

Carroll County Delegation

MEETING AGENDA

Monday, February 19 2024

12:00pm

Carroll County Annex
10 County Farm Road
Ossipee, NH 03864

Zoom Credentials

Go to: www.zoom.us/join
Meeting ID: 810 6019 419
Passcode: 978418
By Phone: (929)205-6099

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Public Comment
- 4 Ratification of MVC Collective Bargaining Agreement 2024-2027
- 5 2024 Budget Review and Approval
 - Executive Committee Recommendations
 - UNH Cooperative Extension
 - Regional Appropriations
 - Revenue
 - Hale's Location Town and School Budgets
- 6 Establishing Compensation for Elected Officials (NH RSA 23:7)
 - Commissioners
 - Treasurer
 - County Attorney
 - Register of Deeds
 - Sheriff
- 7 Approval of Meeting Minutes
 - January 12 2024
- 8 Public Comment
- 9 Other Business

The Executive Committee will convene immediately following the Delegation meeting at the same location to review and approve Committee meeting minutes and to review and approve any funding transfer requests. A quorum of the Carroll County Board of Commissioners may attend and participate in both meetings.

**Carroll County Commissioners
And
MVC Employees AFSCME 3685
2024-2027**

- 1.1 Remove: Physical Therapy Aide, Hairdresser, and Assistant Director of Nursing
Change: Social Services Assistant to Social Services Coordinator
Add to List of Excluded Positions: Unit Manager
- 5.1 Holidays
 - 40 hours/week: 11 holidays
 - 30-39 hours/week: 10 holidays (*one holiday added*)
 - 20-29 hours/week: 6 holidays
- 6.7 "...**will be** required to provide a physician's note"
- 6.9 Change references to "vacation time" to "earned time" and include provision requiring each quarterly list to remain open for two (2) weeks and for County to provide approval/denial of leave time requests within two (2) weeks of closing each quarterly list.
- 7.4 Increase annual uniform reimbursement amount from \$125.00 to \$300.00
- 12.1 Change "...all permanent full-time employees" to "...all regular part-time (20+hours per week) and full time employees
- 14 Change section title and in Section 14.5, clarify that this extended leave beyond FMAL does not include same job protection as FMLA
- 16.1 Change "Husband/wife/spouse" to significant other" and clarify that "workday" means eight (8) hour shift
- 23.6 Delete "A copy of which is attached"
- 24 Wage Increases:
 - April 1, 2024 \$2.00/hour
 - April 1, 2025 \$1.50/hour
 - April 1, 2026 \$1.25/hour
- 24.2 Increase shift differential as follows:
 - Second Shift Increase from \$1.05/hour to \$1.50/hour
 - Third Shift Increase from \$1.15/hour to \$2.00/hour
 - Weekend Increase from \$1.35/hour to \$2.00/hour
- 24.4 Delete
- 24.6 Delete
- 25.1 Delete paragraph related to "All current 32 hour employees..."
- 25.2 Change to "County will pay 100% of the premium cost for employee only Core Dental Insurance"
- 30 April 1, 2024 through March 31, 2027

Other changes to the contract are housekeeping items to correct spelling and formatting errors.

11/30/23 Ratified by Carroll County Commissioners
12/1/23 Ratified by MVC Employees AFSCME 3685

**Carroll County - Hale's Location Unincorporated
2024 Proposed Budget for Town**

Acct #		Approved 2023	2023 Actual	Proposed 2024	
	<u>GROSS APPROPRIATIONS</u>				
	GENERAL GOVERNMENT				
4197	Advertising & due	\$ 100.00	\$ 40.00	\$ 100.00	
4140-4149	MV Registrations	\$ 7,000.00	\$ 7,156.40	\$ 7,500.00	Conway
	Elections		\$ -	\$ 8,625.00	
4150-4151	Financial Administration				
	Business Administration	\$ 1,000.00	\$ 500.00	\$ 500.00	
	Selectmen	\$ 6,000.00	\$ 2,834.88	\$ 3,000.00	
	Treasurer	\$ 1,000.00	\$ 499.98	\$ 500.00	
	Selectmen Secretary	\$ 1,000.00	\$ 499.98	\$ 500.00	
	Administrative Salary	\$ 13,600.00	\$ 6,800.25	\$ 7,750.00	
	Payroll Taxes	\$ 1,053.00	\$ 811.99	\$ 937.00	
	Workers Comp	\$ 37.00	\$ -	\$ 37.00	
	Cell Phone		\$ 473.00	\$ 516.00	
	Audit	\$ 5,000.00	\$ -	\$ 5,000.00	
	Conferences	\$ 2,000.00	\$ 1,644.91	\$ 2,000.00	
	Mileage Reimbursement	\$ 500.00	\$ 205.36	\$ 500.00	
4150-4151	TOTAL Financial Administration	\$ 31,190.00	\$ 14,270.35	\$ 21,240.00	
4153	Legal Expense	\$ 1,000.00	\$ -	\$ 1,000.00	
4199	Other General Gov't				
	Health Officer			\$ 1,000.00	
	Map Updates	\$ 100.00		\$ 100.00	Cartographic
	Office Supplies & Equipment	\$ 600.00	\$ 191.98	\$ 600.00	
	Postage	\$ 400.00	\$ 384.45	\$ 400.00	
	Searches, Titles and Deeds		\$ 8.00		
	Software Licenses & Updates	\$ 2,500.00	\$ 2,671.74	\$ 2,700.00	
4199	TOTAL Other General Gov't	\$ 4,600.00	\$ 3,256.17	\$ 5,800.00	
4152	Assessing of Property-annual work	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
	Statistical Update-Revaluation		\$ -		
	TOTAL GENERAL GOVERNMENT	\$ 46,890.00	\$ 28,722.92	\$ 47,265.00	
	PUBLIC SAFETY				
4215-4219	Ambulance Service	\$ 38,000.00	\$ 38,000.00	\$ 38,000.00	CVFD
4220-4229	Fire-Rescue Contract	\$ 84,000.00	\$ 73,092.96	\$ 84,000.00	NCFP
	TOTAL PUBLIC SAFETY	\$ 122,000.00	\$ 111,092.96	\$ 122,000.00	
	Refund overpayment of tax		\$ -		
	Refund Abatement				
		\$ 168,890.00	\$ 139,815.88	\$ 169,265.00	



Proposed Budget
Hale's Location Local School

Appropriations and Estimates of Revenue for the Fiscal Year from:
 July 1, 2024 to June 30, 2025

Form Due Date: **20 Days after the Annual Meeting**

This form was posted with the warrant on: January 25, 2024

SCHOOL BOARD CERTIFICATION

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.

Name	Position	Signature
Terry McCarthy	Selectman Chairperson	
Chuck McGee	Selectmen	
Bill Nelson	Selectmen	

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	Expenditures for period ending 6/30/2023	Appropriations for period ending 6/30/2024	Appropriations for period ending 6/30/2025 (Recommended)	Appropriations for period ending 6/30/2025 (Not Recommended)
Instruction						
1100-1199	Regular Programs	1	\$81,675	\$0	\$92,780	\$0
1200-1299	Special Programs		\$0	\$0	\$0	\$0
1300-1399	Vocational Programs		\$0	\$0	\$0	\$0
1400-1499	Other Programs		\$0	\$0	\$0	\$0
1500-1599	Non-Public Programs		\$0	\$0	\$0	\$0
1600-1699	Adult/Continuing Education Programs		\$0	\$0	\$0	\$0
1700-1799	Community/Junior College Education Programs		\$0	\$0	\$0	\$0
1800-1899	Community Service Programs		\$0	\$0	\$0	\$0
Instruction Subtotal			\$81,675	\$0	\$92,780	\$0
Support Services						
2000-2199	Student Support Services		\$0	\$0	\$0	\$0
2200-2299	Instructional Staff Services		\$0	\$0	\$0	\$0
Support Services Subtotal			\$0	\$0	\$0	\$0
General Administration						
2310 (840)	School Board Contingency		\$0	\$0	\$0	\$0
2310-2319	Other School Board		\$0	\$0	\$0	\$0
General Administration Subtotal			\$0	\$0	\$0	\$0
Executive Administration						
2320 (310)	SAU Management Services		\$0	\$0	\$0	\$0
2320-2399	All Other Administration	1	\$11,447	\$0	\$13,187	\$0
2400-2499	School Administration Service		\$0	\$0	\$0	\$0
2500-2599	Business		\$0	\$0	\$0	\$0
2600-2699	Plant Operations and Maintenance		\$0	\$0	\$0	\$0
2700-2799	Student Transportation		\$0	\$0	\$0	\$0
2800-2999	Support Service, Central and Other		\$0	\$0	\$0	\$0
Executive Administration Subtotal			\$11,447	\$0	\$13,187	\$0
Non-Instructional Services						
3100	Food Service Operations		\$0	\$0	\$0	\$0
3200	Enterprise Operations		\$0	\$0	\$0	\$0
Non-Instructional Services Subtotal			\$0	\$0	\$0	\$0



Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2023	Appropriations for period ending 6/30/2024	Appropriations for period ending 6/30/2025 (Recommended)	Appropriations for period ending 6/30/2025 (Not Recommended)
Facilities Acquisition and Construction						
4100	Site Acquisition		\$0	\$0	\$0	\$0
4200	Site Improvement		\$0	\$0	\$0	\$0
4300	Architectural/Engineering		\$0	\$0	\$0	\$0
4400	Educational Specification Development		\$0	\$0	\$0	\$0
4500	Building Acquisition/Construction		\$0	\$0	\$0	\$0
4600	Building Improvement Services		\$0	\$0	\$0	\$0
4900	Other Facilities Acquisition and Construction		\$0	\$0	\$0	\$0
Facilities Acquisition and Construction Subtotal			\$0	\$0	\$0	\$0
Other Outlays						
5110	Debt Service - Principal		\$0	\$0	\$0	\$0
5120	Debt Service - Interest		\$0	\$0	\$0	\$0
Other Outlays Subtotal			\$0	\$0	\$0	\$0
Fund Transfers						
5220-5221	To Food Service		\$0	\$0	\$0	\$0
5222-5229	To Other Special Revenue		\$0	\$0	\$0	\$0
5230-5239	To Capital Projects		\$0	\$0	\$0	\$0
5254	To Agency Funds		\$0	\$0	\$0	\$0
5310	To Charter Schools		\$0	\$0	\$0	\$0
5390	To Other Agencies		\$0	\$0	\$0	\$0
9990	Supplemental Appropriation		\$0	\$0	\$0	\$0
9992	Deficit Appropriation		\$0	\$0	\$0	\$0
Fund Transfers Subtotal			\$0	\$0	\$0	\$0
Total Operating Budget Appropriations					\$105,967	\$0



Special Warrant Articles

Account	Purpose	Article	Appropriations for	
			period ending 6/30/2025 (Recommended)	period ending 6/30/2025 (Not Recommended)
5251	To Capital Reserve Fund		\$0	\$0
5252	To Expendable Trust Fund		\$0	\$0
5253	To Non-Expendable Trust Fund		\$0	\$0
Total Proposed Special Articles			\$0	\$0



Individual Warrant Articles

Appropriations for period ending 6/30/2025 (Recommended) Appropriations for period ending 6/30/2025 (Not Recommended)

Account	Purpose	Article	Appropriations for period ending 6/30/2025 (Recommended)	Appropriations for period ending 6/30/2025 (Not Recommended)
Total Proposed Individual Articles			\$0	\$0



Revenues

Account	Source	Article	Actual Revenues for Period ending 6/30/2023	Revised Estimated Revenues for Period ending 6/30/2024	Estimated Revenues for Period ending 6/30/2025
Local Sources					
1300-1349	Tuition	1	\$102,556	\$0	\$80,875
1400-1449	Transportation Fees		\$0	\$0	\$0
1500-1599	Earnings on Investments		\$0	\$0	\$0
1600-1699	Food Service Sales		\$0	\$0	\$0
1700-1799	Student Activities		\$0	\$0	\$0
1800-1899	Community Services Activities		\$0	\$0	\$0
1900-1999	Other Local Sources		\$0	\$0	\$0
Local Sources Subtotal			\$102,556	\$0	\$80,875
State Sources					
3210	School Building Aid		\$0	\$0	\$0
3215	Kindergarten Building Aid		\$0	\$0	\$0
3220	Kindergarten Aid		\$0	\$0	\$0
3230	Special Education Aid		\$0	\$0	\$0
3240-3249	Vocational Aid		\$0	\$0	\$0
3250	Adult Education		\$0	\$0	\$0
3260	Child Nutrition		\$0	\$0	\$0
3270	Driver Education		\$0	\$0	\$0
3290-3299	Other State Sources	1	\$39,187	\$0	\$25,092
State Sources Subtotal			\$39,187	\$0	\$25,092
Federal Sources					
4100-4539	Federal Program Grants		\$0	\$0	\$0
4540	Vocational Education		\$0	\$0	\$0
4550	Adult Education		\$0	\$0	\$0
4560	Child Nutrition		\$0	\$0	\$0
4570	Disabilities Programs		\$0	\$0	\$0
4580	Medicaid Distribution		\$0	\$0	\$0
4590-4999	Other Federal Sources (non-4810)		\$0	\$0	\$0
4810	Federal Forest Reserve		\$0	\$0	\$0
Federal Sources Subtotal			\$0	\$0	\$0



Revenues

Account	Source	Article	Actual Revenues for Period ending 6/30/2023	Revised Estimated Revenues for Period ending 6/30/2024	Estimated Revenues for Period ending 6/30/2025
Other Financing Sources					
5110-5139	Sale of Bonds or Notes		\$0	\$0	\$0
5140	Reimbursement Anticipation Notes		\$0	\$0	\$0
5221	Transfers from Food Service Special Revenues Fund		\$0	\$0	\$0
5222	Transfer from Other Special Revenue Funds		\$0	\$0	\$0
5230	Transfer from Capital Project Funds		\$0	\$0	\$0
5251	Transfer from Capital Reserve Funds		\$0	\$0	\$0
5252	Transfer from Expendable Trust Funds		\$0	\$0	\$0
5253	Transfer from Non-Expendable Trust Funds		\$0	\$0	\$0
5300-5699	Other Financing Sources		\$0	\$0	\$0
9997	Supplemental Appropriation (Contra)		\$0	\$0	\$0
9998	Amount Voted from Fund Balance		\$0	\$0	\$0
9999	Fund Balance to Reduce Taxes		\$0	\$0	\$0
	Other Financing Sources Subtotal		\$0	\$0	\$0
Total Estimated Revenues and Credits			\$141,743	\$0	\$105,967



Budget Summary

Item	Period ending 6/30/2025
Operating Budget Appropriations	\$105,967
Special Warrant Articles	\$0
Individual Warrant Articles	\$0
Total Appropriations	\$105,967
Less Amount of Estimated Revenues & Credits	\$105,967
Less Amount of State Education Tax/Grant	\$0
Estimated Amount of Taxes to be Raised	\$0

Carroll County Elected Officials Salary and Compensation

Treasurer

<i>Salary History</i>	2022	2023	2024	2025	2026
Treasurer	\$7,002	\$8,300	\$8,400		

1. 100% single plan basic dental coverage; all other plans with cost difference paid by elected official
2. Mileage reimbursement for County-related activities
3. Cell phone reimbursement (\$43/month 2023 rate) or County-provided cell phone
4. Serves as Hales Location Treasurer and receives additional \$1,000 stipend

Commissioners

<i>Salary History</i>	2022	2023	2024	2025	2026
Commissioner (District 1)	\$9,500	\$12,000	\$12,000		
Commissioner (District 2)	\$9,500	\$9,500	\$9,500		
Commissioner (District 3)	\$9,500	\$12,000	\$12,000		

1. 100% single plan basic dental coverage; all other plans with cost difference paid by elected official
2. Mileage reimbursement for County-related activities
3. Cell phone reimbursement (\$43/month 2023 rate) or County-provided cell phone
4. Health insurance (all plans) if elected official pays 100% (2020 vote of Commissioners)
5. Serve as Hales Location Selectmen and receive additional \$2,000 stipend each

County Attorney

<i>Salary History</i>	2022	2023	2024	2025	2026
County Attorney	\$86,750	\$102,000	\$104,000		

1. 100% single plan basic dental coverage; all other plans with cost difference paid by elected official
2. Monthly vehicle allowance
3. Cell phone reimbursement (\$43/month 2023 rate) or County-provided phone
4. Health insurance single, two-person, or family at employer/employee contribution at non-union split that is subject to change year-to-year (85/15 in 2023)
5. Earned Time according to non-union policy
6. Sick Bank eligible
7. Short-term disability paid 100% by County
8. AFLAC/Colonial Supplemental Insurances (100% paid by elected official)
9. Delta Vision Care (100% paid by elected official)
10. Nationwide 457(b) deferred compensation retirement plan
11. Dependent Care Flexible Spending Account (DCFSA)
12. Flexible Spending Account (FSA)
13. Optional participation in NH Retirement System if criteria met (NH RSA 100-A:3)
14. Clothing allowance

Register of Deeds

<i>Salary History</i>	2022	2023	2024	2025	2026
Register of Deeds	\$61,200	\$73,000	\$75,000		

1. 100% single plan basic dental coverage; all other plans with cost difference paid by elected official
2. Mileage reimbursement for County-related activities

3. Cell phone reimbursement (\$43/month 2023 rate) or County-provided phone
4. Health insurance single, two-person, or family with employer/employee contribution at non-union split that is subject to change year-to-year (85/15 in 2023)
5. Earned Time according to non-union policy
6. Sick Bank eligible
7. Short-term disability paid 100% by County
8. AFLAC/Colonial Supplemental Insurances (100% paid by elected official)
9. Delta Vision Care (100% paid by elected official)
10. Nationwide 457(b) deferred compensation retirement plan
11. Dependent Care Flexible Spending Account (DCFSA)
12. Flexible Spending Account (FSA)
13. Optional participation in NH Retirement System if criteria met (NH RSA 100-A:3)

Sheriff

<i>Salary History</i>	2022	2023	2024	2025	2026
Sheriff	\$71,600	\$85,000	\$85,000		

1. 100% single plan basic dental coverage; all other plans with cost difference paid by elected official
2. Vehicle provided
3. Cell phone reimbursement (\$43/month 2023 rate) or County-provided phone
4. Health insurance single, two-person, or family with employer/employee contribution at non-union split that is subject to change year-to-year (85/15 in 2023)
5. Earned Time according to non-union policy
6. Sick Bank eligible
7. Short-term disability paid 100% by County
8. AFLAC/Colonial Supplemental Insurances (100% paid by elected official)
9. Delta Vision Care (100% paid by elected official)
10. Nationwide 457(b) deferred compensation retirement plan
11. Dependent Care Flexible Spending Account (DCFSA)
12. Flexible Spending Account (FSA)
13. Optional participation in NH Retirement System if criteria met (NH RSA 100-A:3)

NH RSA 23:7 Establishing Compensation. – Every county convention shall have the power to establish salaries, benefits and other compensation paid to elected county officers including the county attorney, sheriff, register of deeds, treasurer, and county commissioners. For the purposes of this section, "compensation" shall include salary, longevity pay, vacation and sick pay, allowances, and all other payments made by the county to its officers, plus the fair market value of any compensation paid in kind if reportable as income for federal income tax purposes, plus all fringe benefits that may be provided including health insurance and retirement, and may also include an upper limit on the amount of mileage and out-of-pocket expenditures reimbursable to each officer. Said compensation shall be established biennially by the county convention prior to the filing date required under RSA 655:14 for the elected offices listed in this section, upon recommendation of the executive committee which shall remain in effect during their term of office. Notwithstanding any other provision of law to the contrary, in counties in which any of the officers listed in this section receive fees or mileage, or both, for services performed by them as part of their compensation, the county convention may put such officer on a salary and expenses basis. Such officer may be required to continue to collect the usual fees and mileage for the service performed and to pay over all

such fees and mileage to the county treasurer for the use of the county. In such event, the amount such officer received in fees and mileage, less expenses, shall be included in determining the minimum at which his salary may be established unless a lesser amount is agreed upon by the incumbent officer at that time. In no case shall the salary or other compensation of any of such officers be established at a lesser amount than that which was in effect December 31, 1972. **Source.** 1971, 514:19. 1973, 436:1. 1987, 223:1. 1991, 194:1, eff. July 27, 1991.

NH RSA 100-A:3 (excerpt)

Elected officials and officials appointed for fixed terms shall, however, be eligible for membership in the retirement system only under the following conditions:

- (1) The office held is a full-time position with eligibility for the same fringe benefits as other full-time employees of the employer;
- (2) The office held is the primary occupation of the person holding the office;
- (3) The base rate of annual compensation for the office held is at least \$15,000, and requires at least 1,700 hours of employment; and
- (4) The official satisfies the condition under subparagraphs (1)-(3) by using only one elected or appointed office to qualify.

2024

	Commissioner Chair	Commissioner	Commissioner	Treasurer
Belknap	\$ 11,004.00	\$ 9,354.00	\$ 9,354.00	\$ 3,961.00
Cheshire	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 1,500.00
Coos	\$ 11,000.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00
Grafton	\$ 12,694.00	\$ 12,136.00	\$ 12,136.00	\$ 7,228.00
Hillsborough	\$ 18,080.00	\$ 18,080.00	\$ 18,080.00	\$ 3,972.00
Merrimack	\$ 10,290.00	\$ 9,712.00	\$ 9,712.00	\$ 3,000.00
Rockingham	\$ 24,461.00	\$ 24,461.00	\$ 24,461.00	\$ 9,319.00
Strafford	\$ 14,035.00	\$ 12,643.00	\$ 12,643.00	\$ 9,182.00
Sullivan	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 5,070.00
Carroll	\$ 14,000.00	\$ 14,000.00	\$ 11,500.00	\$ 9,400.00
	\$ 137,564.00	\$ 132,386.00	\$ 129,886.00	\$ 57,632.00
Average	\$ 13,756.40	\$ 13,238.60	\$ 12,988.60	\$ 5,763.20

Includes Hale's stipend \$2,000 BOC/\$1,000 Treasurer

TO: Carroll County Delegation
FROM: Carroll County Treasurer
SUBJECT: Salary Increase
DATED: February 15, 2024

Dear Delegation Members,

I would like to take this opportunity to explain the accomplishments over the past 6 plus years that I have been the County Treasurer for Carroll County.

When I first arrived, I found that financial reports were not being completed in a timely manner. Often there were errors in the delayed reports. This caused further delays in obtaining annual audited financial statements. This matter also caused problems in obtaining the annual tax anticipation funding.

There was confusion in the fiscal department, we have been through two fiscal managers prior to finding the current CFO. Since that time the fiscal department has gone through a complete change.

Financial information is now being provided in a timely efficient manor. The reports are more comprehensive and easier to read. The annual audited financial reports are also available in more timely fashion. All of this leads the County's finances to be in a much more secure position.

It is not my intention to take full credit for these advances, I do want the delegation to know there was a lot of work involved to getting to this point. Credit should also go to the fiscal department as in whole.

Due to all the work involved, I am respectfully requesting annual increase of \$600.00. this would bring the County Treasurer's salary to \$9,000 annually

Respectively Submitted,

Joe Costello, Carroll County Treasurer

Carroll County Attorney

State of New Hampshire



Keith D. Blair
County Attorney

TO: The Carroll County Delegation

RE: Compensation for the County Attorney position 2025-2026

Honorable Delegates,

I am writing to provide my recommendation for the compensation package for the position of Carroll County Attorney for the years 2025 and 2026.

As you are aware, the County Attorney is responsible for supervising the investigation and prosecution of all criminal cases in the county. The compensation package approved by the delegation should reflect the enormity of the responsibility that the position entails in order to attract viable candidates to run for the position.

In 2022, the delegation approved a market adjustment bringing the County Attorney's salary to 102,000 for year 2023 with a 1.9% increase to 104,000 in 2024. According to the Society for Human Resources Management, in the United States, employers plan to raise compensation budgets in 2024 by 3.5% for merit-based increases and 3.9% for total salary increases for nonunionized employees.

Cost of living expenses in the years 2023 and 2024 drastically outpaced the approved the 1.9% increase approved in 2022. Accordingly, I recommend setting the base salary for the County Attorney at 112,000.00 for year 2025 with a 4% increase to 116,480 in 2026. These proposed increases will place the County Attorney position back in line with market adjustments and, though requiring a specialized degree, place the salary at the median for department heads within the County. Additional compensation presently includes and should continue to include:

1. 100% single plan basic dental coverage; all other plans with cost difference paid by elected official
2. Monthly vehicle allowance
3. Cell phone reimbursement (\$43/month 2023 rate) or County-provided phone
4. Health insurance single, two-person, or family at employer/employee contribution at non-union split that is subject to change year-to-year (85/15 in 2023)
5. Earned Time according to non-union policy
6. Sick Bank eligible
7. Short-term disability paid 100% by County
8. AFLAC/Colonial Supplemental Insurances (100% paid by elected official)
9. Delta Vision Care (100% paid by elected official)
10. Nationwide 457(b) deferred compensation retirement plan
11. Dependent Care Flexible Spending Account (DCFSA)
12. Flexible Spending Account (FSA)
13. Optional participation in NH Retirement System if criteria met (NH RSA 100-A:3)
14. Clothing allowance

Additionally, any fringe benefit granted to county employees during this two-year period should be conferred into compensation package for any elected official, including the County Attorney.

Thank you for time and attention to this matter,

A handwritten signature in black ink, appearing to read 'Keith D. Blair', with a long horizontal stroke extending to the right.

Keith D. Blair



CARROLL COUNTY REGISTRY OF DEEDS
ADMINISTRATION BUILDING – 95 WATER VILLAGE ROAD
OSSISPEE, NEW HAMPSHIRE 03864

LISA SCOTT
REGISTER OF DEEDS

EMAIL: L.Scott@CarrollCountyNHDeeds.gov
TELEPHONE: (603) 539-4872
FAX: (603) 539-5239

8 February 2024

Honorable Representatives:

Soon you will be voting to set the salaries for the elected officials for the next term, 2025 – 2026. I urge the Delegation to increase the salary for this position to attract qualified professional candidates who will serve our community with steadfast dedication.

The Registry of Deeds protects and provides access to land records – most citizens largest asset. The Register of Deeds sets the tone of the office, defines expectations, supervises staff, provides service to constituents, towns and the State, and manages millions of dollars of NH real estate tax and County revenue annually. With current staffing levels, the Register must actively contribute to the day to day business of serving constituents, managing complicated databases, performing daily/monthly/annual accounting, archiving records, decoding NH RSA's and more. I believe the salary and benefits for this position needs to be commensurate to the responsibilities undertaken by a Register.

Carroll County Department Heads (Finance, Corrections, Maintenance & Housekeeping, MVC Administrator) that are not elected earn between \$106,609 and \$156,000.

The Carroll County Register of Deeds, another valued Department Head, earns \$75,000 annually.

I ask that the Carroll County Delegation to increase the salary of the Carroll County Register of Deeds for the 2025-2026 term to \$87,500 for 2025 with a 3% increase for 2026, being \$90,125.

Hopefully this salary, together with full County benefits, will encourage qualified candidates to run for this very important position.

I'm proud to have served this office and community diligently and with dedication for five terms. I appreciate the support the Carroll County Delegation has provided over the years, supporting improvements and modernizations of this office.

Thank you for your thoughtful consideration.

Lisa Scott
Register of Deeds



DOMENIC M. RICHARDI
High Sheriff

OFFICE OF THE SHERIFF
COUNTY OF CARROLL
95 Water Village Road
P.O. Box 190
Ossipee, NH 03864

Fax: (603)539-7506



(603) 539-2284
1-800-552-8960

February 15, 2024

To: Carroll County Delegation Members
From: Sheriff Domenic M. Richardi
Ref. 2025-2026 Election Term Salary

Dear Honorable Lino Avellani, Chairman,

I have thought about if I would provide for input to share on the decision of the Carroll County Delegation concerning what if any increase for the Office of Sheriff's salary for the term of 2025-2026. This is not about me or any other Sheriff before or that comes after me. This is about the position in comparisons to similar positions that are not elected within Carroll County. You have the ability to establish what type of candidates may choose to run for these Offices within Carroll County now and in the future with your decision.

For the term of 2023 – 2024, you the members of the Delegation gave an unprecedented increase to the elected Offices for the County Attorney, Registrar of Deeds, and Sheriff of Carroll County. The salary for the Office of Sheriff went from \$71,600.00 to \$85,000.00, which was an 18.72% increase. As I was able to remain in Office, I greatly appreciate what you had done with respect of the salary for the Office.

Around this time in 2022, you I shared factual input of what these positions were as compared to non-elected salaried positions in the other public sectors around the State of NH and within Carroll County. You all took that input and determined that a significant increase was necessary to make these positions comparable salary wise.

As you may know the increase of the 2023, Northeast CPI is 3.5%. Consider not losing on the gains that you put in place 2 years ago and consider the Office of the Sheriff's salary increase of 3% each year or something similar for the next term.

The average salary currently in Carroll County is \$94,451.20 for the police Chiefs to include the NHSP Lt. Commander at Troop E and Sheriff. The salary ranges are from \$71,760.00 (Brand new as a Chief in February 2024) up to \$120,000.00. If you remove the high and low salaries, the average only decreases by \$219.95 annually to \$94,231.25.

I had stated in 2022 when giving input to the delegation that the Carroll County Sheriff's Office has the most employees of all the law enforcement agencies in Carroll County. This office includes Deputies, Dispatchers, Bailiffs and Administrative Assistants. This is not saying that it is in anyway overstaffed. I would actually say it is understaffed for the coverage that it provides within Carroll County.

Thank you for your time and consideration of the information above when making your decision on the salary for the Office of Sheriff for the upcoming term of 2025 – 2026.

Respectfully Submitted,

Domenic M. Richardi
Carroll County Sheriff

County of Carroll
Delegation Executive Committee
Carroll County Annex
February 3, 2024

Meeting convened: 10:00 a.m.
Members Present: Chmn. Lino Avellani, Vice-Chmn. Glenn Cordelli, Clerk Mark McConkey, Tom Buco
Others Present: Executive Coordinator Mellisa Seamans, County Attorney Keith Blair, CCHOC Superintendent Sean Eldridge, Facilities Director Bob Murray, MVC Administrator Rich Leboeuf, CFO Bonnie Batchelder-Edson, IT Director Bobbi O'Rourke (remote), Commissioner Chuck McGee, Commissioner Bill Nelson, DPW Director Will DeWitte
Public Present: Ed Comeau (GovernmentOversite.com), Fred Cain, Dallas Emery Jr.

Roll Call

Pledge of Allegiance

All votes taken during this meeting were done by roll call.

2024 Budget Review and Approval

County Attorney

Chmn. Avellani: We were asked to fund a position previously for Felonies First. Where does that program stand?

Atty. Blair: Felonies First was repealed January 1, 2024. We intend to keep that position. There have been issues stemming from the pandemic with court backlog. We filed 348 cases in 2023 in superior court and do not have the ability to get through those in one year. There was no court plan in place when courts reopened on how to deal with the backlog. This position is critical to clear the backlog of cases and deal with new cases coming in. The repeal of Felonies First is not a straight repeal. It takes us back to the system that existed previously and keeps parts of Felonies First that the legislature liked. There will not be a reduction in work for the attorneys in the office.

I was hired as the Felonies First position to deal with the influx of new cases. Since 2017 it has been absorbed as part of the staff in the office. Felony cases will no longer initiate in the Superior Court, going back to first going to district court.

Chmn. Avellani: Do you see there will be a need to change staffing a year from now?

Atty. Blair: I am trying to get to a place where caseloads are more manageable for the attorneys in the office.

Rep. McConkey: How is our old Delegation room at Administration Building being used?

Atty. Blair: it has been converted to a meeting room and offices for victim services staff.

MOTION: **Approve the County Attorney budget at \$1,391,342.39** by Rep. Buco, 2nd Rep Cordelli.
Passed 4-0

Victim Services

Atty. Blair: Anticipate grant funding that offsets cost of staff will decrease slightly this year. Caseloads are split between felony-level superior court cases and district court domestic violence

cases. All have to do with victim contact. Trying to find other grants to help offset this budget.

MOTION: **To approve the Victim Services budget at \$166,995.80** by Rep. Cordelli, 2nd Rep. Buco. Passed 4-0

Corrections

Supt. Eldridge: Two main increases in the budget are full cost of case management now that grant funds have run out and increase in the cost of the PrimeCare medical services contract. Tried to cut other lines to make up for these increases while still maintain safe environment. Total overall increase is 5.4%

Administrative salaries line covers eight non-union positions. The salary line includes 30 full-time union positions.

Today's census is 47 inmates. Maximum is 127. Thirty-six are from Carroll County and 11 are holds from other counties/State of NH prison. Rockingham County pays \$55.50 per day; State of NH \$58; and Strafford County \$30. With Felonies First ending we expect a slight increase in number of inmates.

Jail roof has been leaking for better than 10 years. Roof patching was done three times in 2023. Building was built in 2004. A consultant will be preparing a report and cost estimate to repair the roof. The \$1.2 million is a ballpark quote given by a company that did some roof work at the jail previously. We won't know what interior damage the leaking has caused until the roof work is being done.

Rep. McConkey: Is regular and routine exterior maintenance being done? Looks like the building exterior is in pretty rough shape. Can I feel assured that there is a regular scheduled maintenance on, for example, the new sally port doors?

CFO: Commissioners agreed to pay a consultant to give a firm price and then will pursue bonding versus lease. First year payment is included in this years' budget (\$149,684) as a placeholder.

MOTION: **Approve the Corrections budget at \$5,555,907.68 to include moving \$18,200 from Jail Capital (4901.097) to Jail Maintenance (4230.081)** by Rep McConkey, 2nd Rep. Cordelli. Passed 4-0.

MOTION: **Approve the Corrections revenue budget at \$216,000** by Rep. Cordelli, 2nd Rep. Buco. Passed 4-0

Mountain View Community

Admn. Leboeuf: Overall budget is up 5.25% with 14.8% attributable to salaries. Average census in 2023 is 100.87 (97% occupancy). Some counties not accepting new residents due to staffing issues. Current daily rates are \$216 Medicaid, \$410 Private Pay, and \$610 Medicare. Current census is 47 Medicaid, 47 private pay and eight Medicare. Vacant positions include 17 LNA and four nursing positions. Will begin direct marketing to licensed providers in the area. Salaries

are improved with the new contract so more competitive. The new nursing home was built right with all private rooms. Waiting list is being updated by social services department. Carroll County residents get right of first refusal. Director of Quality has been hired and will make sure staff has skills to care for the mix of residents. Suggest moving some funds from staffing budget into the agency staffing line. Chmn. Avellani prefers line transfers so the executive committee has the ability to ask questions through the year. If we take care of our employees, they take care of our residents. We are putting three people into the MNA program

Rep. Cordelli: Asked for one-page write up about vacancies, occupancy and comparison to other counties.

Comm'r McGee: Satisfied with the MVC contract negotiations. Should help us with retention.

MOTION: Approve Mountain View Community expense budget at \$18,025,260.88 by Rep. Cordelli, 2nd Rep. Buco. Passed 4-0.

MVC Revenue

Revenue collected through year-end is \$15,491,126.

MOTION: Approve Mountain View Community revenue budget at \$12,708,548.29 by Rep. Cordelli, 2nd Rep. Buco. Passed 4-0

MVC Capital

MOTION: Approve MVC Capital at \$139,200 by Rep. McConkey, 2nd Rep. Cordelli. Passed 4-0. This was reduced from the commissioner' proposed budget because the dietary equipment was purchased and the door project completed using 2023 funds.

Capital Expenditures

Jail Roof

\$70,000 proposed with \$20,000 for a consultant to move forward with getting a complete evaluation of the jail roof. Dir. Murray does not expect the roof will be completed this year. Rep. Brown has reached out to a consultant he has worked with in the past and offered to connect with Dir. Murray to share information. Dir. Murray said it is a metal roof on top of a superstructure with no underlayment. The problem is where the roof meets the walls and valleys. Photographic evidence of gaps. A lot of penetrations on the roof. Roofers have not been able to zero in on the leaks. Shortcomings in the jail construction. \$50,000 in the capital is for potential roof repairs. Rep. Brown noted he has extensive experience with these types of projects and will arrange to meet with Dir. Murray and the consultant. Comm'r McGee asked that the commissioners be kept in the loop and he would like to attend the meeting.

MOTION: Approve Jail Capital Expenditures budget at \$70,000 by Rep. Cordelli, 2nd Rep. McConkey. Passed 4-0

Rep. McConkey: Do you (Dir. Murray) feel you have enough staffing or is there a need of more consulting so you have someone to help you with oversight of long range planning. Asked that pictures of the water issues at the jail be provided to the Delegation.

Dir. Murray: That should have been a 50-year roof. Have enough time to oversee projects. The Siemens project made a huge difference by being able to replace major pieces of equipment.

Sewer System/Water System

Rep. McConkey: Trying to narrow down capacity concerns related to the Annex.

Dir. Murray: Potential for additional usage if minimal. With offices moving to the Annex it will lighten the load at the administration building. The only additional impact will be other users of the Annex outside of County staff.

Rep. McConkey: I am specifically thinking about the impact the commercial kitchen being operational will have on the system

Dir. DeWitte: Wastewater permit was up for renewal this year. NH DES toured our system, asked many questions, noted water and sewer systems throughout the state are not being staffed sufficiently. Found that at County, with DPW staff varied responsibilities, i.e., haying, water, grounds keeping, etc. that Carroll County should have three full-time DPW employees. Was able to fill in with per diems and part-time staff in the past but that is no longer working. Request \$2,600 additional (coupled with per diem and part-time salary amounts) in the 2024 budget to fund a full-time employee for six months.

In conversation with engineer believe there is enough water system capacity for the Annex. Wastewater license is 28,000 gallons per day, averaging 16,000 +/- . Majority of system was rebuilt in 2003.

Rep. McConkey: What activity takes up most of your time?

Dir. DeWitte: Plowing in the winter, takes 2.5 days to do all lawn mowing and trimming on the Complex, 160 hours on the tractor average per hay season plus delivery time, marketing, customer service. Water and sewer can get away with two staff. It is the snowplowing and lawn care that we need a third person for. No longer able to make hay deliveries as have done in the past

Chmn. Avellani: Instead of hiring another employee perhaps look at contracting some of the operations out.

Comm'r McGee: There is a meeting Monday with Siemens regarding the Annex project.

Rep. Bucu: Urged the Commissioners to take the NH DES letter regarding additional staffing need seriously or, as pointed out in the letter, problems can develop.

Dir. DeWitte: Agreed he could forego hiring a third full-time staff member for a year

DPW Capital

Rep. McConkey: Sufficient equipment to conduct operations. The Delegation did not approve the last truck purchase but the Commissioners found the money to buy it. Time to start looking at contracting out services instead of adding more equipment

Chmn. Avellani: Have two new trucks, plenty of equipment to do the work here

Dir. DeWitte: Agreed to revisit requested \$30,000 used truck purchase next year

MOTION: **Reduce DPW capital expense budget to \$2,500** by Rep. McConkey, 2nd Rep. Cordelli. Passed 3-1 with Rep. Bucu opposed.

Tower Road Repair

Work in progress to secure FEMA funding for repairs to the tower road damaged in July 2023 storm. Project estimate is \$32,000 with 75% anticipated funding from FEMA. Final application documents completed.

Commissioners will review and approve moving forward with this project prior to the next Delegation meeting so any necessary funding can be added to the budget.

Commissioners

MOTION: Approve the Commissioners budget at \$243,071.41 by Rep. McConkey, 2nd Rep. Cordelli. Passed 4-0

Treasurer

MOTION: Approve Treasurer budget at \$11,291.16 by Rep. Cordelli, 2nd Rep. Bucu. Passed 4-0

Long Term Debt

MOTION: Approve Long Term Debt budget at \$551,655 by Rep. Cordelli, 2nd Rep. McConkey. Passed 4-0

Interest Expense

MOTION: Approve Interest Expense budget at \$489,721 by Rep. McConkey, 2nd Rep. Cordelli. Passed 4-0

Information Technology

MOTION: Approve IT budget at 461,084.93 by Rep. Cordelli, 2nd Rep. McConkey. Passed 4-0

Rep. Cordelli: Request copy of county wide contracts and computer expense contracts lists

MOTION: Approve IT Capital Expenditure budget at \$70,000 by Rep. Cordelli, 2nd Rep. McConkey. Passed 4-0

Capital Expenditures

MOTION: Approve 4901 Capital Expenditures total at \$354,114 by Rep. McConkey, 2nd Rep. Cordelli. Passed 4-0

As previously voted:

- DPW \$2,500
- Sheriff/Dispatch \$72,414
- Jail \$70,000
- IT \$70,000
- MVC \$139,200

Non-Capital Reserve

MOTION: Approve \$190,000 to be added to the non-capital reserve fund by Rep. McConkey, 2nd Rep. Cordelli. Passed 4-0

This fund is used to cover the cost of accrued payouts to employees on termination and the cost of the sick leave bank.

Capital Reserve Fund

MOTION: Approve \$150,000 to be added to the capital reserve fund by Rep. McConkey., 2nd Rep. Bucu. Assed 4-0

Intent is to start adding up on annual basis to cover emergencies such as lightning strike and cover capital improvements such as roof replacement. Any expenditures from the reserve must be approved by the Delegation. Request to send capital improvement plan policy and parameters of this fund to the Delegation.

Comm'r McGee: We really don't have an independent professional evaluation of the County facilities. Things time out. Capital reserve is important.

Fund Balance

CFO: Due to additional ProShare revenue (\$1.9 million more than anticipated) and receipt of a significant amount of abandoned property (\$800,000) ... in dealing with abandoned property not straight forward. Apparently, the County had about 10 different addresses. Checks were sent to the County then undeliverable so held by State of NH abandoned property division. These were funds we would not have known about 2018-2022. All of the State agencies have been notified of the correct County mailing address going forward.

[For reference: New Hampshire State Treasury's Abandoned Property Division at www.findnhmoney.gov]

In calculating fund balance, I feel we are safe in using \$3.7 million of fund balance to offset expenses, leaving an undesignated fund balance of about 18% (\$7,213,000). The State of NH recommends holding 5-17% in fund balance.

Rep. McConkey: I understand there is a recommendation of how much fund balance we should retain. Are there uses that could be used for that money other than holding it? For example, needing matching funds for a grant?

Rep. Cordelli: Years ago I surveyed other communities about their fund balance. Prior auditor recommended two to three months on hand. If the undesignated fund balance is that high, I would look at using it for capital projects.

Rep. Buco: Undesignated fund balance is not cash. It is an indication of economic standing – assets minus liabilities.

CFO: (In response to Rep. McConkey's question) about 50% is available cash.

Chmn. Avellani: Request balance of Siemens Energy Project bond. Would the Commissioners be interested in paying something off with some fund balance?

CFO: The tax-anticipation note for 2024 has not been finalized yet. The bond attorney is considering reducing the amount we can borrow.

Revenue

Rep. McConkey: Asked for update on Registry revenue trend at this point in 2024

MOTION: **Approve \$25,500 Water Department anticipated revenue** by Rep. Cordelli, 2nd Rep. Buco. Passed 4-0

Rep. McConkey: How many customers receive free water? What are the delinquency rates? How are the rates calculated? When is the last time the rates were adjusted?

CFO: Meter readings are taken and bills sent by the finance office. Staff is good about tracking delinquencies, setting up payment arrangements. I believe the rates were changed last year.

MOTION: **Approve \$35,000 Opioid Settlement anticipated revenue** by Rep. Cordelli, 2nd Rep. Buco. Passed 4-0

MOTION: **Approve \$10,000 Interest Income anticipated revenue** by Rep. Cordelli, 2nd Rep. Buco. Passed 4-0

CFO: All accounts have been converted to interest bearing sweep accounts at the NH Investment Pool rate. Bank of New Hampshire is matching the Pool rate on a weekly basis. Agreed to bring a modified suggestion on anticipated interest income to the next Delegation meeting

Other

Chmn. Avellani: Thanked the executive committee for their work today

Funding Transfers

MOTION: **Approve funding transfer 2023-032** by Rep. Cordelli, 2nd Rep. Buco. Passed 4-0

MOTION: **Approve funding transfer 2023-033** by Rep. Cordelli, 2nd Rep. Buco. Passed 4-0

MOTION: **Approve funding transfer 2023-034** by Rep. McConkey, 2nd Rep. Cordelli. Passed 4-0

Chmn. Avellani reviewed and signed funding transfer 2023-035. No formal vote taken because the transfer amount is less than \$1,000.

Adjourned 2:16 p.m.

Approval Date: _____

Rep. Mark McConkey, Clerk

County of Carroll
Delegation Meeting
Carroll County Administration Building
January 12, 2024

Meeting convened: 2:00 p.m.
Members Present: Chmn. Lino Avellani, Vice-Chmn. Glenn Cordelli, Clerk Mark McConkey, Richard Brown, Anita Burroughs (remote), John MacDonald, Jonathan Smith, David Paige (remote), Katy Peternel, Tom Buco, Steve Woodcock
Members Absent: Michael Costable, Michael Belcher, Chris McAleer, Karel Crawford
Others Present: Executive Coordinator Mellisa Seamans, Register of Deeds Lisa Scott, Facilities Director Bob Murray, MVC Administrator Rich Leboeuf, HR Linda Matchett, CFO Bonnie Batchelder-Edson, Commissioner Terry McCarthy, Commissioner Chuck McGee, Commissioner Bill Nelson, Sheriff Domenic Richardi, Register of Deeds Lisa Scott
Public Present: Ed Comeau (GovernmentOversite.com), Fred Cain, Dallas Emery Jr, Catherine Dragonfly

Roll Call
Pledge of Allegiance

All votes taken during this meeting were done by roll call.

2024 Budget Review and Approval

Sheriff Department & Dispatch Center

MOTION: To approve the increase in base writ service from \$32.42 to \$33.55 effective July 1, 2024 as requested by Sheriff Richardi and in accordance with NH RSA 104.31 by Rep. Woodcock, 2nd Rep. Brown. Passed 11-0

There was a deputy deployed most of the year and one still out on worker's comp, causing need for increased overtime. Generator expenses in this budget are for generators in Madison and Ossipee at communications tower sites.

MOTION: Reduce line 100.4211.078 Generator Expense from \$3,600 to \$2,500 by Rep. Cordelli, 2nd Rep. Brown. Passed 6-5 with Reps. McConkey, Buco, Woodcock, Burroughs and Paige opposed.

MOTION: Approve the Sheriff Department budget at \$2,222,213.16 by Rep. Cordelli, 2nd Rep. Woodcock. Passed 11-0

Rep. MacDonald asked if level funding the Dispatch budget would be agreeable. Sheriff Richardi opposed stating with new hires pending, the department will be fully staffed. Opposed Rep. Cordelli motion to reduce education and training line. With the department fully staffed there will be opportunity for staff to be trained outside of the dispatch center. Rep. Peternel noted that providing education opportunities is one way to curb burnout.

MOTION: Reduce line 100.4217.017 Education and Training from \$3,000 to \$1,500 by Rep. Cordelli, 2nd Rep. Smith. Failed 9-2 with Rep. Cordelli and Rep. Smith in favor.

MOTION: Approve Dispatch Center budget at \$1,108,988.65 by Rep. Cordelli, 2nd Rep. Peternel. Passed 11-0

Two cruisers were ordered in September 2023 at the same price (\$36,207 each) as previous cruisers ordered from the same dealer. This order is pending cruiser availability and approval of the 2024 budget.

MOTION: Approve Sheriff's capital request (\$72,414) by Rep. Woodcock, 2nd Rep. Brown. Passed 10-1 with Rep. Cordelli opposed.

Convention

MOTION: Reduce line 100.4110.100 (Performance Audit Contingency) to \$1 by Rep. Cordelli, 2nd Rep. McConkey. Passed 1-0

MOTION: Approve Convention budget at \$8,681 by Rep. Cordelli, 2nd Rep. Brown. Passed 11-0

Treasurer

This treasurer budget was held pending approval of the Hale's Location 2024 budget because it contains a \$1,000 stipend for the treasurer.

Human Resources

MOTION: Approve Human Resource budget at \$389,441.77 by Rep. Cordelli, 2nd Rep. Brown. Passed 11-0

- Regarding past reports of payroll software problems, Dir. Matchett said it is "tremendously better" with more frequent communication with the vendor
- Bulk of recruiting is at the nursing home (LNAs) and jail (corrections officers). Two RN-level unit manager positions are available
- LNA training policy being worked on with MVC Administrator
- Criminal background checks are conducted by NH State Police

Finance

MOTION: Approve the 2024 Finance budget at \$489,024.36 by Rep. Cordelli, 2nd Rep. Brown. Passed 11-0

- Plan is to utilize additional modules in the finance software in 2024. Rep. Cordelli requested that a list including the name of the software and the modules be sent to the full Delegation

Registry of Deeds

- Volume down – not much available on the market; large cash purchases still happening. Interest rates make borrowing challenging. Predicted 25% decline in revenue for 2023 but ended with 10% decline
- 2023 expenditures partially funded with ARPA monies. Those not available in 2024
- Contracted fees increase for 2024 due to being partially offset by ARPA in 2023
- Rep. McConkey asked is staffing can be reduced now that electronic filing represents the bulk of filings. Registry of Deeds staffing level the same for past four years. Transitioning to the new system has created additional work. The transition is at about 70% now. Do not anticipate decrease in staffing levels.
- Records management system in the past cost in excess of \$100,000 per year. After initial equipment outlay using ARPA funds and contracting with new vendor, the system is paying for itself quickly.

There is a 10-year contract with level cost first five years. Years 6-10 indexed to the CPI. We are in year 2 now.

MOTION: Approve the Registry of Deeds budget at \$528,693.39 by Rep. Cordelli, 2nd Rep. Brown. Passed 11-0

MOTION: Approve the Registry of Deeds bond principal payment at \$290,000 by Rep. Cordelli, 2nd Rep. Brown. Passed 11-0

MOTION: Approve Registry of Deeds bond interest payment of \$144,065 by Rep. Cordelli, 2nd Rep. Brown. Passed 11-0

MOTION: Approve Registry of Deed proposed revenue of \$744,208 by Rep. Cordelli, 2nd Rep. Brown. Passed 11-0

County Facilities

- Rep. McConkey asked if there are paving plans for Annex building. Dir. Murray responded it is not in this budget and he has not been directed to pursue
- Rep. MacDonald question on salary increase to which CFO Batchelder-Edson responded for 2024 it is 3% for earners over \$55,000 and \$1.50 per hour for those who earn less than \$55,000

MOTION: Approve the County Facilities budget at \$253,650.41 by Rep. Cordelli, 2nd Rep. Brown. Passed 11-0

Department of Public Works

- Paving company is working on assessment of the paving at Annex; grants being pursued
- Water upgrades have all been funded with ARPA monies. Pumps replaced. All new water meters and fire hydrants. Looking next at upgrading Old Route 28 line.
- Capacity for wells and storage appears it will be just enough for current users and the County operations. Final analysis expected to be received soon
- Rep McConkey asked if there is enough water and sewer capacity for the proposed future use of the Annex.
- Wastewater treatment system is 21 years old. Grinder had to be replaced in 2023. Lightning strike in August resulted in other sewer system parts being replaced.
- Dir. DeWitte suggested hiring an engineering firm to study the sewer system as it is and what improvements or future expansion would require. Rep. McConkey urged the commissioners to pursue this study with an eye toward 10% expansion. Chmn. Avellani concurred and said this should be included in discussion about renovation of the Annex. It was suggested that the Annex future use plan be conveyed to Underwood Engineers including the renovation of the commercial kitchen
- Rep. Peternel asked if the director has considered using the advertising funding to advertise hay sales
- Dir. DeWitte - The commissioners are developing a hay policy. Most of the hay has been sold this year. The remaining hay is mulch quality
- Rep. Peternel said she owns a farm and getting hay was more difficult in 2022 because of the drought than in 2023's rainy summer. Dir. DeWitte said the hay did grow really well in 2023 but they could not get out on the fields due to wet conditions

MOTION: Approve the DPW budget at \$365,173.48 by Rep. Cordelli, 2nd Rep. Woodcock. Passed 11-0

MOTION: Approve proposed 2024 DPW revenue at \$30,000 by Rep. Cordelli, 2nd Rep. Brown. Passed 11-0

- Comm'r McGee said not having a hay policy brought several issues to light. The commissioners are happy to take input from anyone as the hay policy is being developed. The policy will make the

process of hay sales more transparent. Rep. McConkey asked if the Delegation can make suggestions for the policy. Comm'r McGee agreed.

- Rep. McConkey asked to receive a copy of the DPW maintenance and equipment inventory

BEAS (Bureau of Adult and Elderly Services) Contract

- CFO Batchelder-Edson read a definition of BEAS, "The purpose of the agreement is to set forth the procedures in which the County will transfer funds for use as the non-federal share of per diem nursing facility payments and CFI waiver programs".
- Rep. Brown requested a copy of this definition

MOTION: **Approve the 2024 BEAS expense of \$5,829,397.02** by Rep. Cordelli, 2nd Rep. Brown.
Passed 11-0

Approval of Meeting Minutes

MOTION: **Approve December 14, 2023 meeting minutes** by Rep. Paige, 2nd Rep. Cordelli. Passed 11-3.

Public Hearing – Proposed 2024 Carroll County Budget

Mr. Cain: \$1.7 million spent on agency staffing for the nursing home in 2023. Need to have a committee to make recommendations to retain staff. Two years ago less than \$15,000 was spent on agency staff.

Ms. Dragonfly: Thanked Rep. Burroughs for sponsoring marijuana bill. Difficult finding agenda, meeting information on the County website. Continue to question the courthouse transaction. Asked why the County charges for tampons in the public bathrooms. Asked for better signage for the Annex.

Other Business

Rep. Cordelli said Freedom Logistics will be at the January 18 county commissioners meeting to talk about net metering.

Budget Process

Chmn. Avellani proposed a daylong budget session of the executive committee to prepare recommendations to be brought to the full delegation for final approval. Regional appropriations requests will not be part of the executive budget committee process. Rather those requests will be considered by the full Delegation.

MOTION: **The Executive Committee will meet to further discuss the budget, make suggested changes as necessary, at a public meeting. Any changes will be brought forward to the full Delegation for votes** by Rep. Cordelli, 2nd Rep. Woodcock. Passed 11-0

Recessed to the Call of the Chair

Approval Date: _____

Rep. Mark McConkey, Clerk



Request for funding for Carroll County UNH Extension Health and Well-Being Programming FY2024

Expand County Funding to meet Pressing Needs

UNH Extension is requesting \$28,383 to expand the scope of UNH Extension's Health and Well-Being Program in Carroll County. These funds will allow the transition of the Health and Well-Being Extension Teacher to a position that addresses some of Carroll County's most significant community needs that are upstream 'social determinants of health,' such as: **affordable housing and transportation; healthy living for aging adults; quality childcare; and access to local healthy foods.**

Expand Impact of Extension Educator, Joy Ganon

The Extension Teacher incumbent is Joy Gagnon, an educator with an exceptional performance record. Joy holds a Bachelor's degree in Nutritional Sciences and a Master's degree in Educational Studies from UNH. She is a resident of Ossipee and an active community member who leads the Ossipee United Roundtable and serves on the Ossipee Economic Development Council and Ossipee School's Our Advisory Council.

Joy has spent the last eleven years as an Extension teacher working directly with Carroll County schools, school districts, early childcare, senior centers, homeless people, community agencies and recovery centers. She has extensive relationships and a bird's eye view of the issues.

Currently, Joy's work is restricted by her position's primary sources of funding - Supplemental Nutrition Assistance Program Education (SNAP Ed) and Expanded Food and Nutrition Education Program (EFNEP). SNAP Ed is a USDA grant program that helps people stretch their SNAP dollars, teaches them how to cook healthy meals, and lead physically active lifestyles. EFNEP is a USDA nutrition education program for people with low incomes. Both programs restrict Joy's work to specific populations.

Projected Work and Impact

With \$28,383 in support from Carroll County, Extension would transition Joy's position so she could work to address critical long term goals and shorter term objectives:

- **Affordable housing and transportation** – Joy will partner with the County Land Use Committee, Tri-County CAP, and Eastern Lakes and Mount Washington Valley housing coalitions with the long-term goal of increasing access to affordable housing and transportation. *Potential immediate objectives: strengthening coalition, town and regional access to existing state and regional resources and funding.*
- **Mt. Washington Valley's aging population** – She will work with The Gibson Center for Senior Services and community groups to assist with implementation the AARP Age Friendly Communities initiative. Long term goals are to make system level changes to improve the health and well-being of older adults. *Potential immediate objectives: replicate already successful programs at senior centers and housing locations to reduce isolation.*
- **Carroll County Food Access** – She will continue to lead the Carroll County Food Access Network and partner with MWVeg and Food for All to utilize recent thorough needs assessment to increase food access across the county with particular focus on local foods and low- and middle-income families. *Potential Immediate Objective: increase local farm foods in retail outlets.*



Serving the communities of Madison, Tamworth, Sandwich, Moultonborough, Ossipee, Effingham, Albany and Conway
27 Durrell Rd. Tamworth, NH 03886

December 1, 2023

Dear County Commissioners,

I hope this letter finds you all well. I am writing to ask that you reconsider Bearcamp Valley School & Children's Center for funding in the 2024 budget.

I understand that you see BVS&CC as a local organization because the majority of children that attend live in Tamworth. That is only true for the school-age population. More than half of our current children reside in other towns: Ossipee, Chocorua, Madison, Freedom, and Sandwich, and earlier this year we had children from Effingham and Tuftonboro too. We also employ teachers who reside in Moultonborough and Effingham. Beyond that, most of our parents are employed in towns other than Tamworth (all but 4). Businesses in Ossipee, Wolfeboro, Madison, Freedom, Conway, North Conway, Center Conway, and Albany currently employ the parents of children attending BVS&CC. That's 9 towns, 17 businesses within Carroll County, that would be negatively impacted should this school need to close its doors due to lack of funding. Although we are located in one town, our services reach far beyond the boundaries of Tamworth.

We all know employers are struggling to find people to work. Imagine losing part of your workforce due to a lack of childcare. Not only do you have to find people to replace those employees you lost, but you also must find people who won't require childcare because there isn't any available.

So, I ask you again to reconsider granting Bearcamp Valley School and Children's Center monies to keep their doors open, not only for the children of the Greater Tamworth community, but for the businesses spread throughout Carroll County that employ their parents.

Sincerely,

Lisa Sargent
Center Director
Bearcamp Valley School and Children's Center



Tamworth Fire and Rescue Department

132 CHINOOK TRAIL, TAMWORTH NH 03886

STATION: (603) 323-8874, FAX: (603) 323-9974

EMAIL: chiefcolcord@tamworthfd.org



2023-11-08

Annual Life Safety Inspection for;

~~_____~~
27 Durrell Road
Tamworth New Hampshire 03886

Thank you for accompanying me on today's date for the annual Life Safety Inspection of your facility. To say that I was sincerely impressed is a huge understatement! Except for one year I have inspected this facility for the past 15 years. I fully expected to be disappointed after today's inspection. I expected to see the same issues that have been written up in past inspections with no improvements being made.

I am very happy to admit that I was wrong in this assumption. I am very impressed with the attention to detail in improvements that have been accomplished at the Center. This year's inspection, by far is the best condition I have ever seen your facility. Just driving in the parking lot I noticed the building has been recently painted, a new hip roof was added to protect the chimney which has been damaged in the past, and the Center was neat, organized and well maintained.

I was greeted by Lisa and Casey as I entered. I was provided with an updated map, contact information and door codes. As we walked thru building it was apparent by their enthusiasm they were eager to show me the improvements. Again, I was truly impressed with the effort put forward. Something which may seem insignificant as replacing bath room fans, is a very significant issue for me as a Life Safety Professional. I have seen numerous fires caused by malfunctioning exhaust fans.

Systems throughout the building have been serviced or are scheduled to be in the near future. Documentation as required by State Law was in order. I was happy and more importantly comfortable in signing your license.

To the Board of Directors; I highly encourage you to recognize the individuals responsible for the improvements to this facility. I further encourage you to maintain this level of responsibility for your facility. Absolutely incredible improvement from years past!

As always, do not hesitate to contact this office with any questions or concerns.

Very respectfully, Richard Colcord

Tamworth Fire and Rescue Chief

Note: All of the building improvements were funded by a county grant in 2022, including a security door for the main entrance

Bearcamp Valley School

Towns we served in 2023

The number served includes children and staff who live in each town and parents who are employed in each town

Towns Served	Number Served
Conway	6
Center Conway	1
North Conway	3
Chocorua	3
Tamworth	18 (includes 11 school-age children)
Sandwich	1
Albany	2
Freedom	4
Madison	4
Wolfeboro	1
Effingham	3
Moultonborough	1
Tuftonboro	1
Ossipee	10

December 13, 2023

To Whom It May Concern:

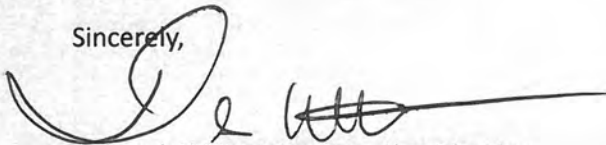
As the Executive Director of Starting Point: Services for Victims of Domestic and Sexual Violence, I am deeply concerned about the impact of Carroll County Commissioners' decision not to fund Bear Camp Daycare.

Many employers in Carroll County, including Starting Point, rely on Bear Camp to care for staff's children while they work. There is an extreme shortage of good quality daycare in our county. Bear Camp is facing a shutdown by refusing to grant the \$75,000 requested.

This will result in us losing excellent staff with specific expertise. This would detrimentally impact our staff, families, and the adults and children we serve.

Please feel free to reach out to me if you have any questions or if I can be of any assistance.

Sincerely,



Deborah Weinstein, Executive Director

deb@startingpointnh.org

603-901-2227

603.447.2494

PO Box 1972

Conway, NH 03818

www.startingpointnh.org

Support Line

800.336.3795



Starting Point

Services for Victims of Domestic and Sexual Violence