

STATE OF NEW HAMPSHIRE

CARROLL COUNTY



ANNUAL REPORT

YEAR ENDING DECEMBER 31, 2019



2019 Annual Report Dedication

Joe Boyd has been a long-standing dedicated employee for Carroll County for over seventeen years. Joe started his journey in County maintenance in the early 2000s and in 2004 took over as Carroll County Department of Corrections Maintenance Director. He is ending his journey but starting a new adventure as of August 18, 2020.

Joe is a real Jack-of-all-trades and master of well..... some. (Not finish work if you like things straight) He is the glue in the duct tape that kept the Jail running for many years. If Joe had bought stock in duct tape and bailing twine, he would be a rich man. He has saved the taxpayer's copious amounts of money over the years with his unique way of getting projects accomplished by using his good old Yankee ingenuity.

Joe is a very personable man who enjoys talking about motorcycles and cars; he has helped many staff members over the years with vehicle needs and many other projects. One of the most significant assets that Joe has brought to this County is his unique sense of humor. This has helped him interact well with staff, public, and inmates over the years.

Joe has had a distinguished career working at the Department of Corrections and is a humble man who never looks for a pat on the back. In 2013, he was recognized by his peers and administration for the Jail's employee of the year that surprised him, and in 2015 he received the NH Association of Counties Employee of the Year award for Carroll County.

As Joe rides his Harley into the sunset, he can leave County knowing that he has touched the souls of many and will be missed. When you run into him in the community, say "hi" and ask him about motorcycles, cars, or his many stories that he has to share about his experiences. (Make sure you have some time as he likes to talk) Thank you, Joe, for your service and your family for sharing you with us. Good luck, easy rider!

~From Carroll County House of Corrections staff

CARROLL COUNTY REPORT

Table of Contents

I.	County Officers.....	3
II.	Representatives.....	4
III.	Report of Commissioners.....	5
IV.	Report of County Attorney.....	6
V.	Report of the County Sheriff.....	9
VI.	Report of the Registry of Deeds.....	11
VII.	Report of the Nursing Home Administrator.....	13
VIII.	Report of the Superintendent of Corrections.....	16
IX.	Report of the Director of Public Works/Farm.....	17
X.	Report of the County Treasurer.....	18
XI.	2019 Hales Location Budget	20
XII.	2019 Carroll County Budget.....	24
XIII.	2018 Financial Audit Excerpt.....	30
XIV.	2019 Delegation Meeting Minutes.....	35
XV.	Employee Recognition	48

COUNTY OFFICERS

Elected

County Commissioners

Amanda Bevard (R-Wolfeboro), Chairman
Terry McCarthy (R-Conway), Vice-Chairman
David Babson (R-Ossipee), Clerk

County Attorney

Michaela Andruzzi

Register of Deeds

Lisa Scott

Sheriff

Domenic Richardi

Treasurer

Joe Costello

Appointed

DPW Director

Will DeWitte

Finance Director

Katheryn Armstrong

Maintenance Director

Bob Murray

MVC Nursing Home Administrator

Howie Chandler

Superintendent of Corrections

Jason Henry

REPRESENTATIVES TO THE GENERAL COURT

District 1 Bartlett, Hart's Location, Jackson
Anita Burroughs (D-Bartlett)

District 2 Conway, Chatham, Eaton, Hale's Location
Tom Bucu (D-Conway)
Harrison Kanzler (D-Conway)
Steve Woodcock (D-Conway)

District 3 Freedom, Tamworth, Madison, Albany
Jerry Knirk (D-Freedom)
Susan Ticehurst (D-Tamworth)

District 4 Moultonborough, Sandwich Tuftonboro
Glenn Cordelli (R-Tuftonboro)
Karel Crawford (R-Moultonborough)

District 5 Brookfield, Effingham, Ossipee, Wakefield
Lino Avellani (R-Wakefield)
Ed Comeau (R-Brookfield)
Bill Nelson (R-Brookfield)

District 6 Wolfeboro
Edie DesMarais (D-Wolfeboro)
John MacDonald (R-Wolfeboro)

District 7 Northern Carroll County Towns
Ed Butler (D-Hart's Location)

District 8 Southern Carroll County Towns
William Marsh (R-Brookfield)

CARROLL COUNTY COMMISSIONERS' REPORT

To the Citizens of Carroll County:

In compliance with the state law, we hereby submit our annual report for the year ending December 31, 2019. The year was a busy year for Carroll County. January saw a new commissioner, Terry McCarthy, sworn into office.

The Siemens project to upgrade the energy saving kicked off Jan 16, 2019. A new roof was applied to the Administration Building. The HVAC for the House of Corrections, for Dispatch and for the Administration Building was upgraded. All lighting on the complex was upgraded. The back-parking lot behind the administration building was paved. The road to the water tower was rebuilt.

The commissioners formed a committee to investigate the archival restoration at the Registry of Deeds. The committee was tasked with finding a reasonable process for the restoration of the deed books. The result was archival restoration of a number of old deed books and plans for future restoration remaining deed books and plan books.

The commissioners attended selectmen meetings in the towns of Albany, Sandwich and Tamworth. Communication between county and towns is improving. The county commissioners attended several broadband meetings to discuss and support the installation of broadband in all county municipalities.

The commissioners hired a commissioner coordinator with duties similar to the delegation coordinator.

Carroll County joined other NH counties and municipalities filing a lawsuit against Purdue Pharma. The state attorney general office is overseeing the suit.

The first group of the Carroll County Leadership Academy participants reported their experiences to the commissioners. These emerging leaders from county departments were very enthusiastic about the leadership skills they learned at the academy. All were pleased the sessions were held on the complex with other county employees. Many said the new communication among departments was a plus.

The Lands committee finished the farm survey and distributed it to local grain stores and on the county website. The lands committee had equestrians come to bush whack some of the planned trails. Boy Scouts devised a plan for blueberry field and signed three-year contract with Carroll County. UNH Coop Extension came to teach about care and maintenance of blueberry patch.

Congratulations to Mountain View Nursing Home for receiving a five-star rating. The nursing home continued to maintain a 99+% of filled beds. A multiyear contract was signed with the union representing workers at Mountain View Community Nursing Home. The shortage of nurses was addressed. Many vacancies were filled by year's end. Lack of staff has been remedied in the nursing home, but shortages still exist within the county complex. See county website for employment opportunities.

The commissioners approved a state contract to board up to 12 female inmates at the Carroll County House of Corrections. This added to the jail income. The sheriff's department started work on communication towers. The plan was to move one higher and to build one.

The Department of Public Works worked with the New Hampshire Department of Transportation to reroute county water lines to the village when the state installed the roundabout on Route 16. The water department added a new customer in the village. The commissioners voted

to pay off early the USDA Community Block Grant for the water system upgrade saving several years' interest.

The delegation had a performance audit to compare with the performance audit several years ago. There has been improvement in many areas. Executive Councilor Mike Cryans visited a commissioners' meeting to discuss his support of county and all county residents.

We wish to express our appreciation for the services of the employees of the county, to each county official, to the delegation and to the selectmen of the towns.

Commissioner Amanda Bevard, Chairman
Commissioner Terry McCarthy, Vice-Chairman
Commissioner David Babson, Clerk

REPORT OF THE COUNTY ATTORNEY

County Attorney.....	Michaela Andruzzi
Deputy County Attorney.....	Steven J. Briden
Assistant County Attorney.....	Keith Blair
Assistant County Attorney.....	Matthew Conley
Assistant County Attorney.....	Thomas Palermo
Office Administrator.....	Heather Morgan
Paralegal.....	Melissa Banks
Paralegal.....	Meghan McLaughlin
Legal Assistant.....	Craig Harrigan
Director of Victim/Witness Services.	Heather Morgan
Victim/Witness Services Associate...	Marjorie Owen

The Office of the Carroll County Attorney promotes public safety and pursues justice through the prosecution of felony-level offenses in the Superior Court. County Attorney Michaela Andruzzi continues to employ an experienced group of prosecutors. The Deputy County Attorney is accomplished prosecuting attorney Steven J. Briden. Carroll County's Assistant County Attorneys are Keith Blair, Matthew Conley and newcomer Thomas Palermo. Office Administrator Heather Morgan serves in a dual role, supervising administrative operations of the County Attorney's Office as well as being the Director of the Victim/Witness Assistance Division. Paralegals Melissa Banks and Meghan McLaughlin, and legal assistant Craig Harrigan continue to serve as staff to the office. Marjorie Owen is the Associate for Victim/Witness Services.

Prosecuting felony cases is the primary function of the County Attorney's office. The greatest portion of attorney and staff time is focused on litigation, and the office continues to meet this challenge. The case load at the Office of the Carroll County Attorney continues to be heavy. During 2019, approximately 398 case referrals and dozens of probation violations were handled by this office. Attorneys formally presented 293 cases and approximately 400 charges to the Grand Jury for indictment consideration. 293 cases were ultimately indicted. Additionally, attorneys from this office evaluated well over 100 DCYF reports, issued "one party" authorizations, handled Interstate Act on Detainer Requests, and reviewed all untimely death investigations in Carroll County. This represents a nearly 100% overall increase to the workload of the office during the past 4 years.

The attorneys from the Carroll County Attorney's Office represented the citizens of Carroll County in over 1,675 scheduled court appearances. Additional cases were reopened for probation violations, and post-conviction activity, such as habeas corpus hearings and requests for annulments.

The attorneys of the Carroll County Attorney's Office oversee the investigation and prosecution of all criminal matters in the county. One of the most difficult types of cases they are involved in deals with the abuse of children. The entire investigative team attends forensic interviews of children, which take place in a safe location by a skilled and trained forensic interviewer. In 2019, the office attended and took part in over 25 such interviews and issued advisory opinions in approximately a dozen more.

The Carroll County Attorney serves in an advisory role to the County for any civil concerns, including Freedom of Information Act requests and labor relations. The Carroll County Attorney is the chief law enforcement official in the County and serves as a member of the Carroll County Chiefs Association.

New Hampshire RSA 7:38 states that: The county attorneys shall include in their annual report full statistics regarding crimes and misdemeanors committed in their respective counties and such recommendations as in their judgment the public good requires.

In her role overseeing all criminal investigations in the County, she reports the following felony and misdemeanor statistics for the entirety of Carroll County for calendar year 2019:

Sexual Assault	136
Assault	292
Intimidation	147
Burglary	97
Shoplifting	142
Theft from Building	103
Theft From MV	66
False Pretenses	84
Credit Card Theft	35
Identity Theft	63
Stolen Property	70
Other Theft	241
Vandalism	302
Drug Violation	239
Bad Checks	54
Disorderly	168
DWI	415
Intoxication	134
Liquor Law Violation	118
Trespass	157
Domestic Violence	121
Total Traffic Stops	18633
Citations written	1424
Defective Equipment	510
Driving after Revocation	170
Speed	4194
Stop Sign/Light	199
Unregistered	151
Other	1236
Total MV Crash	2107

Fatal	8
Injury Caused	320
Building Checks	5607
Directed Patrols	6080
Calls to Dispatch	197434
Total Calls for Service	61861

These statistics were prepared based upon information provided by local law enforcement and drawn from information management systems. These include cases which are still ongoing investigations, filed cases, and cases which were determined to not meet the standard for prosecution.

2019 saw a dramatic increase in the number of cases taken to trial, with 10 serious cases going before juries of Carroll County Superior Court. The overall numbers show that there was one acquittal in those cases. Obviously increases to workload necessitate increases to resources, and the office has chosen to streamline case processing and utilize technology in order to minimize the financial impact of the rising caseloads on the taxpayers of Carroll County.

The Office of Victim/Witness Assistance remains one of the County Attorney's most critical programs, helping to promote the Victim's Bill of Rights and providing information to crime victims. Carroll County's two victim/witness coordinators are Heather Morgan (who is the director of the program and grant manager) and Marjorie Owen. As County Attorney, I cannot express my appreciation enough for the dedication and hard work of all of the above personnel. Our packed caseload is combined with numerous important public safety initiatives. In addition, new legislation changed how felony cases are processed in the court system. This results in additional work, as the county attorneys are now involved at arrest, as opposed to the previous system where we became involved later in the court process. All members of the office work incredibly hard to accommodate this increase in work and caseload. I am honored to work with the team at the Office of the Carroll County Attorney.

Carroll County continues to actively participate in the ongoing success of the Carroll County Drug Treatment Court, which saw a number of successful graduates in the past 12 months. The Carroll County Attorney's representative to Drug Court is Deputy County Attorney Steven Briden, who has been involved with the program since its planning and inception. I am immensely proud of the dedication he has put into this program, and all of his work at our office.

The Office of the Carroll County Attorney accomplished several benchmarks including:

- The attainment of federal funds to contribute to the Office of Victim/Witness Assistance;
- The continued successful operation of the Carroll County Child Advocacy Center, which provides services for children throughout Carroll County;
- The continued promotion of Sexual Assault Resource Team;
- The further development of a previously created drug unit in the Office of the Carroll County Attorney;
- Participation in the Internet Crimes Against Children Task Force and other cybercrime initiatives, including the continued development of expertise in the ever-changing field of cybercrime;
- The development of training opportunities for prosecutors and law enforcement.

My recommendations for the following year include the continuation of the services we have in place, along with the addition of:

- A Domestic Violence Unit which would handle all cases involving domestic violence across the county, including misdemeanor cases handled in the district court;
- A first-time offender Diversion program, which will allow low-level, first time offenders the ability to complete education at their own expense in order to minimize incarceration for low level offenses;
- Expanded training in the use of technology for prosecution in order to reduce the overall cost of prosecution;
- The implementation of a Mental Health Court in order to address the impact of mental disability in the criminal justice system.

The Carroll County Attorney's Office thanks the County Delegation and Carroll County Commissioners Terry McCarthy, Amanda Bevard, and David Babson. Their hard work and backing, coupled with support from area law enforcement and private citizens, help make Carroll County a safe and peaceful place to live and work. In particular, we wish to thank the commissioners and delegation for their scrupulous attention to the needs of the victims of crime here in Carroll County, and for their trust in our office to carry out our Constitutional duties with professionalism and determination.

The Carroll County Attorney's Office wishes to dedicate its annual report to the members of law enforcement and emergency responders in Carroll County for their efforts and dedication to their profession. We cannot thank them enough. All of their hard work on behalf of the citizens of Carroll County is greatly appreciated.

Respectfully submitted,
 Michaela D. Andruzzi
 Carroll County Attorney

REPORT OF THE CARROLL COUNTY SHERIFF

Pursuant to RSA 30:1 and RSA 104:31-a, I hereby submit the annual report of activity conducted by the Carroll County Sheriff's Office and Carroll County Communications Center for the year 2019.

The Uniformed Division is responsible for the timely service of civil process throughout Carroll County. In all there were 1,508 requests for civil process to be served. This resulted in revenue in the amount of \$69,173.53, which acts to reduce the amount of taxation, required to pay for the annual budget. This division is also responsible for transports, civil and criminal arrest warrants, calls for service, and assisting other agencies throughout the County and State.

Deputies Michael Chapman and Sean Welch left the Office in 2019 to pursue different opportunities, we wish them the best. These vacancies were filled by the return of Timothy Thompson and Rich Young to full time status from part time we welcome them back.

The K-9 team of Deputy Rowe and "Charlie" a female, Belgian Malinois is certified in narcotic detection and tracking. These calls involved K9 reviews (air sweeps), searches (building, articles and evidence). This team continues to be a great resource for Carroll County law enforcement agencies. Deputy Rowe and K9 Charlie would like to thank the County for its continued support.

Some of the Sheriff's Office 2019 statistics include:

Transports - Adult Prisoners-399, Involuntary Emergency Admissions-68, Juveniles-6

Arrests – 357 – This includes Capiases, Electronic Bench Warrants, Civil, Criminal, Protective Custody, and all other arrests.

Investigations – Felony Offenses-69, Misdemeanor offenses 234, Violation offenses 85, M/V Accidents 128

The Investigative Division is responsible for handling criminal investigations and assisting local, state, and federal agencies with investigations within the county, state and bordering states.

This division continues to support and assist agencies in a number of drug investigations around the County.

This Office once again took a lead with the Carroll County Chiefs Association in obtaining a grant in the Opioid Abuse Reduction Initiative known as “Granite Shield” to help combat the sale and use of drugs throughout the County. This grant allows deputies and local officers to focus more time, beyond their regular duty hours, for drug interdiction and investigations.

We are involved and support the communities push to help those that are addicted and in need of assistance. We will continue to do what we can to provide outreach and inform those in need of the available resources to help them fight their addictions.

The Office continues to receive funding from the United States Federal Government to perform pro-active law enforcement patrols within areas of the White Mountain National Forest system.

The deputy’s time is emphasized on highway safety on the Kancamagus Highway and Route 302 in Harts Location. They also work with the campground hosts to keep the peace in the campgrounds.

The Towns of Albany and Eaton have continued with agreements to provide directed patrols throughout the year. This is accomplished by funds that each town budgets annually at their town meeting, in addition to the County tax obligation. We are able to dedicate a limited number of patrol hours in those towns throughout the year.

The Carroll County Communications Center continues to provide professional and courteous service to the public safety agencies and you, the citizens. The Communications Center is constantly evolving and integrating new technology. The Center is a significant part of Fire, Ambulance, EMS, and Law Enforcement services provided throughout Carroll County. The Communication Center handles the vast majority of E911 calls in Carroll County. The Center dispatches for 34 agencies and in 2019 handled 68,346 calls for service. This is an increase from 2018’s call volume as the sheriff’s office despite the use of Mobile Data Terminal’s (MDT’s) in cruisers. The use of MDT’s enables deputies and officers to manage calls in the cruiser, without having to go through the communications center. The Sheriff’s Office Communication Center remains as backup for the Towns of Conway, Moultonborough and Wolfeboro dispatch centers.

The Communication Center currently has 13 persons listed on the Good Morning Program for towns that don’t have a direct call into their local police department. The Good Morning Program is a free telephone calling service provided by the Carroll County Sheriff’s Office, in cooperation with your local police departments. The program is designed for senior citizens and disabled persons living in Carroll County. It provides reliable, daily phone assurance, and the comfort and security you need to maintain your independence. It provides peace of mind for both you and those who care about you. There is no cost for this service and only your phone is needed.

Grant funding for the 3rd phase of Carroll County Regional Communication Project has been secured, this combined funding of 2 grants is \$1,144,444.00. This funding is for greater communication coverage and updated radio equipment at the tower sites to work with the new

consoles that had been installed through previous grants. This work is ongoing, and part of the project is due to be completed by August1, 2020 the remainder is to be completed by August1, 2021.

Communication Specialists Keith Brown retired from the agency and Mark Washburn retired from full time and continues working part-time in Communications. We thank them both for their years of service and dedication.

We have some new staff full-time in the Communication Center since the last report; we welcomed Gwynn McGinley and Jacy Baumann to full-time positions in 2019.

Thank you to all the agencies that we work with for their assistance and support throughout the year. The assistance and collaboration of work is needed to keep the citizens and law enforcement communities in Carroll County safe.

I want to thank all of the employees at the Carroll County Sheriff's Office for their continued dedication and hard work throughout the year. It has been a year of added duty for all employees again due to a shortage of police coverage for some of the local police departments and vacancies here at the Office.

I want to Thank All of the Carroll County residents for your continued support of this Office. It continues to be an honor and privilege to serve as your Sheriff. I will continue to strive in serving you with commitment and professionalism throughout the Office.

Respectfully Submitted,
Domenic M. Richardi
Sheriff

REPORT OF THE REGISTER OF DEEDS

The Registry of Deeds office is dedicated to caring for and protecting the official land record for Carroll County, pursuant to NH RSA 478. The Register of Deeds and dedicated staff record deeds plans and other instruments which state landowners' rights and title to their property. The staff and I are committed to ensure real estate documents meet statutory requirements for recording, are professionally processed in a timely manner, are accurately indexed and are safely archived. Visitors are welcomed in the office between the hours of 8:00 AM – 4:00 PM on weekdays. Recorded instruments are also available for public viewing, free of charge, on the website www.nhdeeds.com, 24 hours a day, 7 days a week. This annual report memorializes Carroll County land transactions, provides statistics, and details office financial records for taxpayers.

Volume of recording at the Registry of Deeds:

The real estate market was erratic during the year, up one month, down the next. Overall, the Registry of Deeds recorded statistically the same volume of instruments as the prior year. When compared to the prior year, the volume of recorded instruments in 2019 calculates to a one-quarter of one percent decline.

- Recorded volume of deeds declined one percent (<1 %)
- Recorded volume of mortgages increased eight percent (>8%)
- Recorded volume of liens increased ten percent (>10%)
- Recorded volume of foreclosures decreased twenty-five percent (<25%)
- Recorded volume of plans decreased five percent (<5%)

2019 Revenue Collected by the Register of Deeds:

The Registry of Deeds 2019 revenue was 9% greater than the prior year, mostly attributable to an increase in collection of the real estate transfer tax stamps, which tax is based on transaction sale price. Deeds revenue contributed \$979,683.81 to the Carroll County general fund. Office expenses maintained within or below budget projections, totaling \$682,946.07, leaving \$296,737.74 for general county government.

2019 Revenue Breakdown:

State of New Hampshire

Carroll County

State of New Hampshire Transfer Tax (RETT)... \$10,640,981.00
4% RETT County Commission..... \$425,601.76
State of New Hampshire LCHIP Tax..... \$248,125.00
4% LCHIP County Commission \$ 9,925.00
Copies/Faxes/Tapestry/Online Account Maintenance Fee..... \$174,788.07
Recording Fees, Postage, Refunds, Misc. Deposits & Interest..... \$369,368.98
Total Revenue to County General Fund \$979,683.81
Total Revenue to Deeds Equipment Account – (RSA 478:17-j) \$ 27,156.79
Total Revenue to County of Carroll..... \$1,006,840.60
Total Revenue (State of New Hampshire and County) \$11,453,865.84

REVENUES TO STATE & TO COUNTY 2015 - 2019:

Year	To State	To County	Total
2015	\$7,273,987	\$795,762	\$8,069,749
2016	\$8,589,078	\$847,044	\$9,436,123
2017	\$9,564,053	\$910,404	\$10,474,456
2018	\$9,363,777	\$931,497	\$10,295,275
2019	\$10,447,161	\$979,684	\$11,426,845

MUNICIPAL TRANSACTIONS 2019:

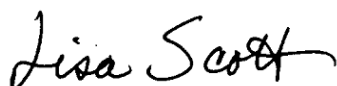
ALBANY	156	FREEDOM	523	SANDWICH	332
BARTLETT	1,249	HALE'S LOCATION	29	TAMWORTH	593
BROOKFIELD	116	HART'S LOCATION	17	TUFTONBOROUGH	634
CHATHAM	59	JACKSON	331	WAKEFIELD	1,290
CONWAY	2,062	MADISON	687	WOLFEBORO	1,517
EATON	98	MOULTONBOROUGH	1,683	CARROLL	CTY
EFFINGHAM	306	OSSIPEE	928	1,592	
			GRAND	TOTAL	
			14,202		

A sustained commitment by the Registry of Deeds to preserve the official land record continues to move forward, thanks to the support of the County Commissioners and the County Delegation. Ancient Index Books and Deed Books up through Book 100 have been cleaned,

deacidified, encapsulated in Mylar and rebound, increasing their life expectancy 300+ years. Restoration of Deed Books and damaged, faded and crumbling plans continues, as time and resources allow. I would like to take this opportunity to thank Kenneth C Leavitt, of Ossipee, New Hampshire, for recording the D. H. Hurd & Co., 1892 Town & City Atlas of the State of New Hampshire with the Registry of Deeds. This valuable resource is now available for all to read at the Registry and online in Plan Book 176.

I wish to express my sincere appreciation for the support and hard work of the dedicated staff of the Registry of Deeds. I am proud to report that the Assistant Deputy Register of Deeds, Gisele Rondeau's outstanding achievements were recognized by the New Hampshire Association of Counties award, 2019 Registry of Deeds Employee of the Year. Further, I would like to extend my thanks to the Carroll County Commissioners, the Legislative Delegation, and all the departments in Carroll County who have supported the Registry of Deeds. Lastly, I wish to express my deepest appreciation to the residents of Carroll County for their continued support and confidence in me as their elected County Register of Deeds. It is my pleasure to serve as the keeper and protector of the official land records for Carroll County and I will continue to work towards making the land record more available to the public and strive to discover ways to ensure continued fiscal responsibility in the budgeting and administration of this office.

Respectfully Submitted,

A handwritten signature in black ink that reads "Lisa Scott". The signature is fluid and cursive, with the first name "Lisa" and last name "Scott" clearly legible.

Lisa Scott, Register of Deeds

REPORT OF THE NURSING HOME ADMINISTRATOR

This past year has been both a very busy one and a very productive one at Mountain View Community.

I could not be more pleased to report that Mountain View Community has once again been Awarded 5 Star Status by CMS – the Centers for Medicare and Medicaid Services! This is their highest rating which places Mountain View in the top 10% of all United States nursing homes! Our Staff in All Departments are to be Congratulated for the great job that they do day in and day out!

In addition to the 5 Star recognition by CMS, Mountain View Community was found by the New Hampshire Department of Health and Human Services Licensing Bureau to be Deficiency Free! This determination is the result of an annual comprehensive Licensure Inspection that brings some five Surveyors onsite for four days to review any and everything that we do. Surveyors start by meeting with Residents to assess quality of care and go from there to look at many and varied processes from properly recording the administration of medications to ensuring that all personnel policies are in good order. Given that nursing homes are second only to a nuclear power plant in terms of the thousands of regulations that must be abided by – being found 'Deficiency Free' is often thought to be unattainable. With thanks to the Staff in all Departments who worked hard – not just at the time of inspection, but throughout the year -- we were able to achieve the near impossible. Our Commitment to Excellence was recognized and rewarded!

It was a year that had more than its share of challenges and obstacles. At that beginning of the year we were confronted with a nursing Staffing Crisis that came about as the result of multiple retirements that was complicated further by the statewide nursing shortage. At one point we found that we had to use six temporary Staff (called Travelers) provided by private agencies – and at significant additional cost. I am pleased to report that by the end of the year we were fully Staffed and no longer in need of regularly scheduled agency staffing. This was accomplished by introducing some long overdue market rate wage adjustments that allowed us to be competitive in the market place as well as by changing our work culture so as to be much more sensitive to the non-compensation needs of our Staff – primarily by how we manage requested time off. Not only did these changes reduce costs – the changes made have resulted in our Staff Morale being the best it has ever been.

This was the year that we converted our paper based medical charts to electronic medical records. While we can look back and smile about it now --- this was about as drastic a change as could ever happen in a nursing home. While some of our newer Staff Members had some familiarity with electronic medical records, we had other Staff who were learning to use a computer for the very first time. Now, less than a year later, most Staff wonder how we ever go along without electronic medical records! It was a struggle that was well worth it!

Financially 2019 was a very good year. With special thanks to Supervisors and Staff who treat County resources as though they were their own, we finished the year under our budgeted expenses and over our budgeted revenues. Even with long-term debt (principle and interest) on the bond that funded the new building – Mountain View generates excess of revenues over expenses. Not only is Mountain View a tremendous asset the community in terms of the quality of services that it provides --- it does so in a financially responsible manner that continually works at minimizing any burden to the taxpayer. We are proud to note that we have done so while also increasing our commitment to caring for those with limited finances.

This past year we changed from focusing on Skilled or Rehabilitation Care to returning to our roots and providing the best of both general long term care and specialized Memory Support care. Skilled admissions come to us directly from the hospital – often with almost no notice and with very little planning. Oftentimes those sudden admissions were not only disruptive to our Staff – but to our Residents as well. Just two to three years ago a significant portion of our Skilled Admissions were for joint replacements. Outfitted with a new knee or a new hip a Resident would be with us for two to three weeks and go home. These days a hospital discharges someone with a joint replacement directly to their home along with visiting nurse services. Today's Skilled Residents have very complex medical issues and the majority of them do not transfer to their home – they stay with us as long term care Residents.

Two other issues contributed to our decision to focus on traditional long term care admissions:

1. Patient Driven Payment Model (PDPM): In October the federal government completely changed the system for how nursing homes are reimbursed for Skilled nursing care. While we are fully trained and prepared to deal with these new changes from a financial end, they have the effect of pushing us towards a higher level of care (sub-acute) than we are prepared for

clinically. We do not want to chase the reimbursement dollar at the expense of compromising our core mission.

2. Our Wait List: Because 60% of our Skilled Admissions subsequently converted to long-term care – our already long Wait List had grown even longer. It was just unacceptable that anyone could be on the list for 2+years. I am glad to report that we have reduced that wait time considerably and continue to make great progress.

We invite you to see for yourself the many things that we have going on at Mountain View Community and encourage you to stop by and try out our Café and to ask for a tour. Our Therapeutic Recreation Staff do a wonderful job in making available a multitude of different recreation opportunities for all of our Residents and you are invited to take part.

We are very proud of our four Memory Support/Alzheimer's Care Resident Neighborhoods. All 103 of our accommodations are single occupancy private rooms with their own private lavatories and showers providing enhanced privacy and dignity for all Residents.

Mountain View Community works very closely with all the other County Agencies and Departments with special thanks due to the County Business and Finance Office, the County Human Resources Department, the Farm/DPW, the House of Corrections and the Sheriff's Department. We could not do it alone and their assistance is very much appreciated. The Board of Commissioners continue a strong tradition of being a presence at Mountain View joining Residents and Staff each month at the breakfast buffet as well as always being ready and willing to assist in honoring and recognizing Staff Members for their accomplishments. We also appreciate the commitment of the Legislative Delegation Sub-Committee who are willing to spend the time needed to meet with us to review our budget requests. We especially want to acknowledge the help and support of Commissioner Chair Amanda Bevard, Commissioner Vice Chair Terry McCarthy and Commissioner Clerk David Babson.

We are extremely fortunate to receive many gifts of time and talent which form the basis for our Volunteer Program. We are always looking for new recruits, no experience needed, just a big heart and about an hour or so a week! Our hidden resource of Volunteers continues to be the many Family Members who are always ready and willing to help whenever needed! Thank You All!

The *'Heart'* of Mountain View is our wonderful Staff who day in, day out, are always there to be that *'Special Angel'* to our Residents. Whether it is a Holiday or a Blizzard, our Staff is always there to care for our Residents. Great care does not happen by accident – it happens when a talented, caring and hardworking group of people come together putting the needs of others ahead of their own. We have great care because we have a great Staff! Our Residents have an active Resident Council which meets regularly to discuss plans for the future, address any concerns as well as also serving as advocates for all Residents. Their ongoing advice and assistance is very much appreciated!

An organization the size of Mountain View Community requires a team effort in order for it to both provide the best care – and to do so in the most efficient manner possible. I am pleased to report that our Managers and Supervisors are a great group of professionals with whom it is a pleasure and honor to serve.

Mountain View Community serves a broad spectrum of Carroll County Residents. We are especially proud to be able to provide care for those County Residents who are least able to afford the care that they require. Mountain View Community is a wonderful community resource --- not only for the Residents who presently live here --- but for the entire County who can know that should they or a loved one need the best possible care --- that it is available right here in Carroll County.

Respectfully Submitted,

Howard Chandler, MS, NHA
Administrator

CARROLL COUNTY HOUSE OF CORRECTIONS

Report of the Superintendent

The Carroll County Department of Corrections continues to carry out our mission as defined:

As a member of the law enforcement community, it is the mission of the CCDOC to provide a safe, secure, and humane environment for the staff, and detainees in accordance with all applicable, federal and state laws, current correctional standards and practice, and to ensure the safety and welfare of the community.

It is further the mission of the CCDOC to offer an environment that promotes and fosters personal growth and models pro-social behavior

Vision

Leave a Legacy

Core Values

C-Courage
C-Commitment
D-Dedication
O-Opportunity
C-Camaraderie

Slogan

One Team, One Mission

In 2019 the jail held 741 males and 315 females over the year. The jail staff booked in 1056 offenders and released 1021 over the year. We had 8 inmates out on electronic monitoring or home confinement. The total number of days' offenders that were held in Carroll County Jail was 17,949; the average length of stay for those held over 24 hours was 38.11 days, with a daily average population of 51.5.

Program status:

We had 149 participants in pre-trial programs.

Case Management assessed over 107 – individual needs are identified, referrals made for the transition to the community matching identified needs with community-based services, and Medicaid enrollment completed for qualifying individuals.

Over 100 individuals accessed mental health services, including evaluation, crisis counseling, and individual counseling.

The Carroll County Department of Corrections works with many community-based organizations, including Northern Human Services, White Mountain Community Health Center, Mount

Washington Valley Supports Recovery, White Horse Recovery, NH Department of Health and Human Services, Carroll County Adult Education and many more.

In 2019 the jail conducted over two hundred transports to include 100 scheduled appointments, 80 administrative transfers, 5 home confinement, and over 40 emergency medical transports. With electronic monitoring, we conduct home checks often, check places of employment, and track their movement daily.

The jail continues to see a rise in medical costs as we are serving a population that has a multitude of issues that either have not been addressed, or we need to continue their care. This is an item in the budget that is difficult to predict from year to year. It only takes one inmate with a serious medical condition to devastate the budget.

On a positive note, the jail had new boilers, a new HVAC system, and lighting changes to save electricity costs. This was a project that was supported by both the Commissioners and the Delegates. These improvements were critical and will allow the jail to operate efficiently for many years.

As the Superintendent, I am proud of how the staff has treated the inmates, public, and outside agencies with professionalism, dignity, and respect. I am sure 2020 will bring us challenges, but the jail is ready and well equipped to handle what is thrown our way. Thank you to all the residents of Carroll County in supporting us as we work to keep inmates and the public safe.

Respectfully,
Superintendent Jason Henry

REPORT OF DIRECTOR OF PUBLIC WORKS/FARM

The farm products that were produced this year were sold to the public. The value of the products includes \$38,469 for hay, and \$6,325 for firewood.

The wood program was reduced a lot this year due to the fact that we did not have enough labor to supply campfire wood to the state parks. The number of inmates available to work on the farm this year continued to be lower than in past years. The county jail was extremely helpful in providing as many inmates as possible to complete all the tasks that the farm is given.

We had another large production year on hay. Hay season started later than it does most years due to the really wet spring and early summer we had. We only had on average one inmate, a high school young man that we were able to hire, and two staff members to do all the hay this year. It was a lot of work, but we were still able to put in over 8,000 bales which is a great year. We have some new ideas to help with the labor issue in putting up hay for next year. We will see if they are able to happen with the funding needed for equipment upgrades. Keeping the field's open and productive one way or another is a priority to us here at the county.

This year the Public works department budgeted to get some part time summer help with the lawns and was able to find two fine young men up for the task. They started after school let out in early summer and kept the lawns on the complex looking excellent this year with the help of our part time employee. These young men helped fill in the lack of labor with the hay business also. My hope is to get them or some other young help this coming summer to keep progress moving forward.

The Public Works personnel also do maintenance of County buildings and vehicles, care of grounds, including lawn mowing, plowing, and shoveling sidewalks. They are responsible for the complex water department, including water testing, treatments, monitoring, state requirement reports, reading of the meters, and customer service of 40 customers in Ossipee Village.

The complex sewer department is also the responsibility of the Public Works personnel. Those responsibilities include monitoring the treatment plant, testing required by the state, septic pumping of both sewage and grease tanks, and the monitoring of the leach fields. The State of N.H. requires that these employees be licensed for both the wastewater and the drinking water departments. Educational programs need to be attended in order to keep their certifications valid.

The Public Works personnel are on call in case of any unexpected emergencies that may take place. William DeWitte, Mark Ayers, and Kevin Thomas make up the Public Works personnel.

Respectfully Submitted,
William DeWitte, Public Works Director

REPORT OF THE COUNTY TREASURER

It is a privilege to serve all the residents of Carroll County and I would like to thank all the voters of the County for your continued support as your County Treasurer.

In 2019 the County's budget was \$33,200,000.00, with actual expenses of \$30,709,865.00. The net result was that the County ended the year with a potential surplus of approximately \$2,490,135. It is noted that these figures are not audited at this time. Some adjustments may still be needed. A portion of this surplus was utilized to reduce any potential tax increase to the taxpayers of the County. In addition, the County's financial condition continues to improve over the previous year's reports. Once again this is due to the excellent and continued support of the department heads; the business office; the finance office; and the entire staff of Carroll County.

Carroll County utilizes a line of credit rather than a traditional tax anticipation note (TAN) for its operational borrowing. This process allows the County to only pay interest on the amount of money when it draws the funds as needed, as opposed to paying interest on a total lump sum of the TAN at the time when the TAN is awarded. Due to the change in current regulations regarding TANs, the nontaxable interest income to the lending institutions is limited by way of a formula-based computation. Based on this the County had two notes, one non-taxable and one taxable both to the lending institution. The two notes totaled \$15,000.00. Based on the formula, the nontaxable note was \$13,131,532.00 at an interest rate of 2.79%. The taxable portion of the note was \$1,868,468.00 at an interest rate of 3.53%. Due to the diligent management of the County's financial resources, the total amount utilized from the TAN note was \$8,500,000.00 for interest expense total TAN was \$78,120.00. Due to the Fiscal Office's excellent management only, the noninterest TAN was utilized at the lower interest rate. Forecasting future interest rates is a difficult process, however as Treasurer I feel we will see rates ease a bit in the short term. That said we will continue to work with our banking professionals to keep interest expenses to the County as low as possible.

We are pleased with the results of the county auditors, Melanson Heath. They met with the County delegation to review the annual audit and they continue to provide the County with suggestions and helpful information to improve the County's finances in an ever-changing fiscal reporting environment.

Most of the duties of the County Treasurer involves working with the staff in the Business Office and the Financial Office. In addition, some of the duties of the County Treasurer have expanded. This includes working closely with the newly Hale's Location administrative assistant, also some special projects as requested by the Commissioners. I have had the continued support of the entire staff of the County including the department heads, which I appreciate the tireless efforts of all in order to maintain the fiscal responsibility of the County. As Carroll County continues to grow and the details of the various programs that the County operates requires more efforts to maintain. With the continued support of the voters of Carroll County, I look forward to continuing the work as your Treasurer. It is the dedication of all involved to help Carroll County remain a great place to Live, Work and Thrive.

Joseph L. Costello
Carroll County Treasurer

Report of Appropriations Actually Voted

Hale's Location

For the period beginning January 1, 2019 and ending December 31, 2019

Form Due Date: 20 Days after the Annual Meeting

GOVERNING BODY CERTIFICATION

This is to certify that the information contained in this form, appropriations actually voted by the town/city meeting, was taken from official records and is complete to the best of our knowledge and belief. Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

[illegible]

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>



Report of Appropriations Actually Voted

Account	Purpose	Article	Appropriations As Voted
General Government			
4130-4139	Executive		\$0
4140-4149	Election, Registration, and Vital Statistics	1	\$10,691
4150-4151	Financial Administration	1	\$22,006
4152	Revaluation of Property	1	\$22,900
4153	Legal Expense	1	\$500
4155-4159	Personnel Administration		\$0
4191-4193	Planning and Zoning		\$0
4194	General Government Buildings		\$0
4195	Cemeteries		\$0
4196	Insurance		\$0
4197	Advertising and Regional Association	1	\$70,498
4199	Other General Government	1	\$3,651
General Government Subtotal			\$130,246
Public Safety			
4210-4214	Police		\$0
4215-4219	Ambulance	1	\$38,000
4220-4229	Fire	1	\$82,000
4240-4249	Building Inspection		\$0
4290-4298	Emergency Management		\$0
4299	Other (Including Communications)		\$0
Public Safety Subtotal			\$120,000
Airport/Aviation Center			
4301-4309	Airport Operations		\$0
Airport/Aviation Center Subtotal			\$0
Highways and Streets			
4311	Administration		\$0
4312	Highways and Streets		\$0
4313	Bridges		\$0
4316	Street Lighting		\$0
4319	Other		\$0
Highways and Streets Subtotal			\$0
Sanitation			
4321	Administration		\$0
4323	Solid Waste Collection		\$0
4324	Solid Waste Disposal		\$0
4325	Solid Waste Cleanup		\$0
4326-4328	Sewage Collection and Disposal		\$0
4329	Other Sanitation		\$0
Sanitation Subtotal			\$0



Report of Appropriations Actually Voted

Water Distribution and Treatment

4331	Administration	\$0
4332	Water Services	\$0
4335	Water Treatment	\$0
4338-4339	Water Conservation and Other	\$0
Water Distribution and Treatment Subtotal		\$0

Electric

4351-4352	Administration and Generation	\$0
4353	Purchase Costs	\$0
4354	Electric Equipment Maintenance	\$0
4359	Other Electric Costs	\$0
Electric Subtotal		\$0

Health

4411	Administration	\$0
4414	Pest Control	\$0
4415-4419	Health Agencies, Hospitals, and Other	\$0
Health Subtotal		\$0

Welfare

4441-4442	Administration and Direct Assistance	\$0
4444	Intergovernmental Welfare Payments	\$0
4445-4449	Vendor Payments and Other	\$0
Welfare Subtotal		\$0

Culture and Recreation

4520-4529	Parks and Recreation	\$0
4550-4559	Library	\$0
4583	Patriotic Purposes	\$0
4589	Other Culture and Recreation	\$0
Culture and Recreation Subtotal		\$0

Conservation and Development

4611-4612	Administration and Purchasing of Natural Resources	\$0
4619	Other Conservation	\$0
4631-4632	Redevelopment and Housing	\$0
4651-4659	Economic Development	\$0
Conservation and Development Subtotal		\$0

Debt Service

4711	Long Term Bonds and Notes - Principal	\$0
4721	Long Term Bonds and Notes - Interest	\$0
4723	Tax Anticipation Notes - Interest	\$0



New Hampshire
Department of
Revenue Administration

2019
MS-232

Report of Appropriations Actually Voted

4790-4799	Other Debt Service	\$0
Debt Service Subtotal		\$0
Capital Outlay		
4901	Land	\$0
4902	Machinery, Vehicles, and Equipment	\$0
4903	Buildings	\$0
4909	Improvements Other than Buildings	\$0
Capital Outlay Subtotal		\$0
Operating Transfers Out		
4912	To Special Revenue Fund	\$0
4913	To Capital Projects Fund	\$0
4914A	To Proprietary Fund - Airport	\$0
4914E	To Proprietary Fund - Electric	\$0
4914O	To Proprietary Fund - Other	\$0
4914S	To Proprietary Fund - Sewer	\$0
4914W	To Proprietary Fund - Water	\$0
4915	To Capital Reserve Fund	\$0
4916	To Expendable Trusts/Fiduciary Funds	\$0
4917	To Health Maintenance Trust Funds	\$0
4918	To Non-Expendable Trust Funds	\$0
4919	To Fiduciary Funds	\$0
Operating Transfers Out Subtotal		\$0
Total Voted Appropriations		\$250,246



Statement of Appropriations and Revenue as Voted

Carroll County

For the period beginning January 1, 2019 and ending December 31, 2019

Form Due Date: September 1 (or 20 Days after a Supplemental Meeting)

This form is to be used by the county to report the voted appropriations from any annual or special meeting. The Clerk of the County Convention and the Chairperson must sign the form and file, as required under RSA 24:24, with the Secretary of State. The completed form must be submitted to the Department of Revenue Administration by September 1 (per RSA 21-J:34) for the Annual Meeting or within 20 days after the vote taken at any supplemental meeting.

CERTIFICATION OF VOTE

This is to certify that the appropriations entered on this form are those voted by the county convention.

Name	Position	Signature
Edith M. DesMarais	Chairperson	Edith M. DesMarais
L. W. M. P. M. M.	Clerk of County Convention	

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:

<https://www.proptax.org/>

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>



Appropriations

Account	Purpose	Article	Appropriations As Voted
General Government			
4110	County Convention Costs	MS-46	\$9,876
4120	Judicial		\$0
4122	Jury Costs		\$0
4123	County Attorney's Office	MS-46	\$646,212
4124	Victim Witness Advocacy Program	MS-46	\$78,999
4130	Executive	MS-46	\$1,132,441
4150	Financial Administration	MS-46	\$559,176
4151	Treasurer	MS-46	\$8,613
4153	Other Legal Costs		\$0
4155	Personnel Administration		\$0
4191	Planning and Zoning (Unincorp. Places)		\$0
4192	Medical Examiner	MS-46	\$17,760
4193	Register of Deeds	MS-46	\$725,596
4194	Maintenance of Government Buildings	MS-46	\$187,595
4196	Insurance Not Otherwise Allocated		\$0
4198	Contingency		\$0
4199	Other General Government	MS-46	\$334,760
General Government Subtotal			\$3,701,028
Public Safety & Corrections			
4211	Sheriff's Department	MS-46	\$1,697,544
4212	Custody of Prisoners		\$0
4214	Sheriff's Support Services	MS-46	\$805,896
4219	Other Public Safety		\$0
4230	Corrections	MS-46	\$3,945,620
4235	Adult Probation and Parole		\$0
Public Safety & Corrections Subtotal			\$6,449,060
County Farm			
4301	Administration		\$0
4302	Operating Expenditures		\$0
4309	Other County Farm	MS-46	\$250,721
County Farm Subtotal			\$250,721
County Nursing Home			
4411	Administration	MS-46	\$3,118,941
4412	Operating Expense	MS-46	\$10,412,105
4439	Other Health		\$0
County Nursing Home Subtotal			\$13,531,046



Appropriations

Account	Purpose	Article	Appropriations As Voted
Human Services			
4441	Administration		\$0
4442	Direct Assistance		\$0
4443	Board and Care of Children		\$0
4447	Special Outside Services		\$0
4449	Other Human Services	MS-46	\$5,050,000
Human Services Subtotal			\$5,050,000
Cooperative Extension Services			
4611	Administration	MS-46	\$277,389
4619	Other Conservation		\$0
Cooperative Extension Services Subtotal			\$277,389
Economic Development			
4651	Administration		\$0
4652	Economic Development		\$0
4659	Other Economic Development	MS-46	\$353,500
Economic Development Subtotal			\$353,500
Debt Service			
4711	Principal - Long-Term Bonds/Notes	MS-46	\$1,284,656
4721	Interest - Long-Term Bonds/Notes	MS-46	\$523,316
4723	Interest on Revenue Anticipation Notes		\$0
4750	Fiscal Agents' Fees		\$0
4760	Bond Issuance Costs		\$0
4790	Other Debt Service Charges	MS-46	\$55,000
Debt Service Subtotal			\$1,862,972
Intergovernmental Transfers			
4800	Intergovernmental Transfers	MS-46	\$1,314,720
Intergovernmental Transfers Subtotal			\$1,314,720
Capital Outlay			
4901	Land and Improvements		\$0
4902	Machinery, Vehicles, and Equipment	MS-46	\$409,564
4903	Buildings		\$0
4904	Improvements other than Buildings		\$0
Capital Outlay Subtotal			\$409,564
Depreciation Expense			
4905	Depreciation		\$0
4906	Amortization		\$0
Depreciation Expense Subtotal			\$0



Appropriations

Account	Purpose	Article	Appropriations As Voted
Interfund Operating Transfers			
4911	Transfers to General Fund		\$0
4912	Transfers to Special Revenue Fund		\$0
4913	Transfers to Capital Projects Fund		\$0
4914	Transfers to Proprietary Fund		\$0
4915	Transfers to Capital Reserve Fund		\$0
4916	Transfers to Trust and Fiduciary Funds		\$0
Interfund Operating Transfers Subtotal			\$0
Total Voted Appropriations			\$33,200,000



Estimated Revenues

Account	Source	Article	Estimated Revenue Ensuing Fiscal Year
Assessments/Taxes			
3110	Property Taxes (Unincorp. Places)		\$0
3111	Municipal Assessment		\$0
3120	Land Use Change Taxes (Unincorp. Places)		\$0
3180	Resident Taxes (Unincorp. Places)		\$0
3185	Yield Taxes (Unincorp. Places)		\$0
3186	Payments in Lieu of Taxes (Unincorp. Places)		\$0
3187	Payments in Lieu of Taxes		\$0
3189	Other Taxes		\$0
3190	Interest and Penalties on Delinquent Taxes (Uninco		\$0
3191	Penalties on Delinquent Municipal Assessments		\$0
3200	Licenses, Permits, and Fees		\$0
Assessments/Taxes Subtotal			\$0
Licenses, Permits, and Fees			
3220	Motor Vehicle Fees (Unincorp. Places)		\$0
3230	Building Permits (Unincorp. Places)		\$0
3290	Other Licenses, Permits, and Fees		\$0
Licenses, Permits, and Fees Subtotal			\$0
From the Federal Government			
3319	Federal Grants and Reimbursements	MS-46	\$1,296,644
From the Federal Government Subtotal			\$1,296,644
From the State of New Hampshire			
3351	Shared Revenue - Block Grant (Unincorp. Places)		\$0
3352	Incentive Funds		\$0
3354	Water Pollution Grants		\$0
3355	Housing and Community Development		\$0
3356	State/Federal Forest Land Reimbursements (Unincorp		\$0
3359	Other State Grants and Reimbursements		\$0
From the State of New Hampshire Subtotal			\$0
Revenue from Other Governments			
3379	Intergovernmental Revenues		\$0
Revenue from Other Governments Subtotal			\$0



Estimated Revenues

Account	Source	Article	Estimated Revenue Ensuing Fiscal Year
Charges for Services			
3401	Sheriff's Department	MS-46	\$338,060
3402	Register of Deeds	MS-46	\$915,170
3403	County Corrections	MS-46	\$215,500
3404	County Nursing Homes	MS-46	\$11,620,295
3405	County Farm	MS-46	\$37,002
3406	Cooperative Extension Service		\$0
3407	Maintenance Department		\$0
3409	Other Charges	MS-46	\$23,400
Charges for Services Subtotal			\$13,149,427
Miscellaneous Sources			
3501	Sale of County Property	MS-46	\$6,000
3502	Interest on Investments	MS-46	\$700
3503	Rents of Property		\$0
3504	Fines and Forfeits		\$0
3505	Escheats		\$0
3506	Insurance Dividends and Reimbursements	MS-46	\$1
3508	Contributions and Donations		\$0
3509	Other Miscellaneous Sources	MS-46	\$17,000
Miscellaneous Sources Subtotal			\$23,701
Other Financial Sources			
3911	Transfers from General Fund		\$0
3912	Transfers from Special Revenue Fund		\$0
3913	Transfers from Capital Projects Fund		\$0
3914	Transfers from Proprietary Funds		\$0
3915	Transfers from Capital Reserve Fund	MS-46	\$0
3916	Transfers from Trust and Fiduciary Funds		\$0
3934	Proceeds from Long-Term Bonds/Notes		\$0
Other Financial Sources Subtotal			\$0
Total Estimated Revenues			\$14,469,772

Budget Summary

Item	Ensuing Year
Total Voted Appropriations	\$33,200,000
(Less) Total Estimated Revenues	\$14,469,772
Unassigned Fund Balance (Unreserved)	\$0
(Less) Voted from Fund Balance	\$0
(Less) Fund Balance to Reduce Taxes	\$2,208,342
Amount Certified to be Raised by Taxes	\$16,521,886

The following four pages are an excerpt from the 2018 Carroll County Financial Audit. The full audit document is available for public review at the Carroll County Commissioners' Office, 95 Water Village Road, Ossipee, NH and on the County website at www.carrollcountynh.net

At the time of printing this 2019 Annual Report, the 2019 financial audit was in progress. When complete, the audit will be mailed as a supplement to all Carroll County boards of selectmen as required by State law. It will also be available on the County website and at Carroll County Commissioners' Office

INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners
County of Carroll, New Hampshire

Additional Offices:

Nashua, NH
Andover, MA
Greenfield, MA
Ellsworth, ME

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of County of Carroll, New Hampshire (the County), as of and for the year ended December 31, 2018, and the related notes to financial statements, which collectively comprise the County's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

The County's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

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. 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 involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an

opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of County of Carroll, New Hampshire, as of December 31, 2018, and the respective changes in financial position, and the respective budgetary comparison for all budgeted funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis and certain pension and OPEB schedules be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

Melanson Heath

October 9, 2019

COUNTY OF CARROLL, NEW HAMPSHIRE

STATEMENT OF NET POSITION

DECEMBER 31, 2018

	<u>Governmental Activities</u>
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	
Current Assets:	
Cash and short-term investments	\$ 7,480,082
Restricted cash	279,647
Receivables:	
Accounts, net	1,372,548
Intergovernmental	339,556
Other	14,311
Inventory	96,419
Prepaid expenses	109,447
Total Current Assets	<u>9,692,012</u>
Noncurrent Assets:	
Capital Assets:	
Land	45,552
Construction in progress	15,000
Other capital assets, net of accumulated depreciation	22,052,632
Total Noncurrent Assets	<u>22,113,184</u>
Total Assets	31,805,196
Deferred Outflows of Resources:	
Related to pensions	1,743,070
Related to OPEB	270,173
Total Deferred Outflows of Resources	<u>2,013,243</u>
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	33,818,439
LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	
Current Liabilities:	
Accounts payable	1,091,216
Accrued expenses	734,143
Other liabilities	33,434
Accrued interest	218,372
Current portion of noncurrent liabilities:	
Bonds payable	1,237,840
Capital lease payable	65,294
Compensated absences	253,787
Total Current Liabilities	<u>3,634,086</u>
Noncurrent Liabilities:	
Bonds payable, net of current portion	13,631,887
Capital lease payable, net of current portion	54,268
Compensated absences, net of current portion	70,972
Net pension liability	14,184,395
Net OPEB liability	2,055,033
Total Noncurrent Liabilities	<u>29,996,555</u>
Total Liabilities	33,630,641
Deferred Inflows of Resources:	
Related to pensions	947,433
Related to OPEB	3,486
Total Deferred Inflows of Resources	<u>950,919</u>
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	34,581,560
NET POSITION	
Net investment in capital assets	7,123,895
Restricted for grants and other statutory restrictions	282,296
Unrestricted	(8,169,312)
TOTAL NET POSITION	<u>\$ (763,121)</u>

The accompanying notes are an integral part of these financial statements.

COUNTY OF CARROLL, NEW HAMPSHIRE

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>General Fund</u>	<u>Grants Fund</u>	<u>Total Governmental Funds</u>
Revenues:			
County taxes	\$ 16,521,886	\$ -	\$ 16,521,886
Nursing home	11,717,012	-	11,717,012
Charges for services	1,601,303	-	1,601,303
Intergovernmental	14,005	143,536	157,541
Investment income	1,827	-	1,827
Miscellaneous	<u>41,748</u>	<u>-</u>	<u>41,748</u>
Total Revenues	29,897,781	143,536	30,041,317
Expenditures:			
Current:			
General government	3,351,375	27,250	3,378,625
Public safety	2,380,815	-	2,380,815
Corrections	3,591,524	121,420	3,712,944
Human services	4,826,059	-	4,826,059
Cooperative extension	238,937	-	238,937
Economic development	327,750	-	327,750
Nursing home	12,170,089	-	12,170,089
Capital outlay	70,516	-	70,516
Debt service:			
Principal	1,182,834	-	1,182,834
Interest	<u>629,790</u>	<u>-</u>	<u>629,790</u>
Total Expenditures	<u>28,769,689</u>	<u>148,670</u>	<u>28,918,359</u>
Excess (deficiency) of revenues over expenditures	1,128,092	(5,134)	1,122,958
Other Financing Sources (Uses):			
Proceeds of capital leases	<u>81,867</u>	<u>-</u>	<u>81,867</u>
Total Other Financing Sources (Uses)	<u>81,867</u>	<u>-</u>	<u>81,867</u>
Change in Fund Balance	1,209,959	(5,134)	1,204,825
Fund Balances, at Beginning of Year	<u>6,620,611</u>	<u>7,783</u>	<u>6,628,394</u>
Fund Balances, at End of Year	\$ <u>7,830,570</u>	\$ <u>2,649</u>	\$ <u>7,833,219</u>

The accompanying notes are an integral part of these financial statements.

2019 DELEGATION MEETING MINUTES

February 11, 2019 10:00 a.m.

Representatives Present:

Chairman Edith DesMarais	Vice-Chair Susan Ticehurst	Clerk Lino Avellani	Tom Buco
Ed Butler	Anita Burroughs	Ed Comeau	Karel Crawford
Glenn Cordelli	Jerry Knirk	John MacDonald	William Marsh
Bill Nelson			

Representatives Absent: Harrison Kanzler, Steve Woodcock

Commissioners Present: Amanda Bevard, Terry McCarthy, David Babson

Others Present and Participating: County Administrator Ken Robichaud, County Treasurer Joe Costello, CCHOC Superintendent Jason Henry, MVC Administrator Howie Chandler, MVC Maintenance Bob Murray, Sheryl Stephens Burke of Melanson Heath.

ACTIONS TAKEN

MOTION: “To approve the minutes of December 27” Passed unanimous voice vote.

MOTION: “To move that the Carroll County Convention 1) approve the capital lease cost items reflected in the proposed Siemens performance energy contract and the Bank of New Hampshire financing proposal at 2.69% and 2) authorize the commissioners to enter into all necessary transactions associated with such items. The proposed transactions require principal and interest of \$3,443,264 and \$903877.81 respectively, for a cost total of \$4,347,141.81 repaid over a period of 17 years”,

by Rep. Avellani, 2nd Rep. Marsh. Passed on a 9-3 roll call vote with Reps. Buco, Comeau and Nelson opposed,

and Rep. Butler absent for the vote.

MOTION: “If the auditor is aware of material delay or other significant issues in the 2018 audit they will communicate with delegation and chair of board of commissioners” by Rep. Marsh, 2nd Rep. Butler. Passed-unanimous voice vote

MOTION: “To table approval of the delegation handbook until the next meeting” by Rep. Avellani,

2nd Rep. Cordelli. Passed-unanimous.

MOTION: “To table approval of the delegation coordinator contract until the next meeting” by Rep. Avellani, 2nd Rep. Crawford. Passed-unanimous

Melanson Heath Auditing Discussion

Ms. Burke reviewed an auditing overview packet presented for the record. That included the responsibilities of the auditors and of management, communication, and audit timeline. The audit is not a direct testing of laws and regulations but tests policies, procedures and amounts. The audit should not start until the books are closed for the prior year to avoid many adjustments and a long management letter. The 2017 books were not closed until July-August 2018. Ms. Armstrong reported that this year the books should be closed by end of February. Ms. Burke noted that Melanson Heath works with six counties and there is currently only one that is ready for audit within 90 days. The auditor is not in charge of how the registry surcharge account is tracked but can advise on all options. Ms. Burke agreed that the firm can do extra credit card transaction testing this year and sample a few months’ bank statements to determine when they were reconciled. Ms. Burke said the finance staff is on “the light side” compared to other counties. There is a need for cross-training and a backup at the junior accountant level to assist Ms. Armstrong.

Route 28 Water Line Project

Mr. Robichaud explained the project cost will be \$9,500 for certified plans and \$10,500 for the water line relocation work. This will be discussed further at the subcommittee level and then brought forward for vote of full delegation.

Siemens Contract

Rep. Bucu expressed several concerns with the contract including that as work progresses Siemens can halt the work and the County will bear the additional expense if asbestos found, insufficient circuits or plumbing, etc. Commissioner Bevard said the commissioners are monitoring the project through regular progress reports.

Nursing Home Collective Bargaining Agreement

The MVC agreement has cost items totaling \$77,872. This amount is included in the proposed 2019 budget for subcommittee review and recommendation. Rep. Cordelli asked for a listing of all changes compared to the last agreement.

Subcommittee Updates

Reps. Ticehurst, Butler, Knirk, Bucu, Marsh each gave an overview of the progress their subcommittees have made to date. Rep. Butler noted MVC residents are staying in-home longer and when admitted to MVC healthcare needs are greater and stays shorter. Rep. Knirk suggested his committee work this summer to delve into jail revenue versus expense, boarder agreements, daily cost of inmate stay and programs, etc. Supt. Henry noted that Strafford County pays Carroll County \$30/day to house each of their inmates. Atty. Andruzzi noted the funding for a second victim/witness advocate is a dire need and is not contingent on grant funding though she will apply to try and recoup some of the cost. Lengthy discussion about recruitment, retention and salary of deputy attorneys. Reps. Burroughs and Crawford expressed the need for further study to explore this issue. Rep. Marsh noted the Multi II subcommittee has requested more information about the ACS finance software and its future use at County.

Delegation Handbook

Members were asked to forward any comments and suggestions to Chair DesMarais. Suggested to remove delegation contact list containing non-public cell phone numbers from the handbook. Rep. Ticehurst suggested the handbook is a guide and does not need to be officially adopted. Rep. Cordelli submitted two suggestions related to Hale's Location budgeting and forensic audits.

Delegation Coordinator Contract

Suggested the contract be valid for one-year and to include rate of pay, tax and fees responsibility. Comments and suggestions to Chair DesMarais.

Other Business

Rep. Knirk discussed a regional effort to expand broadband access and information he gleaned from an Albany meeting on the topic. Offered to coordinate a presentation to the delegation to discuss the needs, possible public/private partnerships and multi-municipality cooperatives. Rep. Knirk referenced NH Senate Bill 170 in the 2018 session that allows towns to issue bonds for expansion of broadband infrastructure and 2019 proposed Senate Bill 103 that would allow municipalities to engage in multi-town bonding projects. Chair DesMarais asked for a vote to establish a Finance Committee but it was noted that the chair has authority to appoint committees without delegation approval.

Public Comment: None Convention adjourned at 12:58 p.m.

Prior to the full meeting, the Executive Committee convened at 9:30 a.m. for the purpose of considering line-item transfers. This meeting was duly posted on the County website and on the lobby board. Reps. DesMarais, Ticehurst, Avellani, Marsh and Bucu attended. 2018 line-item transfer requests 55-69 were each approved individually and unanimously 5-0.

March 4, 2019 10:00am

Representatives Present:

Chairman Edith DesMarais	Vice-Chair Susan Ticehurst	Clerk Lino Avellani	Ed Butler
Anita Burroughs	Ed Comeau	Karel Crawford	Glenn Cordelli
Jerry Knirk	John MacDonald	William Marsh	Bill Nelson
Steve Woodcock			

Representatives Absent: Tom Bucu, Harrison Kanzler

Commissioners Present: Amanda Bevard, Terry McCarthy, David Babson
Others Present and Participating: Administrator Ken Robichaud, County Atty Michaela Andruzzi,
 Pledge of Allegiance.
 Moment of silence in remembrance of John Ruckenbrod (Government Oversight videographer)

Approval of Minutes

MOTION: “To approve all meeting minutes as presented, with corrections as presented” by Rep.

Avellani, 2nd Rep. Butler. Passed-unanimous voice vote.

- a. Delegation 2/11/19
- b. Jail/Sheriff Subcommittee 1/15/19
- c. Jail/Sheriff Subcommittee 2/11/19 (correct medical contingency, bottom line)
- d. Multi I Subcommittee 2/18/19 (correct an account number, add a motion)
- e. Multi II Subcommittee 1/17/19
- f. Multi II Subcommittee 2/11/19
- g. MVC Subcommittee 1/18/19
- h. Registry/County Atty Subcommittee 1/25/19

Performance Audit Discussion

Chm. DesMarais suggested setting aside a contingency fund of \$100,000 to have flexibility to address staffing and technology updates recommended by the performance audit. Matrix Consulting has been invited to attend a meeting to present the final recommendations. Rep. Avellani suggested any additional funding that may be needed can be done through a supplemental budget rather than contingency fund. Administrator Robichaud disagrees with most of the performance audit recommendations, noted Matrix was on-site 45 minutes and has no idea what the HR or Finance Office needs are. He reminded that the commissioners are responsible for staffing. Rep. Cordelli noted that the bank reconciliations, HR department, and Finance Manager were concerns in the 2014 performance audit as well. Chm. DesMarais is concerned about major tasks not being centralized and lack of cross-training. Rep. Knirk noted the importance of considering all of the audit consultant recommendations and to have good reasons when choosing not to implement them.

2019 County Budget

Rep. Cordelli submitted two documents and noted the Delegation should be more cautious about budgeting closer to what is actually needed.

The following budget items were discussed and passed via roll call vote:

Account	Name	Amount	Motion	Vote
100.4100.005	Commissioners	\$1,073,272	Marsh/Knirk	8-4 (Avellani, Comeau, Cordelli and Nelson opposed)
100.4101.008	Treasurer	\$8,613	Marsh/Knirk	12-0
100.4102.001	Special Fees	\$559,176	Marsh/Crawford	9-3 (Comeau, Cordelli and Nelson opposed)
100.4110.005	County Attorney	\$646,212	Avellani/Comeau	11-1 (Rep Ticehurst opposed)
100.4110.009	Victim Witness	\$78,999	Crawford/Marsh	12-0
100.4140.002	Sheriff	\$1,697,544	Knirk/Woodcock	7-1 (Rep Cordelli opposed)
100.4142.005	Dispatch	\$805,896	Knirk/Woodcock	8-1 (Rep Cordelli opposed)
100.4170.005	Admin Bldg.	\$187,595	Marsh/Crawford	11-1 (Rep Cordelli opposed)
100.4190.056	Human Services	\$5,050,000	Butler/Crawford	11-1 (Rep Comeau opposed)
100.8000.017	IT	\$334,760	Marsh/Crawford	10-1 (Rep Cordelli opposed)
100.8360.001	UNH Extension	\$277,389	Ticehurst/Woodcock	9-0
100.9100.100	Interest Expense	\$59,847	Marsh/Crawford	10-0
100.9160.151	Long-Term Debt	\$109,656	Marsh/Crawford	11-0
100.9285.089	Capital Reserve	\$50,000	Marsh/Woodcock	7-4 (Avellani, Comeau, Cordelli and Ticehurst opposed)
100.9370.003	Convention	\$9,876	Marsh/Knirk	10-1 (Rep Ticehurst opposed)

100.9400.083	Capital Expend	\$409,564	Marsh/Knirk	10-1 (Rep Cordelli opposed)
100.9500.029	MVNH Annex	\$38,200	Butler/Crawford	12-0
300.	Nursing Home	\$15,225,990	Butler/Nelson	12-0
300. Revenue	Nursing Home	\$11,450,295	Butler/Marsh	12-0

Other Budget Motions

To move \$25,000 from 100.8000.066 Computer Contracts to a contingency fund (with concerns about future use of ACS Finance Software)– Cordelli/Comeau. Failed 7-4. Kathy Armstrong explained that the server has inadequate storage to support the full scope of updates available from ACS. Work is in progress to access “the cloud” rather than purchase a new server.

To reduce 100.4102.044 to \$0 (remove elderly assisted living study) – Cordelli/Comeau. Failed 8-4.

To remove 100.4110.051 (\$500) and 100.4110.052 (\$2,000) – Ticehurst/Butler. Failed 10-2

To increase 100.9370.029 Coordinator Expense to \$3,500 – DesMarais/Avellani. Passed 10-1.

To amend 100.9400.094 to \$98,915 for purchasing a skid steer– Ticehurst/Woodcock. Failed 8-3. With increased programming at the jail, there are fewer inmate hours available to assist with grounds maintenance and snow removal.

Public Comment: None

Convention recessed until March 11, 2019 at 9:30 a.m.

March 11, 2019

9:30am

Representatives Present:

Chairman Edith DesMarais

Ed Comeau

John MacDonald

Vice-Chair Susan Ticehurst

Karel Crawford

William Marsh

Clerk Lino Avellani

Glenn Cordelli

Bill Nelson

Anita Burroughs

Jerry Knirk

Steve Woodcock

Representatives Absent: Ed Butler, Tom Buco, Harrison Kanzler

Commissioners Present: Amanda Bevard, Terry McCarthy, David Babson

Others Present and Participating: County Administrator Ken Robichaud, County Attorney Michaela Andruzzi, Registrar Lisa Scott, CCHOC Supt. Jason Henry, MVC Admin Howard Chandler, Controller Kathy Armstrong
Pledge of Allegiance

Records Archival

Commissioner McCarthy presented the recommendations of the Records Archival subcommittee. The commissioners voted 2-1 to accept the plan to move \$100,000 from Deeds budget line .039 and add \$500,000 from fund balance to a restricted capital reserve fund. Ms. Scott reported the \$500,000 will restore through book 139 (year 1929) of 438 books. Ms. Scott reported deeds income and real estate sales up over last year, expects to meet revenue projections. The relevant law for care and keeping of records is NH RSA 478:1.

Mr. Robichaud distributed “Carroll County Balance Projections” document with fund balance estimates.

MOTION: “Move \$100,000 from 100.4120.039 to Registry Archival Capital Reserve Fund. Fund Registry 100.4120.039 at \$500,000 to be taken from fund balance” by Rep. Cordelli, 2nd Rep. Comeau.

MOTION: “To divide the question” by Rep. Marsh, 2nd Rep. Woodcock. Passed 8-3 on roll call.

MOTION: “To move \$100,000 from 100.4120.039 to Registry Archival Capital Reserve Fund” as originally motioned, question now divided (Cordelli/Comeau). Passed 9-2 on roll call.

MOTION: “To fund Registry 100.4120.039 at \$500,000 to come from fund balance” as originally motioned, question now divided (Cordelli/Comeau).

MOTION: “To amend to remove “fund balance” from the motion” by Rep. Knirk, 2nd Rep. Ticehurst. Passed on voice vote. Rep. Avellani asked for a roll call vote. Motion failed 5-6.

MOTION: “To table the original motion “to fund Registry 100.4120.039 at \$500,000 to be taken from fund balance”, by Rep. Marsh, 2nd Rep. Knirk. Passed on roll call 9-2.

MOTION: “Zero out section 100.9285 of the budget” by Rep. Marsh, 2nd Rep. Knirk. Passed unanimous on roll call. (100.9285.089) given that establishing the reserves was not properly noticed” (NH RSA 35:3) by Rep. Marsh, 2nd Rep. Knirk.

MOTION: “Amend line item 100.4120.039 Archival Records Maintenance line to \$300,000” by Rep. Marsh, 2nd Rep. Knirk. Passed 10-1.

2019 County Budget The following budget items were discussed and passed via roll call vote:

Account	Name	Amount	Motion	Vote
100.4120	Registry of Deeds	\$725,596	Marsh/Woodcock	9-1 (Cordelli opposed)
100.4150.	Medical Referee	\$17,760	Cordelli/Marsh	9-0
100.4193	DPW	\$250,721	Ticehurst/Woodcock	8-3 (Comeau, Cordelli, Avellani opposed)
100.6100	Jail/HOC	\$3,945,620	Knirk/	7-4 (Avellani, Comeau, Cordelli, MacDonald opposed)
100.9180	Regional Appro	\$353,500	Ticehurst/Knirk	11-0
200.4001	VW Grant	\$32,500	Ticehurst/	11-0
200.4142	Dispatch Grant	\$1,144,444	Knirk/Marsh	11-0
200.6100	DOC/IDN Grant	\$18,076	Ticehurst/Marsh	10-1 (Rep Comeau opposed)
200.6101	DOC/2 nd Chance	\$119,700	Ticehurst/Burroughs	11-0
REVENUE				
100.4010	Sheriff	\$338,060	Woodcock/Knirk	11-0
100.4020	Registry	\$895,170	Avellani/Ticehurst	11-0
100.6040	Jail/HOC	\$165,500	Woodcock/Ticehurst	11-0
100.7000	Farm	\$37,002	Woodcock/Burroughs	8-3 (Reps Avellani, Comeau, Cordelli opposed)
100.9000	Interest Income	\$700	Marsh/Burroughs	11-0
200.4000.033	Victim Witness	\$32,000	Marsh/Knirk	11-0
200.4010.019	Grants-CCSO	\$1,144,444	Marsh/Avellani	11-0
200.6040.020	Second Chance	\$119,700	Knirk/Woodcock	11-0
100.4000.018	Water Dept	\$23,400	Marsh	11-0
100.4000.024	Miscellaneous	\$6,000	Marsh	11-0
100.4000.030	Insurance Refund	\$1	Marsh	11-0
100.4000.036	Unincorporated	\$17,000	Marsh	11-0

MOTION: “To reduce 100.9500.089 Capital Reserve to \$0 given that establishing a reserve was not properly noticed” by Rep. Marsh, 2nd Rep. Burroughs. Passed 10-1 with Rep. Ticehurst opposed.

MOTION: “Ask that the administration provide, in advance of the March 20 meeting, a listing of all new positions, their locations and costs. Also, assurance that the audit is progressing as it should” by Rep. Cordelli, 2nd Rep. Nelson. Passed 8-1 voice vote with Rep. Ticehurst opposed.

Other Discussion

Rep. MacDonald requested a copy of the White Horse revenues report.

Rep. Comeau reminded that grant notations were supposed to be added to the budget worksheets.

Rep. Comeau expressed continued concern about IDN grants being distributed by an unelected board.

There is no longer revenue of \$1,400 received monthly for jail. Contractor keeps telephone revenue in exchange for electronic medical records. Supt. Henry agreed to look into if this contract is audited and by whom.

The commissioners voted not to sell the wood processor once the lease was paid in full.

Commissioner Babson grew pumpkins at the County complex in Fall 2018 at his expense and donated to the nursing home staff.

General agreement to wait to reconsider establishing capital reserve accounts for the water tower and records archival until the 2018 financial audit is complete and fund balance determined.

Rep. Cordelli asked to revisit the nursing home revenue vote from March 4. He noted the reduction in nursing home revenue. Rep. Marsh said occupancy rates are down due to shortened length of stays and changes in rate structure. Rep. Cordelli noted the cost of the nursing home is nearly tripled since 2016 when

comparing expenditures to revenue. Admin. Chandler noted 65% of residents are Medicare and that rate has not been increased by the legislature.

Public Comment None

March 29, 2019

7:30pm

Representatives Present:

Chairman Edith DesMarais	Vice-Chair Susan Ticehurst	Ed Butler	Tom Buco
Anita Burroughs	Ed Comeau	Karel Crawford	Glenn Cordelli
Harrison Kanzler	Jerry Knirk	John MacDonald	William Marsh
Steve Woodcock			

Representatives Absent: Lino Avellani, Bill Nelson

Minutes Prepared by: Chm. DesMarais

Commissioners Present: Amanda Bevard, Terry McCarthy, David Babson

Others Present and Participating: County Administrator Ken Robichaud, County Treasurer Joseph Costello, County Registry Lisa Scott, Superintendent Jason Henry, County Attorney Michaela Andruzzi, MVC Administrator Howard Chandler

Pledge of Allegiance. In honor of Vietnam Veterans Day

2019 County Budget

Chm. DesMarais invited Commissioner Chair Bevard to present the commissioners proposed Hybrid Budget and the recommendations. Commissioner Bevard did so highlighting that it is primarily the delegation budget as originally recommended by the subcommittees. It suggested maintaining the \$300,000 (100.4120.039) for the archival records. Added in the 6 months HR director salary under administration (100.4100.007) with associated costs and removed the employee resource director from the nursing home department (300.5100.009) a delegation priority. She reported the other changes were to revenue: adding 10,000 each to 100.4020.011 and 100.4020.014, \$50,000 to line 100.6040.031 for Jail Boarders. They added \$150,000 to Proshare (300.5000.0450) and \$20,000 to the "Bed Tax" (MQUIP)

They also recommended that \$1,870,000 be utilized from 100.9500.007 Surplus to Reduce Taxes. The budget also suggested that taxes be increased by 2.05% providing an additional \$338,486 to balance the budget.

Chm. DesMarais confirmed with Register Scott and Superintendent Henry and MVC Administrator Chandler that they agreed that the additional income expectation for their departments was reasonable. They all agreed.

Rep. Cordelli requested the opportunity to show a slide to demonstrate DRA recommended levels to maintain adequate fund balance for county fiscal responsibility. Chm DesMarais agreed. County Treasurer Costello also gave a brief report of other recommended levels.

Rep. Butler made a motion to approve a total county budget of \$33,000,144 as a total county budget with utilizing a surplus of \$2,008,486 to reduce taxes. The motion was seconded by Rep. Burroughs.

Rep. Cordelli made a motion to amend the motion to add \$15,000 for a department performance audit and that the chair shall appoint a subcommittee to identify the department, issue and RFP and oversee the audit. Seconded by Rep. Comeau.

The vote was called and failed 6-7 with Reps. Burroughs, Butler, DesMarais, Kanzler, Knirk, Ticehurst, and Woodcock opposed.

Representative Crawford made a motion to amend the motion to bring the archival maintenance number to 300,000. To alleviate confusion. Rep. Butler offered to withdraw his original motion and make a new one including the difference in it. Rep. Crawford withdrew her motion, Rep Butler withdrew his motion, Rep. Burroughs removed her second.

A new motion was made by Rep. Butler to approve a total budget of \$33,200,000 with surplus used to reduce the tax rate by \$2,208,630. The motion was seconded by Rep. Burroughs. A discussion of the change adding in an additional 200,000 for archival restoration took place with positive testimony from Register Scott and Ken Leavitt. With no further discussion, the vote was called. **The motion passed 11-2** with Reps. Comeau and Cordelli opposed.

Following a presentation by Treasurer Costello on the Hales Location budget, **a motion was made by Rep. Knirk to “Accept the Hale’s Location proposed budget of \$250,246.00”. Seconded by Rep. Kanzler.**

The motion passed 11-2 with Reps. Cordelli and Comeau opposed.

Following expressions of appreciation for the hard work, dedication to the county and cooperation from Commissioner Chairman Bevard and delegation chair DesMarais, Rep. Marsh made the motion to adjourn, seconded by Rep. Crawford. With unanimous agreement, the Convention was adjourned.

May 3, 2019 9:30 a.m.

Representatives Present:

Chairman Edith DesMarais	Clerk Lino Avellani	Tom Buco	Ed Butler
Ed Comeau	Glenn Cordelli	William Marsh	Jerry Knirk
John MacDonald	Steve Woodcock		

Representatives Absent: Susan Ticehurst, Harrison Kanzler, Karel Crawford, Anita Burroughs

Minutes Prepared by: Mellisa Seamans

Commissioners Present: Amanda Bevard, Terry McCarthy, David Babson

Others Present and Participating: County Administrator Ken Robichaud, County Treasurer Joseph Costello, County Registry Lisa Scott, Superintendent Jason Henry, County Attorney Michaela Andruzzi, MVC Administrator Howard Chandler

Pledge of Allegiance.

Agenda Items

Approval of Meeting Minutes: On hold until next meeting.

Delegation Coordinator Agreement

MOTION: “To approve the Delegation Coordinator Agreement” by Rep. Avellani, 2nd Rep. Comeau. Passed 12-0

1st Quarter 2019 Budget Versus Actual Review

Incomplete manual entries have delayed first quarter revenue reporting. First quarter expense report reviewed. Rep. Nelson noted the delegation agrees routinely to appropriate software update funding, but the process does not improve. Rep. Marsh again requested reporting to reflect comparison of current date expenses to same date prior year.

Matrix Performance Audit Presentation – Alan Pennington, Vice-President Matrix Consulting Group

1. Finance manager, bookkeeper, administrative assistant recommended staffing for office
2. Human Resources Director highly recommended.
3. Implement HR information system
4. Update personnel policies
5. Class and compensation study
6. Maintain centralized personnel files to comply with best practices and decrease risk
7. Monthly bank reconciliations critical
8. Budget adoption is compliant with NH RSAs but delay to March end is problematic for County operations; suggest working with commissioners to aim to adopt budget Late-January/early February
9. Annual audit needs to be completed to comply with state law
10. Centralize procurements

Department heads should have access to view their budgets in the ACS software system. Final audit report is dated April 4.

Commissioner Bevard agreed to consider adopting a policy to set end of year fiscal date.

Discussion about need for ongoing status updates from county management regarding implementation of the performance audit recommendations.

Carroll County Coalition for Public Health - Caleb Gilbert

Mr. Gilbert gave an overview of the agency’s work and provided informational packets to all members.

County Lands Committee Report

Chairman Dale Drew gave an overview of the work of the committee including planning an equine event, gardening program with MVC residents, and Boy Scouts' management of the blueberry operations (415 plants).

Broadband Access – Rep. Jerry Knirk

MOTION: “Appoint Rep. Knirk as Delegation representative to Carroll County/MWV Broadband FIBER Initiative” by Rep. Avellani, 2nd Rep. Marsh. Passed unanimous.

Adjourn 12:13 p.m.

September 16, 2019

9:30 a.m.

Representatives Present:

Chairman Edith DesMarais	Vice-Chair Susan Ticehurst	Clerk Lino Avellani	Tom Bucu
Anita Burroughs	Ed Comeau	Glenn Cordelli	Karel Crawford
William Marsh	John MacDonald	Bill Nelson	Steve Woodcock

Representatives Absent: Ed Butler, Harrison Kanzler, Jerry Knirk,

Minutes Prepared By: Mellisa Seamans

Commissioners Present: Amanda Bevard, Terry McCarthy, David Babson

Others Participating: Administrator Ken Robichaud, Finance Director Kathryn Armstrong, Maintenance Director Bob Murray, CCHOC Superintendent Jason Henry, Registrar Lisa Scott, MVC Administrator Howard Chandler

Agenda Items

Pledge of Allegiance **Public Comment:** None

Approval of Meeting Minutes

MOTION: “To approve the May 3, 2019 meeting minutes” by Rep. Avellani, 2nd Rep. Marsh. Passed 10-0-2 with Reps. Crawford and Ticehurst abstaining.

Review of 1st Quarter Revenue and 2nd Quarter Financial Reports

MOTION: “To accept the January to March revenue as presented” by Rep. Avellani, 2nd Rep. Marsh. Passed unanimous.

MOTION: “To accept the 2nd quarter revenue report as presented” by Rep. Marsh, 2nd Rep. Crawford. Passed unanimous.

- Robichaud will provide further information from the sheriff regarding insurance refunds.
- Payment for boarders from other counties are regularly delayed three to four months. Robichaud will provide further information from the sheriff regarding insurance refunds.
- County is operating under modified accrual accounting system. Rep. Marsh asked that the commissioners obtain a written opinion from the auditor if this system is not standard practice.
- Robichaud agreed to provide month-by-month January to June breakdown of billing and received boarder payments.
- Registrar Lisa Scott reported revenue is tracking the same as 2018 with \$600,400 as of August 31.
- A detailed breakdown of line 100.6100.051 (Meals) was requested.

MOTION: “To accept January through June expense report” by Rep. Avellani, 2nd Crawford. Passed unanimous.

Rep. Cordelli asked for a copy of the 2018 financial audit contract. Treasurer Joe Costello corrected an earlier assertion by the auditor that the County had hired contracted assistance for the business office. The commissioners have not hired or contracted with anyone to date to assist with finance work in the office.

Financial Report Formatting

- Armstrong noted the County server is failing and work is ongoing to move everything “to the cloud”. The finance software currently used cannot and will not be able to upload data cleanly to Excel spreadsheets.
- The software vendor will be attending the October 23 commissioner’s public meeting. Robichaud agreed to ask the software vendor what the transition process would look like if the commissioners voted to use a different finance software after everything has been moved to the cloud. DesMarais asked that delegation questions for the vendor be sent to her to compile.

- Robichaud will provide a copy of the current accounting software contract. Armstrong is waiting for the contract “for the cloud”.
- Armstrong had the software vendor build new reports to attempt to satisfy the delegation request for line-item transfer tracking and comparison to prior year expense and revenue.

Integrated Delivery Network (IDN) Payment

- Robichaud presented the latest financial report from IDN-7. He will send out more information following the September 20 New Hampshire Association of Counties meeting.
- There may be a need for a supplemental budget to pay the IDN \$432,000 in 2019.

Jail/HOC Subcommittee

- This item passed over due to Rep. Knirk’s absence. Reminder that the subcommittee meets next September 23 at 9 a.m.

2018 Financial Audit Update

Armstrong reported the auditors now have all the documentation they need and are in the review process.

Rep. Cordelli reported that the republican members of the delegation met recently, and that group requests a joint meeting with auditors, delegation, commissioners, and department heads. They also request that, in addition to review of financials, the quarterly delegation meetings include a non-public review of any pending litigation against the County. Rep. Marsh noted for the record that he was told by Robichaud that the County books closed March 22. Recent legislation signed by the governor requires the audit must be complete within 120 days of close of books. Discussion about what impact delayed audits have on the interest rates when borrowing, what performance audit recommendations have been implemented, and the possibility of contracting with a qualified person with finance background to assist in the business office. The commissioners are soliciting quotes from qualified auditing firms. Five employees have read-only access to the current accounting software system. Rep. Comeau suggested the delegation also be given access. Discussion about having the auditing firm Melanson Heath attend a meeting to present the final 2018 audit unless there is a material delay. Robichaud will ask the auditor for an anticipated completion date and email the answer to the delegation.

MOTION: “This meeting shall be the final auditor’s presentation of the audit to the delegation and the commissioners unless there will be a material delay in the completion of the audit in which case an additional meeting would be required” by Rep. Marsh, 2nd Rep. Woodcock. Motion passed by roll call vote 10-1 with Rep. Ticehurst opposed.

2020 Budget Process

- Rep. Marsh requested that as soon as the commissioner’s proposed budget is prepared it be posted promptly to the County website for public review prior to the public hearing.
- Rep. Cordelli voiced opposition to the consolidation of budget line items.
- Rep. Cordelli submitted a list of budget questions for the record. Rep. DesMarais will review the list and distribute to the appropriate subcommittee chairmen.

Siemens Project

- Murray reported that the project is about 86 percent complete. There is control work to be completed at MVC and Admin Building and humidifier work at MVC.

Other Business

Approval of Minutes

MOTION: “To approve the minutes of January 28 Executive Committee” by Rep. Buco, 2nd DesMarais. Motion passed.

MOTION: “To approve the March 4 minutes” by Rep. Cordelli, 2nd Rep. Burroughs. Motion passed.

MOTION: “To approve March 11 minutes” by Rep. Burroughs, 2nd Rep. Cordelli. Motion passed 10-1 with Rep. Ticehurst opposed.

MOTION: “To approve the March 29 meeting minutes” by Rep. Crawford, 2nd Rep. Marsh. Motion passed 10-1 with Rep. Ticehurst opposed.

MOTION: “To reconsider the March 29 meeting minutes” by Rep. Cordelli, 2nd Rep. Avellani. Motion passed.

MOTION: “To amend the March 29 meeting minutes to correct the amount to be used from surplus to \$2,208,342” by Rep. Avellani, 2nd Rep. Cordelli. Motion passed.

MOTION: “To approve the March 29 meeting minutes as amended” by Rep. Burroughs, 2nd Rep. Avellani. Motion passed 10-1 with Rep. Ticehurst opposed.

MOTION: “To approve the July 9 Executive Committee meeting minutes” by Rep. Marsh, 2nd Rep. Bucu. Motion passed 10-1 with Rep. Ticehurst opposed.

MOTION: “To authorize the chairman and clerk to sign the MS-42 on behalf of the delegation” by Rep. Crawford, 2nd Rep. Cordelli passed Ticehurst opposed. Rep. DesMarais requested that a copy of the MS-42 be forwarded to the full delegation

Parking Lot

MOTION: “Express the sense of the delegation that we are in favor of the commissioners developing a plan to fix the parking lot and presenting it to the executive committee” by Rep. Marsh, 2nd Rep. Avellani. Motion passed 9-1 with Rep. Cordelli opposed.

Fiscal Year

Rep. Cordelli asked that a committee be formed to explore moving the county to a July-June fiscal year. Rep. DesMarais will add this discussion to the next meeting agenda.

November 4, 2019 9:30 a.m.

Representatives Present:

Chairman Edith DesMarais	Vice-Chair Susan Ticehurst	Clerk Lino Avellani	Tom Bucu
Anita Burroughs	Ed Comeau	Glenn Cordelli	Karel Crawford
William Marsh	John MacDonald	Bill Nelson	Steve Woodcock
Jerry Knirk			

Representatives Absent: Ed Butler, Harrison Kanzler **Minutes Prepared By:** Mellisa Seamans

Commissioners Present: Amanda Bevard, Terry McCarthy, David Babson

Others Present: CCHOC Superintendent Jason Henry, Registrar Lisa Scott, MVC Administrator Howard Chandler, County Attorney Michaela Andruzzi, Daymond Steer (Conway Daily Sun)

Agenda Items Pledge of Allegiance

Public Comment None

Approval of Meeting Minutes

MOTION: “To attach to the September 16, 2019 minutes the Republican questions and the work plan as submitted by Rep. Cordelli” by Rep. Cordelli, 2nd Rep. Nelson. Passed 12-1 with rep. Ticehurst opposed. **MOTION: “To approve the September 16, 2019 meeting minutes”** by Rep. Cordelli, 2nd Rep. Marsh. Passed 13-0.

Overview of 2018 Financial Figures Report not provided to the delegation. Item passed over.

Melanson Heath (Sheryl Burke) Financial Audit Discussion

Copies of the 2018 audit were distributed to all members. The final audit report is dated October 9, 2019. Unassigned fund balance at December 31, 2018 is \$4,718,527. Closing the year, “looping in the straggling” items, lead to the delay of audit work. Cross-training and a back-up plan should be in place to avoid relying on one employee to provide necessary financial information. Recommend addition of an accountant-level position in the finance office

2020 Budget Progress/Process

Bevard reported that the commissioners begin budget discussions with department heads this week. The goal is to have the proposed 2020 budget to the delegation two weeks earlier than in previous years. It was

requested that the proposed budget be uploaded to the County website prior to the public hearing with a link for the public to ask questions.

Jail Subcommittee Update

Rep. Knirk reported on the data gathering and discussion of the subcommittee relating to impact of drug court and bail reform, staffing levels, average daily population, etc. Rep. Knirk reported that the committee recommends supporting a study of the future needs of the jail at an estimated cost of \$60,000.

Carroll County Broadband

Rep. Knirk, delegation representative to his committee, reported on the data gathering currently being conducted. He is working on LSRs to give the public more access to service provider coverage information.

Integrated Delivery Network (IDN)

Chm. DesMarais will invite the NH DHHS Commissioner to the next delegation meeting. Commissioner Bevard said the commissioners are very concerned about recordkeeping and that any funds disbursed by Carroll County only go to the benefit of Carroll County residents.

Siemens Energy Contract Progress

Commissioner Bevard reported the project is nearing completion with some controls work left to be finished.

AVENU Finance Software Update

Commissioner Bevard reported that the proposed 3-year contract has been sent to legal counsel for review.

Registry of Deeds Update – Lisa Scott

Gross revenue is up nine percent year-to-date. Scott noted that the 2019 anticipated revenue projection will be met. The 1892 atlas and 100 deed books have been restored this year.

Non-Public Session

MOTION: by Rep. Comeau, 2nd Rep. Marsh. **“To go into non-public session under RSA 91-A:3, II(a)** The dismissal, promotion, or compensation of any public employee or the disciplining of such employee,

or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting

and (2) requests that the meeting be open, in which case the request shall be granted **and RSA 91-A:3, II(e)**

Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or

against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled.

And RSA 91-A:3, II(g) Consideration of security-related issues bearing on the immediate safety of security personnel or inmates at the county or state correctional facilities by county correctional superintendents or the

commissioner of the department of corrections, or their designees. **Passed on a unanimous 12-0 roll call vote.**

MOTION: by Rep. Bucu, 2nd Rep. Cordelli **“To go into non-public session under RSA 91 A:3, II(c)** Matters which, if discussed in public, would likely affect adversely the reputation of any person, other

than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant **Passed unanimous 12-0 on a roll call vote.**

MOTION: “To seal non-public minutes of sessions 1,2,3,4 indefinitely” by Rep. Cordelli, 2nd Rep. Comeau passed unanimous on a roll call vote.

Other Business MOTION: **“It is the sense of the delegation that the next budget reflect the need for adequate internal controls and adequate staffing of the finance office so that reports happen, and the audit happens on a timely basis”** by Rep. Marsh, 2nd Avellani for discussion. Motion passed on a roll call vote of 11-1 with Rep. Woodcock opposed.

The executive committee (Reps. DesMarais, Ticehurst, Avellani, Marsh and Bucu) met prior to this meeting at 9 a.m. to discuss line-item transfer requests #21 through #24. That committee recessed at 9:30 a.m. and

then reconvened following the full delegation meeting. The committee voted to approve line-item transfer requests #21-24.

December 13, 2019 9:00 a.m.

Representatives Present:

Chairman Edith DesMarais	Vice-Chair Susan Ticehurst	Clerk Lino Avellani	Ed Butler
Tom Buco	Anita Burroughs	Ed Comeau	Karel Crawford
Jerry Knirk	William Marsh	John MacDonald	Bill Nelson
Steve Woodcock	Representatives Absent: Glenn Cordelli, Harrison Kanzler		

Minutes Prepared By: Mellisa Seamans

Commissioners Present: Amanda Bevard, Terry McCarthy, David Babson

Others Present: Administrator Ken Robichaud, Treasurer Joe Costello, Finance Director Kathryn Armstrong, County Attorney Michaela Andruzzi, MVC Administrator Howard Chandler, CCHOC Superintendent Jason Henry, MVC Administrator Howard Chandler, County Attorney Michaela Andruzzi, Director of Maintenance Bob Murray, DPW Director Will DeWitte, MVC Office Manager Paula Coates, Sheriff Domenic Richiardi, Chris Van Bergen (North Country Health Consortium)

Pledge of Allegiance

Public Comment: None

Approval of Meeting Minutes

MOTION: “To approve the November 4, 2019 meeting minutes with corrections (delete last sentence under Jail Subcommittee Update, add title to all elected officials mentioned in the minutes)”

by Avellani, 2nd Rep. Ticehurst. Passed by voice vote. Approval of Executive Committee and Personnel Committee will be held for approval by those committees.

Finance Office Update

Avenu Contract – The vendor will be conducting onsite training on the new modules under the approved 2019-2021 contract. Scott Egan of Plodzik and Sanderson has spent one day onsite to begin his finance office overview and recommendations.

Public Hearing – 2020 Proposed Budget – 9:29am

Commissioner Bevard said department heads were encouraged to present needs-based, level budgets. Robichaud presented that several line-items have been merged. Rep. Marsh requested the preparation of a report detailing the line items that were combined and past expenditures. Lengthy discussion about the Hales Location PILT payments owed. The County cost of Route 28 roundabout is expected to be less than anticipated, resulting in a refund. There are three new budgets – human resources, domestic violence prosecutor and county facilities. Commissioner Bevard said she spoke to Registrar Lisa Scott and it is anticipated that department will exceed projected revenue for 2019. Registrar Scott also asks that the subcommittee consider increasing the archival records maintenance line to \$500,000. Dir. Murray reported \$170,000 in energy incentives from Eversource this year. Commissioner Bevard asked for legislative support to change the law regarding inmates being ineligible for Medicaid coverage while incarcerated. A question about conflicting state law regarding establishment of capital reserve funds has been sent to legal counsel for review. County convention budget changes coordinator from contractual to employee position. DeWitte and Murray gave an overview of capital expenditure requests. Rep. Butler noted the fiber optic expansion is not on the capital expenditures spreadsheet. Rep. Butler asked that any audio/visual improvements to the meeting room include improved capabilities for conference calling.

Public Comment

Chris Van Bergen program manager North Country Consortium that serves as the lead for Integrated Delivery Network (IDN7). She provided a document (Attachment 2 pages) detailing how funding has come back to Carroll County. She explained there is a calculation that happens around Proshare, there has been an ask for counties to return a portion of Proshare monies back to Concord so they could show a large lump sum coming in from the counties that is then matched at the federal level. Then it is an incentive payment

program and each of the 7 IDNs across the state does work to change the way healthcare systems are delivering care, focused on primary care and substance use disorder facilities. If the IDN meets targets, they earn the money back as incentives. About \$1.2 million has been distributed to providers in Carroll County, a 20-1 match on investment. Partners are making changes in overall delivery of care and not just directed to Medicaid recipients.

Hearing closed at 12:03pm.

Auditing Resolution

MOTION: “To accept the Melanson Heath auditing resolution” by Avellani, 2nd Rep. Comeau for discussion. Rep. Avellani and Rep. Comeau withdrew this motion.

MOTION: “Accept the resolution to engage the services of Melanson Heath for 2019 audit for a total not to exceed \$26,500” by Knirk, 2nd Burroughs. Passed on roll call vote 13-0. Rep. Marsh suggested a different auditor within the firm lead this audit, good practice to have a “fresh set of eyes”.

Continuing Resolution

MOTION: “To adopt a continuing resolution permitting the County to continue spending funds at the 2019 level pending approval of the 2020 budget” by Rep. Avellani, 2nd Rep. Comeau. Passed unanimous voice vote

The Delegation meeting recessed to enter into Executive Committee for the purpose of considering line-item transfers.

Line-Item Transfers

MOTION: “To approve line-item transfer 25A” by Rep. Bucu, 2nd Rep. Ticehurst. Passed 4-with Rep. Avellani opposed. Robichaud noted the County has been served with a “slip and fall” lawsuit. DeWitte presented specifications about the skid steer he would like to lease, with option to buy after 2020 budget approval. The machine can be used for winter maintenance, to assist in moving hay bales, and landscaping duties.

MOTION: “To approve line-item transfer 26” by Rep. Avellani, 2nd Rep. Bucu. Passed 5-0.

MOTION: “To approve line-item transfer 27” by Rep. Avellani, 2nd Rep. Marsh. Passed 4-1 with Rep. Ticehurst opposed. Ticehurst suggested it would be more appropriate to include the purchase of roller shelving in the 2020 budget.

MOTION: “To approve line-item transfer 28” by Rep. Avellani, 2nd Rep. Marsh. Passed 5-0.

MOTION: “To approve line-item transfer 29” by Rep. Avellani, 2nd Rep. Marsh. Passed 5-0.

MOTION: “To approve line-item transfer 30” by Rep. Avellani, 2nd Rep. Marsh. Passed 5-0.

MOTION: “To approve line-item transfer 31” by Rep. Avellani, 2nd Rep. Marsh. Passed 5-0.

MOTION: “To approve line-item transfer 32” by Rep. Avellani, 2nd Rep. Marsh. Passed 5-0.

MOTION: “To approve line-item transfer 33” by Rep. Avellani, 2nd Rep. Marsh. Passed 5-0.

MOTION: “To approve line-item transfer 34” by Rep. Marsh, 2nd Rep. Avellani. Passed 5-0.

MOTION: “To approve line-item transfer 35” by Rep. Avellani, 2nd Rep. Marsh. Passed 5-0.

Carroll County Employee Recognition

We gratefully recognize these employees for their dedicated years of County service

Five Years of Service

Healy, Candace	Housekeeping/Laundry Aides	Mountain View Community
Reed, Kimberly	Housekeeping/Laundry Aides	Mountain View Community
Archambault, Carie	Environmental Services Supv.	Mountain View Community
Laurent, Mason	Cook Supervisor	Mountain View Community
Libby, Melissa	Dietary Aide	Mountain View Community
York, Cory	Dietary Aide	Mountain View Community
Bruno, Deborah	Licensed Nursing Assistant	Mountain View Community
Holt, Crystal	Licensed Nursing Assistant	Mountain View Community
Martin, Rita	Recreational Assistant	Mountain View Community
Murphy, Jay	Corporal	Carroll Cty House of Corrections
Mattei, Richard		Carroll County Sheriff's Dept
Rowland, Steve		Carroll County Sheriff's Dept
Gustafsen, Jon		Carroll County Sheriff's Dept
Hildreth, Sally		Carroll County Sheriff's Dept
Anderson, Jeffrey		Carroll County Registry of Deeds

Six – Ten Years of Service

Michie, Alan	Maintenance Technician	Mountain View Community
Murray, Robert	Director of Maintenance	Mountain View Community
Casazza, Karen	Cook Supervisor	Mountain View Community
Anthony, Deborah	Café Supervisor	Mountain View Community
Delisle, Christopher	Director of Dining Services	Mountain View Community
Lally, Charlene	Café Supervisor	Mountain View Community
Lord, Martha	Dietary Aide	Mountain View Community
Trudel, Susan	Dietary Aide	Mountain View Community
Converse, Jessie	Licensed Nursing Assistant	Mountain View Community
Cote, Paula	Licensed Nursing Assistant	Mountain View Community
Emerson, Diane	Licensed Nursing Assistant	Mountain View Community
Gomes, Alva	Licensed Nursing Assistant	Mountain View Community
Densmore, Megan	Licensed Nursing Assistant	Mountain View Community
Ingham, Monica	Licensed Nursing Assistant	Mountain View Community
Gaudlap-Libby, Cyrene	Licensed Nursing Assistant	Mountain View Community
King, Tina	Licensed Nursing Assistant	Mountain View Community
Bacon, Julia	Licensed Nursing Assistant	Mountain View Community
Mars, Sharon	Licensed Nursing Assistant	Mountain View Community
Reed, Mary	Licensed Nursing Assistant	Mountain View Community
Riplett, Joshua	Licensed Nursing Assistant	Mountain View Community
Newhouse, Rose	Licensed Nursing Assistant	Mountain View Community
Lamarre, Nathan	Licensed Nursing Assistant	Mountain View Community
Vandenhecke, Laurie	Licensed Nursing Assistant	Mountain View Community

Thomas, Lisa
 Williams, Jennifer
 O'Blenes, Casandra
 Mackenzie, Ailsa
 Carpenter, April
 Dolliver, Candice
 Drouin, Anastina
 Judge, William
 Cain, Patricia
 Chandler, Howard
 McCormack, Sasha
 Napodano, Lisa
 Smith, Aleksandra
 Bachelder, Dustin
 Corliss, Justin
 Fiandaca, Christopher
 Henry, Jason
 Bradt, Craig
 King, Brian
 Lamb, Chris
 Mix, Tom
 Pinardi, Ugo
 Rowe, Stephen
 Socha, Neal
 Young, Richard
 Berry, Lon
 Foss, Chad
 Medico, Shayne
 Pinardi, Lindsey
 Laurent, Cheryl

Licensed Practical Nurse
 Licensed Practical Nurse
 Medication Nursing Assistant
 Medication Nursing Assistant
 Nursing Secretary
 Nursing Secretary
 Registered Nurse
 Registered Nurse
 Registered Nurse
 Administrator
 Administrative Clerk
 Assistant Recreation Director
 Recreation Assistant
 Shift Sergeant
 Training Sergeant
 Shift Sergeant
 Superintendent

Bookkeeper

11-15 Years of Service

Julian, Joyce
 Avery, Andrew
 Claussen, Diana
 Cochrane, Marianne
 Emery, Charon
 Hill, Kelly
 Houle, Tineka
 Smith, Bonnie
 Slutzman, Linda
 Dockham, Jennifer
 Bartolini, Theresa
 Smart, Lorianne
 Caillouette, Judith

Housekeeping/Laundry Aide
 Licensed Nursing Assistant
 Licensed Nursing Assistant
 Licensed Nursing Assistant
 Licensed Nursing Assistant
 Licensed Nursing Assistant
 Licensed Nursing Assistant
 Licensed Nursing Assistant
 Licensed Nursing Assistant
 Licensed Nursing Assistant
 Licensed Practical Nurse
 Licensed Practical Nurse
 Medication Nursing Assistant
 Registered Nurse

Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Carroll Cty House of Corrections
 Carroll Cty House of Corrections
 Carroll Cty House of Corrections
 Carroll Cty House of Corrections
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Administration

Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community

Mikita, Renee
 Reed, Tammera
 DeWitte, Will
 Ayers, Mark
 Bachelder, Patrick
 Baker, Michael
 Boyd, Joseph
 Duguay, Jonathan
 Eckhoff, Wanda
 Perry, Sr., Dean
 Argue, Brian
 Griffin, Richard
 Langley, Michelle
 Scala, Dino
 Smith, Robert
 Stevens, George
 Roub, Jeffrey
 Washburn, Mark

Registered Nurse
 Recreation Assistant
 DPW Director
 Asst. DPW Director
 Deputy Superintendent
 Operations Lieutenant
 Maintenance Director
 Records Superintendent
 Case Manager
 Shift Sergeant

Mountain View Community
 Mountain View Community
 Department of Public Works
 Department of Public Works
 Carroll Cty House of Corrections
 Carroll Cty House of Corrections
 Carroll Cty House of Corrections
 Carroll Cty House of Corrections
 Carroll Cty House of Corrections
 Carroll Cty House of Corrections
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.

16-20 Years of Service

Jedry, Alice
 Sherman, Kathy
 Varney, Diane
 Bowersox, Brenda
 Dubay, Alan
 Avery, Helen
 Ballard, Ann
 Burbank, Pamela
 Eldridge, Diane
 Zwearcan, Debra
 Guilbalt, Carol
 Knowlton, Nikki
 LaRoche, Deborah
 Metcalf, Wanda
 Lottero, Robert
 Perley, Brittany
 Santuccio, Michael
 Canty, Melissa
 Lemery, Lori

Housekeeping/Laundry Aide
 Housekeeping /Laundry Aide
 Housekeeping /Laundry Aide
 Dietary Aide
 Cook Supervisor
 Licensed Nursing Assistant
 Licensed Nursing Assistant
 Licensed Nursing Assistant
 Licensed Nursing Assistant
 Licensed Nursing Assistant
 Licensed Practical Nurse
 Medication Nursing Assistant
 Medication Nursing Assistant
 Registered Nurse

Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Mountain View Community
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Sheriff's Dept.
 Carroll County Registry of Deeds

21-25 Years of Service

Hooper, Karen
 Gentile, Nicole

Housekeeping/Laundry Aide
 Medication Nursing Assistant

Mountain View Community
 Mountain View Community

Noble, Kristal
Pelletier, Susan
Bedley, Michael
Saxby, Orvis
Shepard, Teresa
Berlind, Pamela
Armstrong, Katheryn

Medication Nursing Assistant
Director of Recreation

Finance Director

Mountain View Community
Mountain View Community
Carroll County Sheriff's Dept.
Carroll County Sheriff's Dept.
Carroll County Sheriff's Dept.
Carroll County Registry of Deeds
Carroll County Administration

26-30 Years

Freeman, Sandra (27)
Merrill, Diane (27)
Kasprzyk, Elizabeth (28)
Garland, Victoria (29)

Licensed Nursing Assistant
Medication Nursing Assistant
Medication Nursing Assistant
Licensed Nursing Assistant

Mountain View Community
Mountain View Community
Mountain View Community
Mountain View Community

31-40 Years

Smith, Victoria (31)
Coates, Paula (31)
Sheehy, Diane (33)
Jewell, Kimberly (33)
Savini, Marie (35)
Getson, Penny (39)

Licensed Nursing Assistant
Director of Finance
Licensed Nursing Assistant
Registered Nurse
Registered Nurse
Recreation Assistant

Mountain View Community
Mountain View Community
Mountain View Community
Mountain View Community
Mountain View Community
Mountain View Community

44 Years

Cate, Dorothea

Cook Supervisor

Mountain View Community

46 Years

Thurston, Mary

Dietary Technician

Mountain View Community

NOTES