stated that the Commissioners do not want to pick sites if they are not acceptable to the city. Councilman Farrar stated that he felt the drive in site inappropriate as the city is looking for industry to take that site. He further stated that the Black Brook North site is also inappropriate. He also said, residential sites should not be considered for this use.

Chairman Dexter stated that of the ten sites, the Thomas property was expensive to develop and had no utilities. He then went down the list of sites:

He stated that for the Rose Lane site, it may be impacted by the by pass. It is flat, has access to water, sewer and power, but asked if there is contamination. Rhett Lamb stated that he does not know but that it is not on the DES list. Chairman Dexter stated that potentially the site would meet the criteria. Rhett stated that it is zoned industrial. Rep. Pratt asked if it would interfere with development. The site is not attractive to corporate businesses. Commissioner Zerba stated that the site might be worthy of staying on the list of sites.

Rhett stated that site 2, the Beaugard property, would cost a medium amount to acquire. Commissioner Zerba asked about the Graves Rd site and the slope, and would not it be a significant factor to cut down trees and fill the site for construction. Rhett stated that he assumes there would be a cost premium for soil alteration. Rep. Eaton asked if there were narrow water mains. Rhett stated that the water pressure is capable of going up 600 feet, but this site is somewhat higher than that and additional pressure might be necessary. Dexter asked if the commissioners would keep the site on the list. Rhett stated that Graves Road is approximately a 12% grade and that intersection work might be required. Commissioner Zerba stated that he thought the grade is very steep. Rep. Pratt asked if the city is prepared to make improvements to Graves Road. Councilor Farrar said the city was prepared to live with the slope and would likely not be making changes to Graves Road. Commissioner Zerba stated that it would be lower on the list of sites because of the grade.

Site 3 on Chesterfield Road is on a hill; Site 4 on Route 9 and 10 north does not have access to water and sewer. Site 5, 580 Main St., Rep. Hogancamp stated that she does not see the county taking on someone else's environmental problems; there was a question about the fill, it was stated that some of what is buried there is ask, which is a solid waste issue and not as hazardous. There was a question about the DES process and the length of time it would take to develop a plan of

remediation and have it approved by the state. Kurt Bloomquist said that on a similar project, he spent a year working through a plan to approval.

Commissioner Zerba asked if the type of waste is reclassified, does it change the financial impact. The response was that the money would still be in the millions. Rep. Pratt asked if the city is prepared to transfer the property with a clean bill of health. Councilman Farrar stated that he cannot give the delegation that assurance. Rep. Hogancamp stated that the county is not prepared to assume the liability of that site. Councilman Farrar stated that the site is not as contaminated as badly as they thought because the contamination plume is not moving. Rep. Hunt stated that you would not want to disturb the contaminated soil.

Councilman Greenwald stated that Water Street cost \$500,000 and took two years to assess and to get approval for the clean-up and re-use.

Commissioner Zerba stated that site (580 Main) would be on the bottom of the list. Site 6, the Hill Site, remains on the list as a viable site. Site 7, the Thomas site, would cost too much money for utilities and development. Site 8, the Black Brook site remains on the list as a viable site. Site 9, the property behind Hannaford is swampland and should be removed the list. Site 10, the old drive-in property, Commissioner Zerba yields to the city and takes this site off the list. Chairman Dexter summarized the conclusions reached: Sites 1, Rose Lane; 2 Graves Road; 5 580 Main, 6 Hill Property and 8 Black Brook North, and 10 the old drive in site, and any county property remain viable sites.

Councilman DiBernardo asked why county owned land is on the list. Rep. Eaton said that Valley Street (the Hillsborough County jail) functions and works on a similar site in downtown Manchester. Rep. Hunt stated that he does not see how productive it is for us to add these sites. We should be proactive, creating dialogue to keeps us forward-looking and not playing this poker game where someone has to get one up on someone else. It should be what we can all work towards. Hunt said the city is offering some options. Rep. Roberts stated that he hates to assume anything, and if there is waste present in the 580 Main St. site, the price should be reduced. Rep. Hogancamp stated that she is ok with sites 2, 5 and 6 and we should see what we can do to make it work. Rep. Robertson stated that he would not want to put a price on the Main Street site, we would offer \$1 and cleanup participation or other considerations on the 580 Main Street site.

There was a motion made to adjourn the meeting.

Rep. Tilton stated that she does not know why we went through this whole process of reviewing the sites. Rep. Hunt stated that we should have one more meeting with discussion on the data collected on the additional sites.

The delegation requested an information meeting with the Commissioners as soon as possible.

The next meeting is scheduled for May 10, 2005 at 7:00 PM with the location to be determined.

Meeting adjourned at 8:50 PM.

Respectfully Submitted,

Rep. Judson Dexter

MINUTES
Cheshire County Delegation
Monday, May 9, 2005 9 AM
Maplewood Nursing Home, Westmoreland NH

PRESENT: Representatives Allen; Butcher; Butynski; Chase; Dunn; Eaton; Espiefs; Emerson; Hogancamp; Mitchell; Parkhurst; Plifka; Pratt; Richardson, Roberts; Robertson; Sawyer; Tilton; Commissioners Zerba, Moore and Sistare; County Administrator Wozmak; Superintendent Van Wickler; Ex. Asst. Warren

Vice Chairman Eaton called the meeting to order at 9:11 AM.

The first item on the agenda is the county jail. Rep. Pratt stated that he thought this meeting was set to discuss the sites in Keene for the jail that are to be presented to the Delegation City Council Jail subcommittee. He brought up the letter from the Commissioners that included a letter from legal counsel regarding whether the commissioners or the delegation site the jail. He stated that since the letter does not state "sole exclusive" right, then the right does not belong to the Commissioners.

Rep. Sawyer stated that the Keene site is not available as he was lead to believe. He has read the RSA's and that the delegation authorizes the expenditure for a jail site, but the Commissioners determine the site.

Rep. Robertson stated that the delegation authorizes the funds but he will not agree to supply the funds unless the site is the right one.

Rep. Tilton thought that the meetings with the city counsel was established in order to find a better site in Keene.

Rep. Chase stated that he thought the meeting Tuesday night was to determine where the sites were.

Rep. Eaton stated that the meeting is to discuss a site in the City of Keene.

Rep. Chase stated that he believes the Aldrich property on Route 12 would be adequate for the jail and the drive in theater site would be adequate sites for consideration. He believes the Bardwell property be considered at this time also.

Rep. Butcher asked if there is anyone on the subcommittee who can give input into sites. Rep. Roberts stated that since every time a site is found someone undercuts us.

Rep. Dunn stated that the does not think the public works land is as polluted as some parties state.

Rep. Pratt concurs with Rep. Chase, Black Brook site and Optical Ave. site are equally good sites. He stated that he does not think the public works property should be considered. He stated that if the Bardwell property is considered, the future expansion of that site can be considered for all county departments. He also considers that the county owned land next to the courthouse is also to be considered and that should be presented at tomorrow's meeting.

Rep. Robertson does not think the committee has any recommendations. He believes that if we want any property in Keene we will have to take it by eminent domain. Rep. Hogancamp stated that this is a difficult decision and a sound decision is needed and the delegation needs to work with the Commissioners. Taking seven years to solve a problem is not acceptable.

Rep. Chase stated that he thought that a public hearing must be held and the several sites be put out as possible sites.

Rep. Espiefs stated that we should consider the situation as if we were a new county.

Rep. Tilton stated that we need to look at the situation as a long term issue.

Rep. Sawyer does not think the site of the jail should be determined by an editorial in the Sentinel.

Rep. Eaton gave an overview of the meetings of the jail subcommittee. He reviewed some of the sites discussed. He stated that the city originally had 72 sites and they narrowed them down to those presented. The subcommittee reviewed the sites presented and eliminated the Thomas and Robertson sites. Four viable sites resulted from the meeting and were given to the Commissioners to do a site review.

Rep. Butcher asked what is the issue with the water and sewer, and what is it in Westmoreland.

Rep. Parkhurst asked who makes the final decision on where the jail goes. Rep. Eaton stated that no decisions are made until the money is voted on. Commissioner Zerba stated that one of the criteria on the NIC list is that the site be within ten minutes of the courts. Administrator Wozmak stated that the capacity of the wastewater treatment plant can be increased at about a half million dollars. The water serves the needs of the jail also can be increased for about a half million dollars. Commissioner Zerba felt that the city had a concern for the industrial land available for the future. There was some discussion over the interpretation of the NIC report. Rep. Roberts stated that we should not become slaves to the criteria given.

There was some discussion on the accessibility to meetings for inmates.

Commissioner Sistare reviewed the process of the jail construction process. He explained that the Commissioners are not interested in eminent domain.

Rep. Eaton stated that he does not think the city will state any preference of one site over another. Rep. Pratt moved that the delegation jail site committee present the Black Brook and former drive in property to the city council as future jail sites, and ask them to comment on it if they so choose, seconded by Rep. Chase. There was discussion on the motion.

The Superintendent of the jail spoke to the services that are available to the inmates at the jail and recidivism at the jail.

Rep. Dunn moved the question to limit the debate, Rep. Parkhurst seconded, voted unanimously. A roll call vote was taken and the motion passed 12 to 5.

Rep. Eaton suggested that the Commissioners and members of the delegation get together to make a decision.

Meeting adjourned at 10:55 AM.

Barbara Hull Richardson

Minutes approved on May 26, 2005

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee 1st Quarter Budget Meeting
Monday, May 9, 2005 11 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen; Butynski; Eaton; Emerson; Hogancamp; Mitchell; Pratt; Richardson; Robertson; Tilton; Commissioners Zerba and Moore; County Administrator Wozmak; HOC Superintendent Van Wickler; Computer Coordinator Putnam; Finance Director Trombly; Ex. Asst. Warren

Chairman Robertson asked Commissioner Zerba if the Commissioners had any comments regarding the first quarter budget report. Commissioner Zerba asked Finance Director Trombly to give an overview of the first quarter budget.

Director Trombly stated that at the end of the first quarter, everything is in line, at approximately 25% expended, as expected.

There was some discussion on the changes in Medicaid and the affect on the county. Rep. Pratt asked that he be informed on how it will be affecting the individual counties.

There was discussion on the line item authority of the Commissioners.

Rep. Pratt moved that the first quarter budget be accepted, Rep. Hogancamp seconded, voted unanimously.

Meeting adjourned at 11:25 AM.

Barbara Hull Richardson

Minutes approved on May 26

Barbara Richardson, Clerk

MINUTES
Cheshire County Delegation/City Council Meeting
Monday, May 10, 2005 7 PM
Keene Public Library, Keene, NH

PRESENT: Representatives Dexter; Hunt; Robertson; City Council Members Farrar, DiBernardo, Greenwald, Georgina, Parsells and Philips; Reps. Hogancamp; Chase, Allen, Dunn, Foote, Emerson, Mitchell, Butynski, Espieffs, Tilton and Weed.

Chairman Dexter opened the meeting 7:05 PM with a statement regarding the Cheshire County jail site. Chairman Dexter stated that he has spoken to Chief Justice Broderick who has agreed that he will entertain an idea of a Cheshire County Complex that would hold the County Jail and the Superior, Probate, District and family courts.

Commissioner Zerba stated that the Commissioners have sent out mailings that have ruled out all sites submitted. The only site the Commissioners are recommending is the County-owned land in Westmoreland.

Rep. Robertson stated that he has not heard Keene's preference for Keene sites. Rep. Hunt stated that he does not want Black Brook or the drive in site on the basis that Keene is a regional economic engine and he is not inclined to force a county jail into this land. He agrees that Black Brook and the former drive in site are probably inappropriate for us to be looking at for the jail.

Rep. Dunn asked about the old drive in property, which he stated has been on the market for 40 years. He questioned how aggressively industrial is has been marketed.

Councilman Greenwald stated that the land has not been on the market 40 years, it was for sale at one time but was purchased and the present owners are not interested in selling it.

Rep. Chase stated that it happens to be a suitable site for delegation choice for a jail. He stated that the city seems to be concerned about property that they may lose revenue on if it is purchased by the county. Perhaps the county can negotiate with the city on that lost revenue.

Rep. Dexter stated that if the city is not willing to submit sites to the county for a jail site, there is always the option of the county taking the property. Rep. Hogancamp stated that she understood that the Commissioners stated they would not acquire property by eminent domain.

Rep. Robertson stated that we could swap the Branch Road property with River Road property in Westmoreland.

Rep. Weed stated that the jail is also an economic engine which will provide permanent jobs, so not a relevant argument and he is still in favor of Keene. The delegation is ready to go for it.

Rep. Espieffs stated that the property we would look at includes the courts in the picture, becoming a county complex with a jail and the court system. He stated that we have to start thinking about building the jail with the courts. Rep. Dexter asked the council if the courts are included, does this change your position. Councilman Parsells stated that option is beyond their power and is not on the table for this group.

Rep. Hunt asked how much land are we considering now.

Councilman Phillips asked if the Commissioners changed their ideas from their original considerations, will that change things.

Rep. Hogancamp stated that this process has been going on for seven years and we need to stop wasting money, we need to get going. We are inviting the city council to monitor the process.

Rep. Espiefs stated that all three courts would be included. Rep. Robertson stated that the council is ignoring the committee. They have a chance to speak and give input but they are silent. There is no dialog with the delegation, and because of that we will do what we want.

Councilman Greenwald stated that his observation that Keene money was paid to do work. Those in Concord are not "open minded". There was some heated discussion with Rep. Robertson on this subject. Councilman Greenwald stated that it was the representatives fault for the present situation.

Rep. Tilton questioned why we bothered to sit down with the council.

Councilman Parcels stated that Rep. Hunt hit it on the head, the two sites are out (Black Brook and Optical Ave), the rest of them are in. Rep. Hunt stated that the initial list of ten sites was narrowed to six and then down to two. He proposed that the Keene representatives pick one of those sites to end the issue. Rep. Espiefs stated that two sites are the best, Blackbrook and Optical Avenue, as stated by the delegation on Monday but the County must respect the Keene community.

Rep. Butynski stated that the new information regarding the courts is a significant factor in the decision. Commissioner Zerba has stated that the Commissioners will consider Bardwell given this new, significant information but that input is needed sooner rather than later.

Rep. Allen stated that the eminent domain is needed to solve the NIMBY (not in my back yard) problem.

Rep. Chase thanked everyone for their work on the committee. He sees that the facility should be close to the center of action and that it would be best for the inmates giving them easier contact with their lawyers; closer to the court system; social services activities and healthcare since 20% of their issues is mental health. There are two workable sites, the Aldrich site and the old drive in site. Chase stated that the Bardwell farm was evaluated two years ago so there are four alternatives to evaluate.

Councilwoman Phillips stated that the information she recently received was helpful.

Meeting adjourned at 7:41 PM.

Judson Dexter
Chair

MINUTES
Public Hearing
Cheshire County Delegation Meeting
Monday, May 23, 2005 7 PM
Jury Assembly Room, Keene, NH

PRESENT: Representatives Allen, Butynski; Chase; Dunn; Dexter; Eaton; Emerson; Espiefs; Foote; Hogancamp; Hunt; Mitchell; Parkhurst; Plifka; Pratt; Richardson, Roberts; Robertson; Sawyer; Tilton; Weed; Commissioner Zerba, Moore and Sistare; Administrator Wozmak.

Chairman Dexter opened the public hearing at 7:02 PM to discuss the three potential sites for the county jail; Keene, Westmoreland and Swanzey.

Bruce Clement of Westmoreland stated that he supports the county complex idea, putting the jail in a central location.

Alex Henkle (a business owner in Black Brook) spoke against taking Black Brook as a place for the jail.

John Harris of Westmoreland stated that if it is put in Keene as a complex with the courts, should the outside consultants be asked for input. He stated that the complex concept is the New Hampshire trend.

The Chairman made three offers for public comment inviting those present to comment. No other members of the public asked to speak. Therefore the public hearing was closed at 7:08 PM.

Chairman Dexter opened the delegation meeting at 7:09 PM.

Commissioner Zerba spoke about the motion made on March 28 where \$200,000 was allocated to the Commissioners to conduct additional studies regarding jail sites. He stated that we are now looking at a county complex at the Bardwell Farm including other county departments such as the county attorney, deeds, sheriff, and other departments. Time is needed in order to put this new idea together so that the Commissioners can present a recommendation to the Delegation.

Chairman Dexter spoke about the Strafford County and how all court and county departments are on county-owned land and time is needed to get that organized.

Rep. Parkhurst asked if anyone had considered the cost to the taxpayer of funding for the jail and the additional department at this new complex.

Chairman Dexter stated that the concept of the county complex is a long-term solution to the jail site issue.

Rep. Eaton asked if the original motion needs to be restructured. Commissioner Zerba stated that the motion as it was stated is fine.

Rep. Robertson stated that he will vote for the Bardwell site if there is not an acceptable Keene site. He stated that Swanzey would then become the county seat and there would be no reason to go to downtown Keene. He asked why it is acceptable to spend \$2 million on a site. He spoke about the

Routhier property that the County was looking at but which got purchased by others before we could act.

Rep. Espiefs asked what the value of the Bardwell land is. He asked about eminent domain.

Rep. Roberts stated that the Commissioners have a job to do to investigate the economy of a county complex for the next 40 years. He supports the Commissioners to come back to us with recommendations. He is uneasy with two groups, the Commissioners and the Delegation working at odds over this issue. He stated that the public perception is that there are deals being cut on the side, and we have to be careful not to fall into a negative perception by the public.

Rep. Pratt moved that the Commissioners have studies conducted on establishing a complex on the Bardwell property, with the funds already allocated on March 28, seconded by Rep. Eaton.

Rep. Allen stated that he felt that Rep. Robertson's comment regarding eminent domain is simplistic. Rep. Sawyer had a question on eminent domain. What is the process and would it take a long time. Rep. Pratt gave a timeline of the eminent domain process. Rep. Chase commented on the ten day window.

Rep. Weed asked for an estimate on how much money might be spent to look at the Bardwell property. It was estimated that we might spend \$150,000 or so to increase the size and extend the water and sewer lines.

Rep. Pratt stated that the issue of NIMBY is complex. He is not in favor of the complex concept and would not vote for Bardwell as a jail site.

Rep. Dunn asked if Bardwell is the site chosen, are we asking the state to address the road and traffic issue on Route 10.

Chairman Dexter said he was on Rt 10 and no difficulty with traffic.

Rep. Pratt spoke about the state budget pressures to push costs down on to the County that are now carried by the state. He wanted the members of the Delegation to understand how the state budget process might affect the county taxpayer. Rep. Allen asked shouldn't we send a letter to the Senate, who are currently working on the budget. Chairman Dexter stated that is a personal decision of each Representative.

Rep. Weed asked if the Delegation can push the Department of Transportation regarding Route 10. Rep. Hogancamp will contact the Department of Transportation regarding Route 10.

There was a motion to move the question, this motion was seconded and voice vote passed unanimously.

The motion was restated. **Rep. Pratt moved the delegation encourage the Commissioners to investigate using the money already budgeted to explore a county complex on the Bardwell property, seconded by Rep. Eaton. Roll call vote resulted in a vote of 18 yes and 3 no, motion passed.**

Rep. Espiefs moved that Cheshire County check into suing the state if the state fails to support the budget fully or pushes costs down to the county, Rep. Emerson seconded. After discussion, the motion was withdrawn.

Meeting adjourned at 7:56 PM.

Barbara Hull Richardson

Minutes approved on June 30

Barbara Hull Richardson

MINUTES
Public Hearing
Cheshire County Delegation Meeting
Monday, June 27, 2005 7 PM
Jury Assembly Room, Keene, NH

PRESENT: Representatives Allen, Butcher, Butynski; Chase; Dunn; Dexter; Eaton; Espiefs; Emerson; Espiefs; Foote; Hogancamp; Hunt; Mitchell; Parkhurst; Plifka; Pratt; Richardson, Roberts; Robertson; Sawyer; Tilton; Weed; Commissioner Zerba; Administrator Wozmak; Ex. Asst. Warren; Bill Marcello, SCS; Matt Suchodolski, SWRP; State Transportation Commissioner Murphy

Chairman Dexter opened the public hearing at 7:02 PM.

Bill Marcello of Southwestern Community Services provided an introduction of the project proposal, and handouts were made available to the public. He stated that Cheshire County has completed a Housing Rehabilitation grant and is seeking the Delegation's approval to permit the County Commissioners to submit a new application to continue its partnership. Mr. Marcello stated that Community Development Block Grant funds are available to municipalities for economic development, public facility and housing rehabilitation projects and feasibility studies that primarily benefit low and moderate-income persons. The State of New Hampshire is awarded approximately ten million dollars in CDBG funding each year. Local applications for housing and public facilities are accepted twice a year (January and July) and approximately 1.4 million dollars is available with this July competitive round.

The Cheshire County application will seek funding in the amount of \$350,000 for Housing Rehabilitation to serve up to 50 income eligible households to make essential repairs and improvements throughout Cheshire County. Requests for CDBG funding are limited to \$500,000 per year for both Housing and Public Facilities and \$500,000 per year for Economic Development. The County is also eligible to apply for emergency funds of up to \$500,000 (factor of population) while Feasibility Study funds are available for up to \$12,000 per year, regardless of population. Mr. Marcello explained that his agency would provide the required matching funds from several sources, at \$1,050,000.

Chairman Dexter asked for public comment. The delegation asked if the county has to provide any funds for the program, they were advised that the county does not expend any funds for the program. Rep. Pratt asked if Southwest Regional Planning Commission is running the program, they responded that they are. There were no additional questions.

Matthew Suchodolski of the Southwest Region Planning Commission introduced himself, provided an overview of the HUD low, and moderate-income limits, Cheshire County's Housing and Community Development Plan, and the County's Residential Antidisplacement and Relocation Assistance Plan. Copies of each of these three documents were made available.

He stated that this project directly conforms to three of Cheshire County's Housing and Community Development Plan's Goals:

- To support community efforts to conserve and rehabilitate the aging housing stock.

- Seek opportunities to maintain the traditional New England characteristics of communities by supporting rehabilitation in older buildings, historic buildings, and in town/village centers.
- Encouragement of all Cheshire County communities to make some provision so that lower income persons can reside or maintain their homes within the community.

In explaining the Residential Anti-Displacement and Relocation Assistance Plan, Mr. Suchodolski stated that this particular proposal will not involve any displacement or relocation of persons (or businesses). If the County were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated.

Chairman Dexter asked for public comments on the Housing and Community Development Plan. Rep. Robertson asked if all communities in Cheshire County are advised of this program. Matt stated that every town is contacted in addition to a newspaper advertisement of the program. There were no additional questions. The Chairman closed the CDBG Public Hearing at 7:38PM

A motion was made by Rep. Hunt, and seconded by Rep. Foote, to adopt the Housing and Community Development Plan, to adopt the Residential Anti-displacement and Relocation Assistance Plan, and to allow the Commissioners to apply for \$350,000 in funding and to authorize the Chairman (of the County Commissioners) to sign and submit the application, and to execute any documents necessary. A roll call vote was taken and the motion passed 22 to 0.

Assistant Nursing Home Administrator Hemenway explained his request for an amendment to the budget, which was to use \$5000 of the \$7500 of the capital budget that was to be used for folding doors, to purchase steam tables for the residents. Rep. Eaton moved and Rep. Butcher seconded to amend the MNH capital budget by reducing \$7500 to purchase accordion doors by \$5000 to purchase steam tables. Motion passed by a roll call vote of 22-0.

Rep. Eaton nominated Rep. Peter Allen as representative on the UNH Cooperative Extension board, Rep. Allen accepted, voted unanimously.

Transportation Commissioner Murray spoke to the group regarding the overpass for this area. She reviewed some of the history of the road plans for Keene to relieve heavy traffic areas. She explained that she understood our concern is for a new county facility on Route 10. She explained that interim improvements were made in order to go forward with the work on the roads in the city. She stated that she did not think that Route 10, which we are considering as a site was on a priority with the City of Keene. A two-lane roundabout is planned for Winchester Street and Route 101. The work is expected to start next summer. She addressed the increased costs for roadwork due to time delays. Rep. Butynski asked whom to see for more specific information on the Route 10 project. Commissioner Murphy stated that a meeting could be held to get more detail on the work. This will be followed up by the Commissioner's office. Rep. Pratt stated that the delegation should be notified of the next meeting with the City of Keene, and she agreed to do so. Rep. Parkhurst stated that he would like to complement the Commissioner for the roads in New Hampshire. The delegation thanked the Commissioner for her presentation.

The delegation asked for an update on the county complex on the Bardwell property. Commissioner Zerba stated that the architect has looked at the county complex with a jail, courthouse and some government buildings. He stated that a meeting is being set up with the Commissioners, the Mayor, City Manager MacLean, Senator Eaton and Rep. Dexter, to discuss the site. Chairman Dexter stated that he has met with Commissioner Hill, of the Department of Administrative Services, who is responsible for siting of a court.

Bob Beauregard, selectman from Swanzey expressed opposition by all three Selectmen to the jail facility being built in Swanzey. However, Rep. Eaton objected to his testimony.

Rep. Weed asked if a farm meeting could be held to discuss a conservation easement. Rep. Sawyer stated a meeting would be scheduled.

Rep. Emerson asked the Commissioners to address HB 1 and 2. Commissioner Zerba stated that it would result in an expense not budgeted by the county. He stated that the New Hampshire Association of Counties has hired a lawyer to consider a suite against the state if the bills pass. Meeting adjourned at 9:09 PM.

DATE: 7/14/05 APPROVED: [Signature]

Minutes approved by phone 7/14/05

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Executive Committee 2nd Quarter Budget Meeting
Monday, August 22, 2005 10 AM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen; Butynski; Emerson; Mitchell; Pratt; Richardson; Robertson; Tilton; Representatives Espiefs, Parkhurst; Commissioners Zerba and Moore; County Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Meeting opened at 10:07 AM. Chairman Robertson asked the committee if there were any questions regarding the budget. There were none. Commissioner Zerba stated that Director Trombly can give an overview of the budget and she can answer any questions.

Director Trombly stated that at the end of the first quarter, revenues are at 44% remaining and expenses are at about 51% remaining. Some items may have to be adjusted in both areas. She gave some details on revenues and expenses. She asked if there were any questions.

Rep. Tilton asked about the federal money we will be receiving that is to be given to the state. Director Trombly stated that the federal government would no longer allow Medicaid Pro-Share funds the counties receive be sent to the state. She explained the contract between the federal government and the state regarding Medicaid funds. Administrator Wozmak explained the program.

Rep. Tilton asked about the hiring of correction officers at the HOC in preparation for the new jail. Administrator Wozmak stated that as far as he knows, it is happening.

Chairman Robertson stated that he would like to see the format of the budget report done in a different format that included a table of contents.

Rep. Pratt asked about our self insured health insurance. Director Trombly stated that we are still self insured and because we have had some catastrophic cases, it may affect our renewal rate. Administrator Wozmak explained how we have been using self insurance for about five years and it has resulted in some cost savings overall as against private insurance.

Rep. Pratt asked about the stated NH Dept of Health and Human Services wanting to decrease the amount of funds given to nursing homes. Administrator Wozmak stated that if the state tries to cap the number of Medicaid beds they will pay for, the county will have to determine whether someone is admitted and if so, whether all the costs will be absorbed by the county. There was some discussion on the number of residents in the nursing home and how they are covered.

Rep. Pratt asked about the new meal service program that was planned. Asst. Nursing Home Administrator Hemenway stated that the new program will go into effect on Sept. 12. They have done trial runs in all areas of the nursing home, and it seems to work well.

Chairman Robertson asked about the staffing at the nursing home. Bob Hemenway has been tracking the staffing since May. He uses the federal guidelines to determine staffing for the nursing home. He stated that the Medicare web site, which gives the nursing home statistics after a yearly survey is done. We are running about 3.66 – 4.05 hours of direct care time given to residents. The state average is 4.01 hours/day and the federal numbers are lower.

Rep. Espiefs asked about our relationship with Cheshire Medical Center. Administrator Wozmak stated we have entered into a good arrangement with the Center to provide physician services at the nursing home and the jail. He said that we must have a medical director for the facilities, and physician services must be available 24/7. In addition, some residents have their own physician. Dr. Shapiro is Medical Director for the nursing home and the arrangement is working very well.

Rep. Pratt moved to accept the 2nd quarter budget, Rep. Allen seconded, voted unanimously.

Meeting adjourned at 11:40 AM.

Barbara Hull Richardson

Minutes approved on August 31

Barbara Richardson, Clerk

MINUTES
Cheshire County Delegation Public Meeting
Monday, October 17, 2005 7 PM
Jury Assembly Room, Keene, NH

PRESENT: Representatives Butcher; Butynski; Chase; Dunn; Eaton; Espieffs; Emerson; Foote; Hogancamp; Hunt; Mitchell; Parkhurst; Pratt; Richardson, Roberts; Tilton; Weed; Commissioners Zerba and Moore, Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Vice Chairman Eaton opened the public hearing at 7:10 PM.

Rep. Hunt made a motion to increase revenue line # 3404.10.00 (State of NH Proportional Share Funds) by \$456,249.00 for the receipt of the State of NH Proportional Share Funds, and to authorize the use of Proshare funds by offsetting account lines as follows: Increase Old Age Assistance account # 4441.54.00 by \$13,500.00 and 4441.55.00 Aid to the Permanently and Totally Disabled by \$87,000.00 in order to provide funding for unforeseen expenses due to the downshift of costs from the Sate to the County. Increase Intermediate Nursing Care account # 4441.56.00 by \$150,000.00 in order to provide sufficient funding towards the County obligation of the 4% rate increase for all New Hampshire Nursing Homes. Increase HCBC & Provider Payment account # 4441.56.01 by \$172,000.00 in order to accommodate projected 2005 expense shortfall. Decrease Board and Care of Children account # 4441.58.00 by \$126,000.00 to offset prior noted increases. Decrease Transfer from Surplus account # 3911.00.00 by \$159,749.00 for balance remaining, seconded by Rep. Dunn, roll call vote was 16 yes 0 no, motion passed unanimously.

Rep Dunn made a motion to increase revenue line Patient Income State # 3404.01.00 by \$101,000.00 due to Medicaid rate increase of 4% for the County owned Maplewood Nursing Home Effective August 1, 2005. And to authorize a transfer to Nursing Home Capital Reserves account # 4915.89.00 for \$101,000.00 in order to provide funding for 2005, Rep. Hogancamp seconded, roll call vote was 16 yes 0 no, motion passed unanimously.

Rep. Mitchell made a motion to Increase use of Surplus account # 3404.11.00 by \$49,249.00 in order to decrease projected Nursing Home Quality Assessment Return Revenue line # 3404.11.00 (6% Bed Tax) due to the negative impact the 4% Nursing Home rate increase will have on this revenue source, Rep. Chase seconded, roll call vote was 16 yes 0 no, motion passed unanimously.

Rep. Tilton made a motion to Increase use of Surplus account # 3404.11.00 by \$110,500.00 in order to fund the following reserves account # 4915.89.00; --- \$32,000.00 for Court House Reserves, --- \$46,500.00 for Computer Reserves, ---\$32,000.00 for Farm Equipment Reserves, seconded by Rep. Butcher, roll call vote was 17 yes 0 no, motion passed unanimously.

Rep. Roberts made a motion to increase Federal Grant Revenue account # 3319.00.00 and Sheriff Equipment Purchase Expense line 0.4211.97.00 by \$13,968.00 in order to authorize the Cheshire County Sheriff's Department to expend a federally funded Byrne Justice Assistance grant in the amount of \$13,968 to purchase communications equipment and provide training for the Cheshire County Dispatch Center, seconded by Rep. Parkhurst, roll call vote was 17 yes 0 no, motion passed unanimously.

Rep. Hogancamp made a motion to amend the 2005 Cheshire County budget by \$521,968 to \$27,290,425.00, seconded by Rep. Pratt, roll call vote was 17 yes 0 no, motion passed unanimously.

Rep. Eaton commended the FMA and the Sheriff's department for their work in the recent flooding in Cheshire County and thanked them for all their work in the emergency.

There being no further business, the meeting ended at 8:11 PM.

Barbara Hull Richardson

Minutes approved by phone 11/14/05

Barbara Hull Richardson

MINUTES
Cheshire County Delegation Public Meeting
Monday, October 29, 2005 8:00 AM – 3:00 PM
Maplewood Nursing Home, Westmoreland, NH

PRESENT: Representatives Allen, Butynski; Chase; Coates; Dexter; Dunn; Eaton (for the first part of the meeting); Espiefs; Emerson; Foote; Hogancamp; Bonnie Mitchell; Parkhurst; Jack Pratt (for the first part of the meeting); Richardson, Roberts; Robertson; Sawyer; Tilton; Weed; Commissioners Zerba and Moore, Administrator Wozmak; Finance Director Trombly, Superintendent Van Wickler.

The meeting was preceded by a 8:00 AM tour of the jail attended by all those attending the meeting.

Chairman Dexter and Chairman Zerba opened the meeting at 9 AM and made statements regarding the purpose of today's meeting, which is to present information, have staff and others available to take questions and to make sure that the delegation gets answers to all its questions regarding the jail project.

Superintendent Van Wickler presented a power point presentation on the history of the jail project and its highlights. This included jail design, a staffing pattern analysis; the mission of county jails; Cheshire County jail offender statistics; and a review of current operations, programs and services.

He described access to services and what it means, what are the specific services envisioned for the jail and how will these services be delivered. Time was taken for questions and concerns regarding project site.

A copy of the PowerPoint presentation of Superintendent Van Wickler is attached to these minutes.

The group broke for lunch at 12:00 – 1:00, which was provided by Maplewood Nursing Home.

At 1 PM, the architects from SMRT addressed questions regarding architectural aspects of a new jail.

After that, Clough-Harbour Associates and Louis Berger Associated addressed engineering questions.

Financial questions were addressed by Sheryl Trombly, County Finance Director.

Alternative Sentencing questions answered by Gerry Pelletier.

Among other questions, the delegation asked for a side by side comparison of the sites of interest. After some discussion, the sites to be included in the side by side comparison were voted upon. They are the Adrich, Bardwell and Westmoreland sites. A side by side comparison of these three sites will be assembled for the delegation.

Any unanswered questions were written down with a promise that a written response would be sent out with the next seven days⁵.

⁵ A copy of the response to unanswered questions will be attached to these minutes for the record.

There being no further business, the meeting ended at 3 PM.

Barbara Hull Richardson

Minutes approved by phone 11/14/05

Barbara Hull Richardson

Cheshire County Department of Corrections
Copy of PowerPoint Presentation given by
Superintendent Van Wickler
October 29, 2005

Mission Statement

We fulfill our responsibility of providing care, custody and control of adult offenders utilizing dedicated and highly trained correctional staff who meet or exceed recognized standards. We operate responsibly as a cooperative and integral member of the criminal justice community. We provide adult offenders, without discrimination, opportunities for self-improvement through structured programs. We believe in the direct supervision philosophy of correctional management.

What is the Cheshire County Department of Corrections?

- ❖ We are a place of adult detention and rehabilitation
- ❖ We are a community health care provider
- ❖ We are a mental health institution
- ❖ We are a school administrative unit held accountable to Federal education laws for the learning disabled.

Introduction

- ❖ 1997 ~ Superintendent first raised jail expansion issue to the Board of Commissioners citing overpopulation and non compliance with recommended correctional standards.
- ❖ **Pulitzer Bogard Study**
August 1999 ~ Pulitzer Bogard & Associates complete the first jail expansion study with numerous recommendations. Commissioners proposed half of the recommendation to the delegation. Motion failed.
- ❖ **January 10, 2001**
12 Page Focus paper by County Administrator detailing the need to identify alternative sanctioning efforts and understand the Criminal Justice System philosophy of Cheshire County and the position of the system on the processing of crime and punishment.
- ❖ **August 2001**
Consultants from the National Institute of Corrections complete an assessment of the correctional needs in Cheshire County. The report concurs with Pulitzer Bogard. In their words our jail was insufficient and inadequate for what it is tasked to do.
- ❖ **December 2001**
Liebert & associates complete an in depth study of the jail and our criminal justice system. The result proposes a 23.5 million dollar facility (adding 4% for inflation through 2002). They indicate that this estimate is based on the MINIMUM space required and could only be achieved IF six major changes to the system were put into place.

Six recommended changes to keep beds at a minimum:

- ❖ Establish a criminal justice council
- ❖ Design data collection/information system protocols
- ❖ Develop a Court Service Department, including pre trial services, day reporting center, electronic home detention and work programs.
- ❖ Examine Detox policy
- ❖ Establish vertical prosecution

- ❖ Develop and implement a Case Management plan

Three types of Jail Architecture

- ❖ Linear Intermittent (through 1970's)
- ❖ Podular Remote (through 1980's)
- ❖ Podular Direct (1990's – present)
 - Podular Direct Supervision has been a concept of inmate management for over twenty years in progressive parts of the country. It is the management method of choice by correctional and criminal justice experts.

❖ Podular Direct Supervision

- ❖ Fewer assaults
- ❖ Fewer suicides
- ❖ Fewer inmate disturbances
- ❖ Reduced liability
- ❖ Less destruction of County Property
- ❖ Better rehabilitation opportunity
- ❖ Enhanced programming

Jail Staffing...

- ❖ Staffing pattern analysis must be conducted several times throughout the design / build process.
- ❖ We will focus on the goals of efficiency throughout the process.
- ❖ **Percentage increase comparisons;**

The building will increase in size 174%

- ❖ From 30,000 sf To 82,000 sf
- ❖ Personnel will increase by a recommended 75%

Including administrative positions. Largest increase is in line staff.

WHY conduct a staffing pattern analysis?

- ❖ To prevent having too many staff
- ❖ To prevent having too few staff
- ❖ To prevent having the wrong kind of staff
- ❖ To prevent improperly assigned staff
- ❖ Ensure efficient scheduling practice

Shift Relief Factors ~SRF

- ❖ Number of days per year that the jail is closed 0
- ❖ Number of work days per year = 365 - a. 365
- ❖ Number of regular days off per employee per year 104
(52 weeks x 2 days off per week)
- ❖ Number of vacation days per employee per yr. 15
- ❖ Number of Holidays per employee per year 6
- ❖ Number of sick days used (avg) per year 9
- ❖ Number of other days off, comp, injury, military etc 6
- ❖ Number of training days per employee per year 5
- ❖ Total number of days off per employee per year 145
{ c + d + e + f + g + h }

- ❖ j. Number of actual work days per employee 220
- ❖ {365 - i}
- ❖ Lunches and breaks (j) x .0625 downtime factor 0
- ❖ Actual work days in one year (j) - (k) 220
- ❖ **Shift relief factor = (b) divided by (l) 1.65**

This is an estimate based on other jails of this size. Under normal leave polices, it has been shown that it takes 5 people to fill one 24 hour per day, 7 days per week post.

Liebert report, p.87 12/02

Staffing Requirements of new facility

- ❖ Central Control 3 x 1.65 SRF = 5
- ❖ Housing pod 1 3 x 1.65 SRF = 5
- ❖ Rover pod 1 2 x 1.65 SRF = 3
- ❖ Housing pod 2 3 x 1.65 SRF = 5
- ❖ Rover pod 2 2 x 1.65 SRF = 3
- ❖ Booking / Intake 3 x 1.65 SRF = 5
- ❖ Backup/relief/transport personnel ~ 2 each shift 6 x 1.65 = 10
- ❖ Reception/diagnostic/segregation/ 3 x 1.65 = 5
- ❖ Female Housing unit 3 x 1.65 = 5
- Total line staff required: 46

Staffing Patterns

Current	Proposed
Min / Max per shift	Min / Max per shift
❖ 5 / 6	10 / 12
❖ 5 / 6	10 / 10
❖ 4 / 5	9 / 10
27 Staff	46 Staff

There are five main phases of the facility design process

- Pre- Architectural planning (Dec. 02) (should be 8 months)
- ❖ ~The Liebert Report along with the "Bennett" Master plan. Goals are to determine needs for the next 20 years, determine the number of beds required, determine the square footage required. This step DOES NOT INCLUDE architectural design.
- Site Selection and Planning(8 mos concurrent with phase I)
- ❖ ~Determine site and issues associated with it (2 yrs)
- Architectural Design (12 mos)
- ❖ ~Hired SMRT of Portland Maine. Work with square footage of pre program, determine goals and needs of local criminal justice system. Connect pre architectural data with system goals and requirements. Build to standards to include ACA, ADA, Fire / safety, local codes. Design should assist in efficient management and liability reduction.
- Construction (18 months)
- Occupancy(2 months)

Average total time for Jail project is 40 months (NIC)

1997, 1998 1999, 2000, 2001, 2002, 2003, 2004, 2005

Completion? 9 years...

Where does the building go?

- ❖ Numerous sites were explored for feasibility around Cheshire County.
- ❖ A site on Rt. 101 was seriously considered and approved by the Delegation. Constituents purchased the property the next day to prevent the project from moving there.

Back to Westmoreland...

- ❖ After public hearings, the commissioners decided to place the project in Westmoreland.
- ❖ Feb. 04 Delegation votes by a 2/3 majority to construct a new facility in Westmoreland on County owned land.
- ❖ Sept. 04 Delegation rescinds its Feb 04 vote and directs that a search for a site nearer to Keene continue.

The 2nd attempt at a site nearer to Keene...

- ❖ Located adjacent to Rt. 12 off of Forge Street industrial park.
- ❖ Involves four land owners and negotiations with each.
- ❖ Major opposition by City of Keene resulted in the Keene City Council meeting with a committee of Cheshire County Delegate members to find another site.

A Criminal Justice Complex...

- ❖ Consideration was given by Commissioners and the Delegation to establishing a criminal justice complex on Rt. 10 in Swanzey just over the Keene line

Current situation

- ❖ Construction cost is at more than 30 million dollars
- ❖ Cost is estimated by consultants to increase by \$100,000. per month

Open Forum, 21 September '05

- ❖ Panel was assembled to answer questions with respect to challenges with jail projects and sites in other counties.

Our purpose today

- ❖ Provide an updated briefing of major events
- ❖ Provide answers to any questions that anyone may have regarding jail operations
- ❖ Research the questions to which there are no immediate answers and provide answers within 7 days
- ❖ Provide you with the facts that you need to make this decision.
- ❖ Have subject matter experts available to you

Inmate Statistics

- ❖ 1253 bookings in 12 months
- ❖ 216 were women
- ❖ Maximum population = 131 3/13/05
- ❖ Minimum population = 95 9/27/05
- ❖ 27% are 22 yrs old or younger
- ❖ 50% are 28 yrs old or younger
- ❖ Youngest age is 17
- ❖ Oldest age is 70

❖ **Average lengths of stay...**

- ❖ For pretrial offenders it is 47 days.
- ❖ For sentenced offenders it is 41 days.
- ❖ We processed 303 protective custody holds.
- ❖ Work release = 125 days
- ❖ Electronic monitoring = 131 days
- ❖ Federal inmate LOS = 67 days
- ❖ State prison parole violators = 3 days
- ❖ **Inmate Education**
- ❖ 30% are high school graduates
- ❖ 20% received GED before admission
- ❖ 50% do not have a high school education
- ❖ Only 9 inmates have passed a GED examination YTD. In 2004 there were 14 successful GED completions.

Current recidivism rates

- ❖ 2004 = 47%
- ❖ 2005 = 59%
- ❖ National Average is 62%

Homeless upon release

- ❖ 15%

Medical / Mental Health

- ❖ 60% of the inmates are on prescribed medications which have cost \$81,656. YTD in 2005
- ❖ 21% were diagnosed with a mental illness in 2004
- ❖ ~State is reducing assistance for mentally ill inmates
- ❖ ~We need enhanced mental health services
- ❖ 10% have tested positive for TB mantoux test.
- ❖ 4% had a positive x-ray which resulted in medication being administered in the treatment for TB.
- ❖ No active TB has been encountered but the threat is increasing.

Programs

- ❖ We currently have 103 registered volunteers for over 20 different programs.
- ❖ 40 volunteers participate in 12 programs on a regular basis.
- ❖ 60% of inmates indicate that they want to participate in programming upon admission
- ❖ Only 12% actually do.
- ❖ 28 inmates were supervised on work release programs in 2004
- ❖ Only 17 inmates have been released on work release in 2005
- ❖ For pretrial release, we have supervised 4 inmates in 2004 and 1 in 2005.

Inmate Labor ~12 month period

- ❖ Maplewood kitchen = 6 inmates @ 20,748 hours
- ❖ Maplewood Laundry = 1.5 inmates @ 5,460 hours
- ❖ Barn and Farm Crew = 5 inmates @ 25,480 hours
- ❖ Maintenance = 1.5 inmates @ 4368 hours

❖ **Inmate Labor provided to the community**

- ❖ 207 inmates provided labor to the Cheshire Fair Grounds totaling over 1500 hours.
- ❖ 19 inmates provided labor to the Keene transfer station
- ❖ 3 inmates have provided labor to the UNH cooperative extension
- ❖ 4 inmates provide road side cleanup in Westmoreland

Employment

- ❖ Over 50% of the inmate population was not employed prior to incarceration

Top categories of crime

- ❖ 303 in protective custody
- ❖ 133 probation and parole violation
- ❖ 84 DUI {Alcohol or drugs}
- ❖ 81 Driving after license revocation or suspension
- ❖ 59 possession of a controlled drug
- ❖ 52 Non support (child support
- ❖ 51 Violation of a protective order (DV)
- ❖ 48 Simple assault

Police Departments with most arrests

- ❖ Keene 387
- ❖ Swanzey 72
- ❖ NH State Police 64
- ❖ NH Probation and Parole 63
- ❖ Winchester 61
- ❖ Hinsdale 56
- ❖ Remaining agencies are 39 or fewer.

QUESTIONS FOR THE PANEL

- ❖ Everyone is interested in *access to services*.
- ❖ What do we mean by “access”?
- ❖ What do we mean by “services”?

What are unanswered questions or concerns?



OFFICE OF CHESHIRE COUNTY COMMISSIONERS
Memorandum

TO: Rep. Judson K. Dexter, Chairman
Members of Cheshire County Delegation

FROM: Commissioners Zerba, Sistare and Moore

DATE: November 5, 2005

RE: Answers to questions raised during the jail meeting on October 29, 2005

At the jail forum # 2 at Maplewood, questions were asked that could not be answered immediately. Below are the questions, with answers to those questions.

1. There was a question about where the Protective Custody Holds live (as opposed to which police agency picked them up). The average stay for a Protective Custody hold at the jail is 9 hours. There were 305 PC's processed in last 12 months.
 - A. Of them, how many PC's were in protective custody before? 30
 - B. Men = 231 Women = 74
 - C. Where are they from?
 - Keene = 155
 - Chesterfield = 4
 - Hinsdale = 15
 - Marlborough = 5
 - Rindge = 21
 - Swanzey = 28
 - Troy = 7
 - Winchester = 12
 - Other NH communities and ME, NY, PA & CT = 58.

2. There was a question as to whether there is a relationship between offenders placed on work release/electronic monitoring and recidivism. Of the current 6 individuals who are on work release, 3 of them have been here before. Of the current 6 individuals who are on electronic

monitoring, 2 of them have been here before. The Superintendent suggests that there is no correlation or data to support that electronic home confinement or work release will prevent offenders from coming in contact with the criminal justice system again.

3. There was a question as to the number of arrests made by Keene Police and what the residency was of those arrested by the Keene Police. According to the jail classification supervisor, 50% of the inmates arrested and brought in by Keene PD (387) are from neighboring towns or elsewhere (194). * Important not to confuse these numbers with that of the protective custody holds above.
4. There was a question as to how many offenders placed in the Alternative Sentencing Program wound up in jail again. According to JAIL statistics, 10% of those on alternative sentencing have returned to custody for failing to comply with program requirements.
5. There was a question about the number of times the Sheriff's Department provides transportation assistance to the towns to make it easier for the outlying towns to transport people to the jail. The Sheriff's Department transported 37 people in 2004 who had been arrested by town police departments. Specifically, 14 for Keene, 8 for Jaffrey, 3 for Winchester, 1 for Chesterfield, 6 for NH Probation/Parole, 2 for State Police, 1 for Surry and 2 for Rindge.
6. There was discussion about the average length of stay at the JAIL. As stated, the average sentenced inmate stay is 41 days, 12 hours. However, mathematical averages are not always useful. To provide perhaps more useful information, enclosed with this memo are three sheets titled "Current Inmate Time Incarcerated Aging Report". These sheets show the total inmate incarceration periods broken out over various lengths of time (i.e. 1 to 3 days, 4 to 7 days, over 365 days, etc.). The sheets also detail the lengths of stay for both sentenced offenders and pre-trial offenders. Exhibits 'A', 'B' & 'C'.
7. There was a question regarding the number of hours that inmates work at the farm. Utilizing an average of five inmates per day at just the farm: 10 hrs would be 18,060 hours. 12 hours per day is 21,672 hrs. The actual number of inmates used at the farm varies depending on classification, census and behavior issues. However, the JAIL attempts to always send 6 inmates each day of the week.
8. There was a question about changes in operating costs and future access (bridges etc.) The changes in operating expenses are detailed in the enclosed spreadsheet, Exhibit 'D'. There is no real estimate of future 'access' costs, such as bridges and roadways. The Commissioners have previously stated that were construction to damage Westmoreland town roads, that the damage would be assessed and repaired. In addition, an earlier delegation motion (made by Rep. Laurent on 2/9/04) to give the town of Westmoreland \$100,000 for a contribution to repair/replace the River Road bridge was defeated by the delegation by one vote.
9. There was a question as to what the impact on the taxpayers would be from the increased operating costs of a new facility. The net operating cost impact on taxes to be raised for the 2006 proposed budget is \$43.12 per \$100,000 of valuation. If a new facility were occupied in 2007, the impact on taxes to be raised would increase to \$60.73 (an increase of \$17.61 over 2006) if the jail is located in Keene. If, in 2007, the jail is still in Westmoreland, the taxes would increase to \$59.56, a difference of \$1.17. The operating cost impact on taxes for each location is also

included within the enclosed spreadsheet and is delineated as to the cost per \$100,000 of valuation. Refer to Exhibit 'D'.

10. There was a question about how much additional revenue might be received from work release inmates if the facility was located closer to Keene. Twenty-eight inmates were supervised on work release programs in 2004. Seventeen inmates have been placed on work release in 2005. Because work release is ordered through a court process, there is no indication that court policies would change if the jail were closer to Keene.
11. The delegation requested a 'side by side' comparison of the three sites of interest that were identified at the Saturday forum. Those sites are the Aldrich, Bardwell and Westmoreland sites. A side by side comparison is enclosed as Exhibit 'E'. Summarizing the enclosure, assuming you paid the *asking* price for the Aldrich property, it would cost \$31,338,565.00 to develop the site and build the jail. Assuming you paid the *asking* price for the Bardwell property, it would cost \$31,906,871.00 to develop the site and build the jail. To develop the site and build the jail in Westmoreland would cost \$31,524,129.00. The architects (SMRT), engineers (Louis-Berger) and contractor (MacMillin Company) have updated the figures produced earlier and in some cases, by other consultants, such as Clough-Harbour. Therefore, comparison with previous figures may be difficult. However, given the limited study to update all of the figures for the selected sites over the past 7 days, we have comparable cost estimates in Exhibit 'E'. Obviously, the final purchase price for any land will change the figures. See the following question regarding the assessed values of the Aldrich and Bardwell properties. To see a conceptual layout of the proposed building on each of the three sites, see enclosed Exhibits 'F', 'G' and 'H'.
12. In order to compare the sites, the delegation requested that we obtain the *assessed* values of the Aldrich and Bardwell properties. The Bardwell property is *assessed* at \$165,400 (94.3%) or \$175,397.67 at 100% equalization. The real estate listing for the Bardwell property states an asking price of \$2,690,000. In 1998, the Bardwell property was sold to its present owner for \$550,000, according to the tax card. The Aldrich property is *assessed* at \$300,300 at 100% equalization. The real estate listing for the Aldrich property states an asking price of \$325,000. We have copies of the tax cards and real estate listings available for review.
13. There was a question about the expansion capabilities of all three sites. All three sites anticipate that expansion will be necessary at some point in the future. The enclosed diagrams for each site indicate a land area for future expansion.
14. There was a discussion as to whether the presence of the floodway/flood plain would prevent the existing wastewater treatment plant to be expanded to accommodate a new correctional facility. Facilities Manager Barry King contacted Wesley Ripple of the Department of Environmental Services who indicated that the easiest plan would be to add another lagoon or expand the existing lagoon. He saw no reason why expansion could not take place. Further, you may recall that on October 24, 2004, we sponsored an Open House of the treatment plant to open the operation and its records to any elected official and member of the public. We had representatives of the NH DES available to field questions from those present. We have enclosed the October 26, 2004 Keene Sentinel news article associated with this Open House for your recollection. Exhibit 'I'.
15. There was a discussion about the costs of water and sewer comparisons between Keene and Westmoreland. We have revised this presentation in Exhibit 'J' comparing the three selected

sites with their respective bonding costs associated with construction and the fees and added expenses associated with its operation. You will also see that operating costs associated with the production and treatment of water/sewer has been footnoted on Exhibit 'D' on an allocation basis at the request of the Delegation Chairman.

16. Also enclosed is an updated construction bond schedule with an estimated 2007 cost of \$32 million and its impact on taxes. **Exhibit 'K'**.
17. We feel it is also important to underscore that from the first review of the Aldrich property by Clough-Harbour through the most recent evaluation by SMRT and Louis-Berger, the architects recommend against consideration of the Aldrich property. It has significant wetlands that would take additional time and money to mitigate and permit, it is narrow and the building would have to be re-designed to make a better fit on the property. It is the worst of the three sites under consideration.

In closing, we would like to take this opportunity to re-cap the evidence-based reasons for our believe that the best location for the new jail is on county owned land in Westmoreland:

1. With available land in Westmoreland, we do not feel there is any justification for Eminent Domain. If the Westmoreland site was unable to accommodate a new facility, we might be inclined to consider taking necessary land. However, there is no evidence that the county owned land in Westmoreland couldn't work.
2. The county owned land is readily available and, thus, the project can start sooner than if we had to negotiate for land.
3. The proximity to and relationship with Maplewood Nursing Home and the Farm is well established and we see no reason to alter this economically advantageous arrangement.
4. The current evidence establishes that remaining in Westmoreland will have the lowest operating expenses both in the short term and the long term.
5. The evidence has established that all relevant services as well as access to services at a new jail can be provided in Westmoreland.
6. The evidence has established that our alternatives to incarceration (the Alternative Sentencing Program and the Mental Health Court) are effective means of providing access to services for offenders who need community-based services and who can meaningfully participate in those programs. We will continue to support expansion of those programs and to seek support by the delegation.
7. While twenty-eight inmates were supervised on work release programs in 2004 and seventeen inmates have been placed on work release in 2005, the evidence is that the location of the jail has no relationship with the number of offenders placed on work release. A court process that is beyond the control of jail officials drives orders for work release. Further, the Superintendent believes that no one on work release ought to be occupying a bed at the jail. His feeling is that if an individual is safe to be released to go to work, he should be returning home at the end of the day and not taking up expensive space at the jail. Again, these are policies of the courts that are not affected by the location of the jail.
8. There is evidence that the wastewater treatment plant in Westmoreland can be expanded and upgraded. Stated a bit differently, there is no evidence that the floodway or flood plain presence will prevent expansion or upgrading of the existing plant.
9. The consideration to move the facility closer to Keene was based on access to services and roadways. Since being closer will not change either the type or scope of services, there is no "services" argument to move the jail closer to Keene.

10. While there is evidence that local police departments could reduce travel to a jail if it were located closer to Keene, this alone is not enough for us to consider moving the jail. We continue to believe that if in any specific situation, transporting prisoners becomes an issue, the jail and the Sheriff's Department will continue to cooperate to ease the local burden on a case by case basis.
11. The current evidence clearly demonstrates that constructing the new jail in Westmoreland will not be more expensive than building the new jail in the Keene area when land acquisition costs are taken into account. Thus, there is no significant cost reason to build the jail in the Keene area.
12. The current information regarding the existing wastewater and water treatment plan operation in Westmoreland is that there is a 50% likelihood that we will need to upgrade the systems within the next few years, regardless of whether or not a new jail is built in Westmoreland. Therefore, while the estimated water and sewer costs are \$969,192.00 in Westmoreland when associated with a new jail, keep in mind that potentially \$880,000 of this will have to be spent anyway even if the jail is built elsewhere.

11/03/05

Pretrial Inmates

13:35

Current Inmate Time Incarcerated Aging Report Page: 1

Time of Incarceration	Number of Inmates:
Under 4 Hours	0
Over 4, Under 24 Hours	7
1 to 3 Days	3
4 to 7 Days	4
8 to 14 Days	2
15 to 30 Days	9
31 to 60 Days	10
61 to 90 Days	6
91 to 120 Days	1
121 to 180 Days	2
181 to 240 Days	6
241 to 300 Days	2
301 to 365 Days	1
Over 365 Days	1

Total Inmates:	54

11/03/05

Sentenced Inmates

13:35 Current Inmate Time Incarcerated Aging Report Page: 1

Time of Incarceration	Number of Inmates:
Under 4 Hours	0
Over 4, Under 24 Hours	0
1 to 3 Days	3
4 to 7 Days	1
8 to 14 Days	2
15 to 30 Days	2
31 to 60 Days	6
61 to 90 Days	8
91 to 120 Days	6
121 to 180 Days	7
181 to 240 Days	3
241 to 300 Days	4
301 to 365 Days	1
Over 365 Days	0

Total Inmates:	43

	Aldrich	Bardwell	Westmoreland
Land Listed Price	\$ 325,000	\$ 2,690,000	\$ 0
Construction *	\$ 28,496,625	\$ 28,436,625	\$ 28,436,625
Site Development:			
clearing & grubbing	\$ 180,360	\$ 48,222	\$ 216,432
common excavation (cut)	\$ 510,300	\$	\$ 960,120
embankment in place (fill)	\$ 417,960	\$ 259,200	\$ 822,960
Sewer	\$ 304,560	\$ 33,696	\$ 602,424
Water	\$ 207,360	\$ 217,728	\$ 366,768
Electricity	\$ 54,000	\$ 54,000	\$ 54,000
Road Improvements	\$ 297,000	\$ 167,400	\$ 64,800
Wetland Mitigation	\$ 129,600	\$	\$
Retaining Wall	\$ 415,800	\$	\$
Total Site Development	\$ 2,516,940	\$ 780,246	\$ 3,087,504
Grand Total	\$ 1,338,565	\$ 31,906,871	\$ 31,524,129
Floodplain Concerns	Not an issue. This site is not in the flood plain	Not an issue. This site is not in the flood plain	Not an issue. This site is well above flood plain
Wetlands Concerns	An issue. Soil surveys indicate significant wetlands which limit options. Wetland Mitigation may require additional property acquisition and building design changes.	Minor issue. Wetlands are present only at the south property corner.	Minor issue. Slopes suggest not an issue but not yet mapped.
Haz. Waste Concerns	Not likely an issue. Hazardous wastes not expected, but survey not yet performed.	Not likely an issue. Hazardous wastes not expected, but survey not yet performed.	Not an issue. History suggests not an issue
Site Availability	Listed for sale.	Listed for sale.	County owned.
Access to Utilities	May be an issue. An easement must be negotiated for access to utilities.	Minor Issue. Some piping off site must be enlarged, but a cost issue only.	Minor Issue. Expected to be cost issue only.
Assessed Value	\$ 300,300	\$ 175,400	\$
Listed Cost	\$ 325,000	\$ 2,690,000	\$ -
Operating Cost	\$ 4,178,972	\$ 4,178,972	\$ 4,107,004
Operating Cost Differential	\$	\$	\$ (71,968)

* Construction Definition - What it takes to build the building once the site is prepared. Includes contractor price, storm water run off detention. Includes soft costs of 15% and contingency of 5%.

Notes:A. Wetlands concerns: Environmental regulations require that all but minor wetlands be subject to permitting review and authorization. Mitigation of wetlands destruction by the creation of new wetlands destruction by the creation of new wetlands is required in most cases, and so, significant wetlands destruction would subject the project to possible delays.

B. Inflation in the construction industry is anticipated to be very high over the next year due to increased volatility in energy prices and the demand for materials and products as a result of natural disasters this past year. Advisors recommend 10% percent be used over the next year to anticipate inflation. Actual inflation may differ. This inflation value is included in the numbers presented.

C. Construction costs for Aldrich property include and additional \$60,000. This added expense is due to the fact that the site is narrow and the building will have to be redesigned to make a better fit on the property.

D. Most recent sale for Bardwell property was in 1998. The selling price at the time was \$550,000.

COUNTY OF CHESHIRE

11/4/2005

DEPARTMENT OF CORRECTIONS

Budget Estimates for new Facility

	2006 Proposed Budget		Aldrich Site		Bardwell Site		Westmoreland Site		Westmoreland Site	
		Pjctcd 2007	Pjctcd 2007	Pjctcd 2007	Pjctcd 2007	Pjctcd 2007	Pjctcd (20 yrs)	Pjctcd (20 yrs)	Pjctcd (20 yrs)	Pjctcd (20 yrs)
Payroll & Benefits	1,866,636	2,795,568	2,795,568	2,768,953	55,911,364	55,911,364	55,911,364	55,911,364	55,911,364	55,379,052
Operating Facilities	748,771	1,018,821	1,018,821	1,018,821	20,376,420	20,376,420	20,376,420	20,376,420	20,376,420	20,376,420
Westm/nd Wtr Trmtmt & WWTP (1)	130,572	304,960	304,960	299,560	6,099,200	6,099,200	6,099,200	6,099,200	6,099,200	5,991,200
Municipal Water & Sewer Fees		43,913	43,913	10,000	-	-	-	-	-	200,000
Subtotal Operating	2,745,979	4,163,262	4,163,262	4,097,334			83,265,244	83,265,244	83,265,244	81,946,672
Capital (Annual Depreciation Exp)										
Van		6,720	6,720	6,720			134,400	134,400	134,400	134,400
Mower		1,440	1,440	400			28,800	28,800	28,800	8,000
Maint Vehicle		5,000	5,000	-			100,000	100,000	100,000	
(5) Leased Comp @ \$430/each		2,150	2,150	2,150			43,000	43,000	43,000	43,000
2 Network Printers @ \$1,000/each		400	400	400			8,000	8,000	8,000	8,000
Subtotal Capital		15,710	15,710	9,670			314,200	314,200	314,200	193,400
Total Projected Expenses		\$ 4,178,972	\$ 4,178,972	\$ 4,107,004			\$ 83,579,444	\$ 83,579,444	\$ 83,579,444	\$ 82,140,072
P/R, Operating & Capital Difference	\$ 2,745,979			\$ (71,969)						\$ (1,439,372)
Revenues as presented for 2006 including Federal Inmates										
Inmate R&B (Work Release) (2)	18,000	18,000	18,000	18,000			360,000	360,000	360,000	360,000
Federal Inmate reimbursement	0	350,400	350,400	6,000			7,008,000	7,008,000	7,008,000	7,008,000
Electronic Monitoring	6,000	6,000	6,000	6,000			120,000	120,000	120,000	120,000
Medical Co-Pay Fee	6,500	6,500	6,500	6,500			130,000	130,000	130,000	130,000
Public Telephone Commission	60,000	60,000	60,000	60,000			1,200,000	1,200,000	1,200,000	1,200,000
Miscellaneous Income	4,000	4,000	4,000	4,000			80,000	80,000	80,000	80,000
Jail Operating Deficit net of Rev	\$ 94,500	\$ 444,900	\$ 444,900	\$ 444,900			\$ 8,898,000	\$ 8,898,000	\$ 8,898,000	\$ 8,898,000
	\$ 2,651,479	\$ 3,734,072	\$ 3,734,072	\$ 3,662,104			\$ 74,681,444	\$ 74,681,444	\$ 74,681,444	\$ 73,242,072
Net Operating Expense Estimated Tax Impact per \$100,000										
		\$ 60.73	\$ 60.73	\$ 59.56						

(1) - The Westmoreland Water & Waste Water Treatment Plants serve all Westmoreland facilities. Based on the gallons used by the jail today, the current allocation is 33% or \$32,657. The operating expenses above indicate the additional financial impact of the new jail. This is a fair presentation for the site scenario's as the current expenses of the treatment plants will not go away if the site is moved to Keene as they would need to continue operating and to serve the facilities that remain in Westmoreland.

(2) - Inmate Work Release Room and Board. Every inmate on work release must pay \$20 per work day for room and board. Assuming a 260 day per year work schedule, the potential revenue per inmate would be \$5,200 per year.

Note: 20 & 30 year projections in current dollars

Cheshire County D.O.C. Expansion

\$32,000,000
Jail Expansion
20 Year Estimated Bond Schedule

@ 4.20%

Principal	Interest	Princ Balance	Total Annual Debt	Year
\$1,600,000	\$1,344,000	\$32,000,000.	\$ 2,944,000	2005
1,600,000		30,400,000.	2,876,800	2006
1,600,000	1,276,800	28,800,000	2,809,600	2007
1,600,000	1,209,600	27,200,000	2,742,400	2008
1,600,000	1,142,400	25,600,000	2,675,200	2009
1,600,000	1,075,200	24,000,000	2,608,000	2010
1,600,000	1,008,000	22,400,000	2,540,800	2011
1,600,000	940,800	20,800,000	2,473,600	2012
1,600,000	873,600	19,200,000	2,406,400	2013
1,600,000	806,400	17,600,000	2,339,200	2014
1,600,000	739,200	16,000,000	2,272,000	2015
1,600,000	672,000	14,400,000	2,204,800	2016
1,600,000	604,800	12,800,000	2,137,600	2017
1,600,000	537,600	11,200,000	2,070,400	2018
1,600,000	470,400	9,600,000	2,003,200	2019
1,600,000	403,200	8,000,000	1,936,000	2020
1,600,000	336,000	6,400,000	1,868,800	2021
1,600,000	268,800	4,800,000	1,801,600	2022
1,600,000	201,600	3,200,000	1,734,400	2023
1,600,000	134,400	1,600,000	1,667,200	2024
	67,200			
\$ 32,000,000	\$ 14,112,000		\$ 46,112,000	

Based on the estimated bond schedule, the impact on taxes per \$100,000 would be \$47.88.

County of Cheshire
 Correction Facility

Estimated Water and Sewer Costs over 20 years

	Aldrich	Bardwell	Westmoreland
Municipal Water & Sewer Fees and/or added expenses	\$ 878,260.00	\$ 878,260.00	\$ 200,000.00
Bonding Costs associated with Water/Sewer construction	\$ 511,920.00	\$ 251,424.00	\$1,396,602.00
Totals	\$1,390,180.00	\$1,129,684.00	\$1,596,602.00

Estimated Water and Sewer Costs over 30 years

	Aldrich	Bardwell	Westmoreland
Municipal Water & Sewer Fees and/or added expenses	\$1,317,390.00	\$1,317,390.00	\$ 300,000.00
Bonding Costs associated with Water/Sewer construction	\$ 511,920.00	\$ 251,424.00	\$1,396,602.00
Totals	\$1,829,310.00	\$1,568,814.00	\$1,696,602.00

Fee projections in current dollars

MINUTES
Cheshire County Delegation Public Hearing
And Delegation Meeting following
Monday, November 21, 2005 7 PM
Jury Assembly Room, Keene, NH

PRESENT: Representatives Allen, Butynski; Butcher; Coates; Dexter; Dunn; Eaton; Espieffs; Emerson; Hogancamp; Mitchell; Parkhurst; Plifka; Pratt; Richardson; Roberts; Robertson; Sawyer; Tilton; Weed; Commissioners Zerba, Sistare and Moore, Administrator Wozmak; Finance Director Trombly, Ex. Asst. Warren.

The hearing was opened by Chairman Dexter at 7 PM. He explained that the public hearing is on the jail project and the discussion will be on the sites. He stated that if someone has already covered a point he will limit the time to speak. The Commissioners will keep a list of questions and respond to them. Unless the majority of the members of the delegation request it, there will not be a motion on the jail bond tonight.

Alex Henkel, citizen from Keene, stated that it would be a mistake to consider the Aldrich property as a site for the jail. A copy of his comments are attached to these minutes.

Richard Cate, citizen from Westmoreland, stated that the jail in Westmoreland is 14 miles from Keene and services and that there would not be a detoxification center if the jail is in Westmoreland, and this is needed. He also stated that the topography of the plateau site was incomplete and did not show exact locations or details about the building.

Bruce Clement, citizen from Westmoreland, brought a soil survey book from soil surveys completed in 1984 of Cheshire County. He distributed a diagram and described how the plateau site was marked on the diagram, which indicates that the slope is too severe for building. He was asked if the soil type and conditions were the same that the nursing home was built on. He responded that it was the same soil.

Chairman Dexter stated that there would be a field trip planned for the plateau site within a couple of weeks.

Rep. Dunn stated that he walked the plateau site and that he walked through a lot of water. He thinks that to build on that site would be nearly impossible because of the water in addition to high costs of building.

Rebecca Todd, a lawyer hired by a small group called the Concerned Citizens of Westmoreland, had two issues to present, one regarding the supply of water which is either from the Connecticut River or from a well on the site. If a jail is built in Westmoreland, she said the water supply is inadequate for the increase in number of inmates in the jail. The second issue is that the wastewater treatment plant has to be expanded for a new jail. She claimed that the WWTP has been in violation of the NH Department of Environmental Services for several years. She stated that the citizens could sue because of these violations at the wastewater plant, whose fines could cost up to \$5 million, according to her understanding of the regulations. She said the recent flooding in Westmoreland created a loss in the riverbank. The Army Corps of Engineers proposed a project to repair this but this has not been funded in 2005 or 2006. Rep. Pratt stated that he thought funds were appropriated for the bill for this flood damage. Administrator Wozmak stated that the ACOE has

not yet received necessary matching funding but there are county funds in reserve that were allocated for when the federal government appropriates the remainder of the matching funds. Wozmak explained that Louis Berger Group has been in touch with FEMA ever since this project began and they have never suggested that it was impossible to expand the lagoons. Wozmak suggested that the delegation listen to the experts and not rely on commentary from citizens as their information source.

John Byrnes, a citizen of Keene, stated that he is in support with the Commissioners and thinks that this issue needs to come to a conclusion.

Mike Brown, citizen of Keene, asked if there is any data collected on where the voters want the jail to be.

Mr. Baker, citizen of Westmoreland, asked about liability for building in a flood plain and to address FEMA regulations.

Steve Lindsey, citizen of Keene, noted that a jail in Westmoreland is isolated from the community and the new one should be built on well-traveled roads.

John Byrnes, citizen of Keene, stated that he is concerned about rising costs and that the delegation should end the debate.

John Harris, citizen of Westmoreland, applauded the patience and consistency of the delegation. He believes that issues exist. He felt that if the jail is built in Westmoreland, a detoxification center and transitional housing would be lost. He stated that this is a 100 year decision and should be thought out. He feels that Westmoreland should be taken off the table at the next vote.

Walter Derjue, citizen of Westmoreland asked about soil samples that were gathered from the Plateau site.

Ceil Goff, citizen of Westmoreland stated that she worked as a social worker for MFS for 17 years and feels that there should be access to services for the jail.

Citizen Attorney Rebecca Todd stated that this issue is not a case of NIMBY (not in my back yard).

The Mayor of Keene submitted a letter for the record and that record has been included as part of these minutes.

The public hearing was closed at 8:30 PM.

A short break was taken before the Delegation meeting started.

Chairman Dexter opened the delegation meeting at 8:45 PM.

Rep. Sawyer moved to reallocate \$3,100 of the Farm's unused 2005 capital outlay funds, due to savings realized from the purchase of a used tractor, and to use those funds for the purchase of a logging machine in order to replace the current piece of equipment, seconded by Rep. Allen. Discussion followed. Rep. Weed called the question. Roll call vote resulted in a 20 - 0 vote, motion passed.

Commissioner Zerba gave an overview of the many sites that we were asked to look at as a jail site. He reviewed some of the water and sewer issues that have been identified by the engineers. He reviewed an article from the Keene Sentinel about the DES engineer regarding the wastewater treatment plant underscoring that DES has no problems with the operation of the plant. Zerba quoted the DES spokesperson who said that it is easier to expand an existing plant than to build a new one. The article in the Sentinel followed an open house at the wastewater treatment plant where representatives from DES were available to answer questions for the public. Zerba explained how our engineers reviewed the plateau site and considered it a useable site even though it had more earthwork than other sites, such as Bardwell.

Rep. Hogancamp asked who looked at the lagoon. Administrator Wozmak stated that representatives from both the DES and the federal EPA oversee the operation of the plant and that we send both of them monthly reports on a number of monitoring tests performed at the plant.

Rep. Robertson asked if his request to look at trading a piece of property between the Bordens and the Aldrich's was followed up. Commissioner Zerba stated that it was not a site the delegation wanted to look at as a jail site. From the jail forum, the three specific sites were the Westmoreland site, the Bardwell site and the Aldrich property.

Rep. Dunn spoke to his concerns about the Westmoreland plateau site being wetlands, acknowledging that he was a retired Humanities teacher and not an engineer. Nonetheless, he was shocked at the amount of water on the site. After a round of debate and discussion, **Rep. Dunn made a motion that the delegation no longer refer to it as the 'plateau site', seconded by Rep. Allen. The motion passed upon a voice vote.**

Rep. Weed stated that with all the issues involved with global warming, we would be foolish to consider a site anywhere near a flood plain.

Rep. Roberts stated that he walked the site also and that it is wet. He also stated that as to each site and the number of criteria, that each person favoring one site over the other has some factual correctness to their argument, and people need to understand that everybody is a little bit right.

Rep. Pratt asked Commissioner Zerba whether the Commissioners would ever accept that the delegation does not want the jail in Westmoreland if they would come forward with another site. In response Zerba asked Pratt if the delegation would vote on Bardwell and if the delegation would take it off the list if it was not favored.

Rep. Sawyer asked for clarification of what sites the delegation has voted for.

Rep. Tilton asked why the Commissioners are voting against their own report. Commissioner Zerba stated that the information she is talking about came from a consultant's report. Commissioner Zerba asked if he could get a vote on the Bardwell site.

Rep. Weed moved to take a straw vote on the Bardwell property, Rep. Allen seconded. Discussion followed. Then a motion was made whether any straw vote should be taken, upon a narrow voice vote the motion to take a straw vote failed.

By the end of the meeting, it was determined that the date of Saturday, December 3 at 10 AM would be the date to make a site visit to the Westmoreland Plateau site.

Monday, December 12 will be another public hearing and a vote on the jail bond.

There being no further business, the meeting was recessed at 9:30 PM.

Barbara Hill Richardson

Minutes approved by phone on 12/5/2005

Barbara Hill Richardson

MINUTES
Cheshire County Delegation
Monday, December 5, 2005 7 PM
Jury Assembly Room, Keene, NH

PRESENT: Representatives Allen, Butynski; Butcher; Coates; Dexter; Dunn; Eaton; Espiefs; Emerson; Foote; Parkhurst; Pelkey; Plifka; Pratt; Richardson; Roberts; Robertson; Sawyer; Tilton; Weed; Commissioners Zerba, and Sistare; Administrator Wozmak; Ex. Asst. Warren; David Lay, SMRT; Steve Horton, Steve Tarbox, Bruce Lyman, MacMillan Co; Rick Stewart, Louis Berger Group.

The hearing was opened by Chairman Dexter at 7:05 PM. He explained why the meeting was scheduled, which was because it was within the time frame of the public meeting to allow for a vote on the jail. He explained that the architects and engineers were present in order to answer any questions that the delegation may have.

David Lay distributed a proposed project schedule for a construction project that indicated the costs that are expended at the various stages of the project.

Steve Horton from MacMillan Construction Company stated that in order to answer detailed engineering questions that have been presented recently, it is a little early in the process and a commitment to a site is required in order to answer some of those questions. Rep. Allen asked if the building were put on a flat site would timing be different. David Lay stated that every site has different problems and it's not that simple to say a slope will take more time or money than a flat site.

One member of the delegation asked what preliminary work has been done and what risks there are concerning sites. David replied they can build on any sites, but he cannot state all the risks involved ahead of time. They have done some preliminary research into the sites, soil, sewer and water issues, wetlands, and grading. He stated that for instance, the Aldrich site wetlands are extensive. In addition, because of the terrain, the building would have to be redesigned.

Rep. Dunn asked if this presentation was made seven years ago when the jail was first considered and why we were getting this information now. Rep. Robertson stated that he thought we were here to decide on a site. He stated that as far as he was concerned, Westmoreland is not in consideration as a site. Chairman Dexter asked if the chart distributed would apply to any project, not just the county jail, David stated that it would. Chairman Dexter asked that the study has not been done, so we don't know about the wetlands nor do we know where the building is going to be placed. David stated that they do not have an exact number or exact site but that in general, the wetlands are not believed to be a significant problem.

Rep. Roberts stated that he believes that all the questions on all the sites should be answered no matter what the costs.

Rep. Tilton asked if the chart is specific to any site, David stated that it is not. She then asked why the Commissioners keep coming back to the Westmoreland site if all other matters are equal. Commissioner Sistare stated that it is because there is a cost savings of about \$70,000 a year in operational costs compared with other sites. In response to a question from Rep. Eaton,

Administrator Wozmak stated that some of the costs related to Keene would be in capital costs in providing transportation for inmates located in a different area other than Westmoreland.

Rep. Pratt made a motion that the delegation express and urge the Commissioners to take Westmoreland off the table as a jail site, seconded by Rep. Robertson. Rep. Parkhurst expressed concern for a vote being taken when four members of the delegation are not present. Rep. Pelkey stated that he cannot vote to take a site off the table if it is going to save us money, Rep. Coates agreed. Rep. Espiefs noted that he understands the concerns for services for the inmates, but in spite of the location, many services are already offered. Additionally, most inmates are there for 30 to 60 days and there is not that much that can be done with inmates in such a short length of time.

Chairman Dexter stated that the reason for the delay of a bond vote was to give the Commissioners time to gather the information asked for regarding the sewage treatment plant, drainage issues, wetlands mitigation costs, because we do not know what those numbers are. **The motion was called and a roll call vote taken, with 10 votes no and 9 votes yes, motion failed.**

Rick Stewart, identifying himself as a civil engineer stated that he can give some information regarding the wetlands issue for the Westmoreland site, which he believes is about an acre of wetlands, which typically requires mitigation of about 1 ½ acres, for a cost of about \$225,000. He stated that in evaluating the Aldrich site, he used maps that already included that information. Rep. Pratt asked what is done with the stream running through the property. Rick stated that it is filled and the water is diverted and/or piped.

Rep. Pratt asked a question about the wastewater treatment plant. The wastewater treatment plan was studied and the costs were included in the memo from the Commissioners of November 5. Chairman Dexter asked about the size of the pipe that would be used to bring the waste down the hill. Rick and David stated that it would probably be an 8 inch pipe.

Rep. Tilton asked about water supply for the jail. David Lay stated that there is a water tank on the top of the hill and it would be about 1,000 feet from the jail. Administrator Wozmak said that the purpose of studying the water and wastewater treatment plants at this time is it appears useful to get specific information now and that the County knows that regardless of where the jail goes, both systems will need updating, renovation or expansion as both plants are approaching 20 years of age. He said that there are periodic quality problems and water quality standards are evolving along with new technologies for treatment. Thus, the current study will be useful for this work that will likely be proposed within the next few years.

Rep. Pratt asked how many cubic yards of dirt would have to be moved to prepare the Westmoreland site. Lay said it would require moving about 125,000 cubic yards moved on the site from one area of the site and moving it to other areas (a so-called "balanced site"); for Bardwell it would require about 40,000 cubic yards fill to be brought in to prepare the land for construction.

Rep. Pratt asked if a third lagoon could be built away from the current lagoons. Rick and David stated that ideally, it would have to be near the current location. Rep. Pratt asked if FEMA has stated that a new wastewater treatment plant would have to be built. Rick stated that no one as of yet is requiring that a new facility be built but if one was, he thought a new one would cost about \$1.5 million. Rick explained that the floodway line cuts through the middle of the current lagoons

and that there is floodplain around half of the lagoons that could be built upon, with government approval.

David stated that most issues relating to the development of the site are considered when estimating a project but there are always an unknown factors including inflation, but there are other things that happen that save money and it usually ends up balancing out.

Rep. Espiefs asked Attorney Berkson about the eminent domain process. He responded that there is a statutory process, the property must be appraised, and the owner is approached to work out the details. If you cannot arrange for a voluntary transfer of the property, money is placed in escrow and a deed is recorded, taking the property after a public hearing on the need for the taking. If the owner doesn't accept the price, it would go to court for the court to decide the fair market value of the taking. There was further discussion on the process and negotiation of eminent domain.

Rep. Pratt moved that the professionals be thanked for their information and we move into nonpublic session at 9:10 PM to consider the acquisition, sale or lease of real or personal property which if discussed in public would likely benefit a party or parties whose interests are adverse to those of the general community. The motion was approved by a voice vote. As a result of the deliberations in nonpublic session, no decisions were made and no vote taken. The Representatives unanimously returned to public session at 9:37 PM.

There being no further business, the meeting was adjourned at 9:45 PM.

Barbara Hull Richardson

Minutes approved by phone on 12/13/05

Barbara Hull Richardson

MINUTES
Cheshire County Delegation
Public Hearing and Meeting
Monday, December 12, 2005 7 PM
Keene Public Library, Keene, NH

PRESENT: Representatives Allen, Buryrishi, Buncher, Chase, Coates, Dwyer, Dunn, Eason, Espieffs, Emerson, Foose, Hunt, Hogan, Mitchell, Parkhurst, Pelkey, Pinta, Punt, Richardson, Robertson, Sawyer, Tilton, Weed, Commissioners Zerba, and Sistrare, Administrator Wozniak, Ex. Asst. Warren, Neil Berkson, Esq., David Lay, Arthur Thompson, SMART, Steve Elicton, Steve Tarbox, Bruce Loman, MacMillan Co, Rick Stewart, Judy Houston, Louis Berger Group.

The hearing was opened by Chairman Dexter at 7:08 PM. He explained that the public meeting was to allow the public to make comment.

Bruce Clement requested the presentation by the panel be given to the public before the public meeting so the public can hear the presentation. Chairman Dexter stated that the public has heard many of things that are being considered. Rebecca Todd stated that it makes sense to have the panel make the presentation first.

The members of the delegation, the Commissioners, county employees and panel introduced themselves.

Commissioner Zerba spoke to the 2006 budget process, and explained that the 2006 Commissioner's proposed budget is reviewed by the executive committee in January and February. The 2006 budget is \$28,465,001. This figure represents an increase of \$1,174,576, (4.30%) over the 2005 adopted budget. Taxes to be raised are proposed at \$13,802,885. This figure is an increase of \$1,811,942 (15.11%) over the 2005 adopted budget for taxes to be raised. There are several areas contributing to the 2006 budget increase and taxes to be raised. They include Health Insurance costs which have increased overall by \$237,109.00 (11%). This increase was distributed to both employer and employee with the county absorbing \$202,340.00 and employees' contributions increasing \$34,769.00. Merit and COLA increases account for approximately \$676,813 in payroll and benefit increases. The Commissioners have factored into the 2006 budget a 3.50% COLA increase for county employees. Personnel request changes for 2006 account for an additional \$67,141 in payroll and benefit costs. The new positions include shifting a contracted part time Mental Health Clinician at the Department of Corrections to a full-time on-staff employee. The cost of having the clinician on staff effective 3/1/06 is \$54,157. \$12,984 has been added to the Computer Operations Department to increase a part time Computer Technician to full time.

The Human Service Categoricals have increased in total by \$220,151, and rising energy costs are up by \$163,363 in fuel and electricity expenses. Expenses, such as food for the Dietary department, are affected.

Revenue decreases have caused an increase in taxes to be raised. The elimination of boarding Federal Inmates has resulted in a decrease of revenue of \$350,000 for the Corrections budget.

Rep. Sawyer asked about the addition of personnel for UNH. Director Trombly stated that it is additional payroll expense for the cooperative extension forester. Historically, this position has been jointly funded between the federal, state and county government. However, the federal share has

been level funded for years and this has exerted pressure on the state and county government to make up the difference to offset inflation and rising costs.

Rep. Robertson asked about the 3.5% COLA. Director Trombly stated that the 3.5% is a cost of living adjustment which affects the whole payroll.

Chairman Dexter explained that the delegation is presented with the Commissioners' proposed budget at this time of the year and then the executive committee reviews the budget line by line starting next month. Rep. Weed asked if there has been any cost shifting from the state to the county. Chairman Zerba stated that there has been a \$130,000 downshift. Rep. Weed asked about the increase in the Commissioners' legal expense. Administrator Wozmak stated that the request was because of the anticipated legal expenses relating to the jail.

Rep. Allen spoke to the public that as a member of the executive committee, he assures the public that the administration of the county is very professional.

Chairman Dexter asked about the regional prosecutor program. Dexter said he received a letter from Swanzy Police Chief Busick that Swanzy is requesting that the county consider taking over the program due to its rapid growth and the administrative burdens it places on his police department. Administrator Wozmak stated that he has been advised by the Commissioners to review the request and come forward with recommendations as to the county's role in this program.

There being no further questions or comments regarding the Commissioners' Proposed 2006 budget, the public hearing on the budget closed at 7:35 PM.

The public hearing on the jail opened at 7:36 PM.

Attorney Neil Berkson explained that he is representing the commissioners regarding a jail in Westmoreland. He explained that the commissioners and the delegation have a mutual veto on the jail. He quoted the jail forum panel that held a forum on September 21 that it doesn't matter where the jail is; just build a jail. He addressed the incorrect statements that were made regarding fines for the wastewater treatment plant. Attorney Berkson reviewed some of the programs that are being held at the jail, and noted that the biggest problem with providing these services is lack of space and funding, not location. He reminded those present that the average stay is three months, not enough time to change someone's life. All the issues involved with the jail in Westmoreland, wastewater, water, wetlands, location, can be resolved.

Chairman Dexter stated that this is a public meeting and he would like to hear from the public.

Rep. Robertson spoke regarding the quoted statistics from the daily statistical 'snapshot' produced by the jail indicating some fairly long lengths of stay for some inmates. Superintendent Van Wickler stated that the inmate information Rep. Robertson is quoting is from only a snapshot of the inmates on the date the information was requested and that the statistical information is taken over a period of time. He stated that he agrees with the other superintendents, that the jail needs to be built, but his preference is the Bardwell site, although he just wants the jail built. Superintendent Van Wickler stated that he is begging that a decision be made.

Chairman Dexter referenced a NIC report from 2000 that stated the jail should be built near a courthouse. Arthur Thompson of SMRT stated that there are multiple reports concerning moving

inmates to the courthouse from the jail and that the costs are insignificant compared to the need for expansion. He said that in his experience, most jails are not built near courthouses.

Rep. Chase mentioned a transitional work program which was mentioned by the county consultant, who stated that we have a "shockingly high" rate of recidivism and that the best thing we can do is get the inmates into the local work force, but this cannot be done because of the distance from Westmoreland to the businesses in Keene. Superintendent Van Wickler stated that the mission of corrections is the care, custody and control of inmates. He stated that he can provide services, but the primary mission is care, custody and control. The population of inmates that can participate in a transitional work program is about 4%. He explained that he has a building planned for minimum security for inmates in a work release program.

Rep. Pratt stated that this is a public meeting and he wants to hear the public.

A resident from Swanzey stated she thought this meeting was to see if Westmoreland is out of the picture. She asked if they are looking at moving the courthouse. Chairman Dexter stated that it was discussed but there was no definite plan.

Rick Stewart addressed the water treatment (WTP) and wastewater treatment plants(WWTP). There is excess capacity in the wastewater plant but not for the full expansion of the jail. However, capacity is only one part of the problem; the other part is operational. The WWTP operational issues were addressed by Judy Houston, an engineer from Louis-Berger. She stated that there are several operational issues that can be fixed. The laundry soap affects the lagoons, the milking equipment dumps waste into the system. The county is trying to come up with resolutions now. The Water Treatment Plant is working fine but has several operational issues. There is a well on the site that is used when other issues prevent using river water. Rebecca Todd asked about the affect of removing what is coming from the jail to the WWTP. Judy stated that the issues with both the water and wastewater plants would still exist and system improvements would have to be made no matter where the jail was located. Rob Riendeau stated that he believes that there would still be the same problems (with lower volume if the jail were moved), but there are many factors involved and he cannot answer them. He deferred to the engineers who are doing the current studies.

Rep. Chase asked if we built a jail, would we have to expand the capacity of the wastewater plant, Richard Stewart stated that we would eventually, but not immediately as near as they can tell at this point.

Westmoreland resident Richard Meyer stated that the lagoons are in the flood way. Louis-Berger engineer Judy Houston corrected him, stating that part of lagoon # 1 is in the flood way, the balance of the treatment plant is in the flood plain, which can be built upon. She stated that there are other methods to increase capacity other than adding another lagoon and that these alternatives will be considered as part of the study currently underway. The existing permit would handle the capacity.

Swanзей Selectman Bob Beauregard criticized the delegation for micromanaging the Commissioners' decisions about the location for the jail. He urges the delegation to vote on the Westmoreland site and not waste so much money.

Rebecca Todd stated that FEMA has revised the flood insurance maps and this brings the lagoons in the flood way. It was mentioned that the maps for insurance zone designation purposes are specifically noted as not being suitable for use for either flood mitigation or construction purposes

and that using the insurance maps presents an inaccurate picture of the floodway for purposes of construction.

Resident of Westmoreland stated that the major costs are the WWTP and he believes that the county has broken the rules. Attorney Berkson stated that the state wants to resolve the problems at the WWTP, not inflict fines. He reminded the audience that the state does not have any significant problems with the operation of the current plant even though there are periodic violations. Dick Cate stated that we have known about this for years. Richard Meyers stated that this is a political log jam. Rebecca Todd asked if the \$32 million includes money for the WWTP. David Lay stated that \$550,000 is for the WWTP and \$330,000 is for the WTP. This money will handle the facility issues, not operational issues.

Citizen Nancy Ranson stated that she feels the architects are reiterating the problem but not giving solutions. The architects stated that the issues will be dealt with when the site is selected.

Roger Johnson a resident of Swanzy stated that he walked the site and he worked on the construction of the nursing home and it was a site that looked the same as the plateau site. He doesn't think the jail will affect Westmoreland as it has been there for 150 years. He stated that the county commissioners should be given a chance to do their job.

Attorney Berkson stated that the wetlands consist of about one acre, and Rick Stewart confirmed this.

Westmoreland resident asked about the cost for rebuilding the lagoon and work on Partridge brook. Administrator Wozmak stated that the jail project had an allocation for this work, which will have to be done even if the jail does not go in Westmoreland.

Rep. Dexter asked about site development. The NIC recommends that a jail be built for expansion. David Lay stated that expansion is included in the plans.

Dick Cate asked if there are any concerns regarding the geotechnical report. David Lay stated that the borings are preliminary, and adjustments are made as the process continues.

Sue Nelson stated concerns regarding construction equipment using the bridge. Steve Tarbox stated that there will not be truckloads going over the bridge because the soil will be moved from one location on the site to other portions of the site to prepare the site, and equipment will be kept at the site. Therefore, there will not be many loaded trucks coming and going from the site.

The Chairman asked if there were any more members of the public wishing to speak. Hearing none, the public hearing closed at 9:10 PM. Delegation meeting resumed at 9:25 PM.

Rep. Hogancamp made a motion to raise and appropriate a sum not to exceed \$32 million (\$32,000,000) to finance the costs associated with the design, construction and equipping of a county correctional facility located on county owned land in Westmoreland, NH, such sum to be raised through the issuance of bonds or notes pursuant to the provisions of RSA 28 and RSA 33, as amended; and to authorize the County Commissioners to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof, seconded by Rep. Parkhurst. Rep. Chase moved to amend the motion that the \$32 million include all costs, motion failed for lack of a second. Rep.

Espiefs asked what guarantee does the county have that the construction will not go over, Steve Horton from MacMillin stated that the estimate includes everything they can think of and they use historical data to establish the costs. They are one of the few companies that can be bonded for that amount. Rep. Parkhurst asked if the job MacMillin now seems to have was put out to bid, David Lay stated that ads were run seeking construction managers/contractors to submit proposals, that there were many responses that led to four interviews before a panel who selected MacMillin. Steve Horton stated that 97% of the job will be competitively bid. Rep. Eaton called the question, Rep. Pelkey seconded, voted unanimously. **Roll call vote taken resulted in 14 no and 9 yes votes.**
Rep. Hogancamp's motion failed.

Rep. Eaton made a motion to increase the mileage rate for travel reimbursement for delegation members meeting attendance to the current IRS rate, starting January 1, 2006, seconded by Rep. Parkhurst, voted unanimously.

There being no further business, the meeting was adjourned at 9:44 PM.

Barbara Hull Richardson

Minutes approved by phone on 12/28/05

Barbara Hull Richardson



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